

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
05/01/2014			101-412-801 PLANNER FEES		BEG. BALANCE		20,574.74
05/06/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2131919	855.00		21,429.74
05/06/2014	AP	INV	GENERAL CONSULTATION 2/4/14 - 2/25/14	2131920	545.00		21,974.74
05/06/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2131921	765.00		22,739.74
05/06/2014	AP	INV	MISC. ORDINANCE AMENDMENTS 2/12/14-2	2131922	450.00		23,189.74
06/23/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132327	458.82		23,648.56
06/23/2014	AP	INV	N TERRITORIAL-WHITMORE LAKE STUDY AR	2132326	205.00		23,853.56
06/23/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132325	1,520.00		25,373.56
06/23/2014	AP	INV	GENERAL CONSULTATION 4/1/14-4/30/14	2132324	205.00		25,578.56
06/30/2014	RE	JE	2014 CIP 4/7 & 4/11/14	65846	8,522.50		34,101.06
07/01/2014			Accrue F'14 Expenditures				0.00
07/01/2014			2014-15 Fiscal Year Begin				0.00
07/01/2014	RE		To Reverse Manual Journal Entry: 658	65848		8,522.50	(8,522.50)
07/09/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132730	50.00		(8,472.50)
07/09/2014	AP	INV	MISC ORDINANCE AMENDMENTS	2132729	2,830.00		(5,642.50)
07/09/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132734	810.00		(4,832.50)
07/09/2014	AP	INV	GENERAL CONSULTATION	2132733	515.00		(4,317.50)
07/09/2014	AP	INV	ZONING DISTRICT REVIEW	2132358	450.00		(3,867.50)
07/09/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132728	25.00		(3,842.50)
08/06/2014	AP	INV	WHITMORE/TERRITORIAL OVERLAY	2132886	790.00		(3,052.50)
08/06/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132888	450.00		(2,602.50)
08/06/2014	AP	INV	GENERAL CONSULTATION	2132885	2,412.50		(190.00)
08/06/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2132890	190.00		0.00
09/17/2014	AP	INV	BILTMORE MASTER PLAN REQUEST	2133401	225.00		225.00
09/17/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133400	450.00		675.00
09/17/2014	AP	INV	WHITMORE/TERRITORIAL OVERLAY 8/13/14	2133397	475.00		1,150.00
09/17/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133398	325.00		1,475.00
09/23/2014	AP	INV	GENERAL CONSULTATION 8/11/14-8/29/14	2133173	755.00		2,230.00
09/23/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133174	165.00		2,395.00
09/23/2014	AP	INV	GENERAL CONSULTATION JULY 2014	2133175	135.00		2,530.00
09/23/2014	AP	INV	MASTER PLAN AMENDMENT JULY 2014	2133176	450.00		2,980.00
09/23/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133177	150.00		3,130.00
09/23/2014	AP	INV	NOWATZKE TRUCK & TRAILER ADDITIOIN J	2133178	225.00		3,355.00
09/23/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133179	210.00		3,565.00
10/13/2014	AP	INV	WHITMORE/TERRITORIAL OVERLAY JULY 201	2133172	2,182.10		5,747.10
10/22/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133625	1,910.39		7,657.49
10/22/2014	AP	INV	BILTMORE MASTER PLAN REQUEST JULY 20	2133626	50.00		7,707.49
10/22/2014	AP	INV	GENERAL CONSULTATION THRU 9/30/14	2133627	6.30		7,713.79
10/22/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133630	450.00		8,163.79
10/22/2014	AP	INV	MISC. ORDINANCE AMENDMENTS THRU 9/30	2133631	285.00		8,448.79
10/22/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133632	320.00		8,768.79
11/26/2014	AP	INV	MASTER PLAN AMENDMENT COPYING & DIST	2133930	255.00		9,023.79
11/26/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133928	450.00		9,473.79
11/26/2014	AP	INV	WHITMORE/TERRITORIAL OVERLAY	2133926	58.00		9,531.79
11/26/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133925	1,425.00		10,956.79
11/26/2014	AP	INV	GENERAL CONSULTATION 10/2014	2133929	180.00		11,136.79
12/02/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2133396	940.00		12,076.79
			WHITMORE/TERRITORIAL OVERLAY 10/2014				
			BILTMORE MASTER PLAN REQUEST				

