

WHITEWATER TOWNSHIP PLANNING COMMISSION  
AGENDA FOR REGULAR MEETING  
July 12, 2023 7:00 p.m.  
Whitewater Township Hall  
5777 Vinton Road, Williamsburg, MI 49690  
Phone 231-267-5141/Fax 231-267-9020

Zoom access if a facilitator is available:

<https://us06web.zoom.us/j/81440479356?pwd=NDJnWkwzVXN3ZGdESHU1cTBpUTFkUT09>

Meeting ID: 814 4047 9356      Passcode: 557431

One tap mobile: +13017158592,,81440479356#,,,,\*557431#

Dial by your location: +1 301 715 8592

1. Mic Check, Call to Order, Pledge Allegiance
2. Roll Call of PC Members
3. Set/Adjust Meeting Agenda
4. Declaration of Conflict of Interest pertinent to agenda items
5. Public Comment – Any person shall be permitted to address a meeting of the PC. Public comments shall be carried out in accordance with the following rules and procedures:
  - a. Comments shall be directed to the PC, with questions directed to the Chair.
  - b. Any person wishing to address the PC shall speak from the lectern (or use raise hand feature if Zoom is being utilized) and state his/her name and address.
  - c. Persons may address the PC on matters that are relevant to Township planning and zoning issues.
  - d. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer a PC members' questions.
  - e. Public comment shall be limited to 3 minutes per person.
6. Public Hearing: None scheduled
7. Approval of Minutes of Regular PC meeting June 7, 2023
8. Correspondence - None
9. Reports/Presentations/Announcements/Comments
  - a. Zoning Administrator - Hall
  - b. Chair – Steelman
  - c. Township Board Representative – Vollmuth
  - d. ZBA Representative - Wroubel
  - e. Additional Items
10. Unfinished Business
  - a. Bylaws - Review feedback from Legal and discuss edits and approval.
  - b. North Place Planning, LLC Contract - Approved
  - c. Budget Update (Rebant)
  - d. Master Plan Update - verbal
11. New Business
  - a. Subcommittees - verbal
    - i. ROS
    - ii. Procedures/Checklists/Chain of command

12. Next Meeting Agenda August 2, 2023 at 7pm
13. Public Comment
14. PC Discussion/Comments (Review action items, due dates, meeting date/time)
15. Continuing Education
  - a. Citizen Planner Updates
  - b. Wexford MSU Extension Training 05/22/2023 Shared
16. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township supervisor at 231-267-5141 ext. 23.

**DRAFT**  
WHITEWATER TOWNSHIP PLANNING COMMISSION  
MINUTES FOR REGULAR MEETING  
June 7, 2023

Call to Order at 7:00 p.m.

Roll Call: Jacobson, Keaton, DeYoung, Steelman, Vollmuth, Wroubel

Absent: Rebant

Also in attendance: Planner Mielnik and Recording Secretary MacLean

Set / Adjust Agenda: Move public hearing decision and discussion right after the public hearing - consensus.

Declaration of Conflict of Interest: None

Public Comment:

Began at 7:02 p.m.

Written comment from Kim Mangus read

Lois MacLean

Public comment ended at 7:06 p.m.

Public Hearing: Site Plan Review / Special Land Review for an addition to a Special Use Permit for parcel

28-13-109-010-00, 10951 Elk Lake Road, Williamsburg, Michigan

Notice was published in the Record Eagle on May 20, 2023. Notification to property owners within 300' went out with more than 15 days' notice.

a. Open Public Hearing at 7:06 on Site Plan Review / Special Land Use Permit for an addition to a Special Use Permit for parcel 28-13-109-010-00, 10951 Elk Lake Road, Williamsburg, Michigan.

Notice was published in the Record Eagle on May 20, 2023. Notification to property owners within 300' went out with more than 15 days' notice.

b. Zoning Administrator presentation, original approval of the Special Land Use Permit was by the PC. The use and the existing building have been previously approved. This is an addition to the Special Land Use Permit. Not everything they have done is considered under GAAMPS. A major home occupation requires a plot plan. Applicant has provided a full site plan.

c. Applicant presentation Sadie Merchant, alter previously approved permit from fall of 2021. The cottage law no longer covers some of the things that they market. In order to sell other business products and their own they must have a commercial kitchen.

Vollmuth are the plans to rent out the kitchen? No. Specific hours that you are open? Sadie ran through the normal schedule of hours.

