

BOT

Meeting

September 19, 2024

**AGENDA
REGULAR MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

DATE: Thursday, September 19, 2024
TIME: 7:00 p.m.
PLACE: Township Hall, 44405 Six Mile Road

CALL TO ORDER:

ROLL CALL:	Mark Abbo, Supervisor Cynthia Jankowski, Clerk Jason Rhines, Treasurer	Scott Frush, Trustee Mindy Herrmann, Trustee Roger Lundberg, Trustee Christopher Roosen, Trustee
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PLEDGE OF ALLEGIANCE:

1. Agendas:

- A.** Approve the Regular Agenda and the Consent Agenda items:
 - 1. Minutes – Board of Trustees – August 15, 2024
 - 2. Minutes – Zoning Board of Appeals – May 15, 2024
 - 3. Minutes – Historic District Commission – July 25, 2024
 - 4. Finance ESC Report – August
 - 5. Finance Report – August
 - 6. Northville Youth Network Report – June to August
 - 7. Building Closure – November 5, 2024 (Election Day)
 - 8. Budget Study Session Date Change – November 18

2. Appointments, Presentations, Resolutions & Announcements:

- A.** Appointment – Historic District Commission - Marjorie Banner
- B.** Landfill Working Committee Report

3. Public Hearing:

- A.** None

4. Brief Public Comments: (Anyone wishing to comment on an agenda item, or any other matter, may do so at this time. Citizen Comments are requested to be limited to two minutes.)

5. New Business:

- A.** Public Services – OHM Change Order
- B.** Finance – Intergovernmental Agreement (IGA) – Fonson Project
- C.** Parks and Recreation – Strategic Plan Approval
- D.** Clerk – Institute for Responsive Government Grant

6. Unfinished Business: None

7. Ordinances: None

8. Check Registry:

- A. In the amount of \$6,916,636.19 for the period of August 3, 2024 to September 6, 2024.

9. Board Communication & Reports:

- A. Mark Abbo
- B. Cynthia Jankowski
- C. Jason Rhines
- D. Scott Frush
- E. Mindy Herrmann
- F. Roger Lundberg
- G. Christopher Roosen
- H. Todd Mutchler

10. Any other business for the Board of Trustees:

11. ADJOURN:

Respectfully submitted:

Cynthia L. Jankowski, Clerk

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the Charter Township of Northville Board of Trustees by calling: 248-348-5825 or E-mail address clerk@twp.northville.mi.us at least two working days in advance of the meeting.

The Township Board of Trustees will be meeting in person. The public can attend in person or view the meeting online by visiting the Township's website at <https://twp.northville.mi.us/RemoteMeetings> . All Public Comment participation will be in person or by sending a letter to the Clerk's Office prior to the meeting for public comment; letters will be accepted via email (clerk@twp.northville.mi.us), in person at the Clerk's Office or by postal mail.

Consent Agenda

**MINUTES
REGULAR MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

DATE: Thursday, August 15, 2024
TIME: 7:00 p.m.
PLACE: Township Hall, 44405 Six Mile Road

CALL TO ORDER: Supervisor Abbo called the meeting to order at 7:00 p.m.

PRESENT: Mark Abbo, Supervisor
 Cynthia Jankowski, Clerk
 Jason Rhines, Treasurer
 Mindy Herrmann, Trustee
 Scott Frush, Trustee
 Roger Lundberg, Trustee
 Christopher Roosen, Trustee

PLEDGE OF ALLEGIANCE:

1. Agendas:

A. Regular Agenda and the Consent Agenda items

Motion by Trustee Lundberg to approve the regular agenda and approve the items listed under the consent agenda, second by Trustee Frush.

VOTE: AYES: Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
NAYS: None
ABSENT: Herrmann

Motion Approved

2. Appointments, Presentations, Resolutions & Announcements:

Recognition of Service – Robert Lipmyer – Northville Senior Advisory Council

- Presented by Supervisor Abbo and Clerk Jankowski

A. Presentation – WTUA Budget

Motion by Trustee Roosen to approve the departmental budget for the Western Townships Utilities Authority as presented for the fiscal year ending September 30, 2025, second by Trustee Lundberg.

VOTE: AYES: Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
NAYS: None
ABSENT: Herrmann

Motion Approved

B. ~~Landfill Working Committee Report~~ - None

C. ZBA – Tom Stroup

Motion by Trustee Roosen to re-appoint Tom Stroup to the Zoning Board of Appeals with a new term to August 30, 2027, second by Trustee Lundberg.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

3. Public Hearing: Parcel 13 Brownfield Plan Amendment, No. 6

Motion by Clerk Jankowski to open and conduct the public hearing for the Parcel 13 Brownfield Plan Amendment No. 6, second by Trustee Frush.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

Motion by Clerk Jankowski to close the public hearing for the Parcel 13 Brownfield Plan Amendment No. 6, second by Trustee Frush.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

4. Brief Public Comments: None

5. New Business:

A. Supervisor – Parcel 13 Brownfield Plan Amendment, No. 6

Motion by Trustee Lundberg to approve the Michigan International Technology Center Redevelopment Authority Parcel 13 Brownfield Plan Amendment No. 6, second by Treasurer Rhines.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

B. Finance – Bulk Fuel - MiDeal

Motion by Trustee Lundberg to approve a purchase arrangement with Crystal Flash for the purchase of bulk fuel, second by Clerk Jankowski.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

C. Finance – Amendment No. 2 – Partners in Architecture

Motion by Treasurer Rhines to approve Amendment No. 2 for Partners in Architecture, adjusting the cost for Phase II from \$1,820,000 to \$1,969,200, second by Clerk Jankowski.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

D. Public Services – Change Order No. 2 – ESC Additional Backup Generator

Motion by Clerk Jankowski to approve Change Order No. 2 in an amount of \$310,000 for an additional back-up generator at the Township's new Public Safety Headquarters, second by Trustee Lundberg.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

E. Public Services – DTE Nitro Substation – Storm Water Maintenance

Motion by Treasurer Rhines to approve the DTE Nitro Substation Storm Water Maintenance Resolution, second by Trustee Frush.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
 NAYS: None
 ABSENT: Herrmann

Motion Approved

6. **Unfinished Business:** None

7. **Ordinances:** None

8. **Check Registry:**

A. **In the amount of \$5,982,192.81 for the period of July 29, 2024 to August 2, 2024**

Motion by Treasurer Rhines to approve the check registry in the amount of \$5,982,192.821 for the period of July 29, 2024 to August 2, 2024, second by Trustee Frush.

VOTE: **AYES:** Abbo, Jankowski, Rhines, Frush, Lundberg, Roosen
NAYS: None
ABSENT: Herrmann

Motion Approved

9. **Board Communication & Reports:**

A. **Mark Abbo** – Supervisor Abbo reminded the Board of the November 21, 2024 meeting where we will discuss and approve the 2025 budget. The Supervisor also reported that he met with a potential buyer for the Six Mile property, a charter school headquartered in Pennsylvania, and looked positive for them to take possession after the move to the Essential Service Complex. The buyer is offering close to full asking price of \$2,100,000. There was a July 26 kick-off meeting regarding the necessary due diligence to be completed on the potential Farmer's Market property, including a parking analysis, building renderings and potential expansion for other uses for the space.

B. **Cynthia Jankowski** – Clerk Jankowski began by thanking all election inspectors and all township departments who lent employees for further assistance on election day, giving appreciation, especially to Clerk office staff. The clerk provided election stats: 70.91% return on the 7,370 AV ballots that were mailed; pre-processed 1,666 AV ballots successfully which will help tabulate ballots earlier for the November election; voter turnout for the August primary was 26.17% of registered voters; 244 registered voters took advantage of Early Voting, was a related cost of \$61.61/voter when capturing staffing costs. Shred-It will be held at Township Hall on September 21, 9-11am. No NYN meeting this month due to active participation at Camp Hillside and Camp Meads Mill. Senior Advisory Council met today to express appreciation for Bob Lipmyer's 15 years of service to our Northville Seniors. Anyone wishing to serve on the Council is encouraged to fill out an application which can be found on the Township's website. Upcoming events can be found on the Parks and Rec website, as well at the Inspire magazine which should be available the last week in September.

C. **Jason Rhines** – No Report

D. **Scott Frush** – Trustee Frush reminded the community of Historic District Commission meeting on August 22. Commented on how the paving on Five Mile between Beck and Ridge Road is looking great with new grading to even out some of the low spots.

Suggested that the September meeting could include updates from our elected officials, reporting on recent accomplishments.

E. Mindy Herrmann – Absent

F. Roger Lundberg – Trustee Lundberg outlined the agenda for the HOA Forum scheduled for August 28, with a meeting start at 7pm. He is looking forward to the 3rd Annual Charity Golf Outing taking place on September 11th as there has been good response from employees and commission members. Lastly, he reported that he had a chance to walk the mountain bike trails at Legacy Park, and complimented Rock Solid on the great job they are doing.

G. Christopher Roosen – Trustee Roosen responded to comments made by Robert Lipmyer earlier this evening to dedicate more funding to Senior Services, or provide a mechanism to receive donations for those seniors who may have financial restrictions and are missing opportunities to attend activities at the Senior Center.

H. Todd Mutchler – Manager Mutchler updated the Board on the delayed start date to begin installation of the left-hand turn lanes at Six and Sheldon Roads. Last update had mid-August to begin work. Manager Mutchler also informed the Board that Director Wendy Hillman has been invited to sit on the Michigan State University External Advisory Board of the Eli Broad College of Business – a group of public and private section professionals to comment on curriculum standards.

10. Any other business for the Board of Trustees: None

11. ADJOURN: Meeting adjourned at 7:46 p.m.

Respectfully submitted:

Cynthia L. Jankowski, Clerk

Approved:

CHARTER TOWNSHIP OF NORTHVILLE
Zoning Board of Appeals
May 15, 2024

DATE: May 15, 2024
TIME: 7:00 pm
PLACE: Northville Township Hall
 44405 Six Mile Road

APPROVED: August 21, 2024

CALL TO ORDER: 7:02 pm

ROLL CALL:

Present: Brian Doren, Milan Gandhi (arrived 7:05pm), Joseph LoPiccolo, Paul Slatin, Paul Smith, Thomas Stroup

Excused: Christopher Roosen

Staff: Jennifer Frey, Township Planner

APPROVAL OF MINUTES:

Zoning Board of Appeals – March 20, 2024

MOTION by LoPiccolo, support by Roosen, to approve the minutes from the Zoning Board of Appeals meeting of March 20, 2024.

Motion approved unanimously by voice vote.

Chair Slatin made standard introductory remarks explaining the role of the ZBA and the formal procedures of the meeting. Four affirmative votes are required to pass any motion and all variance requests approved will be valid for one year.

Correspondence

One correspondence provided to Board Members tonight.

PETITIONS:

1. PZON24-0004

Frank Myers

Property Owner:	Alexander & Ricci Malloure
Location:	46274 Pickford Street
Request:	Chapter 170, 18.1 – Schedule of Regulations, to allow a 30.75' front yard setback where 35' is required
Action:	Approve, Approve with Conditions, Postpone, Deny

Alexander Malloure, 46274 Pickford Street, made the following points:

- They purchased the home in 2023.

- They were asking to build a front porch on their home, proposed at 34.5' wide by 10' deep.
- In terms of practical difficulty:
 - The front porch needs to allow appropriate furniture in order to eat outdoors and also sit and greet neighbors. For instance, typically a table will be 40", with 3' on either side for chairs, bringing the needed depth to 9.5'. Adding columns will add another 6".
 - Another factor is the south-facing home, creating a harsh afternoon sun. A 5' – 6' deep porch would not create enough shade to use the porch at that time of day.
- The encroachment into the front yard setback would be 4.25'; porches without a roof structure are allowed to encroach up to 12' into the front yard setback.
- A couple of the adjacent homes also had less than the 35' required front yard setback.
- The intent of asking for this variance includes the desire to interact with neighbors as they walk the street, and to present a neighbor-friendly, architecturally-enhanced front elevation.

In response to questions, Township Planner Frey provided the following:

- The houses cited by Mr. Malloure did not have known variances for their setbacks. The garage of the house to the left is set back approximately 27' to the road right-of-way. The garage of the house across the street is set back approximately 33' from the right-of-way. Generally, the homes in the Edenderry subdivision are set back 35' from the right-of-way.
- Granting this variance could potentially lead to increased requests for front porch variance requests.

Board discussion:

- The ZBA's charge is to make sure that when a variance is approved, the granting of the variance is based on state required criteria. There needs to be something unique or special about the property. Variances are not granted just because people want them.
- The Board was concerned that granting this variance would set precedent, and it was likely that other homeowners in the neighborhood would seek similar variances. The result would be changing the Township's standards by variance.
- The issue in this case was whether to allow a roofline of the porch to extend encroach 4.25'. When the house was built, the builder could have set the home further back, which would have allowed room for an appropriately sized front porch without asking for a variance. This situation was not caused by the present homeowner.
- The Homeowners Association provided a letter of support.
- The porch will not be built right up to the property line.
- The Board does not deal with aesthetics. The porch was well designed and would enhance the property. However, the question was whether the request met the criteria for granting a variance.

Chair Slatin opened the public hearing at 7:15pm. Seeing that no public indicated they wished to speak, Chair Slatin closed the public hearing at 7:15pm and brought the matter back to the Board.

After discussion and amendment, the following motion was offered:

MOTION by LoPiccolo, support by Doren, to approve Petition PZON 24-0004, by Alexander and Ricci Malloure, 46274 Pickford Street, to allow a 30.75' front yard setback where 35' is required, in order to build a non-enclosed, roofed front porch, with the following findings and conditions:

Findings:

- The request is for approximately 5', the minimum necessary for a functional front porch. The Homeowner's Association architectural committee has approved the plan. There are no neighbor concerns and the house is not build up to the front yard or rear yard setbacks. The porch will remain unenclosed.

Conditions:

1. All plans and buildings must meet the 2015 Michigan Residential Code.
2. Variances are valid for one year from the date of approval. A building permit must be approved prior to the expiration of the variance approval.
3. No future front-yard or side-yard variances will be granted.
4. The porch will remain open and unenclosed.

Motion discussion:

- From the standpoint of lot coverage and encroachment, the property has significant capacity. The lot coverage and building envelope has not been maximized and the home was well within the side and rear yard setbacks. This is an older subdivision, which makes this request somewhat different than others often heard by the ZBA, in that the home does not maximize the building envelope.

Roll Call Vote: **Ayes:** Doren, Gandhi, LoPiccolo, Slatin
 Nays: Smith, Stroup
 Abstentions: None

Motion passed 4-2.

OTHER BUSINESS:

None

DEPARTMENT REPORTS:

Jennifer Frey, Township Planner:

- No June ZBA meeting.

- Planner Frey reported on ongoing sidewalk/pathway installations that were filling in gaps in existing sidewalks. On Bradner, the sidewalk is being installed from Meads Mill School to the south end of the Colony subdivision. Gaps will be filled on the northeast corner of Six Mile and Beck. At Community Park, the sidewalk will be extended from Arcadia Ridge to the north side to the traffic circle and then into the park. A summer intern will be inventorying the sidewalks and pathways that need maintenance.
- As a follow-up to the newly approved Master Plan, the Planning Commission and Board of Trustees are working on an update to the Zoning Ordinance, with the goal of right-sizing the ordinance to meet current conditions in the Township and to bring the Ordinance into alignment with the Master Plan. There will be a joint meeting of Planning Commission and Board of Trustees regarding this effort on May 21, 6pm.
- As part of the zoning ordinance review, maybe the Township should look at some provisions to allow covered non-enclosed front porches to encroach into the front setback by a limited amount. Front porches are a desired feature in many neighborhoods.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

MOTION by Smith, support by Roosen, to adjourn the meeting.

Motion passed unanimously by voice vote.

The meeting was adjourned at 7:42pm.

**REGULAR MEETING MINUTES
CHARTER TOWNSHIP OF NORTHVILLE
Historic District Commission**

DATE: July 25, 2024

TIME: 6:30 pm

PLACE: West Conference Room, Northville Twp. Hall

CALL TO ORDER: Bill Sivy called the meeting to order at 6:30pm.

PRESENT: Robin Schleh, Bill Sivy, Fred Shadko, Jerry Wargo

ABSENT: Shana Maitland, Scott Frush

Guests: Margie Banner, Joe Oldenburg

1. Approval of Minutes: 6/27/24 Minutes- Approved

2. New Business

A. Display case has been offered to HDC

1. We will accept offer to put items of historical interest in case opposite West Conference Room- Schleh and Banner to coordinate
2. Diane Rosone has resigned from HDC
3. Discussion of replacement of Rosone as note taker and decision was to have Oldenburg take minutes for HDC meetings

3. Unfinished Business

A. Budget – \$7000

B. Thayer School

1. Electrical panel installation
 - a. DTE service planner came out and looked at building for installation
 - b. DTE can put electrical box on the outside of the building or on the stanchion at existing utility pole next to cemetery fence
 - 1) After discussion decision was to put on stanchion at existing pole
 - c. Our electrician is responsible for installing underground conduit from pole to the school- our electrician is talking with DTE
 - d. There is a monthly charge of \$10-12 even if we don't use any electricity
 - e. Hoping for electrical panel installation this year
2. Window replacement-
 - a. Northville Lumber
 - 1) Marvin- \$62,800 Includes estimates include 8 windows.
Recommend keeping window on east side of building as a door to satisfy code requirements
 - 2) Andersen- \$51,300- includes 8 windows.
 - b. Blackberry- Kalamazoo company
 - 1) No response yet, Sivy will follow up
 - c. Iverson Lumber
 - 1) Kolbe windows- makes historic window replacements
 - 2) No response, Sivy will follow up
 - d. Ken Brock- Willing to consult on window replacement. Banner to contact.
3. Ceiling- Sivy to talk to Monticello Carpentry
4. Steps
 - a. Schleh has a friend who works for Merlo Construction.

- b. Owner of Merlo lives in Salem Township.
- c. Schleh will pursue further.

C. Photos in West Conference Room

- 1. Schleh- resolution needed for good reproduction of photos- 300 DPI at ¼ inch scale
- 2. Shadko to send one photo to Schleh contact for evaluation
- 3. Oldenburg to check photos of Waterford Village Industry at The HenryFord
- 4. Oldenburg to check with Northville Historical Society to see if they have original high resolution copies of other 5 photos for West Conference Room at Township Hall

3. **ADJOURN:** There being no further business, the meeting adjourned at **8:05 pm.**
Next meeting August 22, 2024 at 6:30 pm Township Hall.

Respectfully submitted:

Joseph Oldenburg

Approved:



BOARD OF TRUSTEES

Mark J. Abbo, Supervisor
Cynthia L. Jankowski, Clerk
Jason Rhines, Treasurer

Scott Frush, Trustee
Mindy Herrmann, Trustee
Roger Lundberg, Trustee
Christopher Roosen, Trustee

To: Mark J. Abbo, Township Supervisor Board of Trustees
Cc: Todd Mutchler, Township Manager
From: Wendy Hillman, Finance and Budget Director
Subject: Finance Reports – August 2024
Date: September 19, 2024

In May 2024, the Township Board of Trustees approved a motion for a 'Special Circumstances Accommodation (SCA)' for the construction of the Essential Services Complex, specifically for purchases related to Technology and Furniture/Fixtures/Equipment (FFE).

Under this accommodation, purchases falling within the board-approved budget will be authorized by the Township Manager. Furthermore, all purchases will be reported to the Township board on a monthly basis to ensure transparency and oversight. All sealed bid requirements will continue to be upheld in accordance with the Township-Board approved Procurement Policy. Lastly, this Special Circumstances Accommodation (SCA) will be terminated upon the completion of the Essential Services Complex construction project.

Technology and FFE each have a dedicated \$2 million budget. The amounts encumbered have been procured in accordance with the procurement policy and approved the Township Manager.

Below is a snapshot of the activity through August 31, 2024:

Technology

Board-approved Budget	\$	2,000,000.00
Total Encumbrance	\$	496,491.43
Remaining Budget	\$	1,503,508.57
Percent Encumbered		25%

Furniture, Fixtures, and Equipment

Board-approved Budget	\$	2,000,000.00
Total Encumbrance	\$	21,158.00
Remaining Budget	\$	1,978,842.00
Percent Encumbered		1%

Encumbrance details are shown below:

Essential Services Complex - Technology

Vendor	Description	Encumbrance
Gardiner C Vose, INC	Raised Floor - Dispatch	\$ 51,130.00
Security 101	CCTV	126,334.03
Inacomp TSG	Cisco Phones	8,021.25
Conti LLC	Network Cabling	92,844.91
Keyper Systems	Physical Key Management System	24,580.15
Security 101	Security Door Access System	174,247.24
West Shore Services Inc	Weather Siren Replacement	15,466.00
J Ewing LLC	PD Video Arraignment System	3,867.85

Essential Services Complex - Furniture Fixtures and Equipment

Vendor	Description	Encumbrance
The Sheer Shop	ESC Window Treatments	\$ 21,158.00



BOARD OF TRUSTEES

Mark J. Abbo, Supervisor
Cynthia L. Jankowski, Clerk
Jason Rhines, Treasurer

Scott Frush, Trustee
Mindy Herrmann, Trustee
Roger Lundberg, Trustee
Christopher Roosen, Trustee

To: Mark J. Abbo, Township Supervisor
Board of Trustees

Cc: Todd Mutchler, Township Manager

From: Wendy Hillman, Finance and Budget Director

Subject: Finance Reports – July 2024

Date: September 19, 2024

Please find enclosed the monthly finance reports as follows:

1. Cash Summary by Fund (August)
2. Cash Balances by Investment (August)
3. Balance Sheet by Fund (August)

Cash Summary by Fund provides monthly increases (debits) and decreases (credits) to the Township's cash and investment accounts. The total cash and investment portfolio on August 31, 2024 is \$127,267,805. The Township pools its main disbursement account.

Cash Balances by Investment provides an investment breakout, by Fund, of the total portfolio of \$127,267,805.

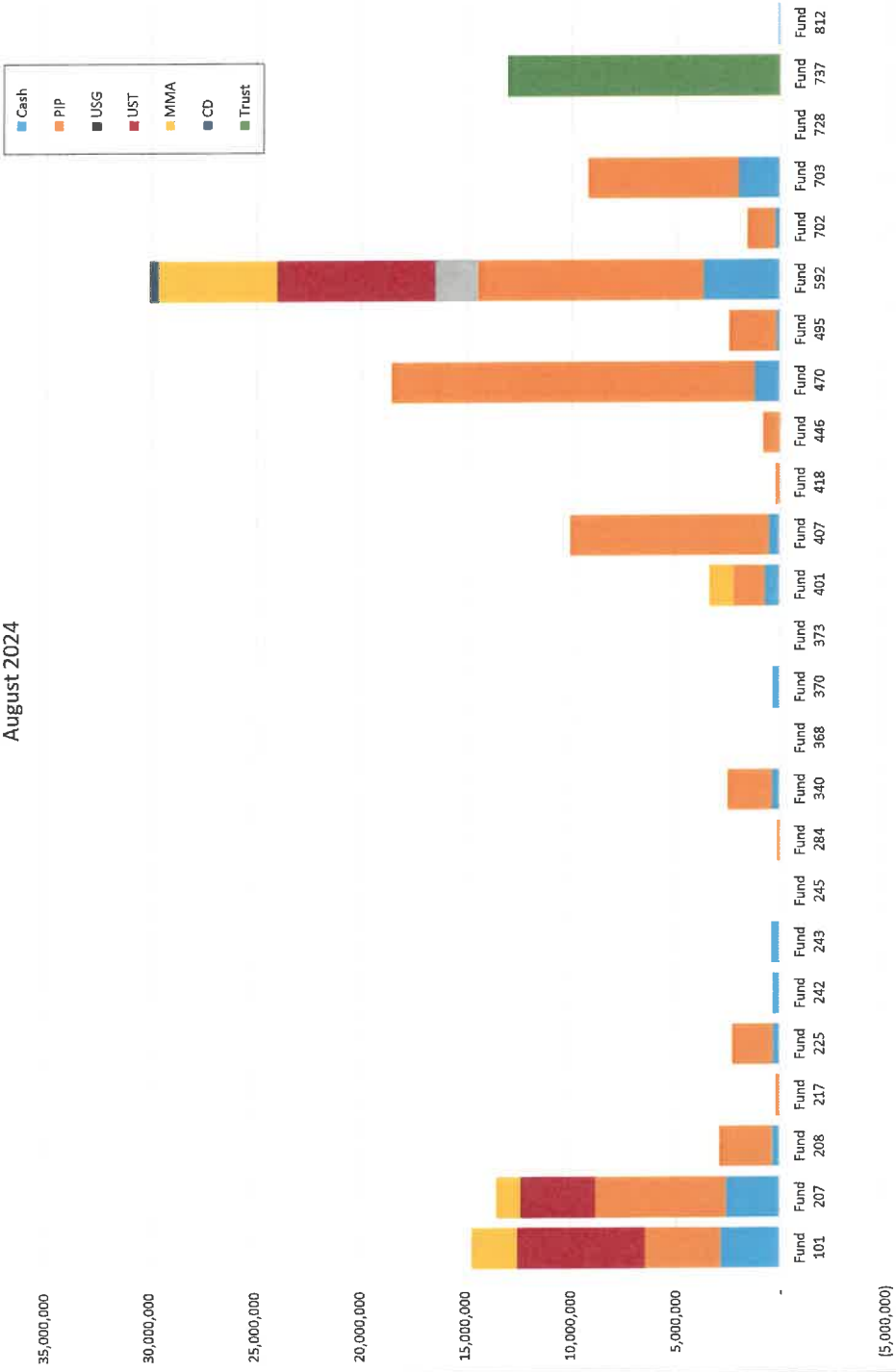
Balance Sheet by Fund provides the fund equity position on August 31, 2024, summarized by account type. Millage funds recognize property tax revenue early in the fiscal year, as indicated by high fund balance at the beginning of the fiscal year. This fund balance decreases during the year as expenditures are incurred.