GL ACTIVITY REPORT FOR NORTHFIELD TOWNSHIP  
 FROM 101-412-801 TO 101-412-801  
 TRANSACTIONS FROM 05/01/2014 TO 12/31/2014

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			101-412-801 PLANNER FEES			(Continued)	
12/19/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC. CONSULTATION 11/3/14-11/25/14	2134038	664.63		12,741.42
12/19/2014	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC. RETAINER 11/5/14-11/25/14	2134040	450.00		13,191.42
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054		25.00	13,166.42
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054		2,412.50	10,753.92
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054		2,182.10	8,571.82
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054		940.00	7,631.82
12/31/2014			101-412-801 Cumulative Net Debits and Credits:	END BALANCE	35,240.24	14,082.10	7,631.82 21,158.14
TOTAL FOR FUND 101 GENERAL FUND					35,240.24	14,082.10	7,631.82

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance	
Fund 701 TRUST AND AGENCY								
10/01/2014			701-000-274 BILTMORE LAND LLC		BEG. BALANCE		0.00	
10/06/2014	CR	RCPT	BILTMORE LAND LLC	51479		2,000.00	(2,000.00)	
			BLDG ESCROW - SEWER					
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054	25.00		(1,975.00)	
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054	2,412.50		437.50	
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054	2,182.10		2,619.60	
12/30/2014	GJ	JE	RC Biltmore Charges posted to Gen Fu	66054	940.00		3,559.60	
12/30/2014	CR	RCPT	BILTMORE LAND LLC	52645		5,559.60	(2,000.00)	
			BILTMORE REIMBURSEMENT					
07/01/2015			2015-16 Fiscal Year Begin					
08/24/2015	AP	INV	CARLISLE, WORTMAN ASSOCIATES, INC.	2135659	225.00		(2,000.00)	
12/31/2015			701-000-274				(1,775.00)	
			END BALANCE		5,784.60	7,559.60	(1,775.00)	
TOTAL FOR FUND 701 TRUST AND AGENCY						5,784.60	7,559.60	(1,775.00)



CARLISLE

WORTMAN  
associates, inc.

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

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

**INVOICE**

Howard Fink, Township Manager  
**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, MI 48189

Invoice No. 2132728  
Client No.: 271  
Date: 06/13/14  
Period End: 5/31/2014

**Biltmore Master Plan Request**

5/30/2014 SS Administrative set-up.

0.50 @ 50.00/hr = 25.00

**AMOUNT DUE THIS INVOICE:**

**\$25.00**

101-412-801





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Ann Arbor, MI 48104

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**INVOICE**

Howard Fink, Township Manager  
**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, MI 48189

Invoice No. 2132885  
Client No.: 271  
Date: 07/09/14  
Period End: 6/30/2014

**Biltmore Master Plan Request**

101-412-801



6/4/2014	DL	Develop time line for MP amendment and review Biltmore information provided to PC.	1.50 @	90.00/hr	=	135.00
6/9/2014	RP	Existing conditions analysis	3.00 @	70.00/hr	=	210.00
	DL	Prepare for Biltmore meeting.	2.00 @	90.00/hr	=	180.00
	LF	Prepare east subarea detail maps	1.50 @	70.00/hr	=	105.00
	GIS	Prepare east subarea detail maps	1.50 @	25.00/hr	=	37.50
6/10/2014	RP	Analysis for Biltmore property	1.00 @	70.00/hr	=	70.00
	DL	Prepare and meet with Manager and PC Chair.	3.00 @	90.00/hr	=	270.00
6/11/2014	DL	Meeting at Township regarding proposed Master Plan change with developer and Manager.	3.00 @	90.00/hr	=	270.00

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6/25/2014	DL	Prepare information for PC re: Biltmore proposal and prepare for and meet with PC Chair and Twp. Manager.	5.00 @	90.00/hr	=	450.00
6/26/2014	KM	Edit Biltmore MP request proposal for Doug	0.50 @	50.00/hr	=	25.00
	DL	Revision to memo to PC as requested by PC Chair.	1.00 @	90.00/hr	=	90.00
6/27/2014	KM	Edit Biltmore MP request proposal for Doug, Re-type and edit Biltmore MP Issues to be Reviewed memo for Doug	1.50 @	50.00/hr	=	75.00
	DL	Biltmore Joint Meeting Memo. Discussion on topic with Manager and forward information.	3.50 @	90.00/hr	=	315.00
6/30/2014	DL	Provide background information to Board and PC via e-mail and regular mail.	2.00 @	90.00/hr	=	180.00

**AMOUNT DUE THIS INVOICE:**

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**\$2,412.50**



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associates, inc.