Wroubel noted that food trucks on the premises are illegal. Sadie noted that research through the State indicates that it is allowed. Wroubel reiterated that it is not allowed. Sadie notes that they will investigate further.

DeYoung is confused regarding allowed and not allowed. That will be a discussion for a different time.

d. Correspondence received - None

e. Public Comment

Reading of public comments:

Randal and Lois Jorgensen – opposed

Supervisor Ron Popp – opposed

Janet Bachi – opposed

Cheryl Goss – support

Kim Mangus – opposed

In person:

Ardella Benak, Treasurer and resident – support

Ted Hooper – support

Paul Hubbell – support, addressed concerns

Sadie Hubbell – support, addressed concerns

Lois MacLean – support

Mike Jacobson – support

Additional information from ZA Hall, the topic is the addition of a commercial kitchen as the special use was

previously approved as a major home occupation. HB 4680 regarding the state's standing on event barns for farms. Expanding already approved commercial use by adding the kitchen.

Al Keaton – support

f. Close Public Hearing at 7:57 p.m.

g. Discussion of Appeal

Keaton is in favor.

Wroubel does not see a problem with it or with the parking. Only concern is the food truck use.

DeYoung is in favor, want to keep our farmers and support them. They have followed all of the zoning correctly.

Jacobson is in full support.

Vollmuth is only concerned about the times of operation. Do the hours of operation need to be addressed? Answer: That is not part of this decision.

Decision needs to be made based on the health, safety and welfare. Conditions can be added. Can change the hours in this decision.

Any concerns? Keaton-no; Wroubel-no; DeYoung-no; Jacobson-if they would like more hours of operation now is the time to address that; Vollmuth-would have liked to see permits that are currently in standing; Sadie noted that NA on the application represented Not Applicable.

The health department or MDARD deals with the permits separately.

h. Findings of Fact: None specifically stated

i. Decision – approve with hours of operation change.

j. **MOTION** by DeYoung second by Keaton, to approve the addition of the 20'x22' commercial kitchen to the Special Land Use Permit for parcel 28-13-109-010-00, and to change the hours operation to 9 a.m. to 10 p.m.

Roll call: Wroubel-yes; Jacobson-yes; Vollmuth-yes; Keaton-yes; Rebant-absent; DeYoung-yes; Steelman-yes.

Motion carried.

Approval of Minutes:

**MOTION** by Steelman second by DeYoung, to approve the PC regular meeting minutes of May 3, 2023, and Special meeting minutes of May 17, 2023, May 4, May 11, May 15, as amended, May 22.

All in favor. Motion carried.

Correspondence: None

Reports:

*Zoning Administrator Report, Hall:* Mangus has contacted the ZA regarding Zoom and its importance to the community. Short term rentals (STR) are here and need to be addressed. Whitewater Township zoning ordinance is permissive zoning and since it is not listed as allowed specifically it is not allowed. The township has no ordinance regarding STRs.

ZA stated that he likes the progress and work that the Planning Commission is doing and moving forward on.

*Chair's Report, Steelman:* The three ring binders have been distributed. Vollmuth notes that home occupation section has an amendment that is missing. An amendment to the home occupation section eliminated the need for an annual review.

*Township Board Rep, Vollmuth:* Kudos, the team is winning and the PC is doing great.

*ZBA Representative, Wroubel:* Two cases in May. One was a variance request for a front yard setback from Supply Road, which has 150' setback, was denied. All other front yard setbacks in the township are 40'. The requester can request a change in the ordinance.

NOTE: The Planning Commission may need to address the Supply Road setback. The ordinance that put that into place was removed but that ancillary item did not get removed with the ordinance (#14).

Second request was part of the Pines Cottages. Applicant requested an extension of a non-conformity – approved.

*Committee Reports:* None

*Additional items:* None

Unfinished Business:

1. Master Plan, Resident Outreach Subcommittee (ROS) updates and recommendations Summary. Networks Northwest will be opening and processing the mailed in surveys.  
Signs will be placed along some roadsides.  
Mielnik presentation regarding public engagement current and future:  
Community leader interviews, generally performed by an "outsider".  
Neighborhood connections.

#### General Community Visioning Sessions

Planning Workshops focusing on specific topics, working in groups.

KEY: Whatever it is called there is effort to organize the information so it is objective.

Input sessions.

Design Charrette focused development and redevelopment planning.

Public review – stations of points of interest with representatives.