CASH SUMMARY REPORT FOR NORTHVILLE CHARTER TOWNSHIP

From 08/01/2024 to 08/31/2024
FUNDS: 592, 207, 101, 702, 217 (24 more)

Fund Description	Beginning Balance 08/01/2024	Total Debits	Total Credits	Ending Balance 08/31/2024
101 General Fund	14,432,691.10	4,141,571.19	3,866,935.05	14,707,327.24
207 Public Safety Operating Fund	14,750,928.52	4,188,740.82	5,382,598.75	13,557,070.59
208 PARKS, RECREATION & SENIOR SERVICES FUND	3,166,129.31	1,684,063.61	1,916,904.01	2,933,288.91
217 Youth Assistance	249,433.36	398,027.19	427,420.43	220,040.12
225 Shared Services	2,238,358.08	3,970,580.41	3,894,312.97	2,334,625.52
242 Five Mile Brownfield Revolving Fund	193,504.02	141,764.09	0.00	335,268.11
243 Seven Mile Brownfield Redevel Authority	366,048.83	39,522.32	0.00	405,571.15
284 Opioid Settlement Fund	142,365.06	288,974.46	262,676.43	168,663.09
340 7 MILE & HAGGERTY PROPERTY BOND DEBT	2,554,540.37	4,331,190.46	4,321,821.80	2,563,909.03
368 EDENDERRY PAVING SAD#27 P#5 DEBT SERVIC	(5,338.87)	0.00	0.00	(5,338.87)
370 Essential Services Building CIB	356,769.00	0.00	0.00	356,769.00
401 CAPITAL PROJECTS	4,094,773.81	2,782,647.17	3,475,474.92	3,401,946.06
407 Public Safety Capital Projects Fund	10,052,112.13	6,106,676.52	6,100,312.11	10,058,476.54
418 Tree Fund	236,093.85	400,182.78	399,377.20	236,899.43
446 Improvement Revolving Fund	846,426.36	3,858.04	0.00	850,284.40
470 Essential Service Construction Fund	21,156,451.47	16,791,394.85	19,380,520.06	18,567,326.26
495 Seven Mile Construction Fund	2,498,653.58	2,197,187.03	2,191,282.12	2,504,558.49
592 Water and Sewer Fund	29,762,521.40	7,029,073.37	6,735,016.76	30,056,578.01
702 Escrow Fund	1,553,287.84	2,836,042.71	2,757,939.95	1,631,390.60
703 Current Tax Fund	3,640,511.94	22,725,479.72	17,145,440.03	9,220,551.63
728 Economic Development Corp	1,105.11	0.00	0.00	1,105.11
737 Other Post Employment Benefits Trust	12,906,179.76	221,617.75	76,456.98	13,051,340.53
812 Quail Ridge Paving	99,558.99	10,595.29	0.00	110,154.28
REPORT TOTALS:	125,313,105.02	80,289,189.78	78,334,489.57	127,267,805.23

Deposit and Investment Balances by Fund
August 2024



Diversification by Sector

- Cash
- Cash & Interest Checking Accounts
- PIP
- Public Funds Investment Pools
- USG
- U.S. Govt Agencies
- UST
- U.S. Treasury Securities
- MMA
- Money Market Accounts
- CD
- Certificates of Deposit
- Trust
- Trust

BALANCE SHEET FOR NORTHVILLE TOWNSHIP
MONTH ENDING 07/31/2024

FUND	FISCAL YEAR-TO-DATE 8/31/2023	FISCAL YEAR-TO-DATE 8/31/2024
Fund 101 - GENERAL FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 11,029	\$ 79,865
CASH	2,587,614	2,871,747
INVESTMENTS	14,164,345	11,835,580
OTHER ASSETS	1,093,993	1,323,710
TOTAL Assets	\$ 17,856,981	\$ 16,110,902
Liabilities		
ACCOUNTS PAYABLE	\$ 84,467	\$ 69,012
LIABILITIES - SHORT TERM	-	25,952
LIABILITIES - LONG TERM	1,065,183	1,042,421
TOTAL Liabilities	\$ 1,149,650	\$ 1,137,385
Ending Fund Balance	\$ 16,707,331	\$ 14,973,517

Special Revenue Funds:

Fund 207 - PUBLIC SAFETY OPERATING FUND

Assets		
ACCOUNTS RECEIVABLE	\$ -	\$ 887
CASH	4,312,010	2,610,791
INVESTMENTS	9,393,408	10,946,280
OTHER ASSETS	217,503	19,721
TOTAL Assets	\$ 13,922,921	\$ 13,577,679
Liabilities		
ACCOUNTS PAYABLE	\$ 266,497	\$ 285,251
LIABILITIES - SHORT TERM	5,089	82,137
TOTAL Liabilities	\$ 271,586	\$ 367,388
Ending Fund Balance	\$ 13,651,335	\$ 13,210,291

Fund 208 - PARKS, RECREATION AND SENIOR SERVICES

Assets		
ACCOUNTS RECEIVABLE	\$ -	\$ 12,814
CASH	93,672	384,766
INVESTMENTS	3,260,828	2,548,523
TOTAL Assets	\$ 3,354,500	\$ 2,946,103
Liabilities		
ACCOUNTS PAYABLE	\$ 74,829	\$ 49,720
LIABILITIES - SHORT TERM	-	-
TOTAL Liabilities	\$ 74,829	\$ 49,720
Ending Fund Balance	\$ 3,279,671	\$ 2,896,383

Fund 217 - YOUTH ASSISTANCE

Assets

FUND	FISCAL YEAR-TO-DATE 8/31/2023	FISCAL YEAR-TO-DATE 8/31/2024
ACCOUNTS RECEIVABLE	\$ 6,960	\$ 11,567
CASH	-	33,767
INVESTMENTS	212,207	186,273
TOTAL Assets	\$ 219,167	\$ 231,607
Liabilities		
ACCOUNTS PAYABLE	\$ 1,011	\$ 642
TOTAL Liabilities	\$ 1,011	\$ 642
Ending Fund Balance	\$ 218,156	\$ 230,965

Fund 225 - SHARED SERVICES

Assets		
ACCOUNTS RECEIVABLE	\$ 2,489	\$ -
CASH	-	358,265
INVESTMENTS	2,541,960	1,976,360
OTHER ASSETS	241,450	-
TOTAL Assets	\$ 2,785,899	\$ 2,334,625
Liabilities		
ACCOUNTS PAYABLE	\$ 2,104	\$ 1,590
LIABILITIES - SHORT TERM	45,612	43,123
TOTAL Liabilities	\$ 47,716	\$ 44,713
Ending Fund Balance	\$ 2,738,183	\$ 2,289,912

Fund 284 - OPIOID SETTLEMENT FUND

Assets		
ACCOUNTS RECEIVABLE	\$ 236,958	\$ 259,527
CASH	-	25,883
INVESTMENTS	70,445	142,781
TOTAL Assets	\$ 307,403	\$ 428,191
Liabilities		
LIABILITIES - SHORT TERM	\$ 229,587	\$ 259,527
TOTAL Liabilities	\$ 229,587	\$ 259,527
Ending Fund Balance	\$ 77,816	\$ 168,664

Debt Service Funds

Fund 340 - SEVEN MILE & HAGGERTY PROPERTY PURCHASE FUND

Assets		
ACCOUNTS RECEIVABLE	\$ 109,378	\$ 107,243
CASH	-	393,451
INVESTMENTS	2,957,614	2,170,458
TOTAL Assets	\$ 3,066,992	\$ 2,671,152
Liabilities		
LIABILITIES - SHORT TERM	\$ 109,378	\$ 107,243
TOTAL Liabilities	\$ 109,378	\$ 107,243

FUND	FISCAL YEAR-TO-DATE 8/31/2023		FISCAL YEAR-TO-DATE 8/31/2024	
Ending Fund Balance	\$	2,957,614	\$	2,563,909
Fund 368 - EDENDERRY PAVING SAD FUND				
Assets				
ACCOUNTS RECEIVABLE	\$	20,617	\$	81
CASH		(5,650)		(5,339)
TOTAL Assets	\$	14,967	\$	(5,258)
Liabilities				
ACCOUNTS PAYABLE	\$	-	\$	-
LIABILITIES - OTHER		21,496		81
TOTAL Liabilities	\$	21,496	\$	81
Ending Fund Balance	\$	(6,529)	\$	(5,339)
Fund 373 - 2012 REFUNDING DEBT (MUNICIPAL BUILDINGS)				
Assets				
CASH	\$	-	\$	-
INVESTMENTS		489,182		-
TOTAL Assets	\$	489,182	\$	-
TOTAL Liabilities	\$	-	\$	-
Ending Fund Balance	\$	489,182	\$	-
Capital Project Funds				
Fund 401 - CAPITAL PROJECTS FUND				
Assets				
ACCOUNTS RECEIVABLE	\$	21,079	\$	11,468
CASH		2,143,916		745,514
DUE FROM OTHER FUNDS		1,500		-
INVESTMENTS		7,207,943		2,656,432
OTHER ASSETS		-		-
TOTAL Assets	\$	9,374,438	\$	3,413,414
Liabilities				
ACCOUNTS PAYABLE	\$	19,212	\$	1,300
LIABILITIES - SHORT TERM		271,079		262,750
TOTAL Liabilities	\$	290,291	\$	264,050
Ending Fund Balance	\$	9,084,147	\$	3,149,364
Fund 407 - PUBLIC SAFETY CAPITAL PROJECTS FUND				
Assets				
CASH	\$	-	\$	549,377
INVESTMENTS		6,394,186		9,509,100
OTHER ASSETS		-		-
TOTAL Assets	\$	6,394,186	\$	10,058,477

FUND		FISCAL YEAR-TO-DATE 8/31/2023	FISCAL YEAR-TO-DATE 8/31/2024
Liabilities			
ACCOUNTS PAYABLE		\$ 7,783	\$ -
TOTAL Liabilities		\$ 7,783	\$ -
Ending Fund Balance		\$ 6,386,403	\$ 10,058,477
Fund 418 - TREE FUND			
Assets			
CASH		\$ -	\$ 36,354
INVESTMENTS		562,105	200,545
TOTAL Assets		\$ 562,105	\$ 236,899
TOTAL Liabilities		\$ -	\$ -
Ending Fund Balance		\$ 562,105	\$ 236,899
Fund 446 - IMPROVEMENT REVOLVING FUND			
Assets			
INVESTMENTS		\$ -	\$ 850,284
OTHER ASSETS		-	-
TOTAL Assets		\$ -	\$ 850,284
TOTAL Liabilities		\$ -	\$ -
Ending Fund Balance		\$ -	\$ 850,284
Fund 470 - ESSENTIAL SERVICES CONSTRUCTION FUND			
Assets			
CASH		\$ -	\$ 1,242,971
INVESTMENTS		3,106,347	17,324,355
TOTAL Assets		\$ 3,106,347	\$ 18,567,326
ACCOUNTS PAYABLE		\$ -	\$ 26,547
LIABILITIES - LONG TERM		3,083,513	-
TOTAL Liabilities		\$ 3,083,513	\$ 26,547
Ending Fund Balance		\$ 22,834	\$ 18,540,779
Enterprise Funds			
Fund 592 - WATER AND SEWER FUND			
Assets			
ACCOUNTS RECEIVABLE		\$ 2,809,670	\$ 3,066,639
CASH		6,670,509	3,689,429
DEFERRED OUTFLOW		1,006,912	1,380,059
FIXED ASSETS		94,463,174	101,442,105
ACCUMULATED DEPRECIATION		(43,019,657)	(44,878,749)
INVESTMENTS		24,236,579	26,367,149
OTHER ASSETS		29,446,589	28,017,152

FUND	FISCAL YEAR-TO-DATE 8/31/2023	FISCAL YEAR-TO-DATE 8/31/2024
TOTAL Assets	\$ 115,613,776	\$ 119,083,784
Liabilities		
ACCOUNTS PAYABLE	\$ 719,796	\$ 653,807
LIABILITIES - SHORT TERM	844,905	1,398,283
LIABILITIES - LONG TERM	2,375,288	2,551,557
TOTAL Liabilities	\$ 3,939,989	\$ 4,603,647
Ending Net Position	\$ 111,673,787	\$ 114,480,137

Component Units

Fund 242 - BROWNFIELD REDEVELOPMENT AUTHORITY (REVOLVING FUND)

Assets		
CASH	\$ -	\$ 335,268
INVESTMENTS	303,270	-
TOTAL Assets	\$ 303,270	\$ 335,268
TOTAL Liabilities	\$ -	\$ 150,672
Ending Fund Balance	\$ 303,270	\$ 184,596

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY (SEVEN MILE PROPERTY)

Assets		
CASH	\$ -	\$ 405,571
INVESTMENTS	232,210	-
TOTAL Assets	\$ 232,210	\$ 405,571
TOTAL Liabilities	\$ -	\$ -
Ending Fund Balance	\$ 232,210	\$ 405,571

Fund 495 - SEVEN MILE CONSTRUCTION FUND (Bond proceeds)

Assets		
CASH	\$ -	\$ 198,795
INVESTMENTS	3,271,095	2,305,763
OTHER ASSETS	-	-
TOTAL Assets	\$ 3,271,095	\$ 2,504,558
ACCOUNTS PAYABLE	\$ 235,275	\$ 96,133
LIABILITIES - SHORT TERM	-	-
TOTAL Liabilities	\$ 235,275	\$ 96,133
Ending Fund Balance	\$ 3,035,820	\$ 2,408,425

TO: Northville Youth Network Commission, Northville City Council, Northville Township Board of Trustees, Northville Public Schools Board of Education

CC: Todd Mutchler, George Lahanas

FROM: Amy Prevo

DATE: September 5, 2024

**NORTHVILLE YOUTH NETWORK PROGRAM REPORT
June-August 2024**

PROGRAMS, SERVICES & COMMUNITY PARTNERSHIPS

As part of our Youth Assistance Program, this summer we completed two cohorts each of *Teen Talk* with seven participants and *Project Respect* with ten participants. Since we had a number of substance use-related referrals this summer we modified the curriculum for one of the *Teen Talk* cohorts to focus on substance use education and prevention. We included a presentation by a public health educator as well as had a session that featured a certified addiction specialist employed with Brighton Center for Recovery, who also happens to be a Northville High School graduate as well as someone who was referred to NYN as a teen. She shared her story of addiction and recovery which had a powerful impact on the participants. We are also providing case management to three Youth Assistance Program participants that we referred to Growth Works for more comprehensive substance use services. Since Growth Works only serves Wayne County residents there is a need for more comprehensive adolescent substance use programs that serve our Oakland County residents. I spent time this summer researching resources available in Oakland County and discovered the Oakland Community Health Network (OCHN), which offers a nationally recognized evidence-based program, *Prime for Life*. OCHN has agreed to partner with NYN and offer this program to our Youth Assistance Program participants free of charge, and has also agreed to serve both Oakland and Wayne County youth. We're excited about this new partnership opportunity and will be starting with our first cohort in November.

We also hosted another successful CAMP Hillside & Meads Mill program with 91 rising 6th grade students participating this year. The participants engaged in a variety of activities designed to acclimate them to the middle school experience and reduce the anxiety that many kids face when making this transition. Each school site was facilitated by a dedicated team of 6th grade teachers that the students will encounter when the school year starts, providing them with familiar faces in which to turn for support if necessary. Scavenger hunts throughout the buildings, practicing opening combination lockers, team-building experiences, making friends, and getting a jumpstart on productive academic habits are all a part of the CAMP program and contribute to a more positive middle school experience. While CAMP is open to all students, we work with teachers, social workers, and learning consultants to make sure that students who they identify as having the potential of facing additional challenges during the middle school transition are encouraged to participate in the program. This year, 81% of the participants were either on an IEP/504 Plan or recommended for participation by a school staff member. Survey feedback from the participants

regarding their experience was positive with 94% responding “agree” or “strongly agree” when asked if as a result of their participation they feel ready and prepared to be a middle school student and 97% of the participants responding “agree” or “strongly agree” when asked if they would recommend the program to a friend.

NYN staff met over the summer to work on reimagining our wellness programming and ways to effectively and efficiently deliver programs to youth. We’re excited about some new initiatives in development that include strengthening our partnership with Northville Public Schools to offer after-school programming at the middle school level with topics requested by administrators and staff, as well as a new program to be offered to high school students during the morning seminar hour.

GENERAL OPERATIONS

Over the summer I met regularly with Northville Township IT and Communications team to discuss various marketing/communications strategies to promote NYN programs and services. Our aim is to increase social media presence and to secure broader media opportunities. Additionally, the Family Center of Grosse Pointe reached out to us to learn about our programs and services, specifically how we work cooperatively with Northville High School in supporting the administration and School Resource Officer with student behavior/discipline issues. Their organization is looking to implement similar support services and was impressed with the partnership we have with NPS.

YOUTH SUPPORT SERVICES

The tables below and on the next page indicate the status of referrals for the months of June through August. The first table shows the number of clients who are new, in progress, or have been discharged during this period. The second table shows a more detailed breakdown of Youth Assistance Program (diversion program) referrals by reason as well as behavioral health support referrals from all other sources (i.e., parent/school) by reason and type to date. This summer we received a total of 30 referrals, which is almost double the average number received in a typical summer. During the months of June, July, and August staff collectively had 41 individual appointments with referred youth and/or parents.

NYN June-August 2024 Referrals			
	New	In Progress	Discharged
Youth Assistance Program	23	11	9
Case Management	3	1	11
Resource Referral	4	-	-

REFERRALS FOR YOUTH ASSISTANCE PROGRAM (SOURCE: NPS OR LAW ENFORCEMENT)														
Reason	#	%	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Substance use	9	16%			1			7	1					
Vape/tobacco	5	9%	3		1			1						
Anger management	5	9%			1	3	1							
Assault	0	0%												
Peer conflict/fighting	1	2%					1							
Harassment/bullying	0	0%												
Racial/cultural insensitivity	16	29%	1	5	3		5	2						
Truancy	0	0%												
Decision making	14	25%			2	1		1	5	5				
Destruction of property	4	7%		3					1					
Retail fraud	1	2%			1									
Theft/larceny	0	0%												
Other	0	0%												
TOTAL YAP REFERRALS TO DATE	55		4	8	9	4	7	11	7	5	0	0	0	0

REFERRALS FOR BEHAVIORAL HEALTH SUPPORT (SOURCE: PARENTS/OTHER)														
Reason	#	%	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Behavioral health issues (depression/anxiety)	29	57%	2	4	5	7	6	5						
Substance use	2	4%						2						
Suicidal Ideation	6	12%		2	1	1	2							
Self-harm	0	0%												
Eating disorder	0	0%												
School performance/avoidance issue	3	6%		2		1								
Relational issues-family/peer conflict	3	6%	1	2										
Social Skills	2	4%				2								
Behavior/conduct/anger management issues	4	8%	1	2			1							
Grief/loss	0	0%												
Other	2	4%	1		1									
Type of Support														
Case Management (More complex/comprehensive)	27													
Referral Services (Resource recommendation)	24													
TOTAL PARENT/OTHER REFERRALS TO DATE	51		5	12	7	11	9	7	0	0	0	0	0	0

TOTAL OF ALL REFERRALS TO DATE														
			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
TOTAL OF ALL REFERRALS TO DATE	106		9	20	16	15	16	18	7	5	0	0	0	0

Regular Agenda Items

Board of Trustees Request for Action	
Meeting Date:	September 19, 2024
Agenda Item:	Request to approve Change Order to OHM Advisors for additional engineering, survey, and archeologic study
Department:	Public Services
Support & Background Information:	<p>For the past year, OHM Advisors has been providing design services for the proposed 7 Mile Road Pathway (awarded October 2023). OHM was instrumental in the Township receiving a Transportation Alternative Program (TAP) grant (\$1,721,628) and a MDNR Trust Fund Grant (\$300,000).</p> <p>As the design phase of the project has progressed, several items have changed. These include re-alignment of the route at 7 Mile/Northville Roads and the requirement for an MDOT archeological survey. The re-alignment was found necessary after the existing abandoned bridge was studied by structural engineers and deemed unsafe for use. This change resulted in the pathway now travelling north along Northville Road to east Seven Mile Road. In addition, the MDOT archeologist identified a potential sensitive area along the Legacy park property, that they will require an archeologic survey. These two modifications have resulted in \$59,500 of additional work required during the design phase.</p> <p>We are still on track to start construction of this pathway project in summer 2025.</p> <p>Total overall project cost is broken down below:</p> <p>Total original project: \$2,361,616.00 TAP grant: \$1,721,628.00 REIS: \$250,000 (from settlement agreement) MDNRTF: \$300,000 (current grant submission with state DNR) Township: \$89,988.00 (+ \$59,500 for this request)</p>
Budget Impact:	Original funding in the amount of \$207,400 was approved in October 2023. Both the original request and the change-order are funded with the pathway allocation from the Capital Projects Fund.
Suggested Motion:	I move to approve a Change Order to OHM Advisors for additional design due to alignment changes and MDOT requirements in an amount not to exceed \$59,500.



August 12, 2024

Charter Township of Northville
Department of Public Services
44405 Six Mile Road
Northville, MI 48168

Attn: Bob Belair, PE, Director of Public Services

RE: Amendment for Seven Mile Road Pathway Regional Pathway Connector
Proposal for Engineering Professional Services

Dear Mr. Belair:

In September 2023 OHM Advisors (OHM) submitted a proposal to the Charter Township of Northville (Township) for design engineering services for the construction of approximately 1.9-miles of pathway along the Seven Mile Road corridor between the Hines Park Trail at the northern edge of the Northville Recreation Area (Wayne County Hines Park system) and an existing pathway west of the Cooper Standard Automotive building connecting to the I-275 Metro Trail. The scope of services at that time excluded archeological survey, as it was undetermined at that time if it would be required as part of MDOT's Section 106 review. It was also assumed at that time that the pathway would cross Northville Rd south of 7 Mile Rd at a midblock HAWK crossing and utilize the existing park road and bridge to connect to the Hines Park Trail. Since that time, OHM has met with EGLE for a pre-application meeting and submitted a Section 106 application to MDOT.

As a result of these meetings and a load rating analysis on the existing bridge, it has become apparent that the alignment utilizing the existing park bridge will not be a feasible alignment due to the condition of the existing bridge, the amount of pathway within the floodway requiring hydraulic analysis, and the likelihood of finding historic artifacts within the floodway. As a result, an alternative alignment has been proposed utilizing the Main Street and 7 Mile Road right-of-way to connect to the Hines Park Trail at River Street. A map of the alternate alignment is attached to this amendment letter.

In addition, the MDOT Cultural Resources staff has indicated that a section of previously undisturbed property within Legacy Park requires further analysis under Section 106. This analysis will involve a desktop analysis as well as shovel testing within the park to meet MDOT and SHPO requirements.

The following sections contain our Project Understanding, Scope of Services, Assumptions, Schedule, and Fee related to the additional scope of work required based on these unforeseen conditions.

PROJECT UNDERSTANDING

As briefly described above, the original proposed scope of work was for design engineering services for the construction of approximately 1.9-miles of pathway along the Seven Mile Road corridor between the Hines Park Trail in the Northville Recreation Area (Wayne County Hines Park system) and an existing pathway west of the Cooper Standard Automotive building. OHM Advisors (OHM) previously submitted a Michigan Department of Transportation (MDOT) Transportation Alternatives Program (TAP) grant application, and a Michigan Natural Resources Trust Fund (MNRTF) grant application for this pathway on behalf of the Township. The project was



selected for funding in both programs. The conditional commitment for the TAP grant was a \$1,721,628 federal grant for FY2025. The MNRTF grant award was \$300,000. The total estimated project cost at the time of application was \$2.4 million, including approximately \$270,000 in railroad work which will be handled separately via MDOT Force Account.

In preparation for grant applications in 2021, OHM prepared a conceptual pathway plan on behalf of the Township showing the proposed alignment through the Northville Recreation Area utilizing an existing Wayne County Park bridge crossing the Johnson Drain. At the time it was assumed that the bridge could not handle vehicle traffic, but would be safe for bicycle and pedestrian use, as that is how it currently functions. A load rating of the bridge was included in OHM's design scope of work.

When OHM performed the structural investigation in December 2023 it was determined that the bridge was not structurally sound and could not be reused due to the deteriorating bridge beams and the unknown foundation structure. In addition, two environmental concerns of the bridge and immediate surrounding area were found early in design. First, through the Section 106 application process the Michigan Department of Transportation (MDOT) Local Agency Program (LAP) archaeologist identified sensitive areas along the proposed pathway alignment around the existing bridge would require a Phase Ia archaeological survey. Furthermore, after a pre-application meeting with EGLE, it was determined that any fill of pathway within the floodway (which spans greater than 600-ft in the area surrounding the bridge) would require a hydraulic analysis and no-rise certification. Lastly, initial meetings with Wayne County regarding the HAWK signal that would provide a safe midblock crossing for trail users south of the 7 Mile Rd & Northville Rd intersection indicated that the County was more supportive of upgrading the existing intersection signal and providing a new crossing at the intersection rather than an additional midblock south of the intersection. These four factors led to the design team considering other options to connect the 7 Mile Rd pathway west of Northville Rd to the Hines Park Trail and ultimately downtown Northville.

After meeting with the Township, the decision was made to relocate the alignment to the road rights-of-way to avoid the bridge and floodplain area from the conceptual alignment. The new proposed alignment connects to the Hines Park Trail on the south side of Seven Mile Road and runs east to the intersection of Seven Mile Road and Main Street, where it will cross to the east side of Main Street at a new City-installed signal. The path will then continue a short distance south to the intersection of Seven Mile Road and Northville Road at which point it will cross Seven Mile Road then turn and continue east along the south side of Seven Mile Road to the existing pathway, through several sections of Township owned Legacy Park. A signal upgrade will be required at the intersection of Seven Mile Road and Northville Road to accommodate the new pedestrian crossing of Seven Mile Road, as the County has indicated that the existing signal cannot accommodate a pedestrian crossing. These two signalized crossings will remove the need for a midblock HAWK signal. Additional topographic survey, plan changes, signal design work, and a revision to the Section 106 and NEPA applications to MDOT will be required because of this alignment change.

In addition to the alignment change, the Michigan Department of Transportation (MDOT) Local Agency Program (LAP) archaeologist also identified sensitive areas along the proposed pathway alignment within Legacy Park that may require a Phase Ia archaeological survey. The archeological survey is required to be complete by an MDOT qualified archeologist. OHM has identified SWCA as a certified archeologist that would perform this work.

After pathway re-alignment and creation of 30% plans an updated cost estimate would be provided to the Township to compare to the cost estimate assumed at the time of grant application. While exact costs are currently unknown, it is assumed that the removal of the boardwalk and bridge repairs from the project scope will accommodate the addition of the signal upgrade and pathway re-alignment.



SCOPE OF SERVICES

We propose the following tasks and associated work required to adjust the schedule and incorporate the additional scope to complete design engineering for this pathway connector project.