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**INVOICE**

Howard Fink, Township Manager  
**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, MI 48189

Invoice No. 2133172  
Client No.: 271  
Date: 08/12/14  
Period End: 7/31/2014

**Biltmore Master Plan Request**

**ENTERED**

7/8/2014	DL	Review study area and past work within the area. Prepare for joint meeting re: Biltmore Proposal.	3.00 @	90.00/hr	=	270.00
7/9/2014	DL	Prepare joint meeting outline.	3.50 @	90.00/hr	=	315.00
7/16/2014	DL	Prepare maps and prep for joint meeting.	2.00 @	90.00/hr	=	180.00
	LF	Prepare map for PC meeting (FLU with Biltmore properties)	1.00 @	70.00/hr	=	70.00
	GIS	Prepare map for PC meeting (FLU with Biltmore properties)	1.00 @	25.00/hr	=	25.00
7/22/2014	DL	Prepare for Planning Commission meeting. Alternative study area mapping and natural features.	4.50 @	90.00/hr	=	405.00
	LF	Prepare study area, future land use alternatives, and analysis graphics for PC meeting	3.00 @	70.00/hr	=	210.00
7/23/2014	LF	Prepare study area, future land use alternatives, and analysis graphics for PC meeting	2.50 @	70.00/hr	=	175.00

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7/24/2014	LF	Prepare study area, future land use alternatives, and analysis graphics for PC meeting	3.00 @	70.00/hr	=	210.00
7/25/2014	DL	Provide information to PC regarding study area and process moving forward.	2.50 @	90.00/hr	=	225.00
7/28/2014	KM	Print and mail 21 letters of intent to update MP for Lucie	0.50 @	50.00/hr	=	25.00
	LF	Prepare pdf package for PC distribution	1.00 @	70.00/hr	=	70.00

In house copying - print 21 letters to mail 2.10

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**Total additional charges** **\$2.10**

**AMOUNT DUE THIS INVOICE:** **\$2,182.10**





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associates, inc.

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Ann Arbor, MI 48104

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**INVOICE**

Howard Fink, Township Manager  
**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, MI 48189

Invoice No. 2133396  
Client No.: 271  
Date: 09/12/14  
Period End: 8/31/2014

161-412-801

Biltmore Master Plan Request



8/8/2014	DL	Review information from PC meeting. Consultation with resident on process and steps moving forward. Consultation with developer re: studies that were requested by the Planning Commission.	2.50 @	90.00/hr	=	225.00
8/19/2014	DL	Status Memorandum.	2.00 @	90.00/hr	=	180.00
	LK	Draft memo re: Master Plan amendment request.	2.50 @	70.00/hr	=	175.00
8/20/2014	DL	Coordinate outside consultants for impact studies. Provide listing to Stolemann. Develop density table for various scenarios moving forward for Township.	2.50 @	90.00/hr	=	225.00
8/21/2014	DL		1.00 @	90.00/hr	=	90.00
8/26/2014	DL	Revise density table and provide to Stollman.	0.50 @	90.00/hr	=	45.00

**AMOUNT DUE THIS INVOICE:**

**\$940.00**



CARLISLE

WORTMAN

associates, inc.

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

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**INVOICE**

Howard Fink, Township Manager  
**Northfield Township**  
8350 Main Street, Suite A  
Whitmore Lake, MI 48189

Invoice No. 2135659  
Client No.: 271  
Date: 05/11/15  
Period End: 4/30/2015

**Biltmore Master Plan Request**

4/30/2015	DL	Consultation and meeting at Twp. offices re: Biltmore proposal and future Master Plan amendment.	2.50 @	90.00/hr	=	225.00
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**AMOUNT DUE THIS INVOICE:**

**\$225.00**

701-000-274

*Ok  
Howard Fink*

**ENTERED**