Important to include results of the sessions in the Appendix of the MP so people can see their input.

Decisions need to be made regarding doing these sessions and other processes.

Mielnik knows people throughout the state who do this type of thing, preparing presentations, etc.

Invite the general public to the workshop.

The ROS will workout the details and offer recommendations.

DeYoung is willing to help the ROS putting this together.

2. Bylaws: Bylaw amendment from the attorney dealing with subcommittees. Question: does the Chair of a subcommittee need to be a Planning Commission member. Consensus that the chair of a subcommittee should be a PC member. Question: should subcommittee members be able to participate via Zoom? Cannot participate and cannot vote.  
Will bring back next month for approval as updated.
3. North Place Planning LLC contract submission to township board for June 13 meeting agenda.
4. Budget update – Not available

#### New Business:

1. Special Land Use Review discussion. Completed immediately following the public hearing.
2. True Colors Exercise - postpone
3. Subcommittees:  
Resident Outreach Subcommittee – surveys have gone out. June 16 for return. Road signs will be placed.  
Procedures, Checklists, Chain of Command

Next Regular Meeting July 12, 2023, 7 p.m.

Agenda:

#### Public Comment:

None

Commission Discussion/Comments: Discussion of providing Zoom at the PC. Can or will MacLean continue or do Zoom facilitator? MacLean indicates that she will not work with a Zoom account with Popp having administrator rights to the account. PC will look into getting a separate Zoom account.  
Short Term Rentals here.

Meeting Synopsis: Special Land Use Permit.

Continuing Education: Citizen Planner updates and Wexford MSU Extension Training was an informative training. Encourage everyone to take advantage trainings offered.  
Mike will forward Chapters 1-4 input to Randy.

Adjournment: 9:26 p.m.

Tabled items: Article 5 Districts; Article 25, Special Use Permits: campgrounds

Respectfully Submitted

Lois MacLean,

Recording Secretary

Page 3 of 3 Planning Commission 06/07/2023



9304 Wheeler Oaks Drive, Williamsburg, Michigan 49690 734-770-2698 Email: [randy@northplaceplanning.com](mailto:randy@northplaceplanning.com)

# MEMO

**To:** Whitewater Township Planning Commission  
**From:** Randy Mielnik, AICP  
**CC:**  
**Date:** July 2, 2023  
**Re:** Bylaw Amendment

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At the May Planning Commission meeting, Bylaw Amendments formalizing how subcommittees should operate were discussed. The Planning Commission reviewed a draft amendment and agreed to send it to the Township Attorney for review. That legal review produced questions subsequently addressed at the June Planning Commission meeting. Attached are copies of the original Bylaw Amendment from May and the new Bylaw Amendment with changes recommended by the Township Attorney.

If the attached amendment is adopted, the August packet will provide a new, updated set of Bylaws.

## DRAFT

### PROPOSED PC BYLAW AMENDMENT

The recent creation of PC subcommittees has drawn attention to the fact that the PC bylaws should better describe how a PC subcommittee operates. The following bylaw amendment is proposed to address this and is primarily aligned with current practices.

Insert the following in Section 3, adding item “J.”

#### SECTION 3: MEETINGS

##### J. Subcommittees

The PC may establish subcommittees to aid in conducting business as described below:

1. **Executive Subcommittee:** An Executive Committee consisting of the Chair, Vice-Chair, and Secretary of the PC may consider matters related to budgets, contracts, and similar administrative items. Recommendations from the executive committee to the PC shall be reported to the entire PC membership and are subject to review, amendment, or veto.
2. **Ad Hoc Subcommittees:** The PC may establish and appoint members to ad hoc subcommittees for purposes related to the duties of the PC. A new subcommittee should be formed when the PC identifies the need for more in-depth attention to issues and substantial discussion and investigation. Each subcommittee should be named to ensure notices, agendas, packets, payments, and documentation can be easily identified. Less than a quorum of PC members shall serve on an ad hoc subcommittee at any time, and members may include people not on the PC. Subcommittee membership can be any number of people. As appropriate, the subcommittee chair shall submit a document or memo describing recommendations or other information to the PC Chair for inclusion in the PC Regular Meeting packets. All subcommittees serve the entire PC, and the recommendations offered to the PC are subject to review, amendment, or veto.
3. **Subcommittee Operation:** A chairperson shall conduct the meeting, and a quorum shall consist of at least half the total appointed membership of the subcommittee. Motions are adopted by a majority vote of the members present and voting with a quorum present. Only appointed members present at a meeting are eligible to cast a vote. If any subcommittee member is absent for three consecutively scheduled meetings, the PC may remove such member from the subcommittee. Minutes of meetings shall be prepared in the same format used by the PC and filed in the same manner as PC minutes. All committee meetings are open meetings for public attendance and participation, and minutes of the meetings are to be available for public inspection under the same principles found in the Michigan Open Meetings Act. Subcommittee members, including residents, may be paid according to the salary and wage schedule adopted by the Township Board. Non-PC members on a subcommittee must complete payroll paperwork with the Clerk before payments are processed.