Task 1 – Phase Ia Archaeological Survey

The following tasks are necessary to comply with Section 106 of the National Historic Preservation Act (NHPA) to maintain TAP funding. These efforts are as follows:

- Update the previously submitted Section 106 Application with the new alignment to the MDOT LAP's archeologist.
- Conduct background research on environmental and archaeological site data to establish a field survey plan to submit to MDOT's LAP archeologist for review and approval. This work will be done by OHM's archeology subconsultant SWCA.
- Perform field survey which includes shovel testing at 15 meter intervals of approximately 1,300 meters of the proposed pathway alignment. Due to previous disturbance, it is assumed that 15% of the survey area will not need to be shovel tested. Based on the standards established by MDOT's LAP guidelines, the size of the tract, the apparent groundcover, and the estimated percentage of disturbance, it is assumed that one transect of no more than 74 shovel tests will be needed to test the survey area. This work will be done by OHM's archeology subconsultant SWCA.
- Preparation of Archaeological Short Survey Report for submission to MDOT/LAP. This technical report will include corresponding maps, tables, and figures in keeping with the MDOT/LAP guidelines for short report forms. This work will be done by OHM's archeology subconsultant SWCA.
- Update the alignment and/or profile of the pathway to accommodate findings made during shovel testing. It is assumed that further phases of archeology study will not be required beyond the initial shovel testing.

Task 2 – Additional Topographic Survey

The following tasks are required to survey additional right-of-way to modify the alignment:

- Topographic survey of relocated proposed alignment not surveyed previously. The alternate alignment requires additional topographic survey starting at the connection point of the proposed pathway with the Hines Park Trail on the south side of Seven Mile Road at River Street, continuing east to Main Street, crossing Main Street, then turning south and continuing to the Seven Mile Road and Northville Road intersection.
- Survey to include establishing right-of-way (ROW), locating clearing limits, above ground utilities, traffic signals, road edge, lane lines, existing sidewalk, storm structures, and inverts. Survey does not include identification of individual trees or tree species.

It is assumed in the fee below that the topographic survey completed for the City's 7 Mile intersections project will be utilized in the pathway drawings. This survey includes both the Northville Rd and 7 Mile Rd intersection and the Main St and 7 Mile Rd intersection. 7 Mile Rd west of the intersection to River St was not included in the existing survey.



Task 3 – Additional Signal Design

The following tasks are necessary to replace the HAWK signal design with the design of the new signal at 7 Mile Road and Northville Rd to accommodate the new pedestrian crossing. It is anticipated that Wayne County will require the entire signal to be replaced based on preliminary discussions with their traffic engineer. The design of the HAWK signal has not yet begun, so the fee for this work includes a credit for the assumed fee of designing the HAWK signal. These efforts are as follows:

- Additional signal plans for the intersection signal beyond the effort previously assumed to create HAWK signal plans. The plans will include a full signal upgrade.
- Coordination with the CSX Railroad to modify the existing signal in advance of the railroad. This advanced signal is part of the intersection signal due to the proximity of the railroad to the intersection.
- Creation of a signal timing model and preparation of a signal timing permit through Wayne County.
- Additional geotechnical borings for the traffic signal pole foundations beyond what would be expected for HAWK signal foundations.

Task 4 – Additional Engineering Design

- Prepare updated 30% design plans incorporating alignment change at west end of project.

CLARIFICATIONS AND ASSUMPTIONS

- All assumptions from the September 13, 2023, proposal, except those noted in the exceptions above, continue to be assumed for this project.

SCHEDULE

We are available to begin work immediately upon authorization. We propose the following schedule for the pathway engineering in coordination with MDOT's planning guidelines for fiscal year 2025, assuming we receive limited authorization to proceed with additional topographic survey and archeological preparatory efforts by August 16, 2024 (with full authorization at September Board Meeting):

Additional Topographical Survey – August 2024
EGLE Permit Submittal – August 23, 2024
Preliminary (30%) Plans – September 13, 2024
Wayne County Plan Submittal – November 1, 2024
GI Submittal (80% Package) – December 2, 2024
GI Meeting – January 2025
Final Bid Documents Submittal to MDOT and CSX – February 14, 2025
MDOT Advertisement – March 28, 2025
MDOT Bid Letting – May 2, 2025
Contract Award – June 2025
Construction – July 2025 through November 2026

This schedule assumes that the Township will let a separate tree removal contract during the winter of 2024/2025 in order to meet tree clearing schedule requirements dictated by Indiana bat and Northern Long Eared bat best

OHM Advisors*

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OHM-Advisors.com



management practices. It also assumes the project will be phased to coordinate with the City signal project at the intersection of Main St and 7 Mile Rd, which is planned for Spring/Summer 2026 construction.

FEE SCHEDULE

We propose to perform these additional Professional Engineering Services as outlined above on an hourly basis, for a total **Not-to-Exceed Fee of \$59,500**.

Phase Ia Archaeological Survey – \$33,000
Additional Topographical Survey – \$4,500
Additional Signal Design (includes geotechnical sub-consultant cost) – \$15,000
Additional Pathway Design - \$7,000

ACCEPTANCE

If you find our proposal acceptable, please provide us written authorization to amend our previous 7 Mile Rd Pathway Final Engineering scope of work.

We thank you for this opportunity to provide professional services to the Township and we look forward to completing the design engineering and bidding assistance for this project. Please do not hesitate to contact me at (734) 466-4439 or Claire Martin at (734) 466-4592 if you have any questions or need any additional information.

Sincerely,
OHM Advisors

George Tsakoff

Digitally signed by George Tsakoff
DN: C=US,
E=George.Tsakoff@ohm-advisors.com,
O=OHM ADVISORS, OU=Municipal,
CN=George Tsakoff
Date: 2024.08.12 11:08:04-04'00'

George Tsakoff, PE
Principal

Encl: Alternative Alignment Map
cc: Claire Martin, OHM

AUTHORIZATION TO PROCEED WITH AMENDMENT

Bob Belair, PE, Director of Public Services

Date

(R.O.W. VARIES)



Board of Trustees Request for Action	
Meeting Date:	September 19, 2024
Agenda Item:	Motion to Approve Resolution #2024-xxx Intergovernmental Agreement for Contingent Commitment to Pay Remaining Fonson Project Costs
Department:	Supervisor
Support & Background Information:	<p>The \$10MM MEDC Special Legislation (Road) Grant was awarded to MITC in February 2024. The understanding at that time was the full award would be advanced-funded, similar to past MEDC grants.</p> <p>Language within the award was recently clarified by the MEDC to state that the first 50% tranche of funds was advanced funded whereas the second tranche of funds was to be reimbursement-based. Reimbursement requests will be quarterly.</p> <p>An Intergovernmental Agreement (IGA) has been drafted between Northville and Plymouth Townships outlining the funding agreement of the \$5MM advance.</p>
Budget Impact:	At this time, the transfer of funds will be considered an Advance and therefore, no budget amendment is necessary. Funds will be advanced on an as-needed basis minimizing the impact to the general fund cash flow. Quarterly draws will replenish the advance until the project concludes in spring 2025.
Suggested Motion:	Motion to Approve Resolution #2024-xxx Intergovernmental Agreement for Contingent Commitment to Pay Remaining Fonson and other project costs.

INTERGOVERNMENTAL AGREEMENT FOR CONTINGENT COMMITMENT TO PAY REMAINING FONSON PROJECT COSTS

This Intergovernmental Agreement ("IGA") is entered into by and between the Charter Township of Plymouth, a Michigan municipal corporation with offices at 9955 N. Haggerty Rd. Plymouth, Michigan 48170 ("Plymouth Township"), and the Charter Township of Northville, a Michigan municipal corporation, with offices at 44405 Six Mile Road, Northville, Michigan 48168 ("Northville Township").

WHEREAS, Plymouth Township and Northville Township are collaborative entities to a certain contract for Five Mile Road and Ridge Road Reconstruction Phase 1, (the "Project") between the Michigan International Technology Center Redevelopment Authority ("MITCRA") and Fonson Company, Inc. ("Fonson Contract"); and

WHEREAS, this Project, for road and other infrastructure improvements on the border between the two communities, equally benefits both Plymouth Township and Northville Township; and

WHEREAS, the budget amount for the project including the Fonson Contract, covering construction, engineering and administration, is \$9,759,606, of which approximately \$4,474,396 has been paid through July 31, 2024, with approximately \$765,000 pending due for August; and

WHEREAS, funding for the project is provided by a Michigan Economic Development Corporation ("MEDC") grant of \$10,000,000 to MITCRA, of which \$5,000,000 has been disbursed to date; and

WHEREAS, while the initial disbursement of \$5,000,000 was on an advance basis, MEDC has recently advised that the second disbursement of \$5,000,000 will be on a reimbursement basis; and

WHEREAS, while efforts are ongoing in an attempt to secure the agreement of the MEDC to make the second disbursement on an advance basis, in the event those efforts are unsuccessful, it is necessary to provide for a contingent plan of interim funding to pay the monthly invoices expected for the continuing work on the project.

NOW THEREFORE, In consideration of their mutual promises and other valuable consideration, the sufficiency of which is acknowledged, IT IS AGREED by the collaborating entities Plymouth Township and Northville Township that:

- 1) In the absence of receiving the second disbursement from the MEDC, Northville Township will advance funds sufficient to pay the remaining monthly invoices for construction, engineering and administration for the project;
- 2) Northville Township will be reimbursed for the full amount of the funds advanced by it from the second disbursement from the MEDC;
- 3) Following receipt of an accounting and invoice by Northville Township, Plymouth Township will promptly pay, not to exceed thirty (30) days upon invoicing, Northville Township fifty (50%) percent of the funds advanced by Northville Township under this IGA as reflected in that accounting and invoice in the event the second disbursement is not received from MEDC for any reason, or for amounts not reimbursed if the second disbursement is insufficient to reimburse Northville Township for the full amount of the funds advanced by Northville Township.

Date: _____

CHARTER TOWNSHIP OF PLYMOUTH

By: _____

Its: _____

Date: _____

CHARTER TOWNSHIP OF NORTHVILLE

By: _____

Its: _____

Memo Re: Intergovernmental Agreement With Plymouth Township
For Contingent Commitment To Pay Remaining Fonson
Project Costs

September 4, 2024

The contract between the Michigan International Technology Center Redevelopment Authority (MITCRA) and Fonson Company, Inc. is for Five Mile and Ridge Road Reconstruction Phase 1. The budget for the project covering construction, engineering and administration is \$9,759,606.

Funding for the project is to be provided by a Michigan Economic Development Corporation (MEDC) grant of \$10,000,000 to MITCRA, of which \$5,000,000 was disbursed by MEDC on an advance basis.

Through July, 2024, \$4,474,396 has been paid, with approximately \$765,000 due for August invoices.

A request was made to MEDC for the second disbursement of \$5,000,000, but they informed us that unlike the first disbursement, which was on an advance basis, the second disbursement will be on a reimbursement basis, once all invoices have been received and paid, with documentation provided to MEDC.

Upon pushback to MEDC, we have been informed that boilerplate language in the budget bill is the reason why the second disbursement will be on a reimbursement basis. That language provides:

A second, and final, payment of the remaining 50% of the Grant funds under this Agreement shall be made by the MEDC to Grantee upon receipt and approval by the Grant Administrator of Grantee's supporting documentation showing that the remaining costs for which payment is requested have been appropriately expended in accordance with Grantee's Budget.

Consequently, it is necessary to provide for alternate funding to pay the monthly invoices expected for the continuing work, beginning with the August invoices, as there is insufficient funds available from the unspent grant disbursement to pay those in full.

The IGA provides that Northville Township will advance funds sufficient to pay the remaining invoices for construction, engineering and administration for the project, and will be reimbursed for those payments from the expected MEDC second disbursement of remaining grant funds.

However, in the event that payment by the MEDC of the second disbursement is not received for any reason, and if the remaining grant funds are insufficient to cover the eventual paid invoices in full, Plymouth Township agrees to reimburse Northville Township for 50% of the funds expended by Northville Township, within 30 days of invoicing.

ACH

RESOLUTION 2024-xxx
The Charter Township of Northville

Resolution Approving
INTERGOVERNMENTAL AGREEMENT FOR CONTINGENT COMMITMENT
TO PAY REMAINING FONSON PROJECT COSTS

At a regular meeting of the Board of Trustees of the Charter Township of Northville, held on Thursday, September 19, 2024, at 7:00 p.m. at the Northville Township Hall, the following information was offered:

WHEREAS: Northville Township and Plymouth Township are collaborative entities to a certain contract for Five Mile Road and Ridge Road Reconstruction Phase 1, (the "Project") between the Michigan International Technology Center Redevelopment Authority ("MITCRA") and Fonson Company, Inc. ("Fonson Contract"); and

WHEREAS: this Project, for road and other infrastructure improvements on the border between the two communities, equally benefits both Northville Township and Plymouth Township; and

WHEREAS: the budget amount for the project including the Fonson Contract, covering construction, engineering and administration, is \$9,759,606, of which approximately \$4,474,396 has been paid through July 31, 2024, with approximately \$765,000 pending due for August; and

WHEREAS: funding for the project is provided by a Michigan Economic Development Corporation ("MEDC") grant of \$10,000,000 to MITCRA, of which \$5,000,000 has been disbursed to date; and

WHEREAS: while the initial disbursement of \$5,000,000 was on an advance basis, MEDC has advised that the second disbursement of \$5,000,000 will be on a reimbursement basis, on the basis of boilerplate language in the budget bill approving the grant, and

WHEREAS: it is necessary to provide for a contingent plan of interim funding to pay the monthly invoices expected for the continuing work on the project, and

WHEREAS: the INTERGOVERNMENTAL AGREEMENT FOR CONTINGENT COMMITMENT TO PAY REMAINING FONSON PROJECT COSTS ("IGA") provides that:

- 1) In the absence of receiving the second disbursement from the MEDC, Northville Township will advance funds sufficient to pay the remaining monthly invoices for construction, engineering and administration for the project;
- 2) Northville Township will be reimbursed for the full amount of the funds advanced by it from the second disbursement from the MEDC;

- 3) Following receipt of an accounting and invoice by Northville Township, Plymouth Township will promptly pay, not to exceed thirty (30) days upon invoicing, Northville Township fifty (50%) percent of the funds advanced by Northville Township under this IGA as reflected in that accounting and invoice in the event the second disbursement is not received from MEDC for any reason, or for amounts not reimbursed if the second disbursement is insufficient to reimburse Northville Township for the full amount of the funds advanced by Northville Township.

NOW, THEREFORE, BE IT RESOLVED:

That the Township Board of Trustees finds that it is in the best interests of the Charter Township of Northville to approve the INTERGOVERNMENTAL AGREEMENT FOR CONTINGENT COMMITMENT TO PAY REMAINING FONSON PROJECT COSTS.

MOTION BY:

SUPPORTED BY:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED:

I, Cynthia L. Jankowski, Clerk of the Charter Township of Northville, County of Wayne, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution of action approved by the Board of Trustees at their regular meeting held on Thursday, September 19, 2024 at 44405 Six Mile Road, Northville, Michigan 48168.

Cynthia L. Jankowski, Clerk

Board of Trustees Request for Action	
Meeting Date:	September 19, 2024
Agenda Item:	Parks & Recreation Strategic Plan Adoption
Department:	Parks & Recreation
Support & Background Information:	<p>For the last year, Northville Parks & Recreation (NP&R) has been working on completing the department's first master since 2004. NP&R staff; the Northville Township Board of Trustees; the City of Northville City Council; the Northville parks & Recreation Commission; and the Northville Senior Advisory Committee all added valuable input through SWOT analysis exercises. The NP&R staff transformed the data into selecting a new mission statement; vision statement; core values, guiding principles; strategic priorities; goals and strategies; and ultimately an action plan. The document will serve as a compass to guide NP&R towards serving the Northville community, and its employees, with excellence and professionalism through parks & recreation services.</p> <p>The 2025-2029 Strategic Plan Adoption by both the Northville Township Board of Trustees, and the Northville City Council, is a requirement of CAPRA (National Recreation & Park Association's Commission for Accreditation of Park and Recreation Agencies).</p>
Budget Impact:	N/A
Suggested Motion:	MOVE to ADOPT the Northville Parks & Recreation Strategic Plan for 2025-2029.

Northville Parks & Recreation Strategic Plan 2025-2029

The path to building Your Community within a Park



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ADMINISTRATIVE OFFICE

Parks & Recreation
775 N. Center St., Suite B
Northville, Michigan 48167
(248) 349-0203

Parks and Recreation Administrative Staff

Derek O. Smith, Director of Parks & Recreation
Greg Morris, Assistant Director of Parks & Recreation
Nathan Reilly, Parks & Facilities Superintendent
Bridget Renwick, Recreation Superintendent
Debbie Giulianelli-Smith, Senior Services Supervisor
Connor Adams, Facilities Specialist
Brendan Shiemke, Recreation Specialist
Julie Wheeler, Recreation Specialist
Evan Paputa, Recreation Specialist
Deborah Davison, Health & Wellness Specialist

Special thanks to all our Parks, Recreation and
Senior Services team for all their hard work and
dedication to the Northville community.

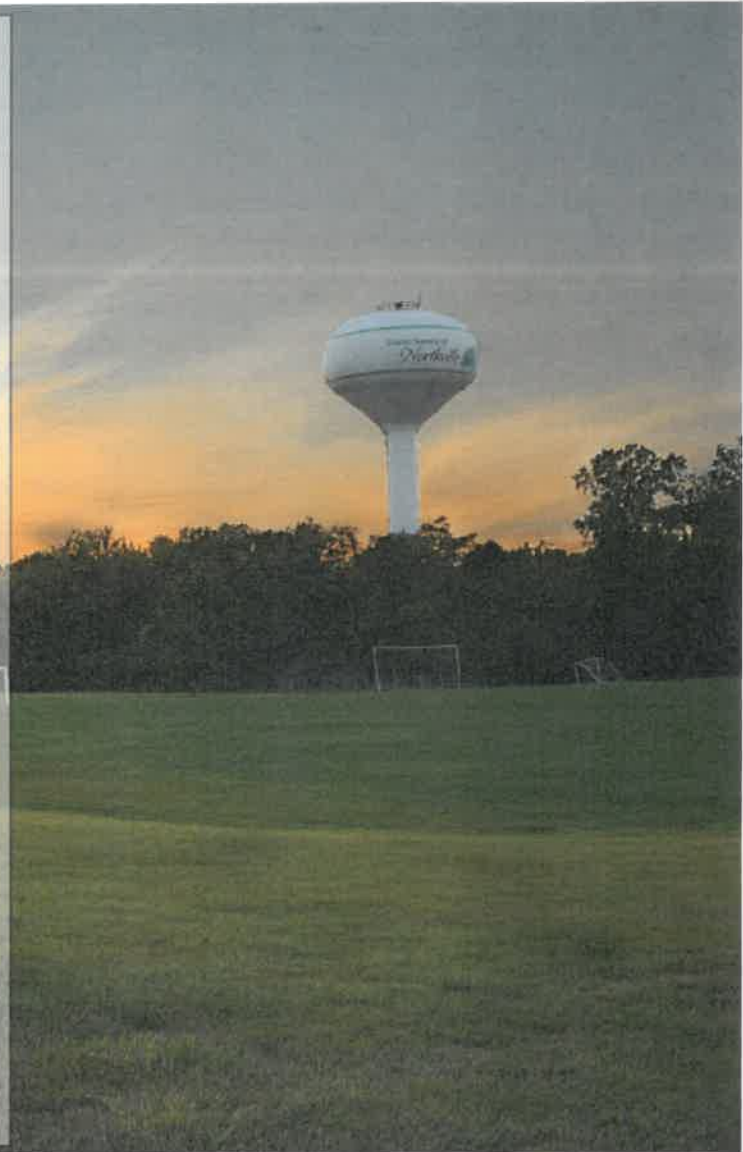
Dated (9-6-24)

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Northville Parks & Recreation

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Strategic Plan 2025-2029

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Acknowledgements

Northville Township Board of Trustees

Mark J. Abbo, Supervisor
Cynthia L. Jankowski, Clerk
Jason Rhines, Treasurer
Scott Frush, Trustee
Roger Lundberg, Trustee
Mindy Herrmann, Trustee
Chris Roosen, Trustee

City of Northville

Brian Turnbull, Mayor
Barbara Moroski-Browne, Mayor Pro-tem
Laura Genitti, City Council Member
Andrew Krenz, City Council Member
John Carter, City Council Member

Parks & Recreation Commission Township Members

Mark Abbo, Township Supervisor
Scott Frush, Township Trustee
Mindy Herrmann, Township Trustee

City Members

Brian Turnbull, Mayor
Barbara Moroski-Browne, Mayor Pro Tem

School District Member

Jim Mazurek

Senior Advisory Commission

Joseph Corriveau
Kim Campbell-Voytal
Jan Valade, Vice Chair
Laura Genitti, Council liaison
Andrew Krenz, Council liaison alternate
Robert Lipmyer
Jan Purtell, Chairperson
Dory Schmidt, Treasurer
Cynthia Jankowski, Township liaison

The Northville Parks & Recreation Leadership Team is pleased to present the 2025 Strategic Plan, which outlines the department's areas of focus and corresponding goals and strategies. This plan will serve as our roadmap for the next 5 years in guiding our work priorities and critical decision-making to ensure exemplary Parks and Recreation programs, services and spaces for the Northville Community for years to come.

We are grateful for our elected officials and Advisory Commissions for their continued support, collaboration and advocacy, and for our talented staff who work tirelessly for a better tomorrow. Together, we will build the path to your community within a park.



From the Director

“Your Community within a Park”

The Northville Community's history is vibrant with aged hardwood tapestries, miles of pathways and trails, a historic downtown, and a robust local, county and state park system. Northville Parks & Recreation is continuing that legacy as we embrace a new 'Golden Age of Recreation,' by enhancing the community's quality of life with the future additions of the City's Central Park, the renovation of Ford Field Park, building the riverfront walkway, and Northville Township's development of Legacy Park. NP&R is excited and working diligently toward the future as we collectively build “Your Community within a Park.”

Derek O. Smith, CPRP
Director of Parks and Recreation

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NP&R OVERVIEW

The City of Northville and Northville Township have shared recreation services since the 1970s; Senior Services and Youth Network programs were added in the 1980s. The Shared Service Agreement covers all operating costs for programs, services, parks and facilities maintenance, and vehicle/equipment purchases. Park Capital Improvement projects are covered by each respective municipality, depending on the location of the park. Facility Capital Improvements are funded through the Shared Service Agreement.

The Northville Parks & Recreation Commission accounts for its various activities in one fund separated into the main activity areas: Recreation, Senior Services, Parks and Facilities, and Administration.

NP&R is funded by numerous sources. Approximately 50% of the budget is generated through recreation program and senior program fees, contributions from external athletic programs such as the Northville Baseball-Softball Association and the Northville Soccer Association, facility and park rentals and miscellaneous revenue including grants, donations and sponsorships.

The remaining 50% of the department's revenue is comprised of contributions from the City of Northville and Northville Township. The contribution amount is

determined by a cost sharing formula. When using the 2021 tax rate information, the Township was responsible for 84% of the Shared Service amount and the City was responsible for 16%.

Northville Public Schools (NPS) has been a valued community partner from the beginning of the Shared Service Agreement. NPS provides use of the Northville Community Center (NCC) through a long-term lease agreement. NPS also provides the use and maintenance of the Recreation Center at Hillside (RCH) through a rental agreement. These two facilities, as well as some other school facility rentals, accommodate the large majority of indoor parks and recreation programs and services.

In August of 2017, Northville Township and the City of Northville reached an agreement to transition administrative, accounting and operational functions of the parks, facilities and recreation and senior programs to Northville Township, effective January 1, 2018. The main reason for this switch was to reflect the changing population demographics since the original shared services agreement began in the 1970s, and to utilize the administrative and operational resources that are more available with the township. The change also recognizes the increased potential for growth of parks and recreation within township properties and facilities.



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Our COMMUNITY



As the provider of Parks and Recreation services for the City of Northville and Northville Township, NP&R is dedicated to reflecting both the shared and distinct qualities of each municipality. From the city's historic neighborhoods, quaint parks, walkable-small-town atmosphere and vibrant business district, to the rolling hills, expansive landscapes, thriving business districts and growing neighborhoods of the Township, NP&R understands the important role it has in bringing the community together while celebrating the unique and vibrant culture each area possesses.

Mindful of this responsibility, the NP&R Leadership Team made significant efforts to ensure the shared and unique qualities and needs of the community were central to the strategic planning process.

The Leadership Team also ensured that the Northville Township Culture Statement and corresponding Mission, Vision, Values and Core Purpose were reflected in the planning process. Employed by and operating under the administrative and operational guidance of Northville Township, NP&R embraces these principles and has aligned the department's Strategic Plan to compliment this model.

NORTHVILLE TOWNSHIP CULTURE STATEMENT

We are dedicated professionals who connect, engage, and serve the community. We encourage forward thinking with diverse ideas, working as a team, and individual balance to collectively achieve one goal: a rewarding career where we are empowered to be ourselves and grow each day in service to the community.

OUR MISSION

We will deliver exceptional public services in a professional, creative and responsible manner to enhance the quality of life for those who live in, work in and enjoy our community.

OUR VISION

Be a leading, innovative community built through a legacy of excellence.

OUR VALUES

Integrity, Trust, Respect, Dedication, Collaboration

OUR CORE PURPOSE

To connect, engage, and serve the community.

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Why NP&R?



Pillars of Parks and Recreation

Northville Parks & Recreation (NP&R) is built upon three pillars of Parks & Recreation from the National Parks and Recreation Association (NRPA). With the addition of Economic Prosperity, these areas of focus provide a foundational approach for delivering a well-rounded, balanced and measurable system of programs and services that positively impact the community. This three-pillar approach serves as the backbone in articulating and manifesting the purpose and visionary aspirations of the department, answering why Northville Parks & Recreation is essential to the heartbeat of community. It is upon these three pillars that the mission, vision and core values of the department have been developed.



Health & Wellness/Social Equity

Improving both mental and physical health, wellness and social equity opportunities for ALL populations of the community through parks and recreation.



Environmental Conservation

NP&R plays a vital role in the protection of open space and overall environmental sustainability, connecting people to the natural environment, and engaging in conservation practices.



Economic Prosperity/Impact

NP&R is a major contributor to the viability, sustainability and growth of Northville's economy through Parks and Recreation services. Recognizing this undeniable, positive impact will inspire business and community leaders to support.

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Our DEPARTMENT

Division Roles

There are three divisions within the Parks and Recreation Department with administrative oversight, each providing a specific service or particular function based upon the distinctive aspects of community focus that directly corresponds to the overall mission of the department. Though unique in the types of service or function provided, the combined efforts of the divisions create a synergy that elevates the department's collective mission. In defining the individual division statements of purpose, the following statements were considered.

- Describe how the division serves the mission
- Define what the division does (business of organization)
- Define how the division does it (includes internal values of division and/or department)

Parks Division

The purpose of the Parks Division is to monitor and maintain high quality facilities, natural settings and resources located in the Township Parks System to sustain environmental stewardship and set the stage for healthy, safe and joy-filled (memorable) experiences.



Recreation Division

The purpose of the Recreation Division is to provide accessible, diverse, inclusive, innovative, and customer driven programs, events, leagues and facilities that enhance the quality of life of residents and visitors to the Northville Community.



Senior Services Division

The purpose of the Senior Services Division is to provide participants ages 50 and over with accessible, diverse, and inclusive programs, services, travel and enrichment opportunities that support a healthy and independent lifestyle.



Administrative Division

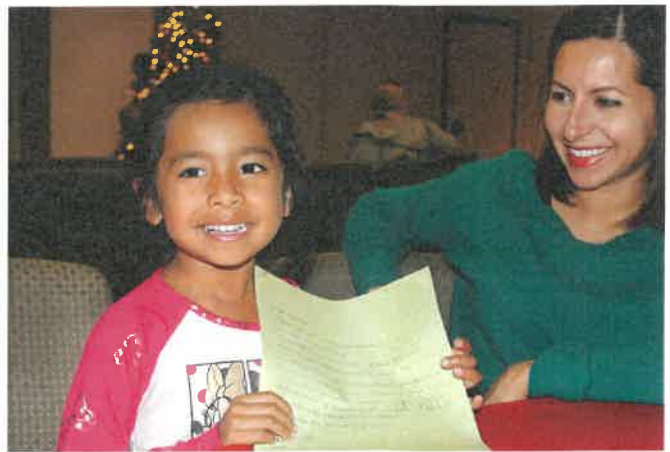
The purpose of the Administrative Division is to provide excellence in leadership, organizational management, financial stewardship, and customer service by implementing industry standards to ensure quality.



Our Guiding PRINCIPLES

We Create

- We boldly lead and implement new ideas, sustainable systems and best practices through resourceful and dynamic tactics.
- We proactively respond to changing community needs through engaging in innovative methods.
- We excel in strategic thinking and creative problem-solving; establishing a positive rapport with the community.



We Connect

- We serve to provide opportunities for Northville residents to make meaningful connections with people, places and programs.
- We strengthen community by building a strategic and intentional network of partnerships that promote mutual benefits.
- We deliver a comprehensive system of communication to ensure optimal interaction and collaboration with the Northville community.



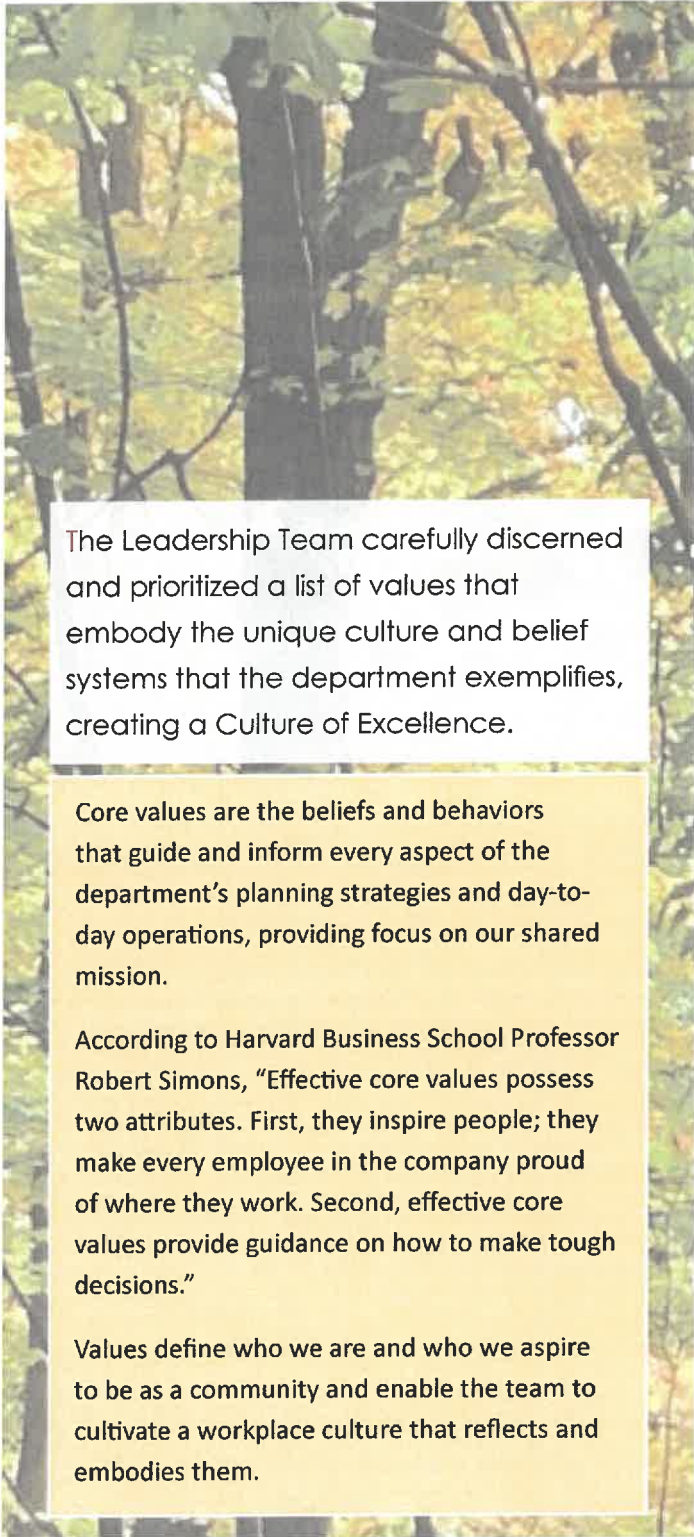
We Inspire

- We aspire to spark the natural curiosity within every person by providing high-quality, diverse, experiential-driven opportunities.
- We work to impart a passion for parks and recreation from generation to generation through accessible and equitable programs and services.
- We cultivate a welcoming environment that sets the stage for positive interaction and outcomes.



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Our Core VALUES



The Leadership Team carefully discerned and prioritized a list of values that embody the unique culture and belief systems that the department exemplifies, creating a Culture of Excellence.

Core values are the beliefs and behaviors that guide and inform every aspect of the department's planning strategies and day-to-day operations, providing focus on our shared mission.

According to Harvard Business School Professor Robert Simons, "Effective core values possess two attributes. First, they inspire people; they make every employee in the company proud of where they work. Second, effective core values provide guidance on how to make tough decisions."

Values define who we are and who we aspire to be as a community and enable the team to cultivate a workplace culture that reflects and embodies them.

Community Well-being

- Active Living • Community Pride
- Community Enrichment • Health & Well-being

Community Engagement

- Advocacy • Communication
- Connections • Experiences
- Partnerships

Economic Vitality

- Economic Development • Efficiency
- Resourcefulness • Stability

Environmental Stewardship

- Environmentally Conscious
- Support Sustainability

Exceptional Customer Service

- Compassion • Gratitude
- Responsiveness

Inclusivity

- Accessibility • Equal Opportunity
- Openness

Transparency

- Accountability • Honesty/Truthfulness
- Integrity

Professionalism & Excellence

- Continuous Improvement • Knowledgeable
- Leadership • Innovation
- Progress/Improvement • Solving Problems
- Teamwork

Our MISSION

To inspire and cultivate a vibrant community by providing dynamic parks and recreation opportunities that foster connections, enhancing quality of life and promoting community well-being.

Vibrant Community - A place where every individual feels respected, welcomed, and valued. They feel connected to their neighbors, they feel safe, and they want to stay.

Inspire - To excite, encourage and propel a person from apathy to possibility, transforming the way a person perceives their own capabilities and potential.

Connection - With people, places, and the natural environment.

Quality of Life - How comfortable someone is in their life and how they are enjoying life events providing the ability to flourish as individuals within the community to realize full potential.

Community Well-Being - Promoting the overall health, happiness, and prosperity of the community as a whole.

Our mission is to nurture a vibrant and sustainable community where residents and visitors flourish amidst the allure of our natural surroundings. Through innovative programming, careful stewardship of our parks, and a commitment to environmental responsibility, we strive to foster unity, fulfillment, well-being, and environmental stewardship among all who call Northville home.

Mission Statement Development

The department's mission statement describes "why" the organization exists, clearly and succinctly defining its core purpose for existence. Answering the following questions assist in the development of a sound mission statement.

- What is the core purpose of the organization?
- What exactly do we do, and who do we do it for?
- How do we make life better for our customers?
- How is what we do different from our competitors?

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Our VISION

We envision Northville as the transformative community model of economic and social well-being, living in harmony with its celebrated natural environment.

Transformative Community Model - Embracing the process of rethinking, restructuring and adapting to changes; providing opportunities for individual and community education, growth, success and development. Striving for excellence.

Economic & Social Well-Being - Upholding a commitment to quality of life by fostering economic prosperity and social equity among community members through innovative leadership, resilient practices and sustainable stewardship.

Living in Harmony - Understanding the interconnectedness of human existence and natural ecosystems and making conscious choices to preserve, protect and sustain the natural resources for future generations to come.

Our vision is for Northville to become a model of community well-being and environmental harmony, where the synergy between people and nature creates a thriving, resilient community. By promoting a culture of active living, social connections, and environmental responsibility, we aspire to inspire and empower individuals to lead healthy, fulfilled lives while safeguarding our natural resources for the benefit of all.

Vision Statement Development

A vision statement is future-based, designed to give people a sense of direction. It is an aspirational statement that describes the kind of place you want to live, work and play. It's about where we want our community to be in 5, 10, 15 years or more. A vision for a community can be expressed using words like:

- Community
- Place
- People
- Culture
- Environment
- Economy
- Health
- Education
- Safety

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Input EXERCISE

S.W.O.T. Exercise

Collecting input from stakeholders and parks and recreation staff was a critical component in the planning process.

As part of a department-wide Staff In-Service Training, a S.W.O.T. exercise was conducted to help identify the department's **Strengths**, **Weaknesses**, **Opportunities**, and **Threats**.

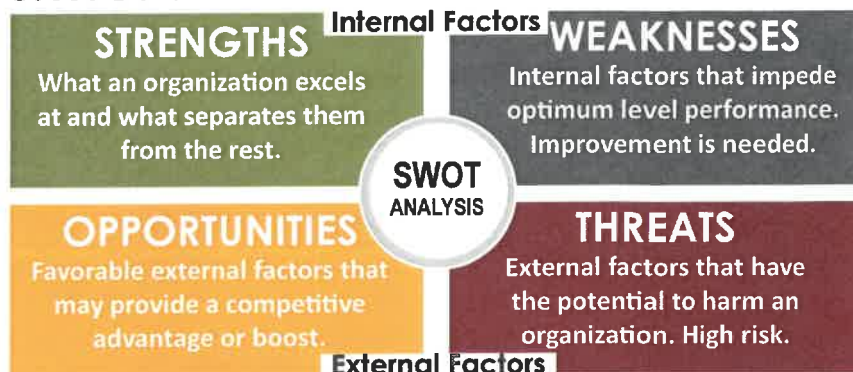
Staff, grouped by division, utilized key questions, shared knowledge and experiences as well as public perception to develop a list of factors in each category. The results were compiled, consolidating duplicate answers. From there, staff ranked their top 3 factors in each category utilizing a weighted system. The results were tabulated and summarized in a finalized matrix.

Additionally, input was gathered through an online S.W.O.T. exercise from key stakeholders, including elected officials and the Parks and Recreation Commission and Senior Advisory Commission. This data was also compiled and summarized in a finalized matrix.

Benefits of S.W.O.T.

- Encourages strategic thinking and serves as a foundation for strategic planning and decision-making processes.
- Assesses the department's position, with full awareness of the current status before deciding on any new strategy.
- Enables the setting of realistic goals, allocating resources effectively, and determining the most suitable course of action for their long-term success.

S.W.O.T. Matrix



Key Questions for Consideration



Data ANALYSIS

Staff S.W.O.T. Results Summary

The following matrix summarizes the S.W.O.T. data collected and prioritized by staff. The number to the right of each factor was totaled from a weighted point system based upon staff's 1st (3 points), 2nd (2 points) and 3rd (1 point) priority ranking.

Priority	STRENGTHS	Priority	WEAKNESSES
1	Customer Service & People Skills (26)	1	Communication (28)
2	Staff (19)	2	facilities - Not owning facilities (20)
3	Team support (18)	3	lack of ADA programming space (10)
4	Northville Parks acreage (10)	4	Staff spread out at multiple locations (9)
5	Adaptability & flexibility (9)	5	Lack of tenure (high turnover) (7)
6	Facilities (5)	6	Age/maintenance needs of facilities (6)
7	Being familiar to what seniors want (5)	8	Equipment - age of some equipment (6)
8	Fun Department (3)	7	Cash handling (4)
9	Self Awareness (2)	8	Registration software (RecPro) (3)
9	accessible parks & Facilities (1)	9	Lack of activities (1)
9	Good Resources (1)	9	Marketing (1)
9	Leadership Support (1)	9	Contractual agreements (NSA, NBSA) (1)
9	Community (people, spaces) (1)	9	Layout of NCC (1)
9	Compassion (1)	9	taken advantage of with other municipal groups (DDA, Library, etc.) (1)
Priority	Opportunity	Priority	THREATS
1	Sponsorship (25)	1	Other communities offerings (30)
2	New Parks (21)	2	Potential for failed millage (19)
3	PICKLEBALL (9)	3	Facilities are leased - renting (13)
3	expand size of our programs (9)	4	Funding (7)
4	New Programs & Special Events (8)	5	Public Image (6)
5	youth athletics (6)	5	Maintenance facility (6)
5	develop policies and procedures(6)	5	Risk - staff safety (6)
5	2026 Millage/bond (6)	6	Lack of Indoor Field House (risk of private development) (4)
6	Rebuild trust/public Image (4)	7	Competing leagues/municipalities (3)
7	Marketing (3)	8	Losing customers to other departments (2)
8	Diversified park amenities (2)	8	Non-AC Gym (2)
8	New staff/rec specialist position (2)	8	public perception of seniors (2)
9	Expansion (own facilities - staff) - (1)	9	Adding non-revenue generating parks (1)
9	Community Center (1)	9	Customers behavioral issues (1)
9	fresh ideas with new faces (1)		
9	punch cards (1)		

Stakeholder S.W.O.T. Results Summary

The following matrix summarizes the S.W.O.T. data collected by participating stakeholders. The number next to each factor indicates the number of responses associated with the factor category, from which priority ranking was determined.

Priority	STRENGTHS	Priority	WEAKNESSES
1	Knowledgeable, dedicated staff (14)	1	Park Upgrades/Investment (5)
2	Strong, supportive leadership (5)	2	Mobility/Transportation (4)
2	Park Land (5)	3	Staff Turnover (3)
2	Facilities Upgrades (5)	3	Marketing/Communication (3)
3	Community (4)	3	Costly programs/Sponsorships (3)
3	Communication (4)	3	Facilities (3)
3	Programs (4)	4	Technology (1)
4	Partnerships (3)	4	Lack of Programs (1)
5	Financial Stability (2)		
6	Prioritization (1)		
6	Accessible (1)		
6	Planning (1)		
Priority	OPPORTUNITIES	Priority	THREATS
1	New Creative Programs (6)	1	Competing opportunities/public-private (4)
2	New/Upgraded Parks (4)	2	Community social needs (3)
3	Partnerships (2)	3	Financial Threats (2)
3	Budget (2)	4	Downs Project (1)
3	Creative use/Improved facilities (2)	4	programs (1)
3	Communication/Marketing (2)	4	Accessibility (1)
3	Increased accessibility (2)		
4	Leverage opportunities to build Capacities (1)		
4	Improved technology (1)		

S.W.O.T. Data Analysis

The S.W.O.T. assessment tool was used to guide the department to build on what they do well, address what is lacking, recognize and seize new possibilities, and minimize risks.

The collected data from staff and key stakeholders, including Township and City leadership, Parks & Recreation Commission and Senior Advisory Commission, was compiled and categorized into generalized themes, in order to identify commonalities, analyze and prioritize data and effectively utilize the information.

The highlighted factors (gray-fill) in each matrix identify common themes from staff and stakeholders.

These results, specifically a combination of the summarized factors, were used as qualifying determinants in the development of key strategic priorities and corresponding goals, strategies and tactics for each prioritized area.

Strategic PRIORITIES

The next step in the planning process was to determine the department's strategic priorities. These priorities outline the overarching path the department will take to achieve its long-term objectives and fulfill its mission. They highlight the focus areas where the department will invest time, energy, and resources, providing clear direction towards the desired outcomes.

Through a thoughtful review and consideration of the department's newly created Mission, Vision, and Core Values, along with an analysis of the S.W.O.T. report, the Leadership Team has developed the following Strategic Priorities for the department.

Priorities help align efforts across the department by articulating a common vision and direction for all stakeholders to follow.

- Facilitates long-term planning and anticipate future challenges and opportunities, allowing for proactive decision-making and resource allocation to support the department's objectives over time.
- Informs the allocation of resources, including funding, personnel, and infrastructure, toward initiatives that are most aligned with the department's mission and goals, ensuring that resources are used effectively and efficiently to achieve desired outcomes.
- Enables the department to adapt to changes in the external environment, providing a framework for making strategic adjustments while staying true to the department's core purpose.
- Facilitates engagement with stakeholders, including community members, elected officials, and partner organizations, inviting collaboration and input from diverse perspectives, encouraging support and buy-in.

Create a culture of excellence

Foster a workplace environment that promotes high standards of professionalism, continuous improvement, and a commitment to excellence in all aspects of parks and recreation services.

Foster economic vitality and fiscal responsibility

Promote economic growth and stability by efficiently managing financial resources, exploring revenue-generating opportunities, and ensuring fiscal responsibility in all departmental operations.

Support standards of excellence in current and future parks and facilities management practices

Maintain and enhance parks and facilities by adhering to best practices and industry standards, ensuring they are safe, accessible, and well-maintained for community use now and in the future.

Champion environmental stewardship and conservation

Lead efforts in environmental sustainability by implementing practices and policies that protect natural resources, promote conservation, and raise awareness about the importance of environmental stewardship.

Support excellence in inclusive, diverse, and innovative programs and services to enhance community engagement and well-being

Develop and deliver high-quality programs, services, and events that meet the diverse needs of the community, promoting engagement, well-being, and a sense of belonging among residents.

Deliver exceptional marketing and communication

Ensure effective and transparent communication with the community through strategic marketing initiatives, keeping residents informed and engaged with the department's offerings and achievements.

We Create • We Connect • We Inspire

Developing the PLAN

Strategic Goals Defined

Specific goals that support the mission and vision and are set to achieve the identified strategic priorities.

- Align with Mission and Vision
- Enable prioritization of initiatives
- Provide measurable targets to monitor progress
- Creates accountability and performance management tool
- Allows for adaptation and flexibility
- Provides clear and transparent framework for communicating department's goals and priorities to stakeholders, developing trust and understanding, facilitating collaboration and support for the department's initiatives.

Goal Development

Once the areas of focus were identified, the team moved to developing specific goals for each priority. To accomplish this, the team considered specific outcomes that would bring the department closer to achieving the prioritized objectives. Each team member was asked to develop 3-5 strategic goals for each of the 6 identified strategic priorities. The draft goals were compiled and shared as a group and used to develop the final goals.

In the process, team members were encouraged to utilize the S.W.O.T. results, asking these questions:

- How can strengths be used to take advantage of opportunities?
- How can weaknesses be overcome that prevent taking advantage of opportunities?
- How can strengths be used to reduce the likelihood and impact of these threats?
- How can the risk of threats be minimized by minimizing weaknesses?

Parks and Recreation Director, Derek Smith, presenting to the Parks and Recreation Team at a Staff In-service



Developing the PLAN

Strategy & Specific Tactic Development

In an effort to ensure goals are achieved, the team identified and crafted specific strategies that, when implemented, would significantly contribute to achieving these objectives. Over several meetings, the team worked to refine and fine-tune each strategy. In this process, the team considered the S.W.O.T. analysis, leveraging strengths, addressing weaknesses, seizing opportunities, and mitigating threats. By incorporating creative and innovative thinking, the team developed strategies that would most effectively and efficiently drive the desired outcomes.

Additionally, the team considered the unique contributions of each division within the department, ensuring that their unique strengths

and resources played a key role in moving the needle toward the desired goal.

To facilitate the implementation of each strategy, the team also developed specific tactics, breaking down the necessary work and actions required to advance the strategic plan and contribute to achieving the desired outcomes. The breakdown of these strategies and tactics is outlined in the Action Plan Worksheets, which can be found on pages 26-31. These worksheets serve as a roadmap that will be used to guide the implementation of the strategic plan, moving from intended methodology to actionable steps. The worksheets will also be used in monitoring the plan progress, updating and adjusting as needed to ensure success.



Developing the PLAN

Prioritization Exercise

When asked to prioritize the goals and strategies, each team member considered a list of questions to guide their decision-making process. While not exhaustive, this list was intended to prompt thoughtful evaluation.

Each team member individually ranked the goals and strategies for every focus area. After collecting the rankings, the scores were averaged and shared with the group. The team then discussed the results, explaining their

thought processes and scoring methodology. This discussion provided an excellent opportunity for team-building and gaining diverse perspectives.

Though not intended to be rigid, prioritizing the goals and strategies helps the team focus their efforts and outline the necessary tactics to achieve success. The results of this prioritization exercise are included in the Action Plan Worksheets.

Prioritization Questions

- How well does the goal/strategy align with the overall vision and mission?
- How well does this goal or strategy meet the needs and preferences of the community?
- What level of resources (time, money, personnel) are required to achieve the goal/strategy?
- How realistic is it to achieve the goal/strategy given current resources and constraints?
- How time-sensitive is the goal/strategy? Does it need to be achieved within a specific time frame?
- How much support does the goal/strategy have from key stakeholders, including employees, customers, and partners?
- What are the potential risks associated with pursuing this goal?



Goals and STRATEGIES

Create a culture of excellence

Goal 1

Create a collaborative environment that fosters continuous improvement, empowering employees to be authentic, grow each day and achieve rewarding careers in service to the community.

STRATEGY A Develop effective retention strategies.

STRATEGY B Develop a staff training schedule focused on best practices and innovation.

STRATEGY C Ensure investment in professional development opportunities for all staff.

STRATEGY D Encourage staff involvement in professional organizations to establish a professional network.

Goal 2

Deliver exceptional customer service through collaborative efforts and building positive relationships.

STRATEGY A Build a customer-centric culture within the department.

STRATEGY B Establish a customer and staff feedback system.

STRATEGY C Strengthen and expand partnership network and build relationships.

STRATEGY D Recognize staff for exceptional customer service.

Goal 3

Achieve CAPRA Accreditation by the end 2027.

STRATEGY A Establish a CAPRA accreditation task force.

STRATEGY B Obtain official endorsement, pledge of support from community leadership.

STRATEGY C Engage all staff to secure commitment to accreditation process.

STRATEGY D Apply for accreditation.

Goal 4

Develop a meaningful staff performance recognition program.

STRATEGY A Encourage peer to peer staff recognition.

STRATEGY B Budget for staff appreciation opportunities.

STRATEGY C Celebrate staff milestones and achievement.

Goal 5

Seek outside recognition (awards) to validate department's impact on the community.

STRATEGY A Actively apply for multiple and annual MParks awards.

STRATEGY B Research and identify additional award opportunities and submit applications.

STRATEGY C Capitalize on award recognition to enhance marketing efforts; advancing the mission and promotion of the department.

Goals and STRATEGIES

Foster economic vitality and fiscal responsibility

Develop a Sustainable Funding Model by 2026.

Goal 1

- STRATEGY A** Continue constructive conversations with township and city leadership to ensure sustainable funding based upon the true cost of operations.
- STRATEGY B** Identify alternate funding sources and diversify financial resources.
- STRATEGY C** Pursue new and strengthen existing partnerships with businesses and organizations to ensure mutual benefits.
- STRATEGY D** Retain departmental cost recovery at or above national average to demonstrate accountability.
- STRATEGY E** Develop a robust volunteer management program that tracks service hours to demonstrate fiscal accountability.

Prepare for successful Millage Renewal in 2026.

Goal 2

- STRATEGY A** Assess millage options and determine best plan forward to address both operations and development.
- STRATEGY B** Build a coalition of support to advocate for millage.
- STRATEGY C** Develop a marketing strategy to educate the public on millage benefits to secure community support.
- STRATEGY D** Develop and promote plans for future development and improvements.

Demonstrate how Northville residents and businesses benefit from the economic impact created by Parks and Recreation programs and events.

Goal 3

- STRATEGY A** Highlight success stories and market positive financial impact realized by the community.
- STRATEGY B** Collaborate with key partners, stakeholders and private sector to collect data and develop a report on the economic impact of events and programs.

Goals and STRATEGIES

Support standards of excellence in current and future parks and facilities management practices

Goal 1

Update & complete capital needs assessment to coordinate future capital projects that align with the master plan.

STRATEGY A Complete NRPA Metrics Performance Review, and needs assessment, to indicate what community amenities, facilities are missing in the market space.

STRATEGY B Hire Consultant to assist with Assessment Process

STRATEGY C Review ADA assessment/accessibility audit and complete Transition Plan.

Goal 2

Study & develop a comprehensive parks and facilities operations plan that integrates new park developments (i.e. Legacy, River & Central parks).

STRATEGY A Create and annually review standard operating procedures.

STRATEGY B Evaluate the advantages and disadvantages of assuming the responsibility of developing and maintaining current Township & City pathways and provide recommendation.

STRATEGY C Utilize partnerships to supplement parks and facilities operations, staff and maintenance.

Goal 3

Implement a Preventative Maintenance Program by 2026.

STRATEGY A Evaluate current preventative maintenance procedures and create a standard format.

STRATEGY B Formalize current procedures and documentation to adhere to CAPRA standards.

Goal 4

Ensure parks, facilities and open space amenities align with future community needs.

STRATEGY A Evaluate current offerings, activate underutilized spaces, and reimagine existing areas.

STRATEGY B Prioritize inclusive and accessible design.

Goals and STRATEGIES

Champion environmental stewardship & conservation

Develop policies and procedures that guide operations and development to ensure environmental conservation.

Goal 1

STRATEGY A Define clear policies and procedures to ensure environmental sustainability.

STRATEGY B Develop ecological management program for Legacy Park.

STRATEGY C Develop a Tree Management program to support long-term shade and habitat improvements in parks.

Provide opportunities that inspire Northville residents to embrace environmental stewardship.

Goal 2

STRATEGY A Establish guidelines for specific work/program initiatives.

STRATEGY B Engage community groups and organizations to assist with specific work/program initiatives.

Provide educational opportunities to promote environmental awareness, advocacy and sustainability.

Goal 3

STRATEGY A Partner with local schools and environmental organizations to develop educational programs.