DRAFT  
PROPOSED PC BYLAW AMENDMENT

The recent creation of PC subcommittees has drawn attention to the fact that the PC bylaws should better describe how a PC subcommittee operates. The following bylaw amendment is proposed to address this and is primarily aligned with current practices.

Insert the following in Section 3, adding item “J.”

**SECTION 3: MEETINGS**

**J. Subcommittees**

The PC may establish subcommittees to aid in conducting business as described below. All subcommittees are advisory in nature and only capable of making recommendations to the full PC.

1. **Executive Subcommittee:** An Executive Committee consisting of the Chair, Vice-Chair, and Secretary of the PC may consider matters related to budgets, contracts, and similar administrative items and draft a report containing recommendations as to those items. The report shall be presented to the entire PC, who may amend, adopt, or veto the recommendation contained therein.
2. **Ad Hoc Subcommittees:** The PC may establish and appoint members and other individuals to ad hoc subcommittees for purposes related to the duties of the PC. A new subcommittee may be formed when the PC identifies an issue that needs attention, substantial discussion, or investigation. Each subcommittee shall be titled to ensure notices, agendas, packets, payments, and documentation can be easily identified. This will also help delineate if the subcommittee is advisory and only capable of making recommendations concerning a particular subject matter.
  - a. **Chair and Report:** Each subcommittee shall appoint a chair, who shall be responsible for drafting and submitting a report to the PC included in the PC Regular Meeting packet, summarizing the subcommittee’s findings and recommendations. The subcommittee chair must be a member of the PC. All subcommittees serve the entire PC, and the recommendations offered to the PC are subject to review, amendment, or veto.
  - b. **Ad Hoc Membership:** The size of a subcommittee can vary as the PC deems fit. Subcommittees can be made up of both PC members and individuals who are not PC members. However, at no time shall a quorum of PC members serve on an ad hoc subcommittee.



3. **Subcommittee Operation:**

- a. The subcommittee chairperson shall conduct the meeting, and a quorum shall consist of at least half of the total membership of the subcommittee.
- b. Subcommittee meetings are not “meetings” under the Michigan Open Meetings Act, MCL 15.261 *et seq.*
- c. Motions are adopted by a majority vote of the members present and voting with a quorum present. Only subcommittee members physically present at a meeting are eligible to cast a vote.
- d. If any subcommittee member is absent for three consecutively scheduled meetings, the PC may remove such member from the subcommittee.
- e. Minutes of meetings shall be prepared in the same format used by the PC and filed in the same manner as PC minutes.
- f. Subcommittee meetings are open meetings for public attendance and participation, and minutes of the meetings are to be available for public inspection. Subcommittee meetings may be open for public attendance and participation via videoconference software, such as Zoom.
- g. Subcommittee members, including residents, may be paid according to the salary and wage schedule adopted by the Township Board. Non-PC members on a subcommittee must complete payroll paperwork with the Clerk before payments are processed.



9304 Wheeler Oaks Drive, Williamsburg, Michigan 49690 734-770-2698 Email: [randy@northplaceplanning.com](mailto:randy@northplaceplanning.com)

# MEMO

**To:** Whitewater Township Planning Commission  
**From:** Randy Mielnik, AICP  
**CC:**  
**Date:** July 2, 2023  
**Re:** Zoning Update

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The new contract for planning services was recently signed, and it now covers both the Master Plan and work on updating the Whitewater Township Zoning Ordinance. Before substantial work on this begins, we should discuss organizational options. The job ahead is substantial. In similar projects, I have provided clients with a few rewritten/updated chapters at a time. This provides for presenting draft material in several manageable blocks and lets us deal with topics in an orderly way with clear progress at each meeting.

This material can be provided to a new subcommittee, or we can have this be a regular agenda item for the full Planning Commission at monthly meetings until we finish. Both scenarios can work.