STRATEGY B Increase outdoor education opportunities.



Goals and STRATEGIES

Support excellence in inclusive, diverse, and innovative programs and services to enhance community engagement and well-being

Goal 1

Research, develop, and expand innovative, inclusive, and diverse programs, services, and events to enhance community wellness, meet varied needs and interests, and ensure accessibility and equity.

- STRATEGY A** Conduct community program survey and review other P&R agencies and local businesses and organization's programs, services, and events for new ideas.
- STRATEGY B** Plan and execute an annual event that reflects the department's mission and values.
- STRATEGY C** Continue to grow active programming and health and wellness programs.
- STRATEGY D** Pilot new programs to represent underserved and diverse groups.

Goal 2

Enhance community engagement by building and strengthening partnerships and collaborations.

- STRATEGY A** Develop a business outreach strategy to establish regular communication and foster partnerships that align with department goals.
- STRATEGY B** Formally recognize partnerships and collaborations.
- STRATEGY C** Host minimum of one community service or fundraiser event each year, starting 2025.

Goal 3

Ensure universal accessibility by identifying and removing actual and perceived barriers to participation.

- STRATEGY A** Study and modify transportation program as needed to address barriers.
- STRATEGY B** Assess program offerings to identify participation barriers and develop plan to mitigate them.

Goal 4

Launch a community volunteer program spanning all three divisions of the department by 2027.

- STRATEGY A** Create a volunteer recruitment plan.
- STRATEGY B** Develop diverse volunteer initiatives.
- STRATEGY C** Develop and implement incentive and recognition program.

Goals and STRATEGIES

Deliver exceptional marketing and communication

Rebrand department with a branding strategy that ties directly to the strategic plan.

Goal 1

STRATEGY A Hire a professional marketing consultant specializing in brand creation to develop and build the brand.

STRATEGY B Create brand identity.

STRATEGY C Implement the new brand identity.

Improve internal communications to overcome the barriers of decentralization.

Goal 2

STRATEGY A Nurture a culture of mutual support and teamwork among staff members.

STRATEGY B Improve team communications through better utilization of technology.

STRATEGY C Schedule regular staff social gatherings for team building.

Improve external communication to effectively deliver the mission, vision and values of the department.

Goal 3

STRATEGY A Build meaningful relationships with City and Township leadership, as well as community stakeholders, to gain a clear understanding of their priorities and concerns.

STRATEGY B Work with Communications Department to fine-tune policies and procedures to streamline processes.

STRATEGY C Enhance the department's website and online presence.

STRATEGY D Implement a process for regularly collecting, reviewing and responding to community feedback.

Create a comprehensive marketing plan.

Goal 4

STRATEGY A Compile market research data of Northville and surrounding communities prior to ensure a customer-centric marketing approach and unique positioning.

STRATEGY B Ensure plan focuses on ways to promote the pillars of the department.

STRATEGY C Utilize collaborations in developing a marketing plan.

Facilitate the process of creating a community resource hub for Northville.

Goal 5

STRATEGY A Determine the scope and feasibility of a Community Resource Hub Project.

STRATEGY B Develop the process/mechanics of Resource Hub implementation.

STRATEGY C Implement the Community Resource Hub.

Action PLAN

Create a culture of excellence

Goal Priority - 1		Create a collaborative environment that fosters continuous improvement, empowering employees to be authentic, grow each day and achieve rewarding careers in service to the community.				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Develop effective retention strategies	1	ongoing	Create a mentorship program and offer leadership training workshops			
			Seek thoughtful ideas and feedback from staff.			
			Develop strategies to recruit and retain qualified staff in part-time & seasonal positions.			
Develop a staff training schedule focused on best practices and innovation	2	2025	Create required annual staff orientation for all part-time and seasonal employees to be held in May/June led by full-time staff Create training documentation procedures for required training by position to maintain schedule and history.			
Ensure investment in professional development opportunities for all staff	2	ongoing	Ensure training is properly budgeted each May for the following year			
			Discuss training opportunities and professional development goals to create a personalized training plan for each employee and schedule regular progress			
Encourage staff involvement in professional organizations to establish a professional network	3	ongoing	Send all full-time staff to minimum one conference or large training annually.			
			Encourage and support staff to assume leadership role in professional organizations.			
Goal Priority 2		Deliver exceptional customer service through collaborative efforts and building positive relationships				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Build a customer-centric culture within the department	1	ongoing	Establish a customer service training program that includes both internal – staff to staff and external – staff to customer interactions.			
Establish a customer and staff feedback system	2	2025	Create a user-friendly evaluation tool to regularly collect and analyze customer feedback			
			Use feedback to make continuous improvements in services.			
			Seek testimonials from customers to affirm satisfaction.			
Strengthen and expand partnership network and build relationships	3	ongoing	Conduct 360 interviews with user groups and partners (i.e. DDA, schools, Baseball, Soccer)			
Recognize staff for exceptional customer service	4	ongoing	Establish customer service award for staff.			
			Publicize recipients and their achievements if wanted.			
Goal Priority - 3		Achieve CAPRA Accreditation by the end of 2027				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Establish a CAPRA accreditation task force	1	2025	Assign CAPRA lead and obtain required training			
			Continue to collect policies and standards into Power DMS			
			Assign FT staff members lead roles in each CAPRA Standard and schedule monthly progress meetings			
Obtain official endorsement, pledge of support from community leadership	2	2025	Educate community stakeholders on CAPRA benefits and the necessity of leadership support and departmental cooperation for success. Ensure that an official message of cooperation is communicated to all departmental leadership			
Engage all staff to secure commitment to accreditation process	3	2025	Provide overview training of CAPRA including benefits and staff's role			
Apply for accreditation	4	2026	Ensure sufficient budget for all CAPRA expenses (visitation, NRPA conference, application fee)			
			Set up visitation schedule			
			Create a schedule for CAPRA implementation			
Goal Priority - 4		Develop a meaningful staff performance recognition program				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Encourage peer to peer staff recognition	1	ongoing	Empower staff to develop meaningful peer to peer recognition opportunities			
Budget for staff appreciation opportunities	2	ongoing	Survey staff for thoughtful input on types of appreciation options			
Celebrate staff milestones and achievement	3	ongoing	Establish an employee of the month program			
Goal Priority - 5		Seek outside recognition (awards) to validate department's impact on the community				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Actively apply for multiple and annual MParks awards	1	ongoing	Consider applying for and promoting individual staff award recognition			
Research and identify additional award opportunities and submit applications	1	ongoing	Develop a network of professional colleagues within various professional organizations to foster connections and build relationships that create opportunities			
Capitalize on award recognition to enhance marketing efforts; advancing the mission and promotion of the department.	2	ongoing	Develop press release that announces award recognition on all media outlets			
			Highlight award recognition on Department's marketing materials			
			Leverage award recognition as an educational tool to the public			

Action PLAN

Foster economic vitality and fiscal responsibility

Goal Priority - 1 Develop a Sustainable Funding Model by 2026						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Continue constructive conversations with city/twp. leadership to ensure sustainable funding based upon true cost of operations	1	ongoing	Conduct a financial review and establish a financially sustainable plan.			
Identify alternate funding sources and diversify financial resources.	2	ongoing	Explore diverse revenue streams (e.g., grants, sponsorships, foundations, scholarship programs, legacy donations, fundraisers, conservancies, "round up" pricing, QR codes) and establish an implementation plan Update sponsorship guide annually to distribute to local partners for program and event sponsorships.			
Pursue new and strengthen existing partnerships with businesses and organizations to ensure mutual benefits.	3	ongoing	Develop a partnership philosophy that creates equity and consistency while maximizing and leveraging Department resources Identify and pursue new partnerships. Evaluate partnership annually to ensure alignment with department overall priorities.			
Retain departmental cost recovery at or above national average to demonstrate accountability.	4	ongoing	Conduct program cost analysis and create effective fee schedule that considers department priorities, using benchmarking tools and neighboring department assessments Discontinue low-performing programs and expand those in high-demand. Conduct regular assessment (audit) of department services to ensure financial efficiency and alignment with department priorities and mission			
Develop a robust volunteer management program that tracks service hours to demonstrate fiscal accountability.	5	2025	Record service hours in database, calculate financial value of hours, generate report and integrate results in Departmental financial reports			

Goal Priority - 2 Prepare for successful Millage Renewal in 2026						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Assess millage options and determine best plan forward to address both operations and development	1	2025	Conduct focus groups to gain input from key stakeholders Ensure key leadership involvement and that all decisions are vetted through manager's office.			
Build a coalition of support to advocate for millage	2	2026	Enlist partner organizations and influencers to advocate for the millage.			
Develop a marketing strategy to educate the public on millage benefits to secure community support	3	2025	Schedule focus group/public forum meetings Gather and highlight positive testimonials from community members Enlist media outlet sources (social and television) and develop marketing schedule to promote millage			
Develop and promote plans for future development and improvements	3	2025				

Goal Priority - 3 Demonstrate how Northville residents and businesses benefit from the economic impact created by P&R programs and events						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Highlight success stories and market positive financial impact realized by the community.	1	ongoing	Feature testimonials from local businesses and residents in marketing materials, website and social media.			
Collaborate with key partners, stakeholders and private sector to collect data and develop a report on the economic impact of events and programs.	2	2025	Implement program/event follow-up surveys indicating what people spend during events/programs Research cost and effectiveness of data collection apps such as "Placer.ai" Partner with business organizations to invest in vetted technology such as "AI My Way" to gather data.			

Action Plan Worksheets

The Leadership team developed an action plan worksheet for each of the Strategic Priorities. These worksheets will serve as the roadmap for the department to ensure the timely achievement of the prioritized goals set forth, assigning staff responsibilities and estimated timeframe. The worksheets provide specific tactics/work assignments that have been developed as effective steps in achieving the desired outcomes.

The worksheet is designed to assist the department staff with critical decision-making and prioritizing work to achieve the desired outcomes. The worksheets will be used in periodic progress reports and updated regularly to provide accurate accountability and implement modifications to address any changing factors of concern.

Action PLAN

Support standards of excellence in current and future parks and facilities management practices

Goal Priority - 1 Update & Complete Capital Needs Assessment to coordinate future capital projects that align with the master plan.						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Complete NRPA Metrics Performance Review, and needs assessment, to indicate what community amenities, facilities are missing in the market space.	1	2025	Use Metrics finding in decision process for future capital projects Hold public forums and stakeholder meetings for input and incorporate feedback into final plans.			
Hire Consultant to assist with Assessment Process	2	2026	Determine scope of consultant work Prepare and advertise RFP			
Review ADA assessment/accessibility audit and complete Transition Plan	3	2027	Prioritize upgrades based on need and usage Secure funding for improvements.			
Goal Priority - 2 Study & develop a comprehensive parks and facilities operations plan that integrates new park developments (i.e.-Legacy, River & Central parks)						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Create and annually review standard operating procedures	1	ongoing	Develop training manuals and position-specific handbooks based on procedures that can be shared department-wide.			
Evaluate the advantages and disadvantages of assuming the responsibility of developing and maintaining current Township & City pathways and provide recommendation	2	2025	meet with dps twp pathway committee for feedback and plan moving forward			
Utilize partnerships to supplement parks and facilities operations, staff and maintenance	3	ongoing	Seek out win-win collaborations and establish parameters and guidelines			
Goal Priority - 3 Implement a Preventative Maintenance Program by 2027						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Evaluate current preventative maintenance procedures and create a standard format.	1	2027	Develop assessment criteria, train staff on assessment procedures, and schedule regular assessments. Look to partner with other Township departments who have prior experience with assessing facilities.			
Formulize current procedures and documentation to adhere to CAPRA standards	2	2027	Research industry best practices and management programs to determine best fit			
Goal Priority - 4 Ensure parks, facilities and open space amenities align with future community needs						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Evaluate current offerings, activate underutilized spaces, and reimagine existing areas.	1	ongoing	Utilize internal thought process to consider new projects. Utilize community needs assessment results in the evaluation process.			
Prioritize inclusive and accessible design	2	ongoing	Ensure all new developments meet universal design standards Incorporate features that cater to diverse user needs.			

Action PLAN

Champion environmental stewardship & conservation

Goal Priority -1 Develop policies and procedures to guide operations and development to ensure environmental conservation						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Define clear policies and procedures to ensure environmental sustainability	1	2026	Evaluate Northville's current environmental conservation deficiencies and develop policy based on industry best practices and innovations			
Develop ecological management program for Legacy Park	2	2025	Work with a consultant to assess park needs and develop plan			
Develop a Tree Management program to support long-term shade and habitat improvements in parks	3	beyond	Review other agency's plans to incorporate best practices			
			Work with Northville's legal team to create program.			

Goal Priority - 2 Provide opportunities that inspire Northville residents to embrace environmental stewardship						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Establish guidelines for specific work/program initiatives.	1	2026	Research and incorporate industry standards to ensure most effective guidelines			
Engage community groups and organizations to assist with specific work/program initiatives.	2	ongoing	Partner with Northville Garden Club or Thayer's Corner community garden members for annual native plant sale with educational session opportunities on native planting, sustainable gardening, composting, etc.			
			Host volunteer clean-up events at various parks to remove trash, brush, weeds, etc. each spring or as needed.			

Goal Priority - 3 Provide educational opportunities to promote environmental awareness, advocacy and sustainability						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Partner with local schools and environmental organizations to develop educational programs	1	2025	Create volunteer opportunities focused on conservation and maintenance, and implement programs that encourage sustainable practices among park visitors.			
			Utilize partnerships to advance environmental advocacy			
Increase outdoor education opportunities	2	2025	Create community outreach program with a focus on skill building for more effective and durable environmental stewardship			
			Develop Nature-based programs			

Action PLAN

Support excellence in inclusive, diverse, and innovative programs and services to enhance community engagement and well-being

Goal Priority - 1		Research, develop, and expand innovative, inclusive, and diverse programs, services, and events to enhance community wellness, meet varied needs and interests, and ensure accessibility and equity.				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Conduct community program survey and review other P&R agencies and local businesses and organization's programs, services, and events for new ideas.	1	ongoing	Develop key survey questions for most impact and distribute survey			
			Collect program guides and register for marketing distribution lists for local businesses and other parks and recreation agencies.			
			Review data with program staff and utilize results in program development			
Plan and execute a large-scale event that reflects the department's mission and values.	2	2026	Evaluate current area events to determine event gaps Brainstorm for innovative signature event theme			
Continue to grow active programming, and health and wellness programs.	2	ongoing	Partner with local health organizations, offer informative wellness programs, and promote active living.			
Pilot new programs to represent underserved and diverse groups.	3	ongoing	Partner with groups and organizations specializing in specific demographics.			
			Evaluate program additions and modify as needed			

Goal Priority - 2		Enhance community engagement by building and strengthening partnerships and collaborations				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Develop a business outreach strategy to establish regular communication and foster partnerships that align with department goals.	1	2026	Engage local agencies such as downtown business owners, DDA, Chamber of Commerce, Rotary, and more to grow offerings			
			Partner with agencies outside of community including national focus.			
Formally recognize partnerships and collaborations	2	ongoing	Nominate for Community Service Awards Send thank you cards			
Host minimum of one community service or fundraiser event each year, starting 2025.	3	2025	Ensure collaboration and fundraising options align with department mission and vision and goals.			

Goal Priority - 3		Ensure universal accessibility by identifying and removing actual and perceived barriers to participation.				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Study and modify transportation program as needed to address barriers	1	2027	Research other agency's programs for effective options.			
			Conduct a marketing and financial review process.			
Assess program offerings to identify participation barriers and develop plan to mitigate them.	2	2027	Review needs assessment			

Goal Priority - 4		Launch a community volunteer program spanning all three divisions of the department by 2027				
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Create a volunteer recruitment plan	1	2025	Develop volunteer guidelines and application process			
			Offer volunteer training			
Develop diverse volunteer initiatives	2	division specific	Develop guidelines for program-specific volunteer opportunities			
			Conduct program-specific training session for all volunteers			
Develop and implement incentive and recognition program	3	2026	Budget for sufficient financial resources			

Action PLAN

Deliver exceptional marketing and communication

Goal Priority - 1 Rebrand department with a branding strategy that ties directly to the strategic plan						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Hire a professional marketing consultant specializing in brand creation to develop and build the brand.	1	2025	Budget for Consultant services			
			Create an RFP to solicit professional marketing brand development proposals			
			Review RFP submittals, make recommendation for approval and finalize contract.			
Create Brand Identity	2	2025	Share all available information and community feedback with consultant			
			Involve community stakeholders in the rebranding process			
			Ensure brand conveys trust, consistency, reliability, and connection with the community.			
Implement the new brand identity	3	2026	Complete the park sign design and installation to all park entrances that align with department rebranding			
			Work with Communication's Department to launch a comprehensive marketing campaign to promote the new brand.			
			Integrate new brand into all aspects of the Department.			

Goal Priority - 2 Improve internal communications to overcome the barriers of decentralization						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Nurture a culture of mutual support and teamwork among staff members	1	ongoing	Encourage staff collaborations on projects, programs and events.			
			Develop a centralized calendar of events for improved staff communication.			
Improve team communications through better utilization of technology	2	2026	Develop an internal Departmental Newsletter			
			Expand the use of TEAMS and provide necessary training			
Schedule regular staff social gatherings for team building	3	ongoing	Schedule gatherings during work hours (potluck lunch, monthly Birthday celebrations)			
			Schedule after hours gatherings (social night out, holiday get-together)			

Goal Priority - 3 Improve external communication to effectively deliver the mission, vision and values of the department						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Build meaningful relationships with City and Township leadership, as well as community stakeholders, to gain a clear understanding of their priorities and concerns.	1	ongoing	Send personal invitations to Department events.			
			Establish open lines of communication with leadership team to encourage collaborative discussions.			
			Maintain a visible presence within the community to strengthen relationships and establish strong connections.			
Work with Communications Department to finetune policies and procedures to streamline processes.	2	2025	Engage both City and Township to ensure effective communication			
Enhance the Department's website and online presence	3	2026	Redesign the website for better user experience, optimize for mobile access, and ensure regular updates with relevant information.			
			Increase Social Media Engagement through high-quality, shareable content.			
			Develop and launch new Recreation Management system.			
Implement a process for regularly collecting, reviewing and responding to community feedback.	4	2025	Develop a comprehensive evaluation tool to gain customer feedback.			
			Analyze feedback and promptly address areas of concern.			
			Annually review special events by conducting post-event surveys.			

Goal Priority - 4 Create a comprehensive marketing plan.						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Compile market research data of Northville and surrounding communities prior to ensure a customer-centric marketing approach and unique positioning.	1	2025	Compile local demographics through census data, SEMCOG information, and other free research tools and compare with current program offerings.			
			Create a list of areas that are currently underrepresented in programming and facility amenities, such as holiday programs, language barriers, or cultural convenience amenities.			
Ensure plan focuses on ways to promote the pillars of the Department	2	2026	Ensure marketing strategies includes focus on diverse demographic groups, including seniors, families, and underrepresented groups.			
			Produce high-quality resources that keep Northville Parks & Recreation on the mind of community members including regular storytelling, testimonials, stimulating visuals, lifestyle guide blog posts, and more.			
			Create a vibrant and engaging magazine that serves as community resource rather than only program offerings – how to live the "Park Life".			
Utilize collaborations in developing a marketing plan.	3	2026	Involve local community stakeholders			
			Conduct focus groups and distribute surveys to gather data from the community to use in plan development			

Goal Priority - 5 Facilitate the process of creating a community resource hub for Northville						
Strategies	Priority	Timeframe	Specific Tactics/Work	Lead Agent	Timetable	Status
Determine the scope and feasibility of a Community Resource Hub Project	1	2025	Identify and establish list of key groups, businesses and agencies to be a part of the process.			
			Schedule meeting with identified list of key stakeholders to share vision for Resource Hub.			
			Solicit feedback from group and secure their commitment for involvement.			
Develop the process/mechanics of Resource Hub implementation	2	beyond	Identify lead agency			
			Utilize management software and current resources to establish database			
Implement the Community Resource Hub	3	beyond	Research other similar resource groups for feedback of best practices.			



The path to building Your Community within a Park

775 N Center St. Suite B, Northville, MI 48167 ♦ (248) 349-0203 ♦ northvilleparksandrec.org
Northville Community Center ♦ 303 W. Main Street, Northville, Michigan 48167 ♦ (248) 305-2851

Board of Trustees Request for Action	
Meeting Date:	September 19, 2024
Agenda Item:	Request to approve Institute for Responsive Government Grant
Department:	Clerk's Office
Support & Background Information:	<p>The Clerk's Office applied for an election grant from the Institute for Responsive Government to supplement the growing needs for security and training related to Election Day. A grant was awarded to their office in the amount of \$18,000.</p> <p>The Institute for Responsive Government is a nonpartisan, nonprofit organization that is awarding grants to support local clerk's offices in their work planning and operationalizing secure, efficient, and accessible election administration.</p>
Budget Impact:	The grant revenue will become revenue of the general fund.
Suggested Motion:	I move to approve the Institute for Responsive Government Grant in the amount of \$18,000 to be used for election purposes only and to authorize the Township Clerk to sign the agreement.

IRG1-96014
Monday, September 9, 2024
Northville Township, Michigan

Dear Township Clerk Cynthia Jankowski,

I'm pleased to inform you that the Institute for Responsive Government ("Responsive Gov"), a nonpartisan, nonprofit organization tax-exempt under Internal Revenue Code ("IRC") section 501(c)(3), has decided to award the **Northville Township Clerk's Office** ("Grantee") a grant to support its nonpartisan work planning and operationalizing secure, efficient, and accessible election administration. We based this decision on the information and materials provided in the **Northville Township Clerk's Office** Grant Application ("Application"), which is incorporated into this Grant Agreement as an Appendix. A copy of the Application has been provided simultaneously with this Grant Agreement for your records.

The following is a description of the grant:

- **Amount of Grant:** \$18,000
- **Public Purpose:** The grant funds must be used exclusively for the nonpartisan public purpose of planning and operationalizing secure, efficient, and accessible election administration in **Northville Township, Michigan**. Examples of uses that fall within this public purpose include expenditures for the key human, physical, and technological assets that the U.S. Department of Homeland Security has identified as necessary to conduct elections.*

Before Responsive Gov transmits these grant funds, an authorized representative of the **Northville Township Clerk's Office** must sign this agreement ("Grant Agreement"). By signing the Grant Agreement, the **Northville Township Clerk's Office** agrees to comply with all **United States, Michigan, and Northville Township** laws and regulations, including but not limited to those relating to taxes, gifts, and private funding of elections ("Applicable Laws"), when accepting and using the grant funds. Grantee also agrees to accept and use the funds subject to the terms and conditions below.

By signing this Grant Agreement, you agree and certify the following:

1. The **Northville Township Clerk's Office** is a U.S., state, or local government unit or political subdivision within the meaning of IRC section 170(c)(1). This grant shall be used only for the Public Purpose described above and for no other purposes.
2. The **Northville Township Clerk's Office** is authorized to receive this grant from Responsive Gov, receipt of the grant does not violate any Applicable Laws, and Grantee represents that it has taken all steps, including necessary approvals, required to apply for, accept, and utilize the grant for the Public Purpose set forth above and in the Proposal.
3. Grantee has submitted an Application, which (among other things) sets forth the intended use of grant funds. That Application is incorporated into this Grant Agreement as an Appendix. Grantee shall commence expending this grant for the purposes identified in its Application upon receipt and may use the grant funds for such purposes until May 31, 2025. If Grantee needs to reallocate grant funds between the purposes identified in the Application, Grantee is permitted to do so without any notice to Responsive Gov so long as those purposes are consistent with the Public Purpose described above.
4. If Grantee uses any part of this grant to fund another organization, it will take reasonable steps to

ensure that any grant funds are used consistently with the Public Purpose of this grant and all of the terms and conditions of this Grant Agreement. Grantee further agrees that the grant funds may not be used: (1) to participate in, intervene in, or carry on, directly or indirectly (including the publishing or distribution of statements), any political campaign on behalf of (or in opposition to) any candidate for public office or public referendum; (2) to engage in any effort to induce or encourage violations of law or public policy; (3) to cause any private inurement or improper private benefit to occur; or (4) for any purpose inconsistent with IRC Section 170(c)(2)(B), which relates to charitable, educational, scientific, religious, or literary purposes.

5. The **Northville Township Clerk's Office** shall not share with Responsive Gov—and Responsive Gov will never ask for—non-public or confidential information about your jurisdiction's voters or voting systems.

6. Grantee shall produce a report documenting how this grant has been expended to support its public purpose described above. This report shall be provided to Responsive Gov by June 30, 2025.

7. The purpose of the grant is to supplement the funds available to the **Northville Township Clerk's Office** and not to substitute for previously budgeted funds that would otherwise be provided to Grantee by **Northville Township, Michigan** but for the grant. You represent and warrant to the best of your knowledge that **Northville Township, Michigan** does not intend to reduce the **Northville Township Clerk's** budget or fail to appropriate or provide previously budgeted funds to the **Northville Township Clerk's Office** because it has received this grant.

8. Responsive Gov may discontinue, modify, withhold part of, or ask for the return of all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above conditions have not been met, (b) any of the representations or certifications by Grantee are inaccurate, or (c) Responsive Gov must do so to comply with Applicable Laws.

9. The grant term shall be June 1, 2024, through May 31, 2025, and is the period during which covered costs may be applied to this Grant. To request an extension of the grant term, Grantee must provide a written request, including a new requested end date, to Responsive Gov before the end date of the grant term. Grantee must receive an amendment to the Grant Agreement to expend funds beyond the grant term.

10. Beyond the rights and obligations specifically set forth in the Grant Application and this Grant Agreement, Responsive Gov claims no legal right to control or otherwise influence the Grantee's use of any funds provided pursuant to this Grant Agreement. Responsive Gov has no role or involvement in the operation or administration of elections conducted by **Northville Township Clerk** as a result of this Grant Agreement, independent of the provision of the grant itself. Furthermore, it is expressly understood that by making this grant, Responsive Gov neither has or incurs any obligation to provide additional funding to the Grantee.

Please indicate that you accept and agree to these terms and conditions by having an authorized representative of your election jurisdiction sign and certify below. Please return a scanned copy of the signed letter via the link in your email at your earliest convenience. If needed, you may also return it via email at grants@responsivegov.org.

Sincerely,



Sam Olikar-Friedland
Executive Director
Institute for Responsive Government

By signing this Grant Agreement, I certify that I am authorized to bind the Northville Township Clerk's Office to the terms and conditions of the Grant Agreement and that the Northville Township Clerk's shall fully comply with the Grant Agreement including all restrictions on the use of funds.