I see value in having the full Planning Commission work on this, as it could be a great learning opportunity. However, we know the full Planning Commission does not fully control its agenda, as development applications (special use applications, rezonings, site plan reviews, etc.) really can't be anticipated. When submitted, they may consume large blocks of time at scheduled Planning Commission monthly meetings.

On the other hand, a subcommittee could include Planning Commission members, Township Board Member(s), and perhaps others. This could create a stronger TB/PC linkage on zoning issues and allow work to proceed with less risk that other priorities will slow progress. A committee format may also help with scheduling meetings when Bob Hall is available so that he can participate.

The Planning Commission should discuss how to proceed.

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9304 Wheeler Oaks Drive, Williamsburg, Michigan 49690 734-770-2698 Email: [randy@northplaceplanning.com](mailto:randy@northplaceplanning.com)













## REVENUE/EXPENDITURE REPORT

Page: 1  
6/14/2023  
4:36 pm

Whitewater Township

For the Period: 4/1/2023 to 6/30/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
Dept: 400 Planning Commission							
702 Salaries	16,000.00	16,000.00	2,425.00	495.00	0.00	13,575.00	15.2
703 Wages	2,120.00	2,120.00	1,832.53	326.47	0.00	287.47	86.4
715 Social Security (Employer)	937.00	937.00	263.97	50.93	0.00	673.03	28.2
716 Medicare (Employer)	219.00	219.00	61.77	11.92	0.00	157.23	28.2
727 Office Supplies & Expense	2,000.00	2,000.00	818.76	818.76	0.00	1,181.24	40.9
728 Postage	3,000.00	3,000.00	1,118.95	776.95	0.00	1,881.05	37.3
804 Professional Services	32,000.00	32,000.00	2,125.00	0.00	0.00	29,875.00	6.6
840 Dues and Memberships	250.00	250.00	0.00	0.00	0.00	250.00	0.0
847 Software Support	160.00	160.00	0.00	0.00	0.00	160.00	0.0
860 Mileage Reimbursement	250.00	250.00	0.00	0.00	0.00	250.00	0.0
865 Meal/Lodging Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
880 Education & Training	2,000.00	2,000.00	175.00	0.00	0.00	1,825.00	8.8
Planning Commission	58,936.00	58,936.00	8,820.98	2,480.03	0.00	50,115.02	15.0
Expenditures	58,936.00	58,936.00	8,820.98	2,480.03	0.00	50,115.02	15.0
Net Effect for GENERAL FUND	-58,936.00	-58,936.00	-8,820.98	-2,480.03	0.00	-50,115.02	15.0
Change in Fund Balance:			0.00				
Grand Total Net Effect:	-58,936.00	-58,936.00	-8,820.98	-2,480.03	0.00	-50,115.02	

**Account Detail Report**

04/01/2023 to 06/09/2023

Page: 1

06/14/2023

4:39 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-702 \$ 2,425.00 Expenditure

GENERAL FUND

Planning Commission

Salaries *- PC Members*

General Government

Personnel Service

04/21/2023 PA	113539	Gross Pay JE	Pay Date: 04/21/2023	420.00
05/05/2023 PA	113631	Gross Pay JE	Pay Date: 05/05/2023	795.00
05/19/2023 PA	113746	Gross Pay JE	Pay Date: 05/19/2023	715.00
06/02/2023 PA	113866	Gross Pay JE	Pay Date: 06/02/2023	495.00

Total Journal Entries: 4

Total: 2,425.00

**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:39 pm

GLNumber	YTD Actual
Fund Name	Fund Type
Department Name	Function Name
Account Name	Class Name

101-400-703	\$	1,832.53	Expenditure
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GENERAL FUND

Planning Commission	General Government
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Wages - <i>Recording Secretary/Zoom</i>	Personnel Service
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04/21/2023 PA	113544	Gross Pay JE	Pay Date: 04/21/2023	239.26
05/05/2023 PA	113636	Gross Pay JE	Pay Date: 05/05/2023	204.86
05/19/2023 PA	113751	Gross Pay JE	Pay Date: 05/19/2023	1,061.94
06/02/2023 PA	113871	Gross Pay JE	Pay Date: 06/02/2023	326.47