Accepted on behalf of Northville Township Clerk

By: _____

Title: _____

Date: _____

APPENDIX: Northville Township, Michigan *A More Responsive Government 2024 Grant Program* Grant Application Submitted to the Institute for Responsive Government

* See U.S. Department of Homeland Security, Cybersecurity and Infrastructure Security Agency, 2020 Election Infrastructure Subsector-Specific Plan, at 3-4 (2020), *available at* https://www.cisa.gov/sites/default/files/publications/election_infrastructure_subsector_specific_plan.pdf

Check Registry

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 000 General							
08/09/2024	COMER	155212	Pat Walters and Sons Htg and Air	Refunds Payable - CD	201.702	000	50.00
08/23/2024	COMER	155330	Embassy Heating and Air Conditioning	Refunds Payable - CD	201.702	000	1,735.00
08/23/2024	COMER	155334	Federal Fireplace	Refunds Payable - CD	201.702	000	75.00
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	MERS Pension Fund	231.001	000	7,040.02
Total For Dept: 000							8,900.02
Dept: 172 EXECUTIVE							
08/09/2024	COMER	155162	CAPITOL RELATIONS, LLC	Professional Services	827.000	172	6,750.00
08/09/2024	COMER	155184	INCH MEMORIALS	Beautification Committee	890.000	172	220.00
08/09/2024	COMER	155196	THE MIKE COX LAW FIRM, PLLC	LEGAL FEES	826.000	172	3,000.00
08/09/2024	COMER	155200	LYNNE MOSTELLER	Beautification Committee	890.000	172	376.00
08/09/2024	COMER	155202	NORTHVILLE CHAMBER OF COMMERCE	Literature Dues and Seminars	958.000	172	490.00
08/09/2024	COMER	155228#	WAYNE COUNTY	Traffic Signals - Northridge	970.011	172	83.90
08/16/2024	COMER	155230	35TH DISTRICT COURT	Contribution to 35th District Court	959.500	172	82,035.30
08/16/2024	COMER	155233*#	AMAZON CAPITAL SERVICES, INC	Literature Dues and Seminars	958.000	172	85.32
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	172	20.49
08/16/2024	COMER	155261*#	O'GUINNS LAWN & LANDSCAPING	Professional Services	827.000	172	250.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	172	8.18
08/16/2024	COMER	155302*#	WILLIAMS, WILLIAMS, RATTNER & PLUNKETT	LEGAL FEES	826.000	172	2,148.58
08/23/2024	COMER	155328*#	O'GUINNS LAWN & LANDSCAPING	Professional Services	827.000	172	175.00
08/30/2024	COMER	155373	DTE ENERGY	STREET LIGHT ENERGY EXP - KING'S MILL	970.012	172	127.34
				STREET LIGHT ENERGY EXP - HIGHLAND LAKES	970.013	172	181.72
				STREET LIGHT ENERGY EXP - PINE CREEK	970.014	172	280.57
				SAD STREET LITE ENERGY EXP - MAPLE HILLS	970.003	172	1,366.58
				SAD STREET LITE ENERGY EXP - BROOKLANE	970.005	172	1,122.29
				SAD STREET LITE ENERGY EXP - RAVINES	970.007	172	1,286.41
Bcheck COMER 155373 Total for Fund 101 General Fund							4,364.91
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	172	68.17
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	172	62.25
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	172	96.85
09/06/2024	COMER	155433	35TH DISTRICT COURT	Contribution to 35th District Court	959.500	172	27,345.10
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	172	143.28
09/06/2024	COMER	155447	CAPITOL RELATIONS, LLC	Professional Services	827.000	172	6,750.00
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	172	7.04
09/06/2024	COMER	155475	THE MIKE COX LAW FIRM, PLLC	LEGAL FEES	826.000	172	3,980.00
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	172	21.54
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	172	7.50
09/06/2024	COMER	155514	WILLIAMS, WILLIAMS, RATTNER & PLUNKETT	LEGAL FEES	826.000	172	365.05
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	172	35.35

8.A.

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	172	3.82
Ⓜcheck COMER 1943(A) Total for Fund 101 General Fund				Operating/Office Supplies	740.000	172	20.00
							23.82
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	172	72.29
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	172	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	172	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	172	22.07
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	172	4,789.53
Total For Dept: 172							143,864.31
Dept: 191 FINANCE AND BUDGET							
08/09/2024	COMER	155154*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	191	41.48
08/09/2024	COMER	155208	PITNEY BOWES INC	Equipment Maintenance	813.000	191	135.75
08/09/2024	COMER	155222*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	191	45.92
08/09/2024	COMER	155229	WAYNE COUNTY TREASURER'S ASSOCIATION	Literature Dues and Seminars	958.000	191	40.00
08/16/2024	COMER	155239*#	CDW GOVERNMENT INC	Data processing	812.000	191	341.98
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	191	61.43
08/16/2024	COMER	155262	OPENGOV, INC	Data processing	812.000	191	1,075.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	191	20.14
08/23/2024	COMER	155347*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	191	52.11
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	191	3,277.21
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	191	206.24
08/30/2024	COMER	155389	HEIDI LAFEVER	Literature Dues and Seminars	958.000	191	93.80
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	191	193.21
08/30/2024	COMER	155417*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	191	46.43
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	191	47.10
08/30/2024	COMER	155428#	WHITLOCK BUSINESS SYSTEMS, INC	Operating/Office Supplies	740.000	191	1,769.61
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	191	323.05
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	191	17.34
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	191	38.19
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	191	18.47
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	191	35.35
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	191	21.72
Ⓜcheck COMER 1943(A) Total for Fund 101 General Fund				Literature Dues and Seminars	958.000	191	130.00
							151.72
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	191	72.29
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	191	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	191	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	191	22.07
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	191	5,993.10
Total For Dept: 191							14,185.78

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Dept: 215 CLERK							
08/09/2024	COMER	155154**	AMAZON CAPITAL SERVICES, INC	Wastebaskets	740.000	215	179.55
08/09/2024	COMER	155193	MARIE MCINTYRE	Mileage	961.000	215	180.90
⌘check COMER 155193 Total for Fund 101 General Fund					958.000	215	80.00
							260.90
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	215	46.11
08/16/2024	COMER	155254	CYNTHIA JANKOWSKI	Mileage	961.000	215	37.52
08/16/2024	COMER	155300**	US SIGNAL	Data processing	812.000	215	13.85
08/23/2024	COMER	155310#	CIVICPLUS, LLC	Data processing	812.000	215	2,701.02
08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	215	5,546.05
08/30/2024	COMER	155388**	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	215	197.00
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	716.000	215	145.79
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	215	90.92
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	215	215.39
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	215	11.92
09/06/2024	COMER	155471**	ALLERUS FINANCIAL	Pension - defined contribution	718.200	215	2,504.47
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	215	43.06
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	215	12.70
08/05/2024	COMER	1941(E)**	DELTA DENTAL PLAN	Insurance	716.000	215	70.70
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	215	18.78
⌘check COMER 1943(A) Total for Fund 101 General Fund					958.000	215	(56.36)
							(37.58)
08/12/2024	COMER	1948(E)**	DELTA DENTAL PLAN	Insurance	716.000	215	144.58
08/19/2024	COMER	1951(E)**	DELTA DENTAL PLAN	Insurance	716.000	215	63.22
08/26/2024	COMER	1952(E)**	DELTA DENTAL PLAN	Insurance	716.000	215	70.35
09/03/2024	COMER	1953(E)**	DELTA DENTAL PLAN	Insurance	716.000	215	44.13
09/05/2024	COMER	1954(E)**	MERS E-CHECK	Pension	718.000	215	1,680.61
Total For Dept: 215							14,042.26
Dept: 228 Information Technology and Communication							
08/09/2024	COMER	155164	CDW GOVERNMENT INC	Data processing	812.000	228	56.84
08/09/2024	COMER	155166**	CLEAR RATE COMMUNICATIONS, INC	Telephone	851.000	228	171.39
08/09/2024	COMER	155169	DEE FERGUSON PHOTOGRAPHY	Professional Services	827.000	228	185.00
08/09/2024	COMER	155188	TERENCE JACOBY	Professional Services	827.000	228	475.00
08/09/2024	COMER	155195**	MICHIGAN LINEN SERVICE	PRINTING AND PUBLISHING	900.000	228	120.44
08/16/2024	COMER	155239**	CDW GOVERNMENT INC	Data processing	812.000	228	341.98
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	228	56.33
08/16/2024	COMER	155300**	US SIGNAL	Data processing	812.000	228	15.43
08/30/2024	COMER	155354**	AMAZON CAPITAL SERVICES, INC	Small tools & equipment	740.002	228	438.70
⌘check COMER 155354 Total for Fund 101 General Fund					740.000	228	220.50
							659.20

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/30/2024	COMER	155360	BRAND IT	PRINTING AND PUBLISHING	900.000	228	578.00
08/30/2024	COMER	155364**	CDW GOVERNMENT INC	Data processing	812.000	228	2,737.54
08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	228	7,145.25
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	716.000	228	342.01
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	228	309.14
09/06/2024	COMER	155437**	AMAZON CAPITAL SERVICES, INC	Data processing	812.000	228	24.99
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	228	266.10
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	228	254.90
09/06/2024	COMER	155463	FRESHWORKS INC.	Data processing	812.000	228	653.38
09/06/2024	COMER	155478	SHAUN NICOLOFF	Literature Dues and Seminars	958.000	228	456.95
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	228	60.92
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	228	14.15
08/05/2024	COMER	1941(E)**	DELTA DENTAL PLAN	Insurance	716.000	228	106.05
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	228	425.95
				PRINTING AND PUBLISHING	900.000	228	1,384.47
				Promotion	880.002	228	47.01
				Literature Dues and Seminars	958.000	228	255.00
							2,112.43
Øcheck COMER 1943(A) Total for Fund 101 General Fund							
08/12/2024	COMER	1948(E)**	DELTA DENTAL PLAN	Insurance	716.000	228	216.87
08/19/2024	COMER	1951(E)**	DELTA DENTAL PLAN	Insurance	716.000	228	94.83
08/26/2024	COMER	1952(E)**	DELTA DENTAL PLAN	Insurance	716.000	228	105.53
09/03/2024	COMER	1953(E)**	DELTA DENTAL PLAN	Insurance	716.000	228	66.20
09/05/2024	COMER	1954(E)**	MERS E-CHECK	Pension	718.000	228	9,966.76
							27,593.61
Total For Dept: 228							
Dept: 253 TREASURER							
08/09/2024	COMER	155189	JP COOKE COMPANY	Dog expenses	805.000	253	342.75
							342.75
Total For Dept: 253							
Dept: 257 ASSESSING							
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	257	20.49
08/16/2024	COMER	155300**	US SIGNAL	Data processing	812.000	257	6.30
08/23/2024	COMER	155350	WCA ASSESSING	Professional Services	827.000	257	591.59
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	257	101.67
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	257	5.42
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	257	5.77
09/06/2024	COMER	155510	WCA ASSESSING	CONTRACTUAL SERVICES	829.000	257	32,378.80
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	257	2.94
							33,112.98
Total For Dept: 257							
Dept: 262 ELECTIONS							
08/09/2024	COMER	155185	INCLUSION SOLUTIONS,LLC	Voting Booths	727.001	262	10,361.33
08/09/2024	COMER	155207	US POSTAL SERVICE(POSTAGE BY PHONE)	Postage	730.000	262	2,000.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/30/2024	COMER	155375	DOMINION VOTING SYSTEMS, INC	Election Setup	829.000	262	1,895.00
08/30/2024	COMER	155382	GANNETT MICHIGAN LOCALIQ	Not of Accuracy/Not of Election/ZBA Hear	900.000	262	474.54
08/30/2024	COMER	155398	PENSKE TRUCK LEASING CO.,L.P.	Equipment Rental	813.500	262	540.44
08/30/2024	COMER	155415	SPECTRUM PRINTERS	CONTRACTUAL SERVICES	829.000	262	1,213.99
Total For Dept: 262							16,485.30
Dept: 265 Facility Operations							
08/09/2024	COMER	155153*#	ACTION MAT AND TOWEL RENTAL	CONTRACTUAL SERVICES	829.000	265	412.30
08/09/2024	COMER	155168*#	CONSUMERS ENERGY	Utilities	941.000	265	2,137.16
08/09/2024	COMER	155171*#	DTE ENERGY	Utilities	941.000	265	7,063.86
08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	265	104.98
Check COMER 155181 Total for Fund 101 General Fund					740.000	265	198.97
							303.95
08/09/2024	COMER	155217*#	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	265	108.08
08/09/2024	COMER	155228#	WAYNE COUNTY	Utilities	941.000	265	319.07
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	265	51.20
08/16/2024	COMER	155249	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	265	1,279.37
08/16/2024	COMER	155266	PLYMOUTH RUBBER & TRANSMISSION	Building Maintenance	811.000	265	9.17
08/16/2024	COMER	155289*#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	265	196.99
08/16/2024	COMER	155290*#	ROSE PEST SOLUTIONS	CONTRACTUAL SERVICES	829.000	265	79.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	265	9.46
08/23/2024	COMER	155313	DRL BUILDING CO, LLC	Building Maintenance	811.000	265	1,500.00
08/23/2024	COMER	155328*#	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	265	1,954.15
08/23/2024	COMER	155349*#	NORTHVILLE TOWNSHIP	Utilities	941.000	265	1,753.47
08/30/2024	COMER	155353	A AND R PLUMBING	Building Maintenance	811.000	265	239.76
08/30/2024	COMER	155354*#	AMAZON CAPITAL SERVICES, INC	Building Maintenance	811.000	265	89.99
08/30/2024	COMER	155361	STATE OF MICHIGAN	Building Maintenance	811.000	265	155.00
08/30/2024	COMER	155367	COCHRANE SUPPLY	Building Maintenance	811.000	265	712.73
08/30/2024	COMER	155378*#	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	265	118.84
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	265	2,899.07
08/30/2024	COMER	155402	RED WING SHOE STORE	Uniforms/QuarterMaster	758.000	265	212.49
08/30/2024	COMER	155413*#	ROYAL ROOFING COMPANY, INC	Building Maintenance	811.000	265	585.00
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	265	92.43
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	265	85.92
08/30/2024	COMER	155432*#	GRAINGER, INC.	Small tools & equipment	740.002	265	228.52
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	265	131.38
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	265	8.15
09/06/2024	COMER	155456*#	DIAMOND CAR WASH & DETAIL, LLC	Gas, Vehicle Maintenance	741.000	265	5.00
09/06/2024	COMER	155460*#	DTE ENERGY	Utilities	941.000	265	7,504.50
09/06/2024	COMER	155466*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	265	209.68
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	265	22.47
09/06/2024	COMER	155503*#	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	265	108.08
09/06/2024	COMER	155506	NORTHVILLE TOWNSHIP	Utilities	941.000	265	395.44
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	265	8.68

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08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	265	35.35
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing Building Maintenance	812.000	265	19.42
				Operating/Office Supplies	811.000	265	99.10
				Grounds maintenance	740.000	265	119.96
					811.800	265	111.30
							349.78
☐check COMER 1943(A) Total for Fund 101 General Fund							
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	265	105.62
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	265	63.22
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	265	70.35
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	265	44.13
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	265	3,733.47
							35,392.28
Total For Dept: 265							
Dept: 270 HUMAN RESOURCES							
08/09/2024	COMER	155226	VARIPRO BENEFIT ADMINISTRATORS	Professional Services	827.000	270	262.85
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	270	20.49
08/16/2024	COMER	155300**#	US SIGNAL	Data processing	812.000	270	5.05
08/30/2024	COMER	155383**#	HEALTH ALLIANCE PLAN	Insurance	716.000	270	1,638.60
08/30/2024	COMER	155416**#	STANDARD INSURANCE	Insurance	716.000	270	138.97
08/30/2024	COMER	155424**#	VERIZON WIRELESS	Telephone	851.000	270	46.07
09/06/2024	COMER	155440**#	AT&T	Telephone	851.000	270	83.59
09/06/2024	COMER	155448**#	CDW GOVERNMENT INC	Data processing	812.000	270	4.34
09/06/2024	COMER	155480**#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	270	25.46
09/06/2024	COMER	155508**#	US SIGNAL	Data processing	812.000	270	4.63
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	270	35.35
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	270	2.36
				Literature Dues and Seminars	958.000	270	255.00
							257.36
☐check COMER 1943(A) Total for Fund 101 General Fund							
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	270	72.29
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	270	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	270	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	270	22.07
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	270	3,952.44
							6,636.35
Total For Dept: 270							
Dept: 371 Building Department							
08/09/2024	COMER	155191	FREDRICK LEESON	Literature Dues and Seminars	958.000	371	150.00
08/09/2024	COMER	155216	SEMBOIA	Literature Dues and Seminars	958.000	371	360.00
08/09/2024	COMER	155222**#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	371	22.44
08/16/2024	COMER	155236	H. EDWARD BARTRAM	Planning/Building Consultants	817.000	371	1,700.00
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	371	25.61
08/16/2024	COMER	155259	TOM MORRISON	Planning/Building Consultants	817.000	371	1,850.00

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08/16/2024	COMER	155289*#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	371	51.98
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	371	12.93
08/16/2024	COMER	155301	WILLIAM C WEIDENDORF	Planning/Building Consultants	817.000	371	650.00
08/23/2024	COMER	155309	CARLISLE WORTMAN ASSOCIATES, INC	Planning/Building Consultants	817.000	371	3,960.00
08/30/2024	COMER	155358	H. EDWARD BARTRAM	Planning/Building Consultants	817.000	371	1,975.00
08/30/2024	COMER	155380	FEDEX	Postage	730.000	371	66.94
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	371	3,115.48
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	371	132.95
08/30/2024	COMER	155393	TOM MORRISON	Planning/Building Consultants	817.000	371	2,250.00
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	371	75.55
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	371	45.46
08/30/2024	COMER	155425	WILLIAM C WEIDENDORF	Planning/Building Consultants	817.000	371	800.00
08/30/2024	COMER	155428#	WHITLOCK BUSINESS SYSTEMS, INC	Operating/Office Supplies	740.000	371	130.39
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	371	200.24
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	371	11.12
09/06/2024	COMER	155471*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	371	792.59
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	371	17.62
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	371	11.85
09/06/2024	COMER	155512*#	WHITLOCK BUSINESS SYSTEMS, INC	Operating/Office Supplies	740.000	371	1,333.81
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	371	35.35
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	371	6.04
Check COMER 1943(A) Total for Fund 101 General Fund					958.000	371	440.00
Total For Dept: 371							446.04
Dept: 701 Planning Department							
08/16/2024	COMER	155242#	COMCAST CABLE	Cable Wi-Fi & TV	832.000	701	20.49
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	701	5.05
08/23/2024	COMER	155310#	CIVICPLUS, LLC	Data processing	812.000	701	2,701.02
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	701	3,088.14
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	701	152.35
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	701	83.59
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	701	4.34
09/06/2024	COMER	155471*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	701	792.59
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	701	21.54
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	701	4.63
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	701	35.35
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	701	2.36
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	701	72.29

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	701	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	701	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	701	22.07
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	701	2,095.25
Total For Dept: 701							9,167.85
Total For Fund: 101							331,845.48
Fund: 207 Public Safety Operating Fund							
Dept: 000 General							
08/09/2024	COMER	155151	35TH DISTRICT COURT	35TH DIST COURT BONDS - TWP	259.207	000	900.00
08/09/2024	COMER	155152	35TH DISTRICT COURT	35TH DIST COURT BONDS - TWP	259.207	000	500.00
09/06/2024	COMER	155486	PINER, MARGARET	FIRE RESCUE- ALS- ADVANCED LIFE SUPPORT	652.000	000	60.44
09/06/2024	COMER	155487	HATSIOS, JOHN	FIRE RESCUE- ALS- ADVANCED LIFE SUPPORT	652.000	000	20.00
09/06/2024	COMER	155488	DOUGLAS, VIVienne	FIRE RESCUE- ALS- ADVANCED LIFE SUPPORT	652.000	000	250.00
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	MERS Pension Fund	231.001	000	30,434.08
Total For Dept: 000							32,164.52
Dept: 301 Police Department							
08/09/2024	COMER	155153*#	ACTION MAT AND TOWEL RENTAL	CONTRACTUAL SERVICES	829.000	301	832.02
08/09/2024	COMER	155158	BENNETT & DEMOPOULOS, PLLC	Legal Fees	826.000	301	6,593.60
08/09/2024	COMER	155159	BERLA	Training	957.000	301	2,995.00
08/09/2024	COMER	155166*#	CLEAR RATE COMMUNICATIONS, INC	Telephone	851.000	301	620.56
08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	301	189.19
08/09/2024	COMER	155197	MICHIGAN LAW ENFORCEMENT TRAINING ASSOCIATES, LLC	Legal Fees	826.000	301	2,000.00
08/09/2024	COMER	155203	NYE UNIFORM COMPANY	Uniforms/QuarterMaster	758.000	301	2,348.91
08/09/2024	COMER	155205	OSCAR W LARSON CO	Equipment Maintenance	813.000	301	239.23
08/09/2024	COMER	155214#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	301	5,457.10
08/09/2024	COMER	155217*#	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	301	108.08
08/09/2024	COMER	155222*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	301	106.38
08/16/2024	COMER	155233*#	AMAZON CAPITAL SERVICES, INC	Uniforms/QuarterMaster	758.000	301	159.95
08/16/2024	COMER	155235	BELLE TIRE	Gas, Vehicle Maintenance	741.000	301	636.97
08/16/2024	COMER	155239*#	CDW GOVERNMENT INC	Data processing	812.000	301	1,025.94
08/16/2024	COMER	155243	COMCAST CABLE	Data processing	812.000	301	412.79
08/16/2024	COMER	155253#	J & B MEDICAL SUPPLY, INC.	Operating/Office Supplies	740.000	301	2,820.00
08/16/2024	COMER	155258	MICHIGAN LINEN SERVICE	Prisoner Boarding	804.000	301	80.00
08/16/2024	COMER	155263#	PERFECT CLEANERS OF DETROIT INC	Uniforms/QuarterMaster	758.000	301	1,259.10
08/16/2024	COMER	155264	JOSHUA PIKE	Training	957.000	301	157.00
08/16/2024	COMER	155290*#	ROSE PEST SOLUTIONS	CONTRACTUAL SERVICES	829.000	301	67.00
08/16/2024	COMER	155294	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	301	80.30
08/16/2024	COMER	155296	STATE OF MICHIGAN	Data processing	812.000	301	43.25
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	301	107.09
08/23/2024	COMER	155305*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	301	31.38
Øheck COMER 155305 Total for Fund 207 Public Safety Operating Fund							161.98
							193.36

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08/23/2024	COMER	155307	BELLE TIRE	Gas, Vehicle Maintenance	741.000	301	233.99
08/23/2024	COMER	155308#	BOB JEANNOTTE PONTIAC GMC, INC	Gas, Vehicle Maintenance	741.000	301	2,110.85
08/23/2024	COMER	155312**	CONSUMERS ENERGY	Utilities	941.000	301	847.16
08/23/2024	COMER	155314**	DTE ENERGY	Utilities	941.000	301	5,889.06
08/23/2024	COMER	155321#	HEGIRA HEALTH, INC	Professional Services	827.000	301	6,784.44
08/23/2024	COMER	155322	J & B MEDICAL SUPPLY, INC.	Operating/Office Supplies	740.000	301	2,279.50
08/23/2024	COMER	155323	MICHIGAN ASSOC. OF CHIEFS OF POLICE	Training	957.000	301	925.00
08/23/2024	COMER	155324	MICHIGAN HUMANE SOCIETY	Dog expenses	805.000	301	290.00
				Professional Services	827.000	301	(195.00)
							95.00
check COMER 155324 Total for Fund 207 Public Safety Operating Fund							
08/23/2024	COMER	155326**	NORTHVILLE EXPRESS LUBE LLC	Gas, Vehicle Maintenance	741.000	301	536.88
08/23/2024	COMER	155327	NYE UNIFORM COMPANY	Uniforms/QuarterMaster	758.000	301	1,345.85
08/23/2024	COMER	155328**	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	301	795.70
08/23/2024	COMER	155344	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	301	2,770.31
08/23/2024	COMER	155345	THE SHOE SHINE GUYS	Uniforms/QuarterMaster	758.000	301	140.00
08/23/2024	COMER	155347**	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	301	968.70
08/23/2024	COMER	155349**	NORTHVILLE TOWNSHIP	Utilities	941.000	301	525.11
08/23/2024	COMER	155351	WILLIAMS EMERGENCY VEHICLES AND EQUIPMENT	Gas, Vehicle Maintenance	741.000	301	250.00
08/23/2024	COMER	155352	WINDER POLICE EQUIPMENT	Gas, Vehicle Maintenance	741.000	301	265.96
08/30/2024	COMER	155364**	CDW GOVERNMENT INC	Data processing	812.000	301	5,652.24
08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	301	61,989.90
08/30/2024	COMER	155388**	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	301	228.58
08/30/2024	COMER	155392**	MICHIGAN LINEN SERVICE	Prisoner Boarding	804.000	301	160.00
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	716.000	301	1,806.25
08/30/2024	COMER	155418	STATE OF MICHIGAN	Data processing	812.000	301	129.75
08/30/2024	COMER	155419	TIMECLOCK PLUS, LLC	Data processing	812.000	301	1,836.00
08/30/2024	COMER	155422	UNIVERSITY LAWN EQUIPMENT	Operating/Office Supplies	740.000	301	199.50
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	301	1,878.97
08/30/2024	COMER	155427	THOMSON REUTERS	Data processing	812.000	301	991.15
08/30/2024	COMER	155429	WILLIAMS EMERGENCY VEHICLES AND EQUIPMENT	Gas, Vehicle Maintenance	741.000	301	2,050.00
08/30/2024	COMER	155431	WINDER POLICE EQUIPMENT	Gas, Vehicle Maintenance	741.000	301	1,108.65
09/06/2024	COMER	155437**	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	301	49.50
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	301	1,739.62
09/06/2024	COMER	155442	BELLE TIRE	Gas, Vehicle Maintenance	741.000	301	228.99
09/06/2024	COMER	155443	BENNETT & DEMOPOULOS, PLLC	Legal Fees	826.000	301	6,175.00
09/06/2024	COMER	155446	CALEA	PRINTING AND PUBLISHING	900.000	301	7,590.00
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	301	92.17
09/06/2024	COMER	155452	COMCAST CABLE	Cable Wi-Fi & TV	832.000	301	412.79
09/06/2024	COMER	155453	CONSERVA ELECTRIC SUPPLY INC.	Building Maintenance	811.000	301	216.36
09/06/2024	COMER	155454	D&D BICYCLES	Equipment Maintenance	813.000	301	703.63
09/06/2024	COMER	155455	TONY DANG	Gas, Vehicle Maintenance	741.000	301	43.24
09/06/2024	COMER	155456**	DIAMOND CAR WASH & DETAIL, LLC	Gas, Vehicle Maintenance	741.000	301	375.00
09/06/2024	COMER	155466**	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	301	141.42

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
09/06/2024	COMER	155472	MICHIGAN AMMO	Small tools & equipment	740.002	301	11,775.00
09/06/2024	COMER	155473	MICHIGAN HUMANE SOCIETY	Professional Services	827.000	301	195.00
09/06/2024	COMER	155474**	MICHIGAN LINEN SERVICE	Prisoner Boarding	804.000	301	80.00
09/06/2024	COMER	155476	MICHIGAN LAW ENFORCEMENT TRAINING ASSOCIATES, LLC	Legal Fees	826.000	301	2,000.00
09/06/2024	COMER	155479	NOCTURNAL TINTING, LLC	Gas, Vehicle Maintenance	741.000	301	275.00
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	301	512.86
09/06/2024	COMER	155481	NYE UNIFORM COMPANY	Uniforms/Quartermaster	758.000	301	3,103.94
09/06/2024	COMER	155483	PHOENIX SUPPLY, LLC	Prisoner Boarding	804.000	301	514.75
09/06/2024	COMER	155483	PHOENIX SUPPLY, LLC	Operating/Office Supplies	740.000	301	35.91
Check COMER 155483 Total for Fund 207 Public Safety Operating Fund							550.66
09/06/2024	COMER	155485	POLICE LEGAL SCIENCES	SNC Training	957.005	301	1,440.00
09/06/2024	COMER	155500#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	301	2,582.97
09/06/2024	COMER	155502	THE SHOE SHINE GUYS	Uniforms/Quartermaster	758.000	301	25.00
09/06/2024	COMER	155503**	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	301	108.08
09/06/2024	COMER	155507	USA BIO CARE LLC	Building Maintenance	811.000	301	705.00
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	301	98.20
09/06/2024	COMER	155513	WILLIAMS EMERGENCY VEHICLES AND EQUIPMENT	Gas, Vehicle Maintenance	741.000	301	100.00
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	301	813.03
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	301	359.87
				Dog expenses	805.000	301	237.54
				Training	957.000	301	795.00
				PRINTING AND PUBLISHING	900.000	301	1,061.63
				Literature Dues and Seminars	958.000	301	255.00
				Small tools & equipment	740.002	301	2,670.00
				Literature Dues and Seminars	958.000	301	50.00
				Prisoner Boarding	804.000	301	31.74
Check COMER 1943(A) Total for Fund 207 Public Safety Operating Fund							5,460.78
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	301	1,696.09
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	301	758.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	301	844.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	301	529.58
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	301	124,226.86
Total For Dept: 301							308,975.88
Dept: 336 Fire Department							
08/09/2024	COMER	155160	BOUND TREE MEDICAL, LLC	EMT SUPPLIES	740.001	336	473.78
08/09/2024	COMER	155166**	CLEAR RATE COMMUNICATIONS, INC	Telephone	851.000	336	102.16
08/09/2024	COMER	155168**	CONSUMERS ENERGY	Utilities	941.000	336	970.76
08/09/2024	COMER	155170	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	336	104.88
08/09/2024	COMER	155171**	DTE ENERGY	Utilities	941.000	336	3,826.52

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08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Gas, Vehicle Maintenance	741.000	336	427.82
				Small tools & equipment	740.002	336	197.95
Ⓢcheck COMER 155181 Total for Fund 207 Public Safety Operating Fund							625.77
08/09/2024	COMER	155209	PRIORITY ONE EMERGENCY	Uniforms/QuarterMaster	758.000	336	290.97
08/09/2024	COMER	155214#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	336	2,204.24
08/09/2024	COMER	155227	WATERWAY TWIN TIER LLC	Equipment Maintenance	813.000	336	6,861.30
08/16/2024	COMER	155231	THE ACCUMED GROUP	CONTRACTUAL SERVICES	829.000	336	3,567.69
08/16/2024	COMER	155233*#	AMAZON CAPITAL SERVICES, INC	Literature Dues and Seminars	958.000	336	5.99
08/16/2024	COMER	155237	BOUND TREE MEDICAL, LLC	EMT SUPPLIES	740.001	336	651.03
08/16/2024	COMER	155253#	J & B MEDICAL SUPPLY, INC.	EMT SUPPLIES	740.001	336	99.00
08/16/2024	COMER	155263#	PERFECT CLEANERS OF DETROIT INC	Uniforms/QuarterMaster	758.000	336	90.00
08/16/2024	COMER	155267	PRIORITY ONE EMERGENCY	Uniforms/QuarterMaster	758.000	336	695.94
08/16/2024	COMER	155268	PRZYTLUSKI, JACQUELINE M.	Literature Dues and Seminars	958.000	336	159.99
08/16/2024	COMER	155270	R&R FIRE TRUCK REPAIR, INC	Gas, Vehicle Maintenance	741.000	336	24,964.01
08/16/2024	COMER	155290*#	ROSE PEST SOLUTIONS	CONTRACTUAL SERVICES	829.000	336	58.00
08/16/2024	COMER	155295	STATE OF MICHIGAN	Literature Dues and Seminars	958.000	336	1,249.15
08/16/2024	COMER	155297*	STRYKER SALES, LLC	Lucas Procure Warranty	813.000	336	5,844.60
08/16/2024	COMER	155299	UPPER LEVEL GRAPHICS	Operating/Office Supplies	740.000	336	159.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	336	71.52
08/23/2024	COMER	155308#	BOB JEANNOTTE PONTIAC GMC, INC	Gas, Vehicle Maintenance	741.000	336	87.48
08/23/2024	COMER	155319	GERBER COLLISION & GLASS	Gas, Vehicle Maintenance	741.000	336	2,473.82
08/23/2024	COMER	155321#	HEGIRA HEALTH, INC	Professional Services	827.000	336	2,261.48
08/23/2024	COMER	155328*#	O' GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	336	1,192.65
08/23/2024	COMER	155346	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	336	249.53
08/23/2024	COMER	155349*#	NORTHVILLE TOWNSHIP	Utilities	941.000	336	2,824.19
08/30/2024	COMER	155354*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	336	55.34
08/30/2024	COMER	155356	ASCENSION MICHIGAN EMPLOYER SOLUTIONS - OCCUPATIONAL HEALTH	Professional Services	827.000	336	980.00
08/30/2024	COMER	155359	BOUND TREE MEDICAL, LLC	EMT SUPPLIES	740.001	336	304.40
08/30/2024	COMER	155363	WILLIAM CARUSO	Tuition Reimbursement	960.000	336	469.54
08/30/2024	COMER	155364*#	CDW GOVERNMENT INC	Data processing	812.000	336	383.49
08/30/2024	COMER	155369	COMCAST CABLE	Data processing	812.000	336	473.38
08/30/2024	COMER	155374	DINGES FIRE COMPANY	Small tools & equipment	740.002	336	70.99
08/30/2024	COMER	155376*#	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	336	148.68
08/30/2024	COMER	155381	FIREWRENCH OF MICHIGAN, LLC	Gas, Vehicle Maintenance	741.000	336	3,053.64
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	336	54,199.98
08/30/2024	COMER	155384	TOM HUGHES	Tuition Reimbursement	960.000	336	1,328.00
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	336	48.23
08/30/2024	COMER	155395	NORTHVILLE LOCKSMITH	Building Maintenance	811.000	336	85.00
08/30/2024	COMER	155399	PRIORITY ONE EMERGENCY	Uniforms/QuarterMaster	758.000	336	59.99
08/30/2024	COMER	155410	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	336	216.06
08/30/2024	COMER	155411	R. L. DEPPMANN COMPANY	Building Maintenance	811.000	336	144.65
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	336	1,069.36
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	336	793.84
08/30/2024	COMER	155432*#	GRAINGER, INC.	Building Maintenance	811.000	336	6.20
09/06/2024	COMER	155435	AIRGAS USA LLC	EMT SUPPLIES	740.001	336	84.38

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09/06/2024	COMER	155437*#	AMAZON CAPITAL SERVICES, INC	Data processing	812.000	336	359.96
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	336	1,174.81
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	336	61.55
09/06/2024	COMER	155456*#	DIAMOND CAR WASH & DETAIL, LLC	Gas, Vehicle Maintenance	741.000	336	40.00
09/06/2024	COMER	155457	DOCHENETZ, JEREMY D.	Tuition Reimbursement	960.000	336	1,528.00
09/06/2024	COMER	155460*#	DTE ENERGY	Utilities	941.000	336	3,455.35
09/06/2024	COMER	155466*#	HOME DEPOT CREDIT SERVICES	Small tools & equipment	740.002	336	124.82
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	336	403.56
09/06/2024	COMER	155500#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	336	4,026.04
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	336	65.58
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	336	653.96
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	336	355.56
				Equipment Maintenance	813.000	336	1,184.00
				Uniforms/QuarterMaster	758.000	336	192.67
				Training	957.001	336	3,165.66
Total For Dept: 336							4,897.89
Total For Fund: 207							569,847.73
Fund: 208 PARKS, RECREATION & SENIOR SERVICES FUND							
Dept: 000 General							
08/30/2024	COMER	155408	Melanee Hirvela	Insurance	716.000	336	1,337.39
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Insurance	716.000	336	584.77
				Insurance	716.000	336	650.76
				Insurance	716.000	336	408.23
				Pension	718.000	336	82,794.06
Total For Dept: 336							228,707.33
Total For Fund: 207							569,847.73
Fund: 208 PARKS, RECREATION & SENIOR SERVICES FUND							
Dept: 000 General							
08/30/2024	COMER	155408	Melanee Hirvela	Rental Revenue (External) NCC	659.100	000	600.00
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	MERS Pension Fund	231.001	000	1,269.00
Total For Dept: 000							1,869.00
Dept: 753 Administration							
08/09/2024	COMER	155165#	CITY OF NORTHVILLE	Pension	718.000	753	7,728.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	753	5.67
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	753	3,277.21
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	753	94.04
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	753	91.53
08/30/2024	COMER	155440*#	AT&T	Telephone	851.000	753	83.59
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	753	67.94
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	753	25.46
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	753	5.20
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	753	35.35

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08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Literature Dues and Seminars	958.000	753	600.00
				Data processing	812.000	753	186.64
							786.64
⌘check COMER 1943(A) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	753	72.29
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	753	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	753	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	753	22.07
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	753	3,934.25
							16,296.03
Total For Dept: 753							
Dept: 754 Recreation							
08/09/2024	COMER	155154*#	AMAZON CAPITAL SERVICES, INC	Day Camp	962.006	754	143.30
08/09/2024	COMER	155155	AMERICAN RED CROSS	Other Program Activities	962.100	754	1,386.00
08/09/2024	COMER	155163	CAREY AND PAUL GROUP	Tunes on Tuesday	962.015	754	600.00
08/09/2024	COMER	155174	FUN TIME SPORTS	Other Program Activities	962.100	754	1,176.00
08/09/2024	COMER	155177	GUY LOUIS SFERLAZZA	Tunes on Tuesday	962.015	754	750.00
08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Equipment	977.000	754	38.06
08/09/2024	COMER	155190	JUMP-A-RAMA, INC	Other Program Activities	962.100	754	791.78
08/09/2024	COMER	155198	NICHOLAS MONDRAGON	Ski Club	962.007	754	25.46
08/09/2024	COMER	155206#	TOULLA TSANGARIS PALAZETI	Other Program Activities	962.100	754	364.00
08/09/2024	COMER	155222*#	STAPLES CONTRACT & COMMERCIAL LLC	Day Camp	962.006	754	18.65
				Tennis	962.009	754	76.14
							94.79
⌘check COMER 155222 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
08/09/2024	COMER	155225	TRINITY COACH LLC	Day Camp	962.006	754	860.00
08/16/2024	COMER	155232	CARISSA ADAMS	Other Program Activities	962.100	754	180.00
08/16/2024	COMER	155233*#	AMAZON CAPITAL SERVICES, INC	Day Camp	962.006	754	223.26
08/16/2024	COMER	155240	CENTER STAGE DANCE	Other Program Activities	962.100	754	156.00
08/16/2024	COMER	155246	KATHLEEN COOK	Other Program Activities	962.100	754	125.00
08/16/2024	COMER	155251	FUN TIME SPORTS	Other Program Activities	962.100	754	1,890.00
08/16/2024	COMER	155265#	PIONEER ATHLETICS	Adult Softball	962.003	754	566.97
08/16/2024	COMER	155291	SCHELDE SPORTS NORTH AMERICA	Adult Volleyball	962.010	754	1,050.00
				Youth Volleyball	962.011	754	1,050.00
				Equipment	977.000	754	1,050.00
							3,150.00
⌘check COMER 155291 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
08/16/2024	COMER	155298	TGA OF SOUTHEAST MICHIGAN	Other Program Activities	962.100	754	15,876.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	754	17.35
08/23/2024	COMER	155304	CARISSA ADAMS	Other Program Activities	962.100	754	30.00
08/23/2024	COMER	155320	GET IT & GO FITNESS LLC	Other Program Activities	962.100	754	808.50
08/30/2024	COMER	155366	CITY OF NORTHVILLE	Promotion	880.002	754	150.00
08/30/2024	COMER	155368	MARY ANN COLLINS	Other Program Activities	962.100	754	211.25
08/30/2024	COMER	155377	KELLY KILKENNY DRAGON	Other Program Activities	962.100	754	120.00

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08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	754	2,079.77
08/30/2024	COMER	155390	MOTRIA LUSK	Other Program Activities	962.100	754	211.25
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	716.000	754	98.84
08/30/2024	COMER	155420	TRINITY COACH LLC	Day Camp	962.006	754	1,925.00
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	754	217.91
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	754	254.36
09/06/2024	COMER	155444	TODD A. BEYER	Tennis	962.009	754	10,533.00
09/06/2024	COMER	155445#	ANN BRAUCHLER	Other Program Activities	962.100	754	100.00
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	754	14.93
09/06/2024	COMER	155471**	ALLERUS FINANCIAL	Pension - defined contribution	718.200	754	1,251.93
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	754	18.55
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	754	15.90
08/05/2024	COMER	1941(E)**	DELTA DENTAL PLAN	Insurance	716.000	754	70.70
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Other Program Activities	962.100	754	20.00
				Promotion	880.002	754	77.34
				Data processing	812.000	754	8.10
				Day Camp	962.006	754	3,531.84
				Youth Volleyball	962.011	754	63.98
				Other Program Activities	962.100	754	925.35
							4,626.61
Echeck COMER 1943(A) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
08/12/2024	COMER	1948(E)**	DELTA DENTAL PLAN	Insurance	716.000	754	111.25
08/19/2024	COMER	1951(E)**	DELTA DENTAL PLAN	Insurance	716.000	754	31.61
08/26/2024	COMER	1952(E)**	DELTA DENTAL PLAN	Insurance	716.000	754	35.18
09/03/2024	COMER	1953(E)**	DELTA DENTAL PLAN	Insurance	716.000	754	22.07
09/05/2024	COMER	1954(E)**	MERS E-CHECK	Pension	718.000	754	1,285.71
							52,638.29
Total For Dept: 754							
Dept: 770 Parks Maintenance							
08/09/2024	COMER	155157	BEAR PACKAGING & SUPPLY	Operating/Office Supplies	740.000	770	1,179.00
08/09/2024	COMER	155165#	CITY OF NORTHVILLE	Insurances	910.000	770	875.00
08/09/2024	COMER	155181**	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	770	1,260.69
				Building Maintenance	811.000	770	29.88
				Grounds maintenance	811.800	770	135.38
				Small tools & equipment	740.002	770	185.00
							1,610.95
Echeck COMER 155181 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
08/09/2024	COMER	155183	IB ELECTRIC INC	Building Maintenance	811.000	770	250.00
08/09/2024	COMER	155201	NAPA AUTO PARTS	Gas, Vehicle Maintenance	741.000	770	87.99
08/16/2024	COMER	155233**	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	770	149.70
08/16/2024	COMER	155244	CONSERVA ELECTRIC SUPPLY INC.	Building Maintenance	811.000	770	45.24
08/16/2024	COMER	155245#	CONSUMERS ENERGY	Utilities	941.000	770	16.32
08/16/2024	COMER	155248	D/A CENTRAL INC.	Data processing	812.000	770	1,997.63
08/16/2024	COMER	155256	LUNGHAMER FORD OF OWOSSO	2024 Ford Explorer 4x4 XLT	977.000	770	39,827.00

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08/16/2024	COMER	155260	NAPA AUTO PARTS	Gas, Vehicle Maintenance	741.000	770	7.42	
08/16/2024	COMER	155261**	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	770	4,477.04	
08/16/2024	COMER	155289**	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	770	1,138.14	
08/16/2024	COMER	155300**	US SIGNAL	Data processing	812.000	770	10.72	
08/23/2024	COMER	155317	FOX TURF MANAGEMENT, LLC	2024 Parks Fertilizer/Weed Control	811.800	770	16,203.83	
08/23/2024	COMER	155325	NAPA AUTO PARTS	Gas, Vehicle Maintenance	741.000	770	137.35	
08/30/2024	COMER	155372	DETROIT CHEMICAL & PAPER SUPPLY CO	Operating/Office Supplies	740.000	770	663.29	
08/30/2024	COMER	155378**	DTE ENERGY	Utilities	941.000	770	113.42	
08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	770	5,798.14	
08/30/2024	COMER	155385	INCH MEMORIALS	Operating/Office Supplies	740.000	770	1,039.54	
08/30/2024	COMER	155387	JOHN'S SANITATION INC.	Utilities	941.000	770	395.00	
08/30/2024	COMER	155396	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	770	5,596.30	
08/30/2024	COMER	155414	SERRA FORD FARMINGTON HILLS	Gas, Vehicle Maintenance	741.000	770	2,380.71	
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	716.000	770	97.49	
08/30/2024	COMER	155421**	NORTHVILLE TOWNSHIP	Utilities	941.000	770	1,490.54	
08/30/2024	COMER	155423	VERIZON WIRELESS	Telephone	851.000	770	25.02	
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	770	207.91	
08/30/2024	COMER	155426	WEINGARTZ	Gas, Vehicle Maintenance	741.000	770	3,718.04	
Check COMER 155426 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND					740.000	770	703.05	
							4,421.09	
09/06/2024	COMER	155439	ASCENSION MICHIGAN EMPLOYER SOLUTIONS - OCCUPATIONAL HEALTH	Professional Services	827.000	770	126.00	
09/06/2024	COMER	155440**	AT&T	Telephone	851.000	770	191.42	
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	812.000	770	9.22	
09/06/2024	COMER	155449#	CITY OF NORTHVILLE	Utilities	941.000	770	1,698.06	
09/06/2024	COMER	155460**	DTE ENERGY	Utilities	941.000	770	1,792.30	
09/06/2024	COMER	155466**	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	770	1,269.10	
					Small tools & equipment	740.002	770	335.67
					Gas, Vehicle Maintenance	741.000	770	24.98
Check COMER 155466 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							1,629.75	
09/06/2024	COMER	155467	IMAGE 360 - PLYMOUTH	Operating/Office Supplies	740.000	770	1,038.89	
09/06/2024	COMER	155470	LADD'S	Gas, Vehicle Maintenance	741.000	770	149.99	
09/06/2024	COMER	155471**	ALLERUS FINANCIAL	Pension - defined contribution	718.200	770	2,534.76	
09/06/2024	COMER	155474**	MICHIGAN LINEN SERVICE	Uniforms/QuarterMaster	758.000	770	255.60	
09/06/2024	COMER	155477	NAPA AUTO PARTS	Gas, Vehicle Maintenance	741.000	770	217.64	
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	770	40.09	
09/06/2024	COMER	155508**	US SIGNAL	Data processing	812.000	770	9.83	
09/06/2024	COMER	155511	WEINGARTZ	Operating/Office Supplies	740.000	770	107.88	
08/05/2024	COMER	1941(E)**	DELTA DENTAL PLAN	Insurance	716.000	770	88.37	
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	770	5.00	
08/12/2024	COMER	1948(E)**	DELTA DENTAL PLAN	Insurance	716.000	770	180.73	
08/19/2024	COMER	1951(E)**	DELTA DENTAL PLAN	Insurance	716.000	770	79.02	
08/26/2024	COMER	1952(E)**	DELTA DENTAL PLAN	Insurance	716.000	770	87.94	

B						
Check Date	Bank Account	Check #	Payee	Description	Account	Dept
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	770
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	Pension	718.000	770
Total For Dept: 770						101,825.15
Dept: 771 Senior Services						
08/09/2024	COMER	155161	BURKE'S SPORT HAVEN	Equipment	977.000	771
08/09/2024	COMER	155165#	CITY OF NORTHVILLE	Insurances	910.000	771
08/09/2024	COMER	155176	GORDON FOOD SERVICE, INC.	Operating/Office Supplies	740.000	771
08/09/2024	COMER	155206#	TOULLA TSANGARIS PALAZETI	Health & Wellness	962.551	771
08/09/2024	COMER	155215	SARAH ROMERO	Health & Wellness	962.551	771
08/09/2024	COMER	155223	SUZI MARSH MUSIC	Senior Special Events	962.550	771
08/16/2024	COMER	155233*#	AMAZON CAPITAL SERVICES, INC	Senior Transportation	962.557	771
				Senior Special Events	962.550	771
				Health & Wellness	962.551	771
Echeck COMER 155233 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND						235.34
08/16/2024	COMER	155257	MICHIGAN TAI CHI ASSOCIATION	Health & Wellness	962.551	771
08/16/2024	COMER	155289*#	RKA PETROLEUM COS., INC.	Senior Transportation	962.557	771
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	771
08/23/2024	COMER	155316	FIRST CHOICE COFFEE SERVICES	Operating/Office Supplies	740.000	771
08/30/2024	COMER	155354*#	AMAZON CAPITAL SERVICES, INC	Health & Wellness	962.551	771
				Senior Special Events	962.550	771
				Health & Wellness	962.551	771
Echeck COMER 155354 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND						96.84
08/30/2024	COMER	155365	CHOICE CATERING	Senior Special Events	962.550	771
08/30/2024	COMER	155383*#	HEALTH ALLIANCE PLAN	Insurance	716.000	771
08/30/2024	COMER	155416*#	STANDARD INSURANCE	Insurance	716.000	771
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	771
09/06/2024	COMER	155440*#	AT&T	Telephone	851.000	771
09/06/2024	COMER	155445#	ANN BRAUCHLER	Health & Wellness	962.551	771
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	Data processing	812.000	771
09/06/2024	COMER	155471*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	771
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	771
09/06/2024	COMER	155501	SARAH ROMERO	Health & Wellness	962.551	771
09/06/2024	COMER	155508*#	US SIGNAL	Data processing	812.000	771
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Insurance	716.000	771
08/16/2024	COMER	1943(A)*#	CORPORATE PAYMENT SYSTEMS	Data processing	812.000	771
				Senior Special Events	962.550	771
Echeck COMER 1943(A) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND						5.30
						95.43
						100.73

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Insurance	716.000	771	17.88
				Insurance	716.000	771	38.96
				Insurance	716.000	771	15.45
Øcheck COMER 1948(E) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							72.29
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Insurance	716.000	771	31.61
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Insurance	716.000	771	35.18
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Insurance	716.000	771	22.07
Total For Dept: 771							12,885.58
Dept: 772 Community Center							
08/09/2024	COMER	155171*#	DTE ENERGY	Utilities	941.000	772	6,064.25
08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	772	34.74
				Building Maintenance	811.000	772	43.94
Øcheck COMER 155181 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							78.68
08/16/2024	COMER	155245#	CONSUMERS ENERGY	Utilities	941.000	772	1,061.27
08/16/2024	COMER	155269#	QUALITY FIRST AID & SAFETY INC.	Operating/Office Supplies	740.000	772	141.20
08/23/2024	COMER	155311	COMCAST CABLE	Cable Wi-Fi & TV	832.000	772	241.15
08/30/2024	COMER	155354*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	772	14.75
08/30/2024	COMER	155371	CONSERVA ELECTRIC SUPPLY INC.	Building Maintenance	811.000	772	301.15
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Equipment Maintenance	813.000	772	157.94
08/30/2024	COMER	155394#	NORTHSTAR MAT SERVICE	Building Maintenance	811.000	772	362.06
08/30/2024	COMER	155412	ROSE PEST SOLUTIONS	Building Maintenance	811.000	772	58.00
08/30/2024	COMER	155413*#	ROYAL ROOFING COMPANY, INC	Building Maintenance	811.000	772	570.00
08/30/2024	COMER	155417*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	772	9.61
08/30/2024	COMER	155432*#	GRAINGER, INC.	Building Maintenance	811.000	772	176.31
09/06/2024	COMER	155434	A AND R PLUMBING	Building Maintenance	811.000	772	2,105.00
09/06/2024	COMER	155449#	CITY OF NORTHVILLE	Utilities	941.000	772	1,308.30
09/06/2024	COMER	155458	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	772	365.62
09/06/2024	COMER	155460*#	DTE ENERGY	Utilities	941.000	772	5,520.95
09/06/2024	COMER	155466*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	772	89.02
09/06/2024	COMER	155509#	WASHAWAY LLC	Building Maintenance	811.000	772	700.00
Total For Dept: 772							19,325.26
Dept: 773 Hillside							
08/16/2024	COMER	155269#	QUALITY FIRST AID & SAFETY INC.	Operating/Office Supplies	740.000	773	133.09
08/30/2024	COMER	155388*#	KONICA MINOLTA BUSINESS SOLUTIONS	Equipment Maintenance	813.000	773	228.87
08/30/2024	COMER	155394#	NORTHSTAR MAT SERVICE	Building Maintenance	811.000	773	374.57
08/30/2024	COMER	155417*#	STAPLES CONTRACT & COMMERCIAL LLC	Operating/Office Supplies	740.000	773	50.05
08/30/2024	COMER	155424*#	VERIZON WIRELESS	Telephone	851.000	773	45.02
09/06/2024	COMER	155436	ALL COURT FLOOR FINISHING, INC	Building Maintenance	811.000	773	6,850.00
09/06/2024	COMER	155437*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	773	89.97
09/06/2024	COMER	155509#	WASHAWAY LLC	Building Maintenance	811.000	773	395.00
Total For Dept: 773							8,166.57