Total Journal Entries: 4

Total: 1,832.53

**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:39 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-715			\$	263.97	Expenditure
GENERAL FUND					
Planning Commission				General Government	
Social Security (Employer)				Personnel Service	
04/21/2023 PA	113542	Social Security Cost		Pay Date: 04/21/2023	26.04
04/21/2023 PA	113547	Social Security Cost		Pay Date: 04/21/2023	14.84
05/05/2023 PA	113634	Social Security Cost		Pay Date: 05/05/2023	49.29
05/05/2023 PA	113639	Social Security Cost		Pay Date: 05/05/2023	12.70
05/19/2023 PA	113749	Social Security Cost		Pay Date: 05/19/2023	44.33
05/19/2023 PA	113754	Social Security Cost		Pay Date: 05/19/2023	65.84
06/02/2023 PA	113869	Social Security Cost		Pay Date: 06/02/2023	30.69
06/02/2023 PA	113874	Social Security Cost		Pay Date: 06/02/2023	20.24

Total Journal Entries: 8

Total: 263.97

**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:40 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-716			\$	61.77	Expenditure
GENERAL FUND					
Planning Commission				General Government	
Medicare (Employer)				Personnel Service	
04/21/2023 PA	113540	Medicare Cost		Pay Date: 04/21/2023	6.10
04/21/2023 PA	113545	Medicare Cost		Pay Date: 04/21/2023	3.47
05/05/2023 PA	113632	Medicare Cost		Pay Date: 05/05/2023	11.53
05/05/2023 PA	113637	Medicare Cost		Pay Date: 05/05/2023	2.97
05/19/2023 PA	113747	Medicare Cost		Pay Date: 05/19/2023	10.38
05/19/2023 PA	113752	Medicare Cost		Pay Date: 05/19/2023	15.40
06/02/2023 PA	113867	Medicare Cost		Pay Date: 06/02/2023	7.19
06/02/2023 PA	113872	Medicare Cost		Pay Date: 06/02/2023	4.73

Total Journal Entries: 8

Total: 61.77

**Account Detail Report**

04/01/2023 to 06/09/2023

Page: 1

06/14/2023

4:40 pm

GLNumber

Fund Name

Department Name

Account Name

YTD Actual

Fund Type

Function Name

Class Name

101-400-727

\$

818.76

Expenditure

GENERAL FUND

Planning Commission

Office Supplies &amp; Expense

General Government

Supplies

06/07/2023 AP 114048 THE COPY SHOP

2500 Envelopes Out &amp; Ret/

INV#:

21

663.90

06/07/2023 AP 114052 VISA

PARK/PC/CLERK/TWP HALL/

INV#:

154.86

*(2 cases of paper, numbered dividers)*

Total Journal Entries: 2

Total: 818.76

**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:40 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-728			\$	1,118.95	Expenditure	
GENERAL FUND						
Planning Commission				General Government		
Postage				Supplies		
04/25/2023 AP	112995	MICHIGAN TOWNSHIPS ASSOCIATION	6 AUTHORITIES/RESPONSIBILITIES	INV#:		342.00
06/07/2023 AP	114048	THE COPY SHOP	2500 Envelopes Out & Ret/	INV#:	21	776.95

Total Journal Entries: 2

Total: 1,118.95

**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:41 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-804				\$	2,125.00	Expenditure	
GENERAL FUND							
Planning Commission				General Government			
Professional Services				Contractual			
04/25/2023	AP	112997	NORTH PLACE PLANNING LLC	03/01-03/31/2023	INV#:		900.00
05/10/2023	AP	113059	NORTH PLACE PLANNING LLC	April 2023	INV#:		825.00
05/23/2023	AP	113156	NETWORKS NORTHWEST	1ST PMT ON CONTRACTUAL	INV#:		400.00

Total Journal Entries: 3

Total: 2,125.00



**Account Detail Report**  
04/01/2023 to 06/09/2023

Page: 1  
06/14/2023  
4:41 pm

GLNumber  
Fund Name  
Department Name  
Account Name

YTD Actual  
Fund Type  
Function Name  
Class Name

101-400-880	\$	175.00	Expenditure
GENERAL FUND			
Planning Commission		General Government	
Education & Training		Miscellaneous	

04/12/2023 AP	112884	CARLYLE WROUBEL	ZBA ONLINE CERTIFICATE	INV#:	75.00
05/10/2023 AP	113077	VISA	Clerk/Treas/TwpBd/Park/Cem/PC	INV#: <i>Jacobson - Breaking the Zoning Code</i>	100.00

Total Journal Entries: 2

Total: 175.00