Total For Fund: 217

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 225 Shared Services							
Dept: 751 Shared Services							
09/06/2024	COMER	155464	GREKO PRINTING & IMAGING, INC.	PARK DEVELOPMENT	818.002	751	1,589.63
Total For Dept: 751							1,589.63
Total For Fund: 225							
Fund: 243 Seven Mile Brownfield Redevel Authority							
Dept: 906 Debt Service							
09/06/2024	COMER	1956(E)	BANK OF NEW YORK MELLON	INTEREST EXPENSE	991.001	906	139,683.75
Total For Dept: 906							139,683.75
Total For Fund: 243							
Fund: 340 7 MILE & HAGGERTY PROPERTY BOND DEBT							
Dept: 000 General							
09/06/2024	COMER	1958(E)	BANK OF NEW YORK MELLON TRUST CO	INTEREST EXPENSE	991.001	000	245,516.20
Total For Dept: 000							245,516.20
Total For Fund: 340							
Fund: 370 Essential Services Building CIB							
09/06/2024	COMER	1959(E)	UMB BANK, N.A.	INTEREST EXPENSE	991.001	000	355,366.13
Total For Dept: 000							355,366.13
Total For Fund: 370							
Fund: 401 CAPITAL PROJECTS							
08/09/2024	COMER	155179	ALAN C. HELMKAMP P.C.	MITC Project	975.001	000	5,580.00
08/09/2024	COMER	155186	INTERIOR SYSTEMS CONTRACT GROUP	Facility Replacement Reserve	974.000	000	8,275.00
08/16/2024	COMER	155302*#	WILLIAMS, WILLIAMS, RATTNER & PLUNKETT	Farmer's Market	975.005	000	9,449.58
08/23/2024	COMER	155318	G D ROBERTS COMPANY LLC	Essential Services Complex	974.005	000	660.00
				Seven Mile Demolition Project	975.000	000	240.00
				Farmer's Market	975.005	000	900.00
				MITC Project	975.001	000	120.00
Check COMER 155318 Total for Fund 401 CAPITAL PROJECTS							1,920.00
08/23/2024	COMER	155329	PARTNERS IN ARCHITECTURE	Essential Services Complex	974.005	000	272,765.14
08/30/2024	COMER	155397*#	OHM ENGINEERING ADVISORS	Engineering - 7 Mile Pathway	974.001	000	8,540.25
				Essential Services Complex	974.005	000	5,326.25
				Farmer's Market	975.005	000	12,314.00
Check COMER 155397 Total for Fund 401 CAPITAL PROJECTS							26,180.50

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09/06/2024	COMER	155462	FIRST AMERICAN TITLE COMPANY	Capital Projects - Misc	973.000	000	1,300.00
09/06/2024	COMER	155465	ALAN C. HELMKAMP P.C.	MITC Project	975.001	000	5,380.00
				Maxwell Property	973.000	000	1,380.00
							6,760.00
Total For Dept: 000							332,230.22
Total For Fund: 401							332,230.22
Fund: 407 Public Safety Capital Projects Fund							
Dept: 336 Fire Department							
08/16/2024	COMER	155297*	STRYKER SALES, LLC	Lucas CPR Device	977.000	336	19,071.30
08/30/2024	COMER	155391	MACQUEEN EMERGENCY GROUP	Equipment	977.000	336	16,253.40
Total For Dept: 336							35,324.70
Total For Fund: 407							35,324.70
Fund: 470 Essential Service Construction Fund							
Dept: 901 Capital Outlay							
08/16/2024	COMER	155239*#	CDW GOVERNMENT INC	PD Video Arraignmnet System	975.002	901	373.33
08/16/2024	COMER	155247	CUNNINGHAM-LIMP DEVELOPMENT	Construction Fund	976.001	901	2,631,885.00
08/16/2024	COMER	155292	SECURITY 101	Door Access System	975.002	901	43,561.82
08/23/2024	COMER	155314*#	DTE ENERGY	Utilities	941.000	901	205.87
09/06/2024	COMER	155448*#	CDW GOVERNMENT INC	PD Video Arraignmnet System	975.002	901	1,602.00
09/06/2024	COMER	155450	CODE SAVVY CONSULTANTS	Professional Services	827.000	901	730.00
09/06/2024	COMER	155468	KEYPER SYSTEMS	PD Key Management System	975.002	901	24,580.15
Total For Dept: 901							2,702,938.17
Total For Fund: 470							2,702,938.17
Fund: 495 Seven Mile Construction Fund							
09/06/2024	COMER	155438	ASBESTOS ABATEMENT INC	Seven Mile Demolition	976.001	901	96,132.50
Total For Dept: 901							96,132.50
Total For Fund: 495							96,132.50
Fund: 592 Water and Sewer Fund							
Dept: 000 General							
08/16/2024	COMER	155288	ABBY ANDERSON	Water & Sewer Receipts	643.000	000	13,261.44
08/23/2024	COMER	155306	ANDERSON, ECKSTEIN AND WESTRICK	Fonner-Woodhill Const. Services:	160.005	000	14,971.00
08/23/2024	COMER	155341	THOMAS KERNS	Cash Disbursement	001.001	000	682.15
08/23/2024	COMER	155342	EVEREST TITLE LLC	Water & Sewer Receipts	643.000	000	128.46
08/23/2024	COMER	155343	Fidelity National Title Co, LLC	Water & Sewer Receipts	643.000	000	723.74

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08/30/2024	COMER	155397*#	OHM ENGINEERING ADVISORS	Construction Engineering - Water Tower	160.005	000	7,325.75
08/30/2024	COMER	155409	ATA National Title Group, LLC	Water & Sewer Receipts	643.000	000	239.13
09/05/2024	COMER	1954(E)*#	MERS E-CHECK	MERS Pension Fund	231.001	000	3,646.34
09/06/2024	COMER	1957(E)#	BANK OF NEW YORK MELLON	BONDS PAY E.D. HILLS WATER MAIN	267.000	000	125,000.00
09/06/2024	COMER	1960(E)#	US BANK	DRINKING WATER REVOLVING LOAN #7299-01	303.000	000	75,000.00
Total For Dept: 000							240,978.01
Dept: 536 Water & Sewer Department							
08/09/2024	COMER	155153*#	ACTION MAT AND TOWEL RENTAL	CONTRACTUAL SERVICES	829.000	536	41.48
08/09/2024	COMER	155156	BANK OF NEW YORK MELLON TRUST CO	HANDLING FEES / BOND COSTS	991.002	536	825.00
08/09/2024	COMER	155166*#	CLEAR RATE COMMUNICATIONS, INC	Telephone	851.000	536	102.16
08/09/2024	COMER	155167	COMCAST CABLE	Cable Wi-Fi & TV	832.000	536	247.85
08/09/2024	COMER	155168*#	CONSUMERS ENERGY	Utilities	941.000	536	374.68
08/09/2024	COMER	155171*#	DTE ENERGY	Utilities	941.000	536	4,800.90
08/09/2024	COMER	155172	EJ USA INC	Water Serv. Intall. & Supplies	972.000	536	3,653.07
08/09/2024	COMER	155180	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	536	89.64
				Water Serv. Intall. & Supplies	972.000	536	368.35
				Meter Purchases/Supplies	936.000	536	221.88
				Sewer System Maint.	924.000	536	147.21
Check COMER 155180 Total for Fund 592 Water and Sewer Fund							827.08
08/09/2024	COMER	155181*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	536	49.98
08/09/2024	COMER	155182	HYDROCORP	Professional Services	827.000	536	8,149.25
08/09/2024	COMER	155187	IPS DRUG TESTING	Professional Services	827.000	536	100.00
08/09/2024	COMER	155194	MICHIGAN CAT	Equipment Maintenance	813.000	536	176.14
08/09/2024	COMER	155195*#	MICHIGAN LINEN SERVICE	Uniforms/QuarterMaster	758.000	536	1,504.15
08/16/2024	COMER	155234	BANK'S VACUUM SUPERSTORES	Building Maintenance	811.000	536	419.98
08/16/2024	COMER	155241	CINTAS CORPORATION	Uniforms/QuarterMaster	758.000	536	825.30
08/16/2024	COMER	155250	DUBOIS-COOPER ASSOCIATES, INC	Sewer System Maint.	924.000	536	2,992.00
08/16/2024	COMER	155252	HACH COMPANY	Water Serv. Intall. & Supplies	972.000	536	103.45
08/16/2024	COMER	155255	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	536	104.46
08/16/2024	COMER	155289*#	RKA PETROLEUM COS., INC.	Gas, Vehicle Maintenance	741.000	536	1,023.24
08/16/2024	COMER	155290*#	ROSE PEST SOLUTIONS	CONTRACTUAL SERVICES	829.000	536	52.00
08/16/2024	COMER	155300*#	US SIGNAL	Data processing	812.000	536	41.90
08/16/2024	COMER	155303	WTUA	Sewage Disposal	921.000	536	212,960.72
08/23/2024	COMER	155305*#	AMAZON CAPITAL SERVICES, INC	Operating/Office Supplies	740.000	536	86.20
08/23/2024	COMER	155312*#	CONSUMERS ENERGY	Utilities	941.000	536	18.12
08/23/2024	COMER	155314*#	DTE ENERGY	Utilities	941.000	536	491.79
08/23/2024	COMER	155315	ETNA SUPPLY COMPANY	Meter Purchases/Supplies	936.000	536	31,250.00
08/23/2024	COMER	155326*#	NORTHVILLE EXPRESS LUBE LLC	Gas, Vehicle Maintenance	741.000	536	104.48
08/23/2024	COMER	155328*#	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	536	3,010.35
08/23/2024	COMER	155339	DAVIS, ALEX	Water Serv. Intall. & Supplies	972.000	536	647.44
08/23/2024	COMER	155348	TIREMAXX INC	Gas, Vehicle Maintenance	741.000	536	238.00
08/23/2024	COMER	155349*#	NORTHVILLE TOWNSHIP	Utilities	941.000	536	1,442.24
08/30/2024	COMER	155355	APEX AUTOMOTIVE MICHIGAN	Gas, Vehicle Maintenance	741.000	536	1,617.75

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/30/2024	COMER	155357	AT&T	Data processing	812.000	536	202.65
08/30/2024	COMER	155370	COMCAST CABLE	Cable Wi-Fi & TV	832.000	536	252.85
08/30/2024	COMER	155378**	DTE ENERGY	Utilities	941.000	536	1,057.00
08/30/2024	COMER	155379	EDUCATION AND OUTREACH COMPANY	Sewer System Maint.	924.000	536	1,000.00
08/30/2024	COMER	155383**	HEALTH ALLIANCE PLAN	Insurance	716.000	536	19,631.29
08/30/2024	COMER	155386	INTERNATIONAL CONTROLS & EQUIP	Building Maintenance	811.000	536	368.00
08/30/2024	COMER	155388**	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	812.000	536	132.94
08/30/2024	COMER	155392**	MICHIGAN LINEN SERVICE	Uniforms/QuarterMaster	758.000	536	1,917.41
08/30/2024	COMER	155397**	OHM ENGINEERING ADVISORS	WATER SYSTEM MASTER PLAN	827.000	536	6,316.75
08/30/2024	COMER	155400	QUALITY FIRST AID & SAFETY INC.	Building Maintenance	811.800	536	385.00
08/30/2024	COMER	155401	QUICK - HELP	Grounds maintenance	716.000	536	604.77
08/30/2024	COMER	155416**	STANDARD INSURANCE	Insurance	851.000	536	785.96
08/30/2024	COMER	155424**	VERIZON WIRELESS	Telephone	851.000	536	690.71
09/06/2024	COMER	155440**	AT&T	Telephone	812.000	536	36.07
09/06/2024	COMER	155448**	CDW GOVERNMENT INC	Data processing	832.000	536	247.85
09/06/2024	COMER	155451	COMCAST CABLE	Cable Wi-Fi & TV	741.000	536	17.00
09/06/2024	COMER	155456**	DIAMOND CAR WASH & DETAIL, LLC	Gas, Vehicle Maintenance	941.000	536	3,147.61
09/06/2024	COMER	155460**	DTE ENERGY	Utilities	812.000	536	65.61
09/06/2024	COMER	155469	KONICA MINOLTA BUSINESS SOLUTIONS	Data processing	718.200	536	1,873.41
09/06/2024	COMER	155471**	ALLERUS FINANCIAL	Pension - defined contribution	716.000	536	146.84
09/06/2024	COMER	155480**	NATIONAL VISION ADMINISTRATORS	Insurance	812.000	536	38.43
09/06/2024	COMER	155508**	US SIGNAL	Data processing	900.000	536	2,625.00
09/06/2024	COMER	155512**	WHITLOCK BUSINESS SYSTEMS, INC	PRINTING AND PUBLISHING	716.000	536	247.44
08/05/2024	COMER	1941(E)**	DELTA DENTAL PLAN	Insurance	922.000	536	534,042.63
08/09/2024	COMER	1942(E)	GREAT LAKES WATER AUTHORITY	Water Service	812.000	536	19.57
08/16/2024	COMER	1943(A)**	CORPORATE PAYMENT SYSTEMS	Data processing	716.000	536	506.04
08/12/2024	COMER	1948(E)**	DELTA DENTAL PLAN	Insurance	716.000	536	221.27
08/19/2024	COMER	1951(E)**	DELTA DENTAL PLAN	Insurance	716.000	536	246.23
08/26/2024	COMER	1952(E)**	DELTA DENTAL PLAN	Insurance	716.000	536	154.47
09/03/2024	COMER	1953(E)**	DELTA DENTAL PLAN	Insurance	718.000	536	12,143.09
09/05/2024	COMER	1954(E)**	MERS E-CHECK	Pension	922.000	536	630,637.55
09/06/2024	COMER	1955(E)	GREAT LAKES WATER AUTHORITY	Water Service	991.001	536	2,812.50
09/06/2024	COMER	1957(E)#	BANK OF NEW YORK MELLON	INTEREST EXPENSE	991.001	536	9,710.06
09/06/2024	COMER	1960(E)#	US BANK	INTEREST EXPENSE	991.001	536	1,510,764.57
Total For Dept: 536							1,751,742.58
Total For Fund: 592							
Fund: 702 Escrow Fund							
Dept: 000 General							
08/09/2024	COMER	155204	OHM ENGINEERING ADVISORS	EIE24-0009 - CPRSC23-0006	201.702	000	14,069.75
				EIE23-0008 - CPRSC23-0002	201.702	000	1,672.50
				PSITC18-0004-1 - PSITC18-0004	201.702	000	337.50
Bheck COMER 155204 Total for Fund 702 Escrow Fund							16,079.75
08/09/2024	COMER	155210	METRO DETROIT SIGNS	B123-0117 - PSN23-0009	201.702	000	500.00

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/09/2024	COMER	155211	MCMMASTER, SHAWN	B124-0145 - PB24-0383	201.702	000	500.00
08/16/2024	COMER	155238	CARLISLE WORTMAN ASSOCIATES, INC	BPR24-0007 - PB24-0372 BPR23-0004 - PB23-0735 BPR24-0008 - PB24-0401 BPR24-0009 - PB24-0410	201.702 201.702 201.702 201.702	000 000 000 000	1,145.00 135.00 747.50 410.00
Check COMER 155238 Total for Fund 702 Escrow Fund							2,437.50
08/16/2024	COMER	155271	APEX BRICK AND LANDSCAPE	B124-0152 - PB24-0397	201.702	000	500.00
08/16/2024	COMER	155272	Hardwood Construction	B124-0037 - PB24-0097	201.702	000	500.00
08/16/2024	COMER	155273	SELECTIVE CONSTRUCTION CORPORATION	B124-0072 - PB24-0167	201.702	000	500.00
08/16/2024	COMER	155274	AL-ZOUBI, AMJED AND ANGELA	B120-0329 - PB20-0776	201.702	000	500.00
08/16/2024	COMER	155275	AGH CONSTRUCTION LLC	B123-0255 - PB23-0679	201.702	000	500.00
08/16/2024	COMER	155276	ELIE JABBOUR	B124-0150 - PB24-0395	201.702	000	500.00
08/16/2024	COMER	155277	Moonline Sign, LLC	B123-0333 - PSN23-0028	201.702	000	500.00
08/16/2024	COMER	155278	DOWN HOME CONSTRUCTION INC	B123-0314 - PB23-0801	201.702	000	500.00
08/16/2024	COMER	155279	HOME INSPECTION PLUS INC.	B124-0127 - PB24-0320	201.702	000	500.00
08/16/2024	COMER	155280	DECK DETAIL	B124-0144 - PB24-0374	201.702	000	500.00
08/16/2024	COMER	155281	CUSTOM DECK CREATIONS LLC	B124-0109 - PB24-0250	201.702	000	500.00
08/16/2024	COMER	155282	MOHAN, SHUBHANKAR	B121-0012 - PB21-0032	201.702	000	500.00
08/16/2024	COMER	155283	United Image Group	B124-0022 - PSN24-0004	201.702	000	500.00
08/16/2024	COMER	155284	F. LAX CONSTRUCTION CO INC	B124-0138 - PB24-0362	201.702	000	500.00
08/16/2024	COMER	155285	BRANHAM, ANTHONY	B124-0126 - PB24-0315	201.702	000	500.00
08/16/2024	COMER	155286	Lakeland Decks LLC	B124-0137 - PB24-0358	201.702	000	500.00
08/16/2024	COMER	155287	R N CONSTRUCTION	B124-0124 - PB24-0297	201.702	000	500.00
08/23/2024	COMER	155333	AL'S ASPHALT PAVING CO	BG24-0001 - PGR24-0001	201.702	000	1,500.00
08/23/2024	COMER	155335	BOJI DEVELOPMENT INC.	BNCB21-0091 - PB21-1334 BNCB21-0092 - PB21-1335	201.702 201.702	000 000	1,500.00 1,500.00
Check COMER 155335 Total for Fund 702 Escrow Fund							3,000.00
08/23/2024	COMER	155336	MATRIX BASEMENT SYSTEMS INC.	B123-0047 - PB23-0093	201.702	000	500.00
08/23/2024	COMER	155337	ROBERTSON MILL RIDGE, LLC	BNCB22-0018 - PB22-0455 BNCB23-0012 - PB23-0309 BNCB22-0033 - PB22-0992	201.702 201.702 201.702	000 000 000	1,500.00 1,500.00 1,500.00
Check COMER 155337 Total for Fund 702 Escrow Fund							4,500.00
08/23/2024	COMER	155338	GARGARO CONSTRUCTION CO.	BNCB20-0035 - PB20-0441	201.702	000	1,500.00
08/30/2024	COMER	155362	CARLISLE WORTMAN ASSOCIATES, INC	PLIE23-0004 - PSKPA21-0001 PLIE22-0002 - PSITC22-0002 PLIE22-0002 - PSITC22-0002	201.702 201.702 201.702	000 000 000	237.50 86.50 190.00
Check COMER 155362 Total for Fund 702 Escrow Fund							514.00
08/30/2024	COMER	155403	FASTSIGNS Livonia	B124-0101 - PSN24-0021	201.702	000	500.00

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/30/2024	COMER	155404	RUGGIRELLO, ANTONIO	BI22-0352 - PB22-0894	201.702	000	500.00
08/30/2024	COMER	155405	JAMAICAN POOL	BI23-0210 - PB23-0554	201.702	000	500.00
08/30/2024	COMER	155406	TGH HOLDINGS LLC	EIE23-0003 - PSITC23-0001	201.702	000	15,928.35
08/30/2024	COMER	155407	GUIDOBONO BUILDING COMPANY	BI21-0030 - PB21-0067	201.702	000	500.00
08/30/2024	COMER	155421*#	NORTHVILLE TOWNSHIP	EIE23-0003 - PSITC23-0001	201.702	000	747.50
08/30/2024	COMER	155430	WILLIAMS, WILLIAMS, RATTNER & PLUNKETT	ARE24-0002 - PLRC23-0001	201.702	000	1,196.99
				ARE24-0004 - PS23-0004	201.702	000	677.95
				ARE24-0005 - PLRC23-0001	201.702	000	190.00
							2,874.94
09/06/2024	COMER	155482	OHM ENGINEERING ADVISORS	EIE24-0012 - CPRSC24-0002	201.702	000	8,735.00
				EIE24-0003 - PCPR17-0004	201.702	000	890.00
				EIE22-0006 - PSITC22-0004	201.702	000	1,340.00
				EIE23-0008 - CPRSC23-0002	201.702	000	13,091.50
				EIE23-0012 - CPRSC23-0006	201.702	000	2,731.86
				EIE24-0009 - CPRSC23-0006	201.702	000	7,358.14
				EIE24-0005 - CPRSC24-0005	201.702	000	3,160.00
							37,306.50
09/06/2024	COMER	155489	Powell, Robert Thomas	BI24-0143 - PB24-0373	201.702	000	500.00
09/06/2024	COMER	155490	Superior Design & Build	BI23-0247 - PB23-0661	201.702	000	500.00
09/06/2024	COMER	155491	TOWER CONSTRUCTION LLC	BCO24-0008 - PB23-0838	201.702	000	1,500.00
				BI23-0321 - PB23-0838	201.702	000	500.00
				BI23-0205 - PB23-0533	201.702	000	500.00
				BPR23-0001 - PB23-0533	201.702	000	575.00
				BPR23-0006 - PB23-0838	201.702	000	362.50
							3,437.50
09/06/2024	COMER	155492	QUALITY SIGN GRAPHIC INC	BI21-0078 - PSN21-0004	201.702	000	500.00
09/06/2024	COMER	155493	BOJI DEVELOPMENT INC.	BNCB19-0049 - PB19-0818	201.702	000	1,500.00
09/06/2024	COMER	155494	Luigi's Pizza & Subs, LLC	BI24-0040 - PB24-0105	201.702	000	500.00
09/06/2024	COMER	155495	SIMKINS, ELLIOTT H-SALLY A	BI24-0155 - PB24-0400	201.702	000	500.00
09/06/2024	COMER	155496	PHILLIPS SIGN AND LIGHTING INC.	BI24-0074 - PSN24-0014	201.702	000	500.00
09/06/2024	COMER	155497	MATRIX BASEMENT SYSTEMS INC.	BI24-0092 - PB24-0211	201.702	000	500.00
09/06/2024	COMER	155498	TAHA, GHASSAN	BCO24-0001 - PB22-1088	201.702	000	1,000.00
09/06/2024	COMER	155504	STANTEC CONSULTING MICHIGAN INC	LRE24-0007 - PS23-0005	201.702	000	300.00
				LRE24-0009 - PS23-0001	201.702	000	600.00
							900.00
							108,726.04
							108,726.04

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 703 Current Tax Fund							
08/09/2024	COMER	155213	Central Land Agency, LLC	Miscellaneous Overpayments	690.000	000	10.90
08/23/2024	COMER	155340	Title One, Inc.	Miscellaneous Overpayments	690.000	000	815.85
09/06/2024	COMER	155499	MAUREEN AND KENNETH CLINESMITH	Miscellaneous Overpayments	690.000	000	500.00
Total For Dept: 000							1,326.75
Total For Fund: 703							1,326.75
Fund: 737 Other Post Employment Benefits Trust							
09/06/2024	COMER	155480*#	NATIONAL VISION ADMINISTRATORS	Retiree HC - AFSCME W&S	716.001	000	17.62
				Retiree HC - AFSCME Clerical	716.002	000	27.36
				Retiree HC - COAM	716.003	000	140.88
				Retiree HC - POAM Officer	716.004	000	84.12
				Retiree HC - POAM Dispatch	716.005	000	17.60
				Retiree HC - IAFF	716.006	000	77.35
				Retiree HC - Non-Union Mgmt	716.007	000	125.18
				Retiree HC - Non-Union Bldg & Maint	716.008	000	8.81
							498.92
Ⓢcheck COMER 155480 Total for Fund 737 Other Post Employment Benefits Trust							
08/05/2024	COMER	1941(E)*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	35.35
				Retiree HC - AFSCME Clerical	716.002	000	70.70
				Retiree HC - COAM	716.003	000	265.12
				Retiree HC - POAM Officer	716.004	000	176.75
				Retiree HC - POAM Dispatch	716.005	000	35.35
				Retiree HC - IAFF	716.006	000	123.72
				Retiree HC - Non-Union Mgmt	716.007	000	282.79
				Retiree HC - Non-Union Bldg & Maint	716.008	000	35.35
							1,025.13
Ⓢcheck COMER 1941(E) Total for Fund 737 Other Post Employment Benefits Trust							
08/12/2024	COMER	1948(E)*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	72.29
				Retiree HC - AFSCME Clerical	716.002	000	144.58
				Retiree HC - COAM	716.003	000	542.19
				Retiree HC - POAM Officer	716.004	000	361.46
				Retiree HC - POAM Dispatch	716.005	000	72.29
				Retiree HC - IAFF	716.006	000	253.02
				Retiree HC - Non-Union Mgmt	716.007	000	578.33
				Retiree HC - Non-Union Bldg & Maint	716.008	000	72.29
							2,096.45
Ⓢcheck COMER 1948(E) Total for Fund 737 Other Post Employment Benefits Trust							

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 08/03/2024 - 09/06/2024

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
08/19/2024	COMER	1951(E)*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	31.61
				Retiree HC - AFSCME Clerical	716.002	000	63.22
				Retiree HC - COAM	716.003	000	237.07
				Retiree HC - POAM Officer	716.004	000	158.05
				Retiree HC - POAM Dispatch	716.005	000	31.61
				Retiree HC - IAFF	716.006	000	110.63
				Retiree HC - Non-Union Mgmt	716.007	000	252.88
				Retiree HC - Non-Union Bldg & Maint	716.008	000	31.61
Øheck COMER 1951(E) Total for Fund 737 Other Post Employment Benefits Trust							916.68
08/26/2024	COMER	1952(E)*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	35.18
				Retiree HC - AFSCME Clerical	716.002	000	70.35
				Retiree HC - COAM	716.003	000	263.82
				Retiree HC - POAM Officer	716.004	000	175.88
				Retiree HC - POAM Dispatch	716.005	000	35.18
				Retiree HC - IAFF	716.006	000	123.12
				Retiree HC - Non-Union Mgmt	716.007	000	281.41
				Retiree HC - Non-Union Bldg & Maint	716.008	000	35.18
Øheck COMER 1952(E) Total for Fund 737 Other Post Employment Benefits Trust							1,020.12
09/03/2024	COMER	1953(E)*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	22.07
				Retiree HC - AFSCME Clerical	716.002	000	44.13
				Retiree HC - COAM	716.003	000	165.50
				Retiree HC - POAM Officer	716.004	000	110.33
				Retiree HC - POAM Dispatch	716.005	000	22.07
				Retiree HC - IAFF	716.006	000	77.23
				Retiree HC - Non-Union Mgmt	716.007	000	176.53
				Retiree HC - Non-Union Bldg & Maint	716.008	000	22.07
Øheck COMER 1953(E) Total for Fund 737 Other Post Employment Benefits Trust							639.93
Total For Dept: 000							6,197.23
Total For Fund: 737							6,197.23
Report Total:							6,916,636.19

'*':INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#':INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT