

**CHARTER TOWNSHIP OF OXFORD  
BOARD OF TRUSTEES REGULAR MEETING**

**NOTICE AND AGENDA**

Date: Wednesday, August 10, 2022

Time: 6:30 p.m.

Place: Oxford Township Meeting Room  
300 Dunlap Road, Oxford, MI 48371

1. Call to order
2. Respects to the flag
3. Noting of roll
4. Approval of the agenda
5. Approval of the consent agenda
6. Public comment on items not on the agenda
7. Second Reading:
  - a. Zoning Ordinance 67A.029 – Zoning Map Amendments
8. Fire Department
9. Sharpe Engineering Report
10. Unfinished Business
11. New Business
  - a. Fiscal Year 2023 Township Board Budget Calendar – Supervisor Curtis
  - b. Oxford Community Television 2023 Budget – Teri Stiles, OCTV Station Manager
  - c. Oxford Township Holidays - Supervisor Curtis
  - d. Condenser Coil Replacement – Supervisor Curtis
  - e. Fire Hydrant Painting Request for Bids – Water and Sewer Committee
  - f. Investment Policy and Resolution Amendment – Treasurer Ferrari
  - g. Compensation Committee – Supervisor Curtis
12. Items Removed from Consent Agenda for Action or Discussion
13. Public Comment
14. Board of Trustees Comments
15. Adjournment

## **CONSENT AGENDA**

Approval of Regular Township Board Meeting Minutes July 13, 2022

Approval of Treasurer Report for May 2022

Approval of Clerk Report for May 2022

Approval of Regular Bills through August 5, 2022

Approval of Consultant Bills through August 5, 2022

Michigan State Tax Commission Audit of Minimum Assessing Requirements AMAR Review Sheet

The Charter Township of Oxford will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing. Individuals with disabilities requiring auxiliary aids or services shall contact the Charter Township of Oxford, by writing or calling Curtis W. Wright, Township Clerk at 248-628-9787 as soon as possible to allow the Township sufficient time to have available the aids and services.

Charter Township of Oxford Clerk, Curtis W. Wright  
300 Dunlap Road, Oxford, MI 48371 (248)628-9787

*Oxford Cable Commission re-broadcasts of Oxford Township Board Regular Meetings are on Wednesdays at 7:00 p.m.*

CHARTER TOWNSHIP OF OXFORD BOARD OF TRUSTEES REGULAR MEETING,  
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A Regular Meeting of the Charter Township of Oxford Board of Trustees was held Wednesday, July 13, 2022 at the Oxford Township Meeting Room, 300 Dunlap Road, Oxford, Michigan 48371.

Members Present: Ferrari, Nold (arrived at 7:07 p.m.), Payne, Wright, Colvin, Charles, Curtis

Members Absent: None

Also Present: Township Attorney Hans Rentrop, Township Auditor Rana Emmons, Fire Chief Scholz, Assistant Fire Chief Majestic, Building Official London, Communications and Grants Manager Carnacchio, Administrative Assistant Smith, Recording Secretary McCullough, one camera person (OCTV) and approximately 33 guests.

Supervisor Curtis called the meeting to order at 6:30 p.m.

**RESPECTS TO THE FLAG**

**APPROVAL OF THE AGENDA**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the July 13, 2022 agenda as presented.

Ayes: 7      Nays: 0      Absent: 0  
Motion Carried.

**APPROVAL OF THE CONSENT AGENDA**

Treasurer Ferrari moved, Trustee Charles seconded, to approve the following July 13, 2022 Consent Agenda items as presented.

- Approval of Regular Township Board Meeting Minutes of June 8, 2022
- Approval of Special Township Board Meeting Minutes of June 21, 2022
- Approval of Regular Bills through July 8, 2022
- Approval of Consultant Bills through July 8, 2022
- American Rescue Plan Act (“ARPA”) Committee Allocation of Funds
- Single Trash Hauler for Oxford Township

Roll call:

Ayes: Colvin, Charles, Payne, Ferrari, Wright, Curtis

Nays: None

Absent: Nold

Motion Carried.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

One individual spoke during this portion of public comment.

**PRESENTATION – RECOGNITION OF ELECTION WORKERS**

Clerk Wright recognized the following election workers for their many years of service: Mary Heichel (26 years), Carla Lambertson (20 years), Robert Collins (17 years), Maureen Helmuth (17 years), Maurits Lang (15 years), Ronald Tomko (18 years), Rose Bejma (14 years), Donna Bossardet (10 years), Cindy DuVal (10 years), Donna Kirby (12 years), Kathy

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Lang (13 years), Jim McGinnis (10 years), Marjorie McGinnis (10 years), Sharon Schramlin (12 years), Colleen Schultz (10 years), and Robert Turner (12 years).

**PRESENTATION: 2021 AUDITED FINANCIAL REPORT – RANA EMMONS,  
PSLZ**

Treasurer Ferrari moved, Trustee Colvin seconded, to receive and file the Charter Township of Oxford Audited Financial Report for the Fiscal Year Ended December 31, 2021 as presented.

Roll call:

Ayes: Charles, Wright, Curtis, Ferrari, Payne, Colvin

Nays: None

Absent: Nold

Motion Carried.

**FIRST READING**

**Zoning Ordinance 67A.029 Zoning Map Amendments**

Treasurer Ferrari moved, Trustee Colvin seconded, to set a Second Reading and possible adoption of amendments to the Charter Township of Oxford Zoning Ordinance 67A to be considered at the Charter Township of Oxford Board of Trustees August 10, 2022 regular meeting.

Roll call:

Ayes: Payne, Wright, Ferrari, Curtis, Colvin, Charles

Nays: None

Absent: Nold

Motion Carried.

**FIRE DEPARTMENT**

None.

**SHARPE ENGINEERING REPORT**

None.

**UNFINISHED BUSINESS**

**Planning Commissioner Appointment**

Supervisor Curtis moved, Treasurer Ferrari seconded, to appoint Justin Ballard to fill the vacancy on the Charter Township of Oxford Planning Commission effective July 13, 2022 with the term expiring December 31, 2024.

Ayes: 6      Nays: 0      Absent: 1

Motion Carried.

**NEW BUSINESS**

**BS&A Permitting Software Purchase**

Treasurer Ferrari moved, Clerk Wright seconded, to approve the June 29, 2022 proposal from BS&A Software to purchase BS&A Online – Community Development software at a cost not to exceed \$10,475.00, and to approve the future annual service fees, and authorize Supervisor Jack Curtis to sign the proposal on behalf of the Charter Township of Oxford.

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This \$10,475.00 amount and future annual service fees to be expensed to Building Department Fund account 249-289-970.003 Computer Programming.

Roll call:

Ayes: Colvin, Payne, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: Nold

Motion Carried.

**Medical Marihuana License Application – Frequency Wellness, LLC**

Supervisor Curtis moved, Trustee Payne seconded, to approve issuance of a medical marihuana facility license for provisioning center to applicant Greg Yatooma, Frequency Wellness, LLC, to be located at 280 N. Washington Street, Oxford, MI 48371 based upon the following considerations:

- (a) The information provided and associated inspection and investigation reports prepared as part of the process are satisfactory to the Township.
- (b) The proposed facility will benefit the Township by providing a new building on a vacant parcel of land that will fit the surrounding area and look.
- (c) The secondary effects of the proposed facility will not negatively affect the neighboring property owners because it has been shown that traffic study is not required. All engineering, security, storage, inventory management, and environmental needs will be met.
- (d) The construction of the proposed facility is a new build and will revitalize unused or underutilized and economically distressed properties:
  - The amount of the capital investment for the proposed facility is significant in the amount of \$1,560,000.
- (e) The proposed location of the facility has been vacant in excess of twelve (12) months.
- (f) The proposed location of the facility will not replace an active/existing business.
- (g) The applicant has a history of zero years of doing business in the Township.
- (h) The applicant has over six (6) years of experience in operating a facility like the one proposed, to wit: LIV Ferndale, MI and Frequency Wellness in Bangor, MI.
- (i) The applicant has general business management experience, to wit: Owner of the Oakland Business Park in Orion Township. His team provided over \$40,000,000 in investment and created hundreds of jobs.
- (j) The applicant's business reputation is excellent in surrounding communities as vouched for by community leaders, suppliers and creditors.
- (k) The applicant has made an application for special land use which is pending with the Township and the applicant's use of this license is contingent upon the applicant receiving special land use approval.
- (l) The applicant has demonstrated business probity, financial ability, experience, responsibility, and means to operate/maintain a facility for each of those persons directly or indirectly controlling the applicant.
- (m) The applicant has demonstrated financial ability to purchase and maintain adequate insurance required for the proposed facility by showing his banking statements and banking verification.

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- (n) The applicant's sources and total amount of capitalization are adequate to operate and maintain the proposed facility. The applicant has shown available funds in the amount of \$5,000,000 in liquid assets at J.P. Morgan Bank.
- (o) The applicant has not been indicted for, charged with, pled guilty to, nor been convicted of any relevant criminal offense. The applicant likewise has not been involved in a felony charge involving the distribution of marihuana to a minor.
- (p) The applicant has not filed for (or had filed against it) bankruptcy within the last seven (7) years.
- (q) The applicant has not been delinquent for one (1) or more years in any payment of taxes required under federal, state, or local law, which resulted in the applicant being served with a complaint or other notice filed by any public body.
- (r) The applicant has demonstrated a history of compliance with township ordinances and, to the extent applicable, those of other jurisdictions in which the applicant has operated.
- (s) The applicant is not currently a defendant in litigation involving its business practices.
- (t) The applicant has demonstrated that its proposed facility will not adversely affect the public's health, safety, or welfare.

Based upon the foregoing, it is recommended that the Township Clerk issue the Medical Marihuana Provisioning License.

Roll call:

Ayes: Charles, Colvin, Payne, Wright, Curtis

Nays: Ferrari

Absent: Nold

Motion Carried.

(Trustee Nold arrived at 7:07 p.m.)

**Medical Marihuana License Application – Lifted Investments III, LLC**

Supervisor Curtis moved, Trustee Payne seconded, to approve issuance of a medical marihuana facility license for provisioning center to applicant Tom DeAgostino, Lifted Investments III, LLC, to be located at 653 South Lapeer Road, Oxford, MI 48371 based upon the following considerations:

- (a) The information provided and associated inspection and investigation reports prepared as part of the process are satisfactory to the Township.
- (b) The proposed facility will benefit the Township by renovating a blighted and outdated vacant facility on our main corridor.
- (c) The secondary effects of the proposed facility will not negatively affect the neighboring property owners because no traffic study is needed. Parking will be moved to the back of the building. Landscaping will replace the parking lot, and the building footprint will be reduced.
- (d) The construction of the proposed facility is a renovation and will revitalize unused or underutilized and economically distressed properties:

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- The amount of the capital investment for the proposed facility is significant in the amount of \$500,000 to approximately \$1,000,000.
- (e) The proposed location of the facility has been vacant in excess of twelve (12) months.
- (f) The proposed location of the facility will not replace an active/existing business.
- (g) The applicant has a history of zero years of doing business in the Township.
- (h) The applicant has approximately six (6) years of experience in operating a facility like the one proposed, to wit: a 50,000 square foot cultivation and processing operation in Orion Township.
- (i) The applicant has general business management experience, to wit: marihuana cultivation, early childhood education facilities, and automotive dealerships.
- (j) The applicant's business reputation is stellar, based on calls to references and surrounding community leaders.
- (k) The applicant has made an application for special land use which is pending with the Township and the applicant's use of this license is contingent upon the applicant receiving special land use approval.
- (l) The applicant has demonstrated business probity, financial ability, experience, responsibility, and means to operate/maintain a facility for each of those persons directly or indirectly controlling the applicant.
- (m) The applicant has demonstrated the financial ability to purchase and maintain adequate insurance required for the proposed facility by showing they certified under oath they will provide Oxford Township proof of premises liability and casualty insurance not later than sixty (60) calendar days after the state operating license is issued.
- (n) The applicant's sources and total amount of capitalization are adequate to operate and maintain the proposed facility. The applicant has shown available funds in the amount of \$1,000,000.
- (o) The applicant has not been indicted for, charged with, pled guilty to, nor been convicted of any relevant criminal offense. The applicant likewise has not been involved in a felony charge involving the distribution of marihuana to a minor.
- (p) The applicant has not filed for (or had filed against it) bankruptcy within the last seven (7) years.
- (q) The applicant has not been delinquent for one (1) or more years in any payment of taxes required under federal, state, or local law, which resulted in the applicant being served with a complaint or other notice filed by any public body.
- (r) The applicant has demonstrated a history of compliance with township ordinances and, to the extent applicable, those of other jurisdictions in which the applicant has operated.
- (s) The applicant is not currently a defendant in litigation involving its business practices.
- (t) The applicant has demonstrated that its proposed facility will not adversely affect the public's health, safety, or welfare; to wit, renovation of a blighted and outdated facility in the Township.

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Based upon the foregoing, it is recommended that the Township Clerk issue the Medical Marihuana Provisioning License.

Roll call:

Ayes: Charles, Wright, Payne, Colvin, Curtis, Nold

Nays: Ferrari

Absent: None

Motion Carried.

**Medical Marihuana License Application – Kurativ, LLC**

Supervisor Curtis moved, Trustee Payne seconded, to approve issuance of a medical marihuana facility license for provisioning center to applicant Joseph Gordhamer, Kurativ, LLC, to be located at 1225 South Lapeer Road, Oxford, MI 48371 based upon the following considerations:

- (a) The information provided and associated inspection and investigation reports prepared as part of the process are satisfactory to the Township.
- (b) The proposed facility will benefit the Township by occupying an otherwise vacant parcel of property with a brand new building, increase tax revenues for Oxford Township, and have minimal negative impact on neighboring properties.
- (c) The secondary effects of the proposed facility will not negatively affect the neighboring property owners because retail business will be conducted totally within the proposed provisioning center facility. There will be minimal impact on traffic flow, and engineering, environmental and safety requirements of the proposed facility location must be in compliance with state and local regulations.
- (d) The construction of the proposed facility is a new build and will revitalize unused or underutilized and economically distressed property:
  - The amount of the capital investment for the proposed facility is significant in the amount of \$1,690,000.
- (e) The proposed location of the facility has been vacant in excess of twelve (12) months.
- (f) The proposed location of the facility will not replace an active/existing business.
- (g) The applicant has a history of zero years of doing business in the Township.
- (h) The applicant has several years of experience in operating a facility like the one proposed, being an owner of a cannabis company involved in the grow operations, production, and retail of cannabis products; previous experience as a manager of a cannabis facility, and currently leading the construction of a 60-acre grow facility.
- (i) The applicant has general business management experience as a manager of a cannabis facility.
- (j) The applicant's business reputation is excellent based on the other successful cannabis retail locations in which the applicant has participated.
- (k) The applicant has made an application for special land use which is pending with the Township and the applicant's use of this license is contingent upon the applicant receiving special land use approval.
- (l) The applicant has demonstrated business probity, financial ability, experience, responsibility, and means to operate/maintain a facility for each of those persons directly or indirectly controlling the applicant.

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- (m) The applicant has demonstrated financial ability to purchase and maintain adequate insurance required for the proposed facility by showing they certify under oath they will provide Oxford Township proof of premises liability and casualty insurance no later than sixty (60) calendar days after the State operating license is issued.
- (n) The applicant's sources and total amount of capitalization are adequate to operate and maintain the proposed facility. The applicant has shown available funds in the amount of \$3,000,000 on deposit with Citizens State Bank.
- (o) The applicant has not been indicted for, charged with, pled guilty to, nor been convicted of any relevant criminal offense. The applicant likewise has not been involved in a felony charge involving the distribution of marihuana to a minor.
- (p) The applicant has not filed for (or had filed against it) bankruptcy within the last seven (7) years.
- (q) The applicant has not been delinquent for one (1) or more years in any payment of taxes required under federal, state, or local law, which resulted in the applicant being served with a complaint or other notice filed by any public body.
- (r) The applicant has demonstrated a history of compliance with township ordinances and, to the extent applicable, those of other jurisdictions in which the applicant has operated.
- (s) The applicant is not currently a defendant in litigation involving its business practices.
- (t) The applicant has demonstrated that its proposed facility will not adversely affect the public's health, safety, or welfare by providing one of the newest facilities in the Oxford community and building strong community relations.

Based upon the foregoing, it is recommended that the Township Clerk issue the Medical Marihuana Provisioning License.

Roll call:

Ayes: Colvin, Payne, Nold, Curtis, Wright, Charles

Nays: Ferrari

Absent: None

Motion Carried.

**AAA Traffic Grant**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the expenditure of \$5,663.50 from Fund 207 – Police Contracting, Fund Balance, to pay the Township's portion of the radar speed trailer's cost and to authorize the Oakland County Sheriff's Office substation command staff to purchase the device from Stalker Radar/Applied Concepts, Inc.

Roll call:

Ayes: Nold, Charles, Wright, Curtis, Colvin, Ferrari, Payne

Nays: None

Absent: None

Motion Carried.

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**Northern Pump and Well Agreement**

Treasurer Ferrari moved, Trustee Payne seconded, to approve the Independent Contractor Agreement for Environmental Technical Support and Laboratory Services between Oxford Charter Township and Northern Pump & Well Company commencing June 13, 2022 and expiring June 13, 2025 in the total amount of \$21,000.00 and invoiced at an annual cost of \$7,000.00. Supervisor Jack Curtis is authorized to sign the Agreement on behalf of the Charter Township of Oxford. This \$21,000.00 amount to be expensed to account #101-477-821.007 Engineering Fees-Wellhead Protection.

Roll call:

Ayes: Colvin, Payne, Nold, Ferrari, Curtis, Wright, Charles

Nays: None

Absent: None

Motion Carried.

**Safety Path Maintenance**

Treasurer Ferrari moved, Trustee Payne seconded, to authorize the Safety Path Committee to create and solicit a Request for Proposal for bids to provide landscape maintenance on the Oxford Township safety path system to include only the existing bituminous and concrete safety paths, and to include trimming and removal of any overhanging brush and tree limbs up to 8.5 feet hanging over the safety path, and provide the Request for Proposal bids for consideration of approval at a future Oxford Township Board of Trustees meeting.

Ayes: 7      Nays: 0      Absent: 0

Motion Carried.

**ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION OR DISCUSSION**

None.

**PUBLIC COMMENT**

No individuals spoke during this portion of public comment.

**BOARD OF TRUSTEE COMMENTS**

Trustee Colvin thanked all the election workers for their service. She thanked Grants and Communications Manager CJ Carnacchio on procuring the AAA traffic grant, and thanked staff for their hard work.

Trustee Payne thanked the office staff for the information packages for the medical marihuana license application.

Trustee Charles provided an update on his attendance at the recent SEMCOG meeting.

Clerk Wright stated that the primary election is coming up on August 2<sup>nd</sup>. Absentee ballots are available in the Clerk's office.

Supervisor Curtis stated that he continues to meet with representatives in an effort to obtain approval of the Certificate of Need for a hospital. Some progress is being made. He urged everyone to contact their legislators and request that the Certificate of Need be approved.

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**ADJOURNMENT**

Treasurer Ferrari moved, Trustee Payne seconded, to adjourn the meeting at 7:27 p.m.

Ayes: 7                      Nays: 0                      Absent: 0

Motion Carried.

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Jack Curtis, Supervisor

Approved:

/s/mm

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Curtis Wright, Clerk

UNOFFICIAL

CASH SUMMARY BY FUND FOR OXFORD TOWNSHIP

FROM 05/01/2022 TO 05/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 05/01/2022	Total Debits	Total Credits	Ending Balance 05/31/2022
100	GENERAL CLEARING FUND	3,356.52	324,287.77	1,107,707.18	(780,062.89)
101	GENERAL FUND	6,012,833.59	1,107,910.26	750,897.85	6,369,846.00
151	CEMETERY TRUST FUND	28,000.00	0.00	0.00	28,000.00
204	ROAD FUND	173,744.55	22.22	0.00	173,766.77
206	OXFORD FIRE DEPARTMENT FUND	5,384,464.56	655,836.89	898,440.80	5,141,860.65
207	POLICE CONTRACTING (OC SO) FUND	5,108,716.30	540,657.44	545,282.91	5,104,090.83
208	PARKS & RECREATION FUND	1,462,958.10	140,804.38	168,021.94	1,435,740.54
209	CEMETERY MAINTENANCE FUND	2,349.22	0.02	300.00	2,049.24
210	ADVANCE LIFE SUPPORT FUND	0.00	0.00	0.00	0.00
211	FIRE & EMS OPERATING FUND	820.00	0.00	0.00	820.00
239	TELECOMMUNICATION FUND	38,895.30	2.23	0.00	38,897.53
249	BUILDING DEPARTMENT FUND	995,685.15	79,989.72	77,792.19	997,882.68
296	CABLE TV FUND	230,135.55	88,846.80	37,282.91	281,699.44
297	SAFETY PATH FUND	273,342.12	35.61	810.00	272,567.73
298	POLLY ANN TRAIL FUND	146,688.04	16,665.68	7,264.40	156,089.32
308	PARKS DEBT FUND	26,549.37	3.46	0.00	26,552.83
371	LIBRARY DEBT SERVICE	0.00	0.00	0.00	0.00
396	FIRE DEBT FUND	0.00	0.00	0.00	0.00
431	PARKS CONSTRUCTION BOND FUND	(6.91)	0.00	0.00	(6.91)
470	MUNICIPAL BUILDING FUND	0.00	0.00	0.00	0.00
590	SEWER FUND	2,035,824.37	176,879.71	85,133.83	2,127,570.25
591	WATER FUND	2,786,494.68	75,881.16	40,955.04	2,821,420.80
699	PAYROLL FUND	120.50	81,135.37	81,134.99	120.88
701	TRUST & AGENCY FUND	606,331.49	43,096.81	23,616.50	625,811.80
703	TAX FUND	1,056.49	7,952.57	7,952.29	1,056.77
	TOTAL - ALL FUNDS	25,318,358.99	3,340,008.10	3,832,592.83	24,825,774.26



# Clerk's Report May 2022

## FUND BUDGET SUMMARY

Updated: August 3, 2022

<u>Fund</u>	<u>*Fund Equity</u>	<u>Monthly Revenue</u>	<u>Monthly Expenses</u>	<u>Monthly Var</u>	<u>YTD Revenue</u>	<u>YTD Expenses</u>	<u>TYD Var</u>
	<u>Account # 391.000</u>						
101 - General	\$ 3,443,804.00	\$ 48,231.93	\$ 182,203.68	\$ (133,971.75)	\$ 3,311,486.30	\$ 2,340,888.96	\$ 970,597.34
204 - Road	\$ 199,504.00	\$ 21.53	\$ -	\$ 21.53	\$ 825.07	\$ 88,907.31	\$ (88,082.24)
206 - Oxford Fire Dept.	\$ 2,471,070.00	\$ 46,046.53	\$ 457,469.45	\$ (411,422.92)	\$ 5,049,898.64	\$ 4,717,865.34	\$ 332,033.30
207 - Police Contracting	\$ 2,493,947.00	\$ 7,235.89	\$ 265,864.53	\$ (258,628.64)	\$ 3,332,812.53	\$ 2,902,905.48	\$ 429,907.05
208 - Parks & Rec	\$ 811,700.00	\$ 20,250.96	\$ 118,460.30	\$ (98,209.34)	\$ 1,473,661.92	\$ 1,152,855.58	\$ 320,806.34
209 - Cemetery	\$ 3,214.00	\$ 0.14	\$ -	\$ 0.14	\$ 2,002.77	\$ -	\$ 2,002.77
239 - Telecommunications	\$ 38,886.00	\$ 2.31	\$ 100.00	\$ (97.69)	\$ 14,765.38	\$ 3,757.50	\$ 11,007.88
249 - Building Dept	\$ 1,809,949.00	\$ 52,702.29	\$ 39,526.92	\$ 13,175.37	\$ 424,352.64	\$ 339,938.73	\$ 84,413.91
296 - Cable	\$ 307,985.00	\$ 8,314.31	\$ 60,784.98	\$ (52,470.67)	\$ 327,976.30	\$ 336,240.80	\$ (8,264.50)
297 - Safety Path	\$ 288,211.00	\$ 36.64	\$ 46,929.66	\$ (46,893.02)	\$ 50,602.11	\$ 124,496.42	\$ (73,894.31)
298 - Polly Ann Trail	\$ 111,553.00	\$ 10,065.83	\$ 8,610.16	\$ 1,455.67	\$ 75,258.01	\$ 68,795.87	\$ 6,462.14
308 - Parks Debt Fund	\$ 27,127.00	\$ 177.66	\$ -	\$ 177.66	\$ 230,242.15	\$ 225,195.55	\$ 5,046.60
590 - Sewer	\$ 2,029,516.00	\$ 685,569.65	\$ 19,755.26	\$ 665,814.39	\$ 2,843,680.27	\$ 2,325,911.50	\$ 517,768.77
591 - Water	\$ 2,449,221.00	\$ 250,636.98	\$ 12,526.77	\$ 238,110.21	\$ 1,514,805.26	\$ 753,177.70	\$ 761,627.56
	<b>\$ 16,485,687.00</b>	<b>\$ 1,129,292.65</b>	<b>\$ 1,212,231.71</b>	<b>\$ (82,939.06)</b>	<b>\$ 18,652,369.35</b>	<b>\$ 15,380,936.74</b>	<b>\$ 3,271,432.61</b>

\*Per 2021 Audit

**MEMO**

TO: BOARD OF TRUSTEES  
FROM: CURTIS W. WRIGHT, CLERK  
DATE: 08/04/22  
RE: TOTAL MONTHLY BILLS - July



		Pre Paid	To be paid
101	<b>General Fund</b>	\$ 216,581.07	\$ 21,787.50
204	<b>Road Fund</b>	\$ 103,251.46	\$ -
206	<b>Oxford Fire Dept.</b>	\$ 87,358.66	\$ 7,515.00
207	<b>Police (OCSO)</b>	\$ 11,518.43	\$ 960.00
208	<b>Parks &amp; Recreation</b>	\$ 63,672.57	\$ 240.00
209	<b>Cemetery Maintenance</b>	\$ -	\$ -
239	<b>Telecommunications</b>	\$ -	\$ -
249	<b>Building Department</b>	\$ 2,414.56	\$ 15,712.50
296	<b>Cable TV</b>	\$ 1,391.84	\$ -
297	<b>Safety Path</b>	\$ -	\$ -
298	<b>Polly Ann Trail</b>	\$ 5,278.90	\$ 2,166.67
308	<b>Parks Debt Fund</b>	\$ -	\$ -
590	<b>Sewer</b>	\$ 117,742.51	\$ 473,195.00
591	<b>Water</b>	\$ 90.00	\$ 630.00
701	<b>Trust &amp; Agency</b>	\$ 30,416.94	\$ 1,342.50
703	<b>Tax</b>	\$ -	\$ -
	<b>Payroll, July (Twp.)</b>	<b>\$ 69,440.54</b>	\$ -
	<b>Payroll, July (Fire Dept.)</b>	<b>\$ 182,349.14</b>	\$ -
	<b>Payroll, July (Parks &amp; Rec)</b>	<b>\$ 74,529.57</b>	\$ -
	<b>Payroll, July (Cable)</b>	<b>\$ 16,492.98</b>	\$ -
	<b>Total</b>	<b>\$ 982,529.17</b>	<b>\$ 523,549.17</b>

**CURRENT AGENDA ITEM**

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
07/15/2022	CD	S	102859	SUMMARY CD 07/15/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		375,439.26
100-000-084.101			DUE FROM GENERAL FUND	171,713.36	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	19,700.22	
100-000-084.207			DUE FROM POLICE	4,173.76	
100-000-084.208			DUE FROM PARKS & REC	36,011.26	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	972.10	
100-000-084.296			DUE FROM CABLE	1,290.21	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	5,028.90	
100-000-084.590			DUE FROM SEWER	117,742.51	
100-000-084.591			DUE FROM WATER	90.00	
100-000-084.701			DUE FROM TRUST & AGENCY	18,716.94	
101-000-202.000			ACCOUNTS PAYABLE	171,713.36	
101-000-215.000			DUE TO		171,713.36
206-000-202.000			ACCOUNTS PAYABLE	19,700.22	
206-000-215.000			DUE TO CLEARING FUND		19,700.22
207-000-202.000			ACCOUNTS PAYABLE	4,173.76	
207-000-215.000			DUE TO CLEARING FUND		4,173.76
208-000-202.000			ACCOUNTS PAYABLE	36,011.26	
208-000-215.000			DUE TO CLEARING FUND		36,011.26
249-000-202.000			ACCOUNTS PAYABLE	972.10	
249-000-215.000			DUE TO CLEARING FUND		972.10
296-000-202.000			ACCOUNTS PAYABLE	1,290.21	
296-000-215.000			DUE TO CLEARING FUND		1,290.21
298-000-202.000			ACCOUNTS PAYABLE	5,028.90	
298-000-215.000			DUE TO CLEARING FUND		5,028.90
590-000-202.000			ACCOUNTS PAYABLE	117,742.51	
590-000-215.000			DUE TO CLEARING FUND		117,742.51
591-000-202.000			ACCOUNTS PAYABLE	90.00	
591-000-215.000			DUE TO CLEARING FUND		90.00
701-000-202.000			ACCOUNTS PAYABLE	18,716.94	
701-000-215.000			DUE TO OTHER FUNDS		18,716.94
				<u>750,878.52</u>	<u>750,878.52</u>
				<u>750,878.52</u>	<u>750,878.52</u>

PREPAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/15/2022	029	65789	AQUA-WEED CONTROL INC	MISC LAKE MICKELSON SAD (2016)	962.017	572	8,100.00
				SQUAW LAKE CANAL S.A.D.	962.019	572	3,054.00
				CHECK 029 65789 TOTAL FOR FUND 101:			<u>11,154.00</u>
07/15/2022	029	65793	BS&A SOFTWARE	EDUCATION WORKSHOPS AND CONFERENCES	957.000	171	2,200.00
07/15/2022	029	65795*#	BUTZEL LONG	GF - LEGAL FEES	826.000	266	542.50
				LEGAL FEES	826.000	266	105.00
				GF - LEGAL FEES	826.000	266	91.30
				LEGAL FEES	826.000	266	315.00
				LEGAL FEES	826.000	266	1,000.00
				CHECK 029 65795 TOTAL FOR FUND 101:			<u>2,053.80</u>
07/15/2022	029	65798*#	CARDMEMBER SERVICE	MISCELLANEOUS	962.000	171	14.99
				MISCELLANEOUS	962.000	253	8.96
				POSTAGE	730.000	262	15.25
				INTERNET FEES	970.004	265	31.78
				GAS UNLEADED FUEL	739.000	267	121.51
				MAINTENANCE/GAS VEHICLE	934.000	267	12.71
				MISCELLANEOUS	962.000	267	15.89
				MISCELLANEOUS	962.000	267	31.79
				MISCELLANEOUS	962.000	267	34.90
				CHECK 029 65798 TOTAL FOR FUND 101:			<u>287.78</u>
07/15/2022	029	65800	CHARLOTTE WARNKE	GF - MILEAGE/MEALS ON WHEELS	860.002	695	38.62
07/15/2022	029	65803	CIVICPLUS	MAINTENANCE EQUIPMENT	933.000	267	350.00
07/15/2022	029	65806	COUNTY WASTE	GF - TRASH DISPOSAL	929.000	265	148.00
07/15/2022	029	65817*#	DTE ENERGY	GF - UTILITIES STREET LIGHTS	926.000	448	919.24
07/15/2022	029	65820	FIDLAR TECHNOLOGIES, INC	GF - OFFICE SUPPLIES	728.000	701	234.68
07/15/2022	029	65821	FOREST GREEN LAWN SERVICES INC	GF - MAINTENANCE GROUNDS	932.001	265	1,300.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/15/2022	029	65823	GENESEE VALLEY VAULT, INC	GF - FEES CEMETERY OPENING/CLOSING	712.011	567	350.00
				FEES CEMETERY OPENING/CLOSING	712.011	567	350.00
				FEES CEMETERY - FOUNDATION EXPENSE	712.012	567	150.00
				CHECK 029 65823 TOTAL FOR FUND 101:			<u>850.00</u>
07/15/2022	029	65828	HI-HILL LAWN SERVICE	MAINTENANCE GROUNDS	932.001	265	239.58
07/15/2022	029	65831*#	ISOLVED BENEFIT SERVICES	GF - INSURANCE MEDICAL	716.000	270	37.91
07/15/2022	029	65833*#	J.C. EHRLICH	GF - MAINTENANCE BLDG/GROUNDS	931.000	265	76.84
07/15/2022	029	65834	JAMES CHARLES	MILEAGE EXPENSE	860.000	101	52.65
07/15/2022	029	65839	KAPALA HTG & AIR CONDITIONING	MAINTENANCE BLDG/GROUNDS	931.000	265	805.00
07/15/2022	029	65845*#	MEDMUTUAL LIFE	GF - LIFE INSURANCE	717.000	270	1,162.17
07/15/2022	029	65850	MIKE IAFRATE	GF - MILEAGE EXPENSE	860.000	262	211.19
07/15/2022	029	65860*#	OAKLAND COUNTY TREASURER	GF - CONTRACT OAKLAND COUNTY	711.000	257	141,639.62
07/15/2022	029	65865*#	OXFORD TOWNSHIP	UTILITIES SEWER/WATER	927.000	265	552.20
07/15/2022	029	65871	PLM LAKE & LAND MANAGEMENT	GF - SQUAW LAKE/CLEAR LK S.A.D.	962.021	572	1,767.50
07/15/2022	029	65875*#	QUILL	GF - OFFICE SUPPLIES	728.000	262	114.95
				OFFICE SUPPLIES	728.000	262	115.47
				GF - OFFICE SUPPLIES	728.000	262	6.90
				GF - OFFICE SUPPLIES	728.000	267	63.96
				OFFICE SUPPLIES	728.000	267	69.97
				OFFICE SUPPLIES	728.000	267	149.33
				GF - OFFICE SUPPLIES	728.000	267	21.01
				CHECK 029 65875 TOTAL FOR FUND 101:			<u>541.59</u>
07/15/2022	029	65877*#	RML SERVICES LLC	GF - JANITORIAL SERVICE	831.000	265	658.23

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/15/2022	029	65884*#	STAPLES BUSINESS CREDIT	GF - OFFICE SUPPLIES	728.000	262	8.99
				GF - OFFICE SUPPLIES	728.000	267	184.94
				GF - OFFICE SUPPLIES	728.000	267	615.60
				CHECK 029 65884 TOTAL FOR FUND 101:			<u>809.53</u>
07/15/2022	029	65887#	SUSAN MCCULLOUGH	GF - RECORDING SECRETARY	827.000	101	140.00
				GF - RECORDING SECRETARY	827.000	701	140.00
				CHECK 029 65887 TOTAL FOR FUND 101:			<u>280.00</u>
07/15/2022	029	65888*#	THE KELLY FIRM	GF - LEGAL FEES	826.000	266	577.50
				GF - ARPA LEGAL FEES	962.024	267	980.00
				CHECK 029 65888 TOTAL FOR FUND 101:			<u>1,557.50</u>
07/15/2022	029	65893	TRACY DEVEREAUX	GF - MILEAGE EXPENSE	860.000	253	91.96
07/15/2022	029	65900*#	VIEW NEWSPAPER GROUP	LEGAL NOTICES	903.000	101	387.10
				LEGAL NOTICES	903.000	262	276.50
				LEGAL NOTICES	903.000	701	94.80
				CHECK 029 65900 TOTAL FOR FUND 101:			<u>758.40</u>
07/15/2022	029	65903	VOYA INSTITUTIONAL TRUST COMPANY	GF - DEFERRED COMP	231.040	000	935.37
				Total for fund 101 GENERAL FUND			171,713.36
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/15/2022	029	65784	ACCUMED GROUP	UNALLOCATED COST RECOVERY BILLING	802.001	357	2,735.90
07/15/2022	029	65787	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	728.000	357	15.98
				OPERATING SUPPLIES-FIRE	742.001	357	24.99
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	51.23
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	41.99
				PUBLIC RELATIONS	880.000	357	36.65
				CHECK 029 65787 TOTAL FOR FUND 206:			<u>170.84</u>
07/15/2022	029	65788	ANTHONY GRAYBILL	UNIFORM EXPENSE UNIFORMS	731.000	357	333.64

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/15/2022	029	65791	BOUND TREE MEDICAL, LLC	OPERATING SUPPLIES-MEDICAL	742.000	357	863.52
				OPERATING SUPPLIES-MEDICAL	742.000	357	152.33
				OPERATING SUPPLIES-MEDICAL	742.000	357	525.86
				CHECK 029 65791 TOTAL FOR FUND 206:			<u>1,541.71</u>
07/15/2022	029	65795*#	BUTZEL LONG	FIRE - LEGAL FEES	826.000	357	52.50
07/15/2022	029	65802	CINTAS FIRE	EXTINGUISHER RECHARGES	746.000	357	462.60
				EXTINGUISHER RECHARGES	746.000	357	552.84
				CHECK 029 65802 TOTAL FOR FUND 206:			<u>1,015.44</u>
07/15/2022	029	65831*#	ISOLVED BENEFIT SERVICES	FIRE - INSURANCE MEDICAL	716.000	336	89.20
				FIRE - INSURANCE MEDICAL	716.000	357	17.84
				CHECK 029 65831 TOTAL FOR FUND 206:			<u>107.04</u>
07/15/2022	029	65832	J & B MEDICAL SUPPLY	FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	402.39
07/15/2022	029	65833*#	J.C. EHRLICH	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	51.98
07/15/2022	029	65841	KEVIN SNELL	UNIFORM EXPENSE UNIFORMS	731.000	357	83.74
07/15/2022	029	65846	MICHIGAN STATE FIREMEN'S ASSOC	FIRE - MEMBERSHIP DUES	829.000	357	1,295.00
07/15/2022	029	65855	NICHOLS PAPER & SUPPLY CO	TURN-OUT GEAR	743.000	357	541.28
07/15/2022	029	65856	NORTH OAKLAND TRAINING GROUP	OPERATING SUPPLIES-FIRE	742.001	357	770.00
07/15/2022	029	65857	NYE UNIFORM	UNIFORM EXPENSE UNIFORMS	731.000	357	1,612.04
				UNIFORM EXPENSE UNIFORMS	731.000	357	507.65
				UNIFORM EXPENSE UNIFORMS	731.000	357	366.90
				UNIFORMS-PAID ON CALL	754.000	357	52.50
				CHECK 029 65857 TOTAL FOR FUND 206:			<u>2,539.09</u>
07/15/2022	029	65861	OAKLAND FUELS	GAS DIESEL FUEL	780.010	357	1,769.73
07/15/2022	029	65865*#	OXFORD TOWNSHIP	FIRE - UTILITIES SEWER/WATER	927.000	357	110.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/15/2022	029	65872	PRESSURE VESSEL TESTING	MAINTENANCE EQUIPMENT (LABOR)	933.000	357	2,386.25
07/15/2022	029	65878	ROB FITZPATRICK	UNIFORM EXPENSE UNIFORMS	731.000	357	148.15
07/15/2022	029	65880	ROYAL OAK ELECTRICAL	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	889.27
07/15/2022	029	65885*#	STEVE'S OXFORD AUTOMOTIVE	EQUIPMENT MAINTENANCE	791.000	357	68.28
				VEHICLE MAINTENANCE-FIRE	791.001	357	9.38
				CHECK 029 65885 TOTAL FOR FUND 206:			<u>77.66</u>
07/15/2022	029	65886	STONES ACE OF OXFORD	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	19.98
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	8.99
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	44.97
				BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	38.96
				CHECK 029 65886 TOTAL FOR FUND 206:			<u>112.90</u>
07/15/2022	029	65895	TRUGREEN	GROUNDS MAINTENANCE	932.001	357	130.67
				GROUNDS MAINTENANCE	932.001	357	359.66
				GROUNDS MAINTENANCE	932.001	357	154.64
				GROUNDS MAINTENANCE	932.001	357	359.66
				CHECK 029 65895 TOTAL FOR FUND 206:			<u>1,004.63</u>
07/15/2022	029	65899*#	VERIZON WIRELESS	CELL PHONES	854.000	357	125.10
				CELL PHONES	854.000	357	20.04
				CHECK 029 65899 TOTAL FOR FUND 206:			<u>145.14</u>
07/15/2022	029	65901	VILLAGE OF OXFORD	FIRE - UTILITIES SEWER/WATER	927.000	357	186.58
				FIRE UTILITIES WATER	927.001	357	382.37
				CHECK 029 65901 TOTAL FOR FUND 206:			<u>568.95</u>
07/15/2022	029	65904	WONDER CLEANERS	DRY CLEANING	723.000	357	364.83
07/15/2022	029	65905	ZOLL MEDICAL CORPORATION	OPERATING SUPPLIES-MEDICAL	742.000	357	482.16
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			19,700.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
07/15/2022	029	65796	C4 ELECTRONICS	POLICE - ADDITIONS & IMPROVEMENTS	976.000	302	1,128.98
07/15/2022	029	65830	HURON VALLEY FIRE PROTECTION	POLICE - MAINTENANCE EQUIPMENT	933.000	302	81.85
07/15/2022	029	65831*#	ISOLVED BENEFIT SERVICES	POLICE - INSURANCE MEDICAL	716.000	302	4.46
07/15/2022	029	65845*#	MEDMUTUAL LIFE	POLICE - LIFE INSURANCE	717.000	302	129.45
07/15/2022	029	65877*#	RML SERVICES LLC	POLICE - JANITORIAL SERVICE	831.000	302	329.02
07/15/2022	029	65888*#	THE KELLY FIRM	POLICE - LEGAL FEES	826.000	302	2,500.00
Total for fund 207 POLICE CONTRACTING (OCSO) FU							4,173.76
Fund: 208 PARKS & RECREATION FUND							
07/15/2022	029	65785	AIRGAS USA, LLC	RENTAL FEES EQUIPMENT - SEYMOUR	943.661	757	25.28
07/15/2022	029	65790	BIANCO TOURS	PR - PROF/CONT TRAVEL	816.671	758	1,008.00
07/15/2022	029	65794	BURDICK STREET LANDSCAPE SUPPLY	MAINTENANCE MOWER/EQUIPMENT REPAIRS	932.101	757	104.43
07/15/2022	029	65797	CAL'S AUTO WASH	VEHICLE MAINTENANCE (LABOR)	934.001	757	104.00
07/15/2022	029	65799	CAROLINE JUBELT	PR - REFUND SEYMOUR	964.661	757	100.00
07/15/2022	029	65801#	CHARTER COMMUNICATIONS	TELEPHONE	853.000	751	276.38
				TELEPHONE SEYMOUR	853.661	757	137.97
CHECK 029 65801 TOTAL FOR FUND 208:							<u>414.35</u>
07/15/2022	029	65808	DANIELLE SMITH	PR - RECORDING SECRETARY	827.000	751	140.00
07/15/2022	029	65809	DAVE HERRICK	OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	400.00
07/15/2022	029	65813	DEVIL'S RIDGE GOLF CLUB	PROF/CONT SEYMOUR CELEBRATION	816.620	752	390.00
07/15/2022	029	65815	DONNA MARTIN	PROF/CONT SENIOR LIFE SKILLS	816.404	758	134.40
07/15/2022	029	65817*#	DTE ENERGY	PR - UTILITIES - ELECTRIC - SEYMOUR	921.661	767	15.63
07/15/2022	029	65819	ETHAN ENGEL	OPER. SUPPLIES MISC. SPECIAL EVENTS	740.610	752	250.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/15/2022	029	65822	GABRIELA ORZA	PROF/CONT ART	816.650	752	78.40
07/15/2022	029	65824	GRAINGER	PR - STONY GROUNDS MAINT./LAND IMPROV	974.660	757	468.66
07/15/2022	029	65826	HARMON GLASS DOCTOR	VEHICLE MAINTENANCE (LABOR)	934.001	757	289.00
07/15/2022	029	65827	HARTWICK ELECTRIC, INC.	CAPITAL OUTLAY	970.001	751	2,700.00
07/15/2022	029	65829#	HOME DEPOT CREDIT SERVICES	REFUND GOLF OUTING	964.618	752	239.84
				COMMUNITY GARDEN EXPENSES	932.107	757	99.60
				SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	223.64
				CHECK 029 65829 TOTAL FOR FUND 208:			<u>563.08</u>
07/15/2022	029	65848	MICHIGAN YOUTH SOCCER LEAGUE	OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	1,800.00
07/15/2022	029	65849	MICHIGAN YOUTH SOCCER LEAGUE	OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	3,300.00
07/15/2022	029	65851	MOTOR CITY INDUSTRIAL	SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	133.73
07/15/2022	029	65852	MR OZ STONECARVING	PARK MEMORIALS	974.700	757	140.00
07/15/2022	029	65854#	NAEIR	MEMBERSHIP DUES	829.000	751	595.00
				SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	88.00
				CHECK 029 65854 TOTAL FOR FUND 208:			<u>683.00</u>
07/15/2022	029	65859#	OAKLAND COUNTY PARKS AND RECREAT	PR - OAKLAND COUNTY PARK PASSES	805.648	751	554.00
				PROF/CONT TRAVEL	816.671	758	375.00
				CHECK 029 65859 TOTAL FOR FUND 208:			<u>929.00</u>
07/15/2022	029	65862	OHS BASEBALL	OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	2,633.20
07/15/2022	029	65873	PROGRESSIVE PLUMBING SUPPLY CO	MAINTENANCE BUILDINGS - STONY	931.660	757	238.11
07/15/2022	029	65876*#	REPUBLIC SERVICES #253	MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	121.58
				RENTAL FEES EQUIPMENT - STONY	943.660	757	199.45
				RENTAL FEES EQUIPMENT - SEYMOUR	943.661	757	234.93
				CHECK 029 65876 TOTAL FOR FUND 208:			<u>555.96</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/15/2022	029	65877*#	RML SERVICES LLC	PR - JANITORIAL SERVICE	831.000	751	701.02
07/15/2022	029	65883	SITEONE LANDSCAPE SUPPLY, LLC	SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	1,460.16
07/15/2022	029	65885*#	STEVE'S OXFORD AUTOMOTIVE	VEHICLE MAINTENANCE (LABOR)	934.001	757	325.57
07/15/2022	029	65890	TIRE WAREHOUSE	VEHICLE MAINTENANCE (LABOR)	934.001	757	19.90
07/15/2022	029	65891	TOM DECKER	SENIOR ATHLETICS SUPPLIES	728.401	758	98.00
07/15/2022	029	65892#	TOOL SPORT & SIGN CO, INC	PR - OFFICE SUPPLIES	728.000	751	160.00
				PR - OPER. SUPPLIES PEE WEE SPORTS	740.627	752	356.00
				PR - OPER. SUPPLIES YOUTH VOLLEYBALL	740.628	752	239.25
				PR - OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	464.00
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	88.00
				PR - OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	558.25
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	108.75
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	1,007.75
				OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	1,819.25
				CHECK 029 65892 TOTAL FOR FUND 208:			<u>4,801.25</u>
07/15/2022	029	65894	TRI COUNTY EQUIPMENT	CAPITAL OUTLAY	970.001	751	8,800.00
07/15/2022	029	65896	TURNER SANITATION	OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	370.00
07/15/2022	029	65897	UNITED SHORE	PROF/CONT TRAVEL	816.671	758	92.00
07/15/2022	029	65899*#	VERIZON WIRELESS	CELL PHONES	854.000	751	47.46
				CELL PHONES	854.000	752	94.90
				CELL PHONES	854.000	757	94.91
				CELL PHONES	854.000	758	47.46
				CHECK 029 65899 TOTAL FOR FUND 208:			<u>284.73</u>
07/15/2022	029	65900*#	VIEW NEWSPAPER GROUP	PROF/CONT SEYMOUR CELEBRATION	816.620	752	1,460.40
				Total for fund 208 PARKS & RECREATION FUND			<u>36,011.26</u>
Fund: 249 BUILDING DEPARTMENT FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 249 BUILDING DEPARTMENT FUND							
07/15/2022	029	65798*#	CARDMEMBER SERVICE	MISCELLANEOUS	962.000	289	190.67
				MISCELLANEOUS	962.000	289	190.67
				CHECK 029 65798 TOTAL FOR FUND 249:			<u>381.34</u>
07/15/2022	029	65831*#	ISOLVED BENEFIT SERVICES	BLDG - INSURANCE MEDICAL	716.000	289	11.15
07/15/2022	029	65845*#	MEDMUTUAL LIFE	BLDG - LIFE INSURANCE	717.000	289	369.63
07/15/2022	029	65847	MICHIGAN TOWNSHIP ASSOCIATION	BLDG - LEGAL NOTICES	903.000	289	130.00
07/15/2022	029	65884*#	STAPLES BUSINESS CREDIT	BLDG - OFFICE SUPPLIES	728.000	289	79.98
				Total for fund 249 BUILDING DEPARTMENT FUND			972.10
Fund: 296 CABLE TV FUND							
07/15/2022	029	65786	ALVIN CAMPBELL	CABLE - MILEAGE EXPENSE	860.000	296	26.33
07/15/2022	029	65807	DANIEL ZWIEZ	CABLE - MILEAGE EXPENSE	860.000	296	19.31
07/15/2022	029	65810	DAVID F KENNY	CABLE - MILEAGE EXPENSE	860.000	296	26.91
07/15/2022	029	65825	GUARDIAN ALARM	CABLE - SERVICES PROFESSIONAL	819.001	296	70.57
07/15/2022	029	65838	JOSEPH CALHOUN	CABLE - MILEAGE EXPENSE	860.000	296	35.10
07/15/2022	029	65842	KYLE SNAGE	CABLE - MILEAGE EXPENSE	860.000	296	21.65
07/15/2022	029	65874	PURE WATER PARTNERS	CABLE - OFFICE SUPPLIES	728.000	296	40.00
07/15/2022	029	65875*#	QUILL	CABLE - OFFICE SUPPLIES	728.000	296	198.98
07/15/2022	029	65876*#	REPUBLIC SERVICES #253	CABLE - TRASH DISPOSAL	929.000	296	121.58
07/15/2022	029	65881	SARAH MACY	CABLE - OFFICE SUPPLIES	728.000	296	50.00
07/15/2022	029	65889	TIME WARNER CABLE	CABLE - TELEPHONE WEB/ATT	853.001	296	679.78
				Total for fund 296 CABLE TV FUND			1,290.21
Fund: 298 POLLY ANN TRAIL FUND							

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 298 POLLY ANN TRAIL FUND							
07/15/2022	029	65798*#	CARDMEMBER SERVICE	POSTAGE	730.000	853	70.00
				TELEPHONE	853.000	853	20.00
				MAINTENANCE OF GROUNDS	932.000	853	13.66
				MAINTENANCE OF GROUNDS	932.000	853	66.98
				MAINTENANCE OF GROUNDS	932.000	853	24.99
				MAINTENANCE OF GROUNDS	932.000	853	154.99
				MAINTENANCE OF GROUNDS	932.000	853	164.99
				PATC - EQUIPMENT AND HARDWARE	933.664	853	117.07
				FUEL AND OIL	934.000	853	62.08
				FUEL AND OIL	934.000	853	9.98
				FUEL AND OIL	934.000	853	68.62
				FUEL AND OIL	934.000	853	44.42
				MISC ADVERTISING AND WEB	962.011	853	11.12
				MISCELLANEOUS LICENSES AND FEES	962.012	853	20.00
				CHECK 029 65798 TOTAL FOR FUND 298:			<u>848.90</u>
07/15/2022	029	65840	KENNEDY SURVEYING INC.	PATC - SERVICES PROFESSIONAL	819.000	853	2,500.00
07/15/2022	029	65898	URBAN HABITAT OUTDOOR SERVICE, L	PATC - MAINTENANCE OF GROUNDS	932.000	853	1,680.00
				Total for fund 298 POLLY ANN TRAIL FUND			5,028.90
Fund: 590 SEWER FUND							
07/15/2022	029	65858	OAKLAND COUNTY	SEWER - FEES COUNTY USAGE	800.003	527	117,742.51
				Total for fund 590 SEWER FUND			117,742.51
Fund: 591 WATER FUND							
07/15/2022	029	65798*#	CARDMEMBER SERVICE	WATER LINE EXTENSIONS	972.000	538	90.00
				Total for fund 591 WATER FUND			90.00
Fund: 701 TRUST & AGENCY FUND							
07/15/2022	029	65792	Brian Diener	BSER068-21 - PSE0067-21	283.000	000	500.00
07/15/2022	029	65804	CJM Builders LLC	BSER115-21 - PSE0110-21	283.000	000	500.00
07/15/2022	029	65805	CLEARVIEW HOMES, LLC	BSER047-21 - PSE0045-21	283.000	000	500.00
				BC111-21 - PB0106-21	283.000	000	500.00
				CHECK 029 65805 TOTAL FOR FUND 701:			<u>1,000.00</u>
07/15/2022	029	65811	David R Fletcher Jr	BC082-21 - PB0078-21	283.000	000	100.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
07/15/2022	029	65812	DAWOOD, PATRICK J	BSER063-21 - PSE0060-21	283.000	000	500.00
07/15/2022	029	65814	Distinct Developments LLC	BSER051-21 - PSE0051-21	283.000	000	500.00
07/15/2022	029	65816	Doug & Theresa Fiorani	BSER040-22 - PSE0022-21	283.000	000	500.00
07/15/2022	029	65818	Edward and Autumn Brennan	BC125-22 - PB22-0120	283.000	000	100.00
07/15/2022	029	65835	Jason and Heather Teper	BSER054-21 - PSE0053-21	283.000	000	600.00
07/15/2022	029	65836	Jason R Teper	BSER065-22 - PSE0053-21	283.000	000	500.00
07/15/2022	029	65837	Joe Builder Corporation	BC096-21 - PB0091-21	283.000	000	500.00
07/15/2022	029	65843	Lessuise Renovations	BC049-22 - PB22-0042	283.000	000	100.00
07/15/2022	029	65844	Mark Gorski	BSER039-22 - PSE0023-21	283.000	000	500.00
07/15/2022	029	65853	N.O.T.A.	DELINQUENT TAXES	277.000	000	11.29
07/15/2022	029	65860*#	OAKLAND COUNTY TREASURER	TRAILER PARK FEES	278.000	000	8,345.00
07/15/2022	029	65863	Optimum Contracting Solutions	BC092-22 - PB22-0086	283.000	000	100.00
07/15/2022	029	65864	OXFORD PUBLIC LIBRARY	DELINQUENT TAXES	277.000	000	63.26
07/15/2022	029	65865*#	OXFORD TOWNSHIP	DELINQUENT TAXES	277.000	000	91.23
07/15/2022	029	65866	OXFORD TOWNSHIP GENERAL FUND	TRAILER PARK FEES	278.000	000	1,669.00
07/15/2022	029	65867	OXFORD TWP FIRE FUND	DELINQUENT TAXES	277.000	000	214.60
07/15/2022	029	65868	OXFORD TWP PARKS AND RECREATION	DELINQUENT TAXES	277.000	000	47.30
07/15/2022	029	65869	OXFORD TWP PARKS BOND DEBT FUND	DELINQUENT TAXES	277.000	000	11.00
07/15/2022	029	65870	OXFORD TWP POLICE CONT FUND	DELINQUENT TAXES	277.000	000	185.51
07/15/2022	029	65879	Ronald & Cecilia Ulla	BSER035-21 - PSE0033-21	283.000	000	600.00
07/15/2022	029	65882	SILVERADO CUSTOM HOMES INC	BC131-21 - PB0127-21 BC057-21 - PB0055-21	283.000 283.000	000 000	500.00 500.00

08/04/2022 12:20 PM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 65784 - 65905

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND				CHECK 029 65882 TOTAL FOR FUND 701:			1,000.00
07/15/2022	029	65902	VILLAGE OF OXFORD DDA	DELINQUENT TAXES	277.000	000	478.75
				Total for fund 701 TRUST & AGENCY FUND			18,716.94
TOTAL - ALL FUNDS							375,439.26

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
07/29/2022	CD	S	103329	SUMMARY CD 07/29/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		254,116.68
100-000-084.101			DUE FROM GENERAL FUND	34,917.71	
100-000-084.204			DUE FROM ROAD FUND	103,251.46	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	67,658.44	
100-000-084.207			DUE FROM POLICE	7,344.67	
100-000-084.208			DUE FROM PARKS & REC	27,450.31	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	1,442.46	
100-000-084.296			DUE FROM CABLE	101.63	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	250.00	
100-000-084.701			DUE FROM TRUST & AGENCY	11,700.00	
101-000-202.000			ACCOUNTS PAYABLE	34,917.71	
101-000-215.000			DUE TO		34,917.71
204-000-202.000			ACCOUNTS PAYABLE	103,251.46	
204-000-215.000			DUE TO CLEARING FUND		103,251.46
206-000-202.000			ACCOUNTS PAYABLE	67,658.44	
206-000-215.000			DUE TO CLEARING FUND		67,658.44
207-000-202.000			ACCOUNTS PAYABLE	7,344.67	
207-000-215.000			DUE TO CLEARING FUND		7,344.67
208-000-202.000			ACCOUNTS PAYABLE	27,450.31	
208-000-215.000			DUE TO CLEARING FUND		27,450.31
249-000-202.000			ACCOUNTS PAYABLE	1,442.46	
249-000-215.000			DUE TO CLEARING FUND		1,442.46
296-000-202.000			ACCOUNTS PAYABLE	101.63	
296-000-215.000			DUE TO CLEARING FUND		101.63
298-000-202.000			ACCOUNTS PAYABLE	250.00	
298-000-215.000			DUE TO CLEARING FUND		250.00
701-000-202.000			ACCOUNTS PAYABLE	11,700.00	
701-000-215.000			DUE TO OTHER FUNDS		11,700.00
				<u>508,233.36</u>	<u>508,233.36</u>
				<u>508,233.36</u>	<u>508,233.36</u>

PREPAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
07/29/2022	029	65908	AARON'S LAWN IN ORDER LLC	CONTRACT CEMETERY MAINTENANCE	825.000	567	5,700.00
07/29/2022	029	65910	ADKISON, NEED & ALLEN, P.L.L.C	GF - LEGAL FEES	826.000	257	162.50
				LEGAL FEES	826.000	257	187.50
				LEGAL FEES	826.000	257	250.00
				CHECK 029 65910 TOTAL FOR FUND 101:			<u>600.00</u>
07/29/2022	029	65912	AMERICAN FIRE PROTECTION SERVICE	GF - MAINTENANCE BLDG/GROUNDS	931.000	265	153.00
07/29/2022	029	65916*#	BLUE CROSS BLUE SHIELD OF MICHIG	INSURANCE MEDICAL	716.000	270	15,947.51
				INSURANCE MEDICAL - OLD FIRE FUND	716.001	270	554.48
				GF - INSURANCE MEDICAL - OLD POLICE F	716.002	270	1,086.31
				INSURANCE MEDICAL - OLD POLICE FUND	716.002	270	1,257.56
				CHECK 029 65916 TOTAL FOR FUND 101:			<u>18,845.86</u>
07/29/2022	029	65920	BS&A SOFTWARE	GF - MAINTENANCE EQUIPMENT	933.000	267	4,707.00
07/29/2022	029	65926	CLINTON RIVER WATERSHED COUNCIL	GF - MEMBERSHIP DUES	829.000	101	2,010.00
07/29/2022	029	65939*#	J.C. EHRlich	MAINTENANCE BLDG/GROUNDS	931.000	265	76.84
07/29/2022	029	65941	JOHN CALKINS	GF - MILEAGE/MEALS ON WHEELS	860.002	695	22.25
07/29/2022	029	65942*#	KCL GROUP BENEFITS	GF - INSURANCE MEDICAL	716.000	270	309.82
07/29/2022	029	65951	OAKLAND COUNTY CLERKS ASSOC	GF - MEALS/LODGING EXPENSE	860.001	215	70.00
07/29/2022	029	65964*#	POSTMASTER	POSTAGE	730.000	267	1,121.17
07/29/2022	029	65985	VOYA INSTITUTIONAL TRUST COMPANY	GF - DEFERRED COMP	231.040	000	935.37
07/29/2022	029	65986	WAYNE SPEARMAN	MILEAGE/MEALS ON WHEELS	860.002	695	72.29
				GF -MILEAGE/MEALS ON WHEELS	860.002	695	66.11
				CHECK 029 65986 TOTAL FOR FUND 101:			<u>138.40</u>
07/29/2022	029	65987	XTREME SHREDS, LLC	TRASH DISPOSAL	929.000	265	228.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				Total for fund 101 GENERAL FUND			34,917.71
Fund: 204 ROAD FUND							
07/29/2022	029	65966	ROAD COMMISSION FOR OAK COUNTY	ROAD FUND - HWY/RD MAINTENANCE CONTR	969.000	440	33,181.60
				ROAD - HWY/RD MAINTENANCE CONTR	969.000	440	69,804.00
				CHECK 029 65966 TOTAL FOR FUND 204:			<u>102,985.60</u>
07/29/2022	029	65967	ROAD COMMISSION FOR OAKLAND COUN	ROADS - MISCELLANEOUS	962.000	440	265.86
				Total for fund 204 ROAD FUND			103,251.46
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/29/2022	029	65913	APPARATUS CENTRAL REPAIR	VEHICLE MAINTENANCE-FIRE	791.001	357	31.50
				VEHICLE MAINTENANCE (LABOR)	934.001	357	1,175.00
				CHECK 029 65913 TOTAL FOR FUND 206:			<u>1,206.50</u>
07/29/2022	029	65914	BATTERY WORLD	FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	11.04
07/29/2022	029	65916*#	BLUE CROSS BLUE SHIELD OF MICHIG	FIRE - INSURANCE MEDICAL	716.000	357	43,803.07
07/29/2022	029	65917	BMS CAT LLC/JARVIS PROPERTY REST	TURN-OUT GEAR	743.000	357	1,347.50
				BUILDING MAINTENANCE - LABOR	748.001	357	1,347.50
				CHECK 029 65917 TOTAL FOR FUND 206:			<u>2,695.00</u>
07/29/2022	029	65918	BOUND TREE MEDICAL, LLC	FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	436.05
				FIRE - OPERATING SUPPLIES-MEDICAL	742.000	357	963.90
				OPERATING SUPPLIES-MEDICAL	742.000	357	19.10
				OPERATING SUPPLIES-MEDICAL	742.000	357	47.12
				OPERATING SUPPLIES-MEDICAL	742.000	357	158.18
				OPERATING SUPPLIES-MEDICAL	742.000	357	188.40
				OPERATING SUPPLIES-MEDICAL	742.000	357	6.04
				CHECK 029 65918 TOTAL FOR FUND 206:			<u>1,818.79</u>
07/29/2022	029	65922	CHARTER COMMUNICATIONS	FIRE - TELEPHONE	853.000	357	119.98
				TELEPHONE	853.000	357	89.99
				CHECK 029 65922 TOTAL FOR FUND 206:			<u>209.97</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/29/2022	029	65924	CINTAS FIRE	FIRE - EXTINGUISHER RECHARGES	746.000	357	462.60
				EXTINGUISHER RECHARGES	746.000	357	552.84
				CHECK 029 65924 TOTAL FOR FUND 206:			<u>1,015.44</u>
07/29/2022	029	65930	EXPRESS PLUMBING, HEATING & MECHA	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	105.00
				BUILDING MAINTENANCE - LABOR	748.001	357	240.00
				BUILDING MAINTENANCE - LABOR	748.001	357	650.00
				CHECK 029 65930 TOTAL FOR FUND 206:			<u>995.00</u>
07/29/2022	029	65931	FIRSTNET - AT&T MOBILITY	CELL PHONES	854.000	357	394.20
07/29/2022	029	65934	HALT FIRE, INC.	VEHICLE MAINTENANCE-FIRE	791.001	357	4,798.06
				VEHICLE MAINTENANCE-FIRE	791.001	357	41.71
				VEHICLE MAINTENANCE (LABOR)	934.001	357	1,968.75
				VEHICLE MAINTENANCE (LABOR)	934.001	357	19.41
				CHECK 029 65934 TOTAL FOR FUND 206:			<u>6,827.93</u>
07/29/2022	029	65937	J & B MEDICAL SUPPLY	OPERATING SUPPLIES-MEDICAL	742.000	357	19.28
07/29/2022	029	65939*#	J.C. EHRLICH	BUILDING MAINTENANCE - LABOR	748.001	357	27.12
				BUILDING MAINTENANCE - LABOR	748.001	357	51.98
				CHECK 029 65939 TOTAL FOR FUND 206:			<u>79.10</u>
07/29/2022	029	65945	LINDE GAS & EQUIPMENT INC	OPERATING SUPPLIES-MEDICAL	742.000	357	145.55
				OPERATING SUPPLIES-MEDICAL	742.000	357	80.08
				OPERATING SUPPLIES-MEDICAL	742.000	357	104.89
				OPERATING SUPPLIES-MEDICAL	742.000	357	104.89
				CHECK 029 65945 TOTAL FOR FUND 206:			<u>435.41</u>
07/29/2022	029	65949	NYE UNIFORM	UNIFORM EXPENSE UNIFORMS	731.000	357	139.15
				UNIFORM EXPENSE UNIFORMS	731.000	357	32.50
				UNIFORMS-PAID ON CALL	754.000	357	143.16
				CHECK 029 65949 TOTAL FOR FUND 206:			<u>314.81</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
07/29/2022	029	65950	OAKLAND COMMUNITY COLLEGE	EDUCATION TRAINING	957.001	357	200.00
07/29/2022	029	65953	OAKLAND FUELS	GAS DIESEL FUEL	780.010	357	2,060.96
07/29/2022	029	65959	OXFORD FIREFIGHTERS ASSOCIATION	FIRE ASSOCIATION	231.060	000	1,050.00
07/29/2022	029	65963	PIONEER DOOR CO	BUILDING MAINTENANCE-PARTS/SUPPLIES	748.000	357	250.00
07/29/2022	029	65965	PRIORITY ONE EMERGENCY	VEHICLE MAINTENANCE-MEDICAL	791.003	357	109.99
				VEHICLE MAINTENANCE (LABOR) MEDICAL	934.002	357	27.50
				CHECK 029 65965 TOTAL FOR FUND 206:			<u>137.49</u>
07/29/2022	029	65970	ROYAL OAK HEATING & COOLING	BUILDING MAINTENANCE - LABOR	748.001	357	85.00
07/29/2022	029	65974	STANDARD INSURANCE COMPANY	INSURANCE MEDICAL	716.000	357	1,887.77
07/29/2022	029	65975	STEVE'S OXFORD AUTOMOTIVE	FIRE - VEHICLE MAINTENANCE-MEDICAL	791.003	357	7.39
07/29/2022	029	65988	ZOLL MEDICAL CORPORATION	OPERATING SUPPLIES-MEDICAL	742.000	357	2,028.00
				OPERATING SUPPLIES-MEDICAL	742.000	357	126.29
				CHECK 029 65988 TOTAL FOR FUND 206:			<u>2,154.29</u>
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			67,658.44
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
07/29/2022	029	65916*#	BLUE CROSS BLUE SHIELD OF MICHIG	INSURANCE MEDICAL	716.000	302	1,339.80
07/29/2022	029	65938	J & T ELECTRICAL SUPPLY, INC.	POLICE - MAINTENANCE BLDG/GROUNDS	931.000	302	1,134.32
07/29/2022	029	65942*#	KCL GROUP BENEFITS	POLICE - INSURANCE MEDICAL	716.000	302	50.44
07/29/2022	029	65952*#	OAKLAND COUNTY TREASURER	POLICE - WAGES OVERTIME	709.001	302	1,713.60
07/29/2022	029	65979	TOUGH MUDDER	POLICE - MISCELLANEOUS INCOME	680.000	000	1,081.51
07/29/2022	029	65984	VELLUCCI ELECTRIC, LLC	POLICE - MAINTENANCE BLDG/GROUNDS	931.000	302	2,025.00
				Total for fund 207 POLICE CONTRACTING (OCSO) FU			7,344.67
Fund: 208 PARKS & RECREATION FUND							
07/29/2022	029	65906	1800ROLLOFF	PR - OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	395.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/29/2022	029	65909	ADAM SLANEC	OPER. SUPPLIES YOUTH SPORTS CAMP Void Reason: WRONG VENDOR			** VOIDED **
07/29/2022	029	65915	BIANCO TOURS	PR - PROF/CONT TRAVEL	816.671	758	1,460.50
07/29/2022	029	65916*#	BLUE CROSS BLUE SHIELD OF MICHIG	PR - INSURANCE MEDICAL	716.000	751	3,064.64
				PR - INSURANCE MEDICAL	716.000	751	1,393.78
				PR - INSURANCE MEDICAL	716.000	752	2,369.15
				PR - INSURANCE MEDICAL	716.000	757	5,217.29
				CHECK 029 65916 TOTAL FOR FUND 208:			<u>12,044.86</u>
07/29/2022	029	65919	BRYNN PATTERSON	PR - WAGES & FEES SUMMER CAMP	710.550	752	707.16
07/29/2022	029	65923	CHRISTINA CHENEY	REFUND SEYMOUR	964.661	752	120.00
07/29/2022	029	65927	DAFOE'S FEED	PR - SEYMOUR GROUND MAINT/LAND IMPROV	974.661	757	672.00
07/29/2022	029	65929	DONNA MARTIN	PROF/CONT SENIOR LIFE SKILLS	816.404	758	121.60
07/29/2022	029	65933	GRAINGER	PR - FACILITY PRODUCTS/SUPPLYS	744.001	757	141.83
07/29/2022	029	65935	HEALTH QUEST	PROF/CONT FITNESS	816.647	752	285.60
07/29/2022	029	65940	JASON BAILEY	OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	1,895.00
				OPER. SUPPLIES SELECT SOCCER LEAGUE	740.637	752	262.50
				CHECK 029 65940 TOTAL FOR FUND 208:			<u>2,157.50</u>
07/29/2022	029	65946	MARGARET POPILEU	PROF/CONT SAFETY CLASSES	816.651	752	123.90
07/29/2022	029	65947	MISWITCH COMMUNICATIONS, INC	TELEPHONE	853.000	751	413.36
07/29/2022	029	65948	NRPA	PR - MEMBERSHIP DUES	829.000	751	175.00
07/29/2022	029	65952*#	OAKLAND COUNTY TREASURER	PR - MAINTENANCE BUILDINGS - STONY	931.660	757	84.00
07/29/2022	029	65954#	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	728.000	751	181.14
				OPER. SUPPLIES YOUTH SOCCER	740.625	752	43.20
				CHECK 029 65954 TOTAL FOR FUND 208:			<u>224.34</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/29/2022	029	65957	OHS BOYS SOCCER	OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	2,700.00
07/29/2022	029	65958	OTC BRANDS, INC	OPER. SUPPLIES SUMMER CAMP	740.550	752	318.60
07/29/2022	029	65964*#	POSTMASTER	POSTAGE BROCHURE	730.675	751	1,121.18
07/29/2022	029	65969	ROUTE 23	PROF/CONT TRAVEL	816.671	758	768.00
07/29/2022	029	65971	RZADKO'S 10 MINUTE OIL CHANGE	VEHICLE MAINTENANCE (LABOR)	934.001	757	66.98
07/29/2022	029	65973	SITEONE LANDSCAPE SUPPLY, LLC	PR - MAINTENANCE BUILDINGS - POWELL	931.662	757	101.67
07/29/2022	029	65976#	STONES ACE OF OXFORD	MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	99.99
				MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	16.58
				MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	50.97
				MAINTENANCE BLDG & GROUNDS-CIVIC CENT	931.665	751	15.46
				OPER. SUPPLIES YOUTH SOFTBALL	740.621	752	49.80
				FACILITY PRODUCTS/SUPPLYS	744.001	757	9.98
				MAINTENANCE BUILDINGS - STONY	931.660	757	32.94
				MAINTENANCE BUILDINGS - STONY	931.660	757	65.86
				MAINTENANCE BUILDINGS - SEYMOUR	931.661	757	8.99
				MAINTENANCE BUILDINGS - POWELL	931.662	757	1.39
				MAINTENANCE BUILDINGS - POWELL	931.662	757	25.98
				MAINTENANCE UNIFORMS	936.000	757	99.98
				CHECK 029 65976 TOTAL FOR FUND 208:			<u>477.92</u>
07/29/2022	029	65978	TOOL SPORT & SIGN CO, INC	OPER. SUPPLIES SAFETY TOWN	740.551	752	188.50
				OPER. SUPPLIES YOUTH VOLLEYBALL	740.628	752	36.25
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	406.00
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	152.25
				OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	123.25
				CHECK 029 65978 TOTAL FOR FUND 208:			<u>906.25</u>
07/29/2022	029	65980	TURNER SANITATION	PR - RENTAL FEES EQUIPMENT - POWELL	943.662	757	185.00
07/29/2022	029	65981	UNITED FACILITY SUPPLIES	PR - FACILITY PRODUCTS/SUPPLYS	744.001	757	1,012.57

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/29/2022	029	65982	VC3, INC	SUPPLIES COMPUTER	741.000	751	238.49
				SUPPLIES COMPUTER	741.000	751	216.00
				CHECK 029 65982 TOTAL FOR FUND 208:			<u>454.49</u>
				Total for fund 208 PARKS & RECREATION FUND			27,239.31
Fund: 249 BUILDING DEPARTMENT FUND							
07/29/2022	029	65942*#	KCL GROUP BENEFITS	BLDG - INSURANCE MEDICAL	716.000	289	42.46
07/29/2022	029	65961	PATRICK H PAYNE	BLDG - MILEAGE EXPENSE	860.000	289	350.00
07/29/2022	029	65968	ROBERT GERDS	BLDG - MILEAGE EXPENSE	860.000	289	700.00
07/29/2022	029	65977	TOM BERGER	BLDG - MILEAGE EXPENSE	860.000	289	350.00
				Total for fund 249 BUILDING DEPARTMENT FUND			1,442.46
Fund: 296 CABLE TV FUND							
07/29/2022	029	65911	ALVIN CAMPBELL	CABLE - MILEAGE EXPENSE	860.000	296	41.88
07/29/2022	029	65928	DAVID F KENNY	CABLE - MILEAGE EXPENSE	860.000	296	16.25
07/29/2022	029	65962	PATRIOT FIRE EXTINGUISHERS LLC	CABLE - CAPITAL IMPROVEMENT-BUILDING	970.005	296	43.50
				Total for fund 296 CABLE TV FUND			101.63
Fund: 298 POLLY ANN TRAIL FUND							
07/29/2022	029	65956	OHM ADVISORS	GRANT EXPENSES	962.016	853	250.00
				Total for fund 298 POLLY ANN TRAIL FUND			250.00
Fund: 701 TRUST & AGENCY FUND							
07/29/2022	029	65907	Aaron D Smith	BC181-21 - PB0177-21	283.000	000	100.00
07/29/2022	029	65921	Carey Gordon	BC093-21 - PB0089-21	283.000	000	100.00
07/29/2022	029	65925	CLEARVIEW HOMES, LLC	BC042-22 - PB0126-21	283.000	000	7,100.00
				BC130-21 - PB0126-21	283.000	000	500.00
				BC135-21 - PB0131-21	283.000	000	500.00
				BC166-21 - PB0162-21	283.000	000	500.00
				CHECK 029 65925 TOTAL FOR FUND 701:			<u>8,600.00</u>
07/29/2022	029	65932	Frank Marinelli	BC160-21 - PB0156-21	283.000	000	100.00
07/29/2022	029	65936	Howard Studt Jr	BSER037-20 - PSE0043-20	283.000	000	500.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 701 TRUST & AGENCY FUND							
07/29/2022	029	65943	KOREY M BAILEY	T&A BLDG BOND CASH DEPOSITS	283.000	000	100.00
07/29/2022	029	65944	Kurt Krier	BSER111-21 - PSE0107-21	283.000	000	500.00
07/29/2022	029	65955	Offer & Associates Inc.	BC076-20 - PB0067-20	283.000	000	100.00
07/29/2022	029	65960	Palazzo Pools LLC	BSER065-21 - PSE0064-21	283.000	000	500.00
07/29/2022	029	65972	SILVERADO CUSTOM HOMES INC	BSER074-21 - PSE0072-21	283.000	000	500.00
				BC154-21 - PB0148-21	283.000	000	500.00
				CHECK 029 65972 TOTAL FOR FUND 701:			<u>1,000.00</u>
07/29/2022	029	65983	Vecere, April	BC106-22 - PB22-0099	283.000	000	100.00
				Total for fund 701 TRUST & AGENCY FUND			11,700.00
			TOTAL - ALL FUNDS				253,905.68

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

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

07/29/2022 01:04 PM  
User: KRICHTER  
DB: OXFORD TOWNSHIP

JOURNALS POSTING REPORT  
Check: 65989 (1 check)

Post Date GL Number	Journal	Summ/Det	Ref # Description		DR Amount	CR Amount
07/29/2022	CD	S	103343	SUMMARY CD 07/29/2022		
100-000-001.000			CHECKING ACCOUNT OXFORD BANK			211.00
100-000-084.208			DUE FROM PARKS & REC		211.00	
208-000-202.000			ACCOUNTS PAYABLE		211.00	
208-000-215.000			DUE TO CLEARING FUND			211.00
					<u>422.00</u>	<u>422.00</u>
					<u>422.00</u>	<u>422.00</u>

PREPAIDS

08/04/2022 12:21 PM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 65989

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
07/29/2022	029	65989	ADAM BICAN	OPER. SUPPLIES YOUTH SPORTS CAMP	740.632	752	211.00
				Total for fund 208 PARKS & RECREATION FUND			211.00
TOTAL - ALL FUNDS							211.00

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
08/03/2022	CD	S	103451	SUMMARY CD 08/03/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		9,950.00
100-000-084.101			DUE FROM GENERAL FUND	9,950.00	
101-000-202.000			ACCOUNTS PAYABLE	9,950.00	
101-000-215.000			DUE TO		9,950.00
				<u>19,900.00</u>	<u>19,900.00</u>
				<u>19,900.00</u>	<u>19,900.00</u>

PREPAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/03/2022	029	65990	ANGELA REED	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65990 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	65991	ANNALIA SCHOENHERR	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	200.00
				CHECK 029 65991 TOTAL FOR FUND 101:			<u>400.00</u>
08/03/2022	029	65992	AUGUSTA ASHLEY	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65992 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	65993	BARBARA HOFFMAN	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65993 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	65994	BARBARA VANLANDEGHEM	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65994 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	65995	BEVERLY GIRARDOT	ELECTION INSPECTOR FEES	712.000	262	150.00
08/03/2022	029	65996	BEVERLY SEWELL	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65996 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	65997	BRIAN CLANCY	ELECTION INSPECTOR FEES	712.000	262	150.00
08/03/2022	029	65998	BRIAN DUERDEN	ELECTION INSPECTOR FEES	712.000	262	375.00
08/03/2022	029	65999	CATHERINE VIGNEAU	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 65999 TOTAL FOR FUND 101:			<u>175.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/03/2022	029	66000	CHARLES DEVLIN	ELECTION INSPECTOR FEES	712.000	262	175.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66000 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66001	CLARE MCVETY	ELECTION INSPECTOR FEES	712.000	262	175.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66001 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66002	CONLAN HOUSTON	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66002 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66003	CONNIE OGG	ELECTION INSPECTOR FEES	712.000	262	175.00
08/03/2022	029	66004	CYNTHIA LEWELLEN	ELECTION INSPECTOR FEES	712.000	262	175.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66004 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66005	DANIEL SARGENT	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66005 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66006	DANIELLE SMITH	EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	50.00
08/03/2022	029	66007	GINA CARLESIMO	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66007 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66008	HEATHER HULL	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66008 TOTAL FOR FUND 101:			<u>225.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/03/2022	029	66009	JAMES MCGINNIS	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66009 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66010	JANICE WAUN	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66010 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66011	JEANNE WOJEN	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66011 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66012	JENNIFER PRATHER	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66012 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66013	JULIANA RICE	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66013 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66014	KATHLEEN HOEFLEIN	ELECTION INSPECTOR FEES	712.000	262	175.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66014 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66015	KELLY COMEAU	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66015 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66016	KEVIN GREENE	ELECTION INSPECTOR FEES200	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66016 TOTAL FOR FUND 101:			<u>225.00</u>

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/03/2022	029	66017	KRISTA SUCHOWSKI	ELECTION INSPECTOR FEES	712.000	262	225.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66017 TOTAL FOR FUND 101:			<u>250.00</u>
08/03/2022	029	66018	LES SKRZYCKI	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66018 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66019	LINDA ALLEN	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66019 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66020	LINDA MCVETY	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66020 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66021	MARC MCCULLOUGH	ELECTION INSPECTOR FEES	712.000	262	350.00
08/03/2022	029	66022	MARGARET MCCATTY	ELECTION INSPECTOR FEES	712.000	262	150.00
08/03/2022	029	66023	MARJORIE MCGINNIS	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66023 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66024	MARTHA ACHESON	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66024 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66025	MARY HEICHEL	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66025 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66026	MARYANN HALE	ELECTION INSPECTOR FEES	712.000	262	150.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	50.00
				CHECK 029 66026 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66027	MAUREEN T. HELMUTH	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66027 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66028	NANCY FLATT	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66028 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66029	NOBLE MCCULLOUGH	ELECTION INSPECTOR FEES	712.000	262	150.00
08/03/2022	029	66030	NORA HUMMEL	EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
08/03/2022	029	66031	NORRIS MAGELI II	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	50.00
				CHECK 029 66031 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66032	ROBERT TURNER	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66032 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66033	ROGER HALE	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	50.00
				CHECK 029 66033 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66034	RONALD WOJEN	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66034 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66035	SHARON SCHRAMLIN	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND				CHECK 029 66035 TOTAL FOR FUND 101:			175.00
08/03/2022	029	66036	TAMARA CAIRNS	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66036 TOTAL FOR FUND 101:			<u>175.00</u>
08/03/2022	029	66037	THADDEUS MACKOWIAK	ELECTION INSPECTOR FEES	712.000	262	200.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66037 TOTAL FOR FUND 101:			<u>225.00</u>
08/03/2022	029	66038	VICKY HAIST	ELECTION INSPECTOR FEES	712.000	262	175.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66038 TOTAL FOR FUND 101:			<u>200.00</u>
08/03/2022	029	66039	WENDY SCHOLZ	ELECTION INSPECTOR FEES	712.000	262	150.00
				EDUCATION WORKSHOPS AND CONFERENCES	957.000	262	25.00
				CHECK 029 66039 TOTAL FOR FUND 101:			<u>175.00</u>
				Total for fund 101 GENERAL FUND			9,950.00
			TOTAL - ALL FUNDS				<u>9,950.00</u>

## Payroll Liability

**Total Cash Required** **\$34,663.89**

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Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$24,381.09
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Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$10,282.80
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Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$34,663.89
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### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

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# PREPAIDS

## TOWNSHIP

## Payroll Liability

**Total Cash Required** **\$34,776.65**

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Debit for FSDD (Full Service Direct Deposit)	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$24,670.38
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Debit for Taxes	OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$10,106.27
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Total cash required for OXFORD BANK, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1968	\$34,776.65
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### Important Note

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Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

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# PREPAIDS

## TOWNSHIP

			Statistical Summary
	<b>Total Amount Debited From Your Account</b>		<b>112,269.91</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	1,289.45	<b>113,559.36</b>
	Adjustments/Prepay/Voids	0.00	<b>113,559.36</b>
<b>Taxes- Your Responsibility</b>	None this payroll		<b>113,559.36</b>

## PREPAIDS

### FIRE DEPARTMENT

Statistical Summary

<b>Total Amount Debited From Your Account</b>		<b>68,789.78</b>	<b>68,789.78</b>
<b>Bank Debits &amp; Other Liability</b>	Checks	0.00	68,789.78
	Adjustments/Prepay/Voids	0.00	68,789.78
<b>Taxes- Your Responsibility</b>	None this payroll		
			<b>68,789.78</b>

# PREPAIDS

## FIRE DEPARTMENT

## Payroll Liability

<b>Total Cash Required</b>		<b>\$34,954.92</b>
Debit for Checks (Net Pay)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$1,289.60
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$24,622.78
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$9,042.54
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$34,954.92

### **Important Note**

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

# PREPAIDS

## PARKS & REC

## Payroll Liability

### Total Cash Required

**\$39,574.65**

Debit for Checks (Net Pay)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$570.62
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$28,768.71
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1	\$10,235.32
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXXXX83-1		\$39,574.65

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

## PARKS & REC

## Payroll Liability

<b>Total Cash Required</b>		<b>\$8,725.09</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$6,914.75
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$1,810.34
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$8,725.09

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

## PREPAIDS

### CABLE

## Payroll Liability

<b>Total Cash Required</b>		<b>\$7,767.89</b>
Debit for FSDD (Full Service Direct Deposit)	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$6,154.56
Debit for Taxes	Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976	\$1,613.33
Total cash required for Oxford Bank, Routing/Transit no. (ABA) 072404333, Bank account no. XXX1976		\$7,767.89

### Important Note

Your cash required total does not include your fees for service. The invoice with the details of your fees will be sent the Monday after you process your payroll with the debit from your account occurring 3 banking days later.

# PREPAIDS

# CABLE

Post Date GL Number	Journal	Summ/Det	Ref # Description	DR Amount	CR Amount
08/10/2022	CD	S	103499	SUMMARY CD 08/10/2022	
100-000-001.000			CHECKING ACCOUNT OXFORD BANK		523,549.17 ✓
100-000-084.101			DUE FROM GENERAL FUND	21,787.50 ✓	
100-000-084.206			DUE FROM OXFORD FIRE DEPT	7,515.00 ✓	
100-000-084.207			DUE FROM POLICE	960.00 ✓	
100-000-084.208			DUE FROM PARKS & REC	240.00 ✓	
100-000-084.249			DUE FROM BUILDING DEPARTMENT	15,712.50 ✓	
100-000-084.298			DUE FROM POLLY ANN TRAIL FUND	2,166.67 ✓	
100-000-084.590			DUE FROM SEWER	473,195.00 ✓	
100-000-084.591			DUE FROM WATER	630.00 ✓	
100-000-084.701			DUE FROM TRUST & AGENCY	1,342.50 ✓	
101-000-202.000			ACCOUNTS PAYABLE	21,787.50	
101-000-215.000			DUE TO		21,787.50
206-000-202.000			ACCOUNTS PAYABLE	7,515.00	
206-000-215.000			DUE TO CLEARING FUND		7,515.00
207-000-202.000			ACCOUNTS PAYABLE	960.00	
207-000-215.000			DUE TO CLEARING FUND		960.00
208-000-202.000			ACCOUNTS PAYABLE	240.00	
208-000-215.000			DUE TO CLEARING FUND		240.00
249-000-202.000			ACCOUNTS PAYABLE	15,712.50	
249-000-215.000			DUE TO CLEARING FUND		15,712.50
298-000-202.000			ACCOUNTS PAYABLE	2,166.67	
298-000-215.000			DUE TO CLEARING FUND		2,166.67
590-000-202.000			ACCOUNTS PAYABLE	473,195.00	
590-000-215.000			DUE TO CLEARING FUND		473,195.00
591-000-202.000			ACCOUNTS PAYABLE	630.00	
591-000-215.000			DUE TO CLEARING FUND		630.00
701-000-202.000			ACCOUNTS PAYABLE	1,342.50	
701-000-215.000			DUE TO OTHER FUNDS		1,342.50
				<u>1,047,098.34</u>	<u>1,047,098.34</u>
				<u>1,047,098.34</u>	<u>1,047,098.34</u>

TO BE PAIDS

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
08/10/2022	029	66040#	ADKISON, NEED & ALLEN, P.L.L.C	LEGAL FEES	826.000	257	25.00
				LEGAL FEES	826.000	257	37.50
				GF - LEGAL FEES	826.000	266	5,415.00
				LEGAL FEES	826.000	266	840.00
				CHECK 029 66040 TOTAL FOR FUND 101:			<u>6,317.50</u>
08/10/2022	029	66041*#	CARLISLE/WORTMAN ASSOCIATES	PLANNER/PROF. SERVICES PLANNER	801.000	701	300.00
				PLANNER/PROF. SERVICES PLANNER	801.000	701	420.00
				PLANNER/PROF. SERVICES PLANNER	801.000	701	840.00
				PLANNER/PROF. SERVICES	801.009	701	2,760.00
				PLANNER/PROF. SERVICES	801.009	701	2,280.00
				CHECK 029 66041 TOTAL FOR FUND 101:			<u>6,600.00</u>
08/10/2022	029	66042*#	GARY R RENTROP PC	LEGAL FEES	826.000	266	440.00
				LEGAL FEES	826.000	266	7,070.00
				LEGAL FEES	826.000	266	130.00
				LEGAL FEES	826.000	266	330.00
				CHECK 029 66042 TOTAL FOR FUND 101:			<u>7,970.00</u>
08/10/2022	029	66047*#	SHARPE ENGINEERING	ENGINEERING FEES - GENERAL	821.000	447	400.00
				ENGINEERING FEES - GENERAL	821.000	447	500.00
				CHECK 029 66047 TOTAL FOR FUND 101:			<u>900.00</u>
				Total for fund 101 GENERAL FUND			21,787.50
Fund: 206 OXFORD FIRE DEPARTMENT FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	LEGAL FEES	826.000	357	250.00
08/10/2022	029	66047*#	SHARPE ENGINEERING	FIRE - CAPITAL OUTLAY	970.001	357	7,265.00
				Total for fund 206 OXFORD FIRE DEPARTMENT FUND			7,515.00
Fund: 207 POLICE CONTRACTING (OCSO) FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	LEGAL FEES	826.000	302	960.00
				Total for fund 207 POLICE CONTRACTING (OCSO) FU			960.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 PARKS & RECREATION FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	PR - LEGAL FEES	826.000	751	240.00
Total for fund 208 PARKS & RECREATION FUND							240.00
Fund: 249 BUILDING DEPARTMENT FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	LEGAL FEES	826.000	289	80.00
08/10/2022	029	66045*#	ROBERT GERDS	FEES HEATING INSPECTOR	712.002	289	225.00
				FEES HEATING INSPECTOR	712.002	289	1,575.00
				FEES PLUMBING INSPECTOR	712.004	289	1,395.00
CHECK 029 66045 TOTAL FOR FUND 249:							3,195.00
08/10/2022	029	66046	S.K. ELECTRIC LLC	FEES ELECTRIC INSPECTORS	712.001	289	2,530.00
08/10/2022	029	66047*#	SHARPE ENGINEERING	BLDG - SOIL EROSION INSPECTOR	712.013	289	2,525.00
				FEES ADMINISTRATIVE	727.000	289	100.00
CHECK 029 66047 TOTAL FOR FUND 249:							2,625.00
08/10/2022	029	66048	TOM BERGER	FEES BUILDING INSPECTOR	712.009	289	7,282.50
Total for fund 249 BUILDING DEPARTMENT FUND							15,712.50
Fund: 298 POLLY ANN TRAIL FUND							
08/10/2022	029	66043	LINDA MORAN SERVICES, LLC	CONTRACTED SERVICES PATC	824.000	853	2,166.67
Total for fund 298 POLLY ANN TRAIL FUND							2,166.67
Fund: 590 SEWER FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	SEWER - LEGAL FEES	826.000	527	340.00
				LEGAL FEES	826.000	527	100.00
				LEGAL FEES	826.000	527	1,170.00
				SEWER - M24 SEWER EXTENSION S.A.D.	962.025	527	2,920.00
				M24 SEWER EXTENSION S.A.D.	962.025	527	80.00
				M24 SEWER EXTENSION S.A.D.	962.025	527	180.00
CHECK 029 66042 TOTAL FOR FUND 590:							4,790.00
08/10/2022	029	66044	OAKLAND COUNTY WATER RESOURCES C	SEWER - FEES COUNTY USAGE	800.003	527	227,210.00
				SEWER - FEES COUNTY USAGE	800.003	527	227,210.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND				CHECK 029 66044 TOTAL FOR FUND 590:			454,420.00
08/10/2022	029	66045*#	ROBERT GERDS	INSPECTOR FEES	712.000	527	90.00
08/10/2022	029	66047*#	SHARPE ENGINEERING	ENGINEERING FEES - GENERAL	821.000	527	13,745.00
				ENGINEERING FEES - GENERAL	821.000	527	150.00
				CHECK 029 66047 TOTAL FOR FUND 590:			<u>13,895.00</u>
				Total for fund 590 SEWER FUND			473,195.00
Fund: 591 WATER FUND							
08/10/2022	029	66042*#	GARY R RENTROP PC	WATER - LEGAL FEES	826.000	538	140.00
				WATER - LEGAL FEES	826.000	538	100.00
				LEGAL FEES	826.000	538	10.00
				WATER - DRAHNER RD EASEMENT ACQUISITI	971.001	538	70.00
				WATER - DRAHNER RD EASEMENT ACQUISITI	971.001	538	220.00
				CHECK 029 66042 TOTAL FOR FUND 591:			<u>540.00</u>
08/10/2022	029	66045*#	ROBERT GERDS	INSPECTOR FEES	712.000	538	90.00
				Total for fund 591 WATER FUND			630.00
Fund: 701 TRUST & AGENCY FUND							
08/10/2022	029	66041*#	CARLISLE/WORTMAN ASSOCIATES	Consultation (Escrow)	283.001	000	160.00
				Consultation (Escrow)	283.001	000	182.50
				Consultation (Escrow)	283.001	000	120.00
				CHECK 029 66041 TOTAL FOR FUND 701:			<u>462.50</u>
08/10/2022	029	66042*#	GARY R RENTROP PC	Consultation (Escrow)	283.001	000	50.00
				Consultation (Escrow)	283.001	000	100.00
				Consultation (Escrow)	283.001	000	40.00
				Consultation (Escrow)	283.001	000	40.00
				Consultation (Escrow)	283.001	000	250.00
				Consultation (Escrow)	283.001	000	400.00
				CHECK 029 66042 TOTAL FOR FUND 701:			<u>880.00</u>
				Total for fund 701 TRUST & AGENCY FUND			1,342.50

08/04/2022 12:24 PM  
User: SMCCULLOUGH  
DB: Oxford Township

CHECK DISBURSEMENT REPORT FOR OXFORD TOWNSHIP  
CHECK NUMBER 66040 - 66048

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
TOTAL - ALL FUNDS							523,549.17

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

July 14, 2022

Jack Curtis, Supervisor  
Oxford Township, Oakland County  
300 Dunlap Road  
Oxford, MI 48371

Dear Jack Curtis,

As you are aware, Tax Management Associates recently conducted an Audit of Minimum Assessing Requirements (AMAR) on behalf of the State Tax Commission. The audit indicated that Oxford Township met all of the minimum requirements. We wish to congratulate the unit on receiving a perfect score on the review and thank you for your cooperation throughout this process.

An electronic version of your AMAR review with detailed comments regarding each item is available through your local MiSuite portal at <https://amar.misuite.app>.

Sincerely,

A handwritten signature in black ink, appearing to read "William Gast".

William Gast  
Michigan Department of Treasury

**Michigan State Tax Commission**  
**Audit of Minimum Assessing Requirements**  
**AMAR Review Sheet**

The State Tax Commission, per MCL 211.10f, has jurisdiction to determine substantial compliance with the requirements of the General Property Tax Act. The AMAR review reflects the minimum assessing requirements of a local unit of government based on statute and STC Rules, Policy, Bulletins and Publications. Local units of government that do not meet one or more of the minimum requirements must submit a corrective action plan detailing how and when the deficiencies will be resolved.

Failure to submit an acceptable corrective action plan, or failure to resolve the deficiencies as outlined within the corrective action plan that is approved by the State Tax Commission, will result in a determination of substantial non-compliance and may result in the State Tax Commission assuming jurisdiction of the assessment roll of the local unit of government. Failure to meet one or more of the minimum AMAR requirements does not automatically result in State Tax Commission assumption of jurisdiction of the assessment roll.

**Local Unit Background Information:**

Year of Audit: 2022

Name of Local Unit: Oxford Township

Name of County: Oakland County

Name of Assessor: Terry D. Schultz

Assessor Certification Level: MMAO

Name of Supervisor, City Manager or Mayor: William Dunn

Title: Supervisor

Mailing Address for Supervisor, City Manager, or Mayor:

300 Dunlap Road Oxford, MI 48371

What date did the assessor certify the assessment roll? 03/02/2022

What is the Residential Coefficient of Dispersion (COD) for the local unit? 19.38

Assessor had 691 valid sales to calculate a Residential COD of 19.38.

What is the Residential Price Related Differential (PRD) for the local unit? 00.96

Assessor had 691 valid sales to calculate a Residential PRD of 0.96.

Does the L-4022 in possession of the local unit match the L-4022 in possession of the County Equalization Director and the information uploaded on the L-4023 on the E-File Site? YES:  NO:

The local unit's L-4022 signed & dated 3-24-22 matches the L-4022 in possession of the County Equalization Director and the information uploaded on the L-4023 on the E-File Site. 7,820 total real parcels with a total assessed value of 1,259,592,040.

MCL 211.7cc requires interest at a rate of 1.25% per month or fraction of a month to be charged to the owner of property that has been issued a PRE denial notice. Upon collecting the interest, MCL 211.7cc also details the required distribution of the interest depending on the governmental unit that issued the denial notice. Was Form 4142 completed and submitted to the Michigan Department of Treasury by a County, City or Township when the State's portion of PRE denial interest is remitted?

YES:  NO:

Form 4142 was reviewed. The 2022 database review had 1 PRE denial, including prior years.

Does the local unit have written procedures, including audit procedures, for determining how to grant real property exemptions or remove real property exemptions when the property no longer qualifies for the exemption?

YES:  NO:

Unit has Property Tax Exemption Procedures with an application and list of documents for determining real property exemptions. Assessor is to grant or deny.

Does the local unit have accurate Land Value Maps that meet State Tax Commission Land Value

Map Publications?

Requirement Met? YES:  NO:

Notes:

Assessor had a set of maps color coded by land table with a matching legend and land value rates listed. Sales were numbered to match a list with detailed information.

## Assessment Roll Analysis:

1. Does the local unit have properly calculated and appropriately documented Economic Condition Factors that meet State Tax Commission requirements per MCL 211.10e and STC ECF Publications?

Requirement Met? YES:  NO:

Notes:

Assessor had properly calculated and appropriately documented ECF studies for the commercial, industrial and residential classes. There are no agricultural parcels. The commercial and industrial classes are reviewed with other areas.

2. Does the local unit have Land Value Determinations that are appropriately documented, properly calculated and meet State Tax Commission requirements per MCL 211.10e and State Tax Commission Land Value Determination Publications and less than 1% land adjustments without reason?

Requirement Met? YES:  NO:

Notes:

Unit has 0 parcels with a land adjustment and no reason. 2,134 total adjustments, 5 needing further explanation (size). Land value analysis was performed and was reviewed during the interview. It was appropriate with documented sales and analysis of front foot rates, site value, square foot rates or acreage rates for all property classes in the unit.

3. Does the true cash value on the local unit record cards agree with the true cash value indicated on the assessment roll with less than 1% overrides and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

Requirement Met? YES:  NO:

Notes:

Unit has 0 parcels on override. Unit has 0.01% (1 out of 7,820) flat land values with no reason. 2 have an inappropriate reason (contig flat).

4. Personal Property Review:

- a) Does the local unit conduct an annual personal property canvass?

YES:  NO:

Unit has a Personal Property Canvass Policy with a list of items to conduct an annual personal property canvass.

- b) Did the local unit grant any exemptions under MCL 211.9o (Small Business Taxpayer Exemption)?

YES:  NO:

Unit has 764 personal property parcels. 478 have the Form 5076 Accepted, granting an exemption.

- c) If the answer to item 4b is yes, does a sampling indicate the local unit properly processed the exemptions received? This includes: Form 5076 filled out completely, timely received and received annually. If Form 5076 is not received the exemption is removed, parcel number created for any business that was granted an exemption, ensuring that a parcel with the exemption is not retired, all locations within the local unit are considered when granting the exemption.

Requirement Met? YES:  NO:

Notes:

Form 5076 was filled out and timely received (date stamp was on or before Feb 20).

5. Review of Exemptions Granted under MCL 211.7u (poverty exemptions)

- a) Did the local unit grant any exemptions under MCL 211.7u (Poverty Exemption)?

YES: NO:

Unit did not have any exemptions granted for 2022.

- b) Does the local unit have proper poverty exemption guidelines?

YES:  NO:

Unit adopted poverty exemption guidelines on 6-21-22 with Federal income guidelines, the affidavit if tax returns are not filed and an application.

c) Does the local unit poverty exemption guidelines include a proper asset level test? YES:  NO:

The asset level test is not to exceed \$60,000.

d) Does a sampling of the exemptions granted under MCL 211.7u indicate that the statutory requirements were met and that the local unit policy was followed?

Requirement Met? YES: NO:

Notes:

6. Does a sample of the July and December Board of Review actions indicate the Board met the requirements of MCL 211.53b and considered only those items over which they have statutory authority?

Requirement Met? YES:  NO: N/A:

Notes:

JBOR and DBOR actions indicate the Board met the requirements on those items which they have statutory authority. JBOR granted prior year(s) PRE requests, current year PRE requests for untimely filed Affidavits, qualified errors and poverty exemptions. DBOR granted prior year(s) PRE requests, current year PRE requests for untimely filed Affidavits and qualified errors.

7. Does the local unit follow the requirements under MCL 211.27b to levy the interest and penalty for failure to file a Property Transfer Affidavit?

Requirement Met? YES: NO:

Notes:

Unit had 694 transfers, 76 did not have a PTA and 39 had the PTA filed after 45 days. There was no penalty billed.

If waived, did the local unit waive the interest and penalty by resolution and is that resolution kept on file?

Requirement Met? YES:  NO:

Notes:

Unit adopted a Resolution on 11-8-95 to Waive Penalty and Interest Fees for Failure to File a Property Transfer Affidavit. Resolution is kept on file.

8. Has the local unit implemented CAMA Data Standards as adopted by the State Tax Commission on April 6, 2021?

Requirement Met? YES:  NO:

Notes:

Unit has implemented CAMA Data Standards to identify exempt parcels.

**Comments:**

Jack Curtis is the new Supervisor.

I hereby declare that the foregoing information submitted is a complete and true statement.

Al Consiglio

Signature

06/03/2022

Date

By checking this box, I agree and confirm that the signature I have typed above is the electronic representation of my original, handwritten signature when used on this document and creates a legally-binding contract. I further understand that signing this document using my electronic signature will have the same legally-binding effect as signing my signature using pen and paper.

Date: August 10, 2022

To: Board of Trustees

From: Curtis W. Wright, Clerk

Re: **Second Reading:**  
Zoning Ordinance 67A.029 – Zoning Map Amendments

Dear Board Members:

A First Reading of Zoning Ordinance 67A.029 was introduced at the July 13, 2022 Township Board Meeting. This Ordinance proposes several Zoning Map Amendments affecting several parcels of property.

Due to the size of the documents, they will be provided in a separate file.

The following motion is offered for consideration:

**I move to adopt the zoning map amendments to the Charter Township of Oxford Zoning Ordinance 67A as presented.**

Date: August 10, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Fiscal Year 2023 Township Board Budget Calendar

Dear Board Members:

Attached is the proposed 2023 Oxford Township Budget Calendar.

Also, I am requesting the Township Board set a Special Meeting for Wednesday, August 24, 2022 in regard to the required Public Hearings and approval of 2023 Budgets.

The following motion is offered for consideration:

**I move to approve the 2023 Charter Township of Oxford Budget Calendar as presented, and set a Charter Township of Oxford Board of Trustees Special Meeting for 6:30 p.m. Wednesday, August 24, 2022.**

# **CHARTER TOWNSHIP OF OXFORD**

**Date:** July 20, 2022

**To:** Board of Trustees, Phil Castonia, Pete Scholz, Scott Patterson, Teri Stiles, Lindsay Young

**CC:** Joe Ferrari, Curtis Wright

**From:** Jack Curtis, Supervisor

**Subject:** FY 2023 Budget

## 2023 Township Budget Calendar

<b><u>Activity</u></b>	<b><u>Completed By</u></b>
Budget forms submitted to appropriate parties	7/20/2022
Departments submit budget recommendations to supervisor	7/29/2022
Budget Workshop @ regular board meeting	8/10/2022
Truth-in-budgeting hearing (notice 7 days prior to hearing date)	8/24/2022
Township board adopts 2023 budget	9/14/2022
Millage request report to Oakland County Equalization L-4029	9/14/2022

Any debt (Treasurer Ferrari – memo due 8/24/2022)

Parks and Rec (Treasurer Ferrari – memo due 8/24/2022)

Agenda item 8/10/2022: Set special township board meeting for Wednesday, August 24, 2022 at 6:30 p.m.

Date: August 10, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Fiscal Year 2023 Oxford Community Television Budget

Dear Board Members:

Oxford Community Television Station Manager Teri Stiles has requested to discuss the 2023 Cable Television Budget (*Fund 296*) with the Township Board.

The email request is attached.

## **Curtis Wright**

---

**From:** Manager OCTV <manager@occtv.org>  
**Sent:** Wednesday, August 3, 2022 4:01 PM  
**To:** Jack Curtis; Curtis Wright  
**Subject:** OCTV request to be on Township Board agenda

Good afternoon Jack and Curtis,

I am requesting to be placed on your upcoming August 10, 2022 Township Board agenda in order to discuss our budget and revenue source.

Please let me know if this will be possible so that I may prepare.

Thank you in advance for your cooperation,

Teri Stiles

Station Manager

**Oxford Community Television - OCTV**

**2795 Seymour Lake Rd., Suite 'A'**

**Oxford, MI 48371**

**ph. 248-628-9658**

**fax 248-572-4147**

Date: August 10, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Oxford Township Holidays

Dear Board Members:

Christmas Eve falls on a Sunday in 2023.

Per the Employee Handbook, if a holiday falls on a Sunday it will generally be observed on the following Monday, which, in this case, for 2023 Christmas Day falls on Monday, December 25, 2023. The Township Board will need to provide direction how Christmas Eve will be observed:

Friday, December 22, 2023  
Sunday, December 24, 2023  
Tuesday, December 26, 2023

Also, there needs to be direction whether Juneteenth needs to be added as a holiday.

The following motion is offered:

**I move that due to Christmas Eve falling on Sunday, December 24, 2023 that the holiday be observed on \_\_\_\_\_, 2023.**

**Further, the Charter Township of Oxford \_\_\_\_\_  
*shall* or *shall not***

**observe the Juneteenth Holiday beginning in 2023.**

## *Holidays*

Oxford Township observes the paid holidays listed below. Holidays will not be counted as hours worked for overtime compensation purposes. When a Township-recognized holiday falls on a Saturday, it generally will be observed on the preceding Friday. When a holiday falls on a Sunday, it will generally be observed on the following Monday. The Township reserves the discretion however, to close on another day. Employees must work their scheduled day immediately preceding the holiday to receive pay for the holiday. Eligible employees can use pre-approved vacation time prior to a holiday and receive pay for the holiday. All holidays shall be paid at straight time. Part-time and temporary employees are not eligible for this fringe benefit.

The following twelve (12) holidays are observed by Oxford Township:

1. New Year's Day
2. Martin Luther King Day
3. The Friday before Easter
4. Memorial Day
5. July 4th
6. Labor Day
7. Veterans Day
8. Thanksgiving Day
9. Day after Thanksgiving
10. Christmas Eve
11. Christmas Day
12. New Year's Eve

# December 2023

January 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Date: August 10, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Condenser Coil Replacement

Dear Board Members:

Attached is an email from Kapala Heating and Air Conditioning indicating that an air conditioning coil on the unit that services the OCSO sub-station has a leak and requires replacement.

Kapala has provided an estimate for the repair.

The following motion is offered for consideration:

**I move to approve the estimate from Kapala Heating and Air Conditioning dated July 11, 2022 in the amount of \$6,742.00 and authorize Supervisor Jack Curtis to sign the estimate on behalf of the Charter Township of Oxford. This \$6,742.00 amount to be expensed to account 101-265-931.000 Maintenance Building/Grounds.**



KAPALA HEATING & AIR CONDITIONING  
3511 Trade Center Way  
Lapeer MI 48446  
(810) 664-8865  
www.kapalaheating.com

Estimate 22868224  
Job 40470  
Estimate Date 7/11/2022  
Customer PO

**Billing Address**  
CHARTER TOWNSHIP OF OXFORD  
300 Dunlap Road  
Oxford, MI 48371 USA

**Job Address**  
CHARTER TOWNSHIP OF  
OXFORD  
300 Dunlap Road  
Oxford, MI 48371 USA

**Estimate Details**

Replace Packaged Unit Coil:

Furnish and replace condenser coil in packaged unit with serial no: N1M4284002.

Task #	Description	Quantity	Your Price	Your Total
COM-Q	See above.	1.00	\$6,742.00	\$6,742.00

**Member Savings** \$749.11  
**Sub-Total** \$6,742.00  
**Tax** \$0.00  
**Total** \$6,742.00

We care for your inside air. Experience the difference!

Visit us in our new location at 3511 Trade Center Way, Lapeer

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary [above] is furnished by Kapala Heating & Air Conditioning as a good faith estimate of work to be performed at the job address listed above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree to the estimate and authorize Kapala Heating & Air Conditioning to perform the work as summarized and on these estimated terms, and I agree to pay the full amount for all work performed.

## Curtis Wright

---

**From:** Jack Curtis  
**Sent:** Thursday, July 28, 2022 1:06 PM  
**To:** Curtis Wright  
**Cc:** Kelly Richter; Patterson, Scott A; Meza III, Ricardo  
**Subject:** FW: Condenser Coil  
**Attachments:** Charter Township of Oxford - Replace Condenser Coil Proposal.pdf

Curtis,  
Please put this on the Township Board agenda for August 10, 2022.  
Thank you.

Jack Curtis  
Supervisor  
Charter Township of Oxford  
248-628-9787 Ext. 109

**From:** Roy Carrasco <roy@kapalaheating.com>  
**Sent:** Wednesday, July 13, 2022 9:08 AM  
**To:** Jack Curtis <JCurtis@oxfordtownship.org>  
**Subject:** Condenser Coil

Jack:

Good morning.

Tom found the leak in the condenser coil of the unit for the police station. Unfortunately due to the location of the leak, it is not repairable.

This is a 2-stage unit so it is still running on 1 stage. The second stage circuit is out of refrigerant due to the leak. Tom spoke with the police department and they indicated it has been keeping up with only the single stage.

I have attached a proposal for replacing the condensing coil in the unit. As you can see, it's a bit of an expense for this repair due to the type of repair it is. You may want to check in with the police department again to see how it's been down there. If they say they have been fine, you may want to hold off on this repair, up to you.

If you do want to proceed with this repair, please sign and date anywhere near the bottom of the proposal and email or fax back to me and we'll get the coil ordered and repair scheduled.

Give me a call with any questions.

Thanks,

Roy Carrasco  
Kapala Heating & Air Conditioning  
O: 810-664-8865  
F: 810-664-7911  
[www.kapalaheating.com](http://www.kapalaheating.com)

Date: August 10, 2022

To: Board of Trustees

From: Water and Sewer Committee  
(*Jack Curtis; Jon Nold, Curtis Wright*)

Re: Bid Request for Fire Hydrant painting

Dear Board Members:

At the request of Fire Chief Pete Scholz an estimated six-hundred (600) fire hydrants remain to be painted in Oxford Township.

The Water and Sewer Committee has recommended the project be bid out so it can be completed in a timely manner.

The following motion is offered for consideration:

**I move to authorize Supervisor Jack Curtis and Oxford Fire Chief Pete Scholz to create and solicit Request for Proposal for painting the fire hydrants in Oxford Township and present a recommendation to approve a contractor at a future Charter Township of Oxford Regular Board Meeting.**

Memo

To: Oxford Township Board of Trustees

From: Joseph G. Ferrari, Treasurer

Date: August 3, 2022

Re: Investment Policy and Resolution amendment

Due to market and Certificate of Deposit (CD) interest changes, we would like to amend our Investment Policy Resolution to include other financial institutions that have become more competitive recently. We have revised the list of approved financial institutions (please see **bold** additions attached). We will also send our investment policy to each of the newly designated financial institutions so that they can review and sign that they agree to comply with it.

We also need to change Page 3 as follows to further clarify participation in the Oakland County Pool and Michigan CLASS:

8.0 INSTRUMENTS:

In accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended and Public Act 196 of 1997 the surplus funds of the Township may be invested as follows:

- a) In bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- b) In certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank or a savings and loan association which is a member of the Federal Deposit Insurance Corporation or a credit union which is insured by the National Credit Union Administration, but only if the bank, savings and loan association or credit union is eligible to be a depository of surplus funds belonging to the State under Sections 5 and 6 of Act 105 of the Public Acts of 1855, as amended.
- c) In commercial paper rated at the time of purchase within the highest classification established by not less than two standard rating services and which matures not more than 270 days after the date purchase.
- d) Repurchase agreements shall be negotiated only with dealers or financial institutions with which the Township has negotiated a Master Repurchase Agreement. Repurchase Agreements must be signed with the bank or dealer and must contain provisions similar to those outlined in the Public Security Association's model Master Repurchase Agreement.
- e) In bankers' acceptances of United States banks.
- f) In mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan and who maintain a \$1.00 per share net asset value.

- g) In United States government or federal agency obligation repurchase agreements.
- (h) Obligations described in subdivisions (a) through (g) if purchased through an interlocal agreement under the urban cooperation act of 1967, 1967 PA 7, MCL 124.501 to 124.512.
- i) Investment pools organized under the Surplus Funds Investment Pool Act, PA 367 of 1982 (MCL 129.111-129.118).
- j) Investment pools organized under the Local Government Investment Pool Act, PA 121 of 1985 (MCL 129.141-129.150).

If the board is in favor of this proposal, a sample motion has been prepared:

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

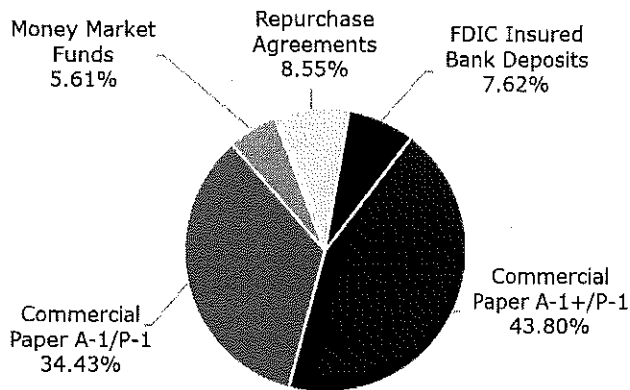
That the Oxford Township Board of Trustees amend its Approved Township Investment Policy and Township Depositories Resolution, effective August 11, 2022, and authorize Treasurer Joseph G. Ferrari to address any follow-up implementation.

### Get to Know Michigan CLASS

**Serving Over 575 Participants\***

Michigan CLASS is a local government investment pool that allows public agencies, such as yourself, to pool funds together to collectively earn interest on investments. Our philosophy is, and has always been, to provide competitive returns while adhering to all objectives of safety and liquidity. Michigan CLASS carries a 'AAAm' rating from S&P Global Ratings.

#### Portfolio Distribution\*



The Michigan CLASS portfolio distribution strategy focuses on minimizing market risk and enhancing safety via diversified investments. Funds of the Participants are invested in prime or high grade, short-term fixed income instruments as illustrated to the left.

#### Michigan CLASS Board of Trustees

**Edward Sell Jr., CPA**  
Chairperson, Finance Director  
City of Monroe

**Ed Bradford**  
Chief Financial Officer  
City of Manistee

**Karen Coffman**  
Treasurer  
Jackson County

**Kelly Corbett, CPA, CFO**  
Director of Business & Finance  
St. Johns Public Schools

**Susan Daugherty, CPFA, CPFIM**  
Treasurer  
Green Oak Charter Township

**Barbara Fandell, CPT, ACPFA**  
City Treasurer-Finance Director  
City of Ithaca

**Bruce Malinczak, CPFA**  
Assistant Treasurer  
Canton Charter Township

**Catherine McClary, CPFO, CPFIM**  
Treasurer  
Washtenaw County

**Julie Omer, CFO**  
Business Manager/CFO  
Owosso Public Schools

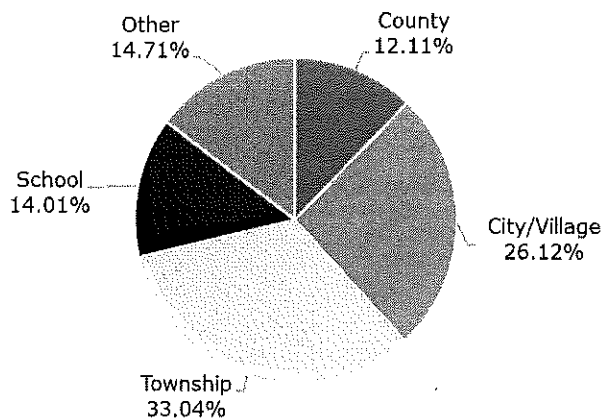
**Eric Sabree**  
Treasurer  
Wayne County

**Joseph Snyder**  
Chief Financial Officer  
City of Rochester Hills

**Scott Taylor, CPA, CTP**  
Manager, Accounting & Finance  
Lansing Board of Water & Light

**Teri Weingarden**  
Treasurer  
West Bloomfield Township

#### Participant Breakdown by Entity Type\*



Michigan CLASS welcomes all public agencies without favor to one type. The Board membership represents the diversity of such agencies and works to maintain a product that services the needs of all Michigan public agencies.

**Contact us to get started!**  
Visit us at [www.michiganclass.org](http://www.michiganclass.org)

Source: Public Trust Advisors® \*Data as of April 30, 2022. Data unaudited. Charts may not equal 100% due to rounding. Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. For more information on rating methodology, please visit [www.spglobal.com](http://www.spglobal.com). Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.

# Bank Summary Report

State Bank  
Fenton, MI  
(FDIC Cert.#11406)



Rated 5-Stars as of 8/3/2022 based on  
financial data as of 03/31/2022



[BauerFinancial.com](http://BauerFinancial.com)

## Joseph Ferrari

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**From:** John McQuiggin <JMcQuiggin@horizonbank.com>  
**Sent:** Wednesday, August 3, 2022 10:37 AM  
**To:** Joseph Ferrari  
**Subject:** RE: Horizon Bank

I sent earlier...maybe it is hung up somewhere due to size or type, so here is what I copied and pasted.

Tell Me More

Star Rating

Name

 **TELL ME MORE**

**5** ★★★★★  
**STARS**

Horizon Bank - Michigar

Star ratings are current as of 08/03/2022 .

Bank star ratings are based on 03/31/2022 financial data; credit union star ratings are ba

Downloadable reports on individual institutions as well as on groups of institutions

Three easy ways to lookup an institution. First, select Bank Rating or Credit Union Rating, then.

- 1) Select a State. An alphabetical list of all institutions in that state will display below.
- 2) Select by institution name. Begin typing and a list will appear with the institutions that mai
- 3) If you know the **FDIC** Certificate Number or **NCUA** Charter Number, enter the unique num

---

### STAR RATING DEFINITIONS:

**5** ★★★★★  
**STARS**

**Superior** (These institutions are recommended by Bauer.)

**4** ★★★★★  
**STARS**

**Excellent** (These institutions are recommended by Bauer.)

**3 1/2** ★★★★★  
**STARS**

**Good**

**2**  **STARS**

**Problematic**

**1**  **STAR**

**Troubled**

**ZERO  
STARS**

Our lowest rating

**S.U.  
START UP**

Start-up. Institutions that are too new to rate. (Obsolete beginning

**N.R.  
NOT RATED**

Credit Unions that either: have less than \$1.5 million in assets, are

**FDIC/  
RSLVD**

Institution has failed or is operating under regulatory conservator

Financial data is compiled for U.S. banks and thrifts from call report data as reported to federal agencies. While these sources are consistently reliable, the accuracy and completeness of the data cannot be guaranteed. These addresses are subject to change. While our staff makes every effort to ensure that these are current, they are not guaranteed by BauerFinancial.

All institutions are subject to federal regulatory capital requirements, but those requirements vary by institution type and other factors. In general, banks are required to maintain a leverage capital ratio of at least 4%, a tier 1 capital ratio of at least 6%, and a total capital ratio of at least 8%.

In addition to the capital ratio, other criteria are used to determine the BauerFinancial™ Star-Financial Rating, including profitability/loss trend, evaluating the level of delinquent loans, chargeoffs and repossessed assets, regulatory supervisory agreements, the community reinvestment rating (CRA), historical

**From:** Joseph Ferrari <JFerrari@oxfordtownship.org>  
**Sent:** Wednesday, August 3, 2022 10:33 AM  
**To:** John McQuiggin <JMcQuiggin@horizonbank.com>  
**Subject:** [EXTERNAL E-MAIL] RE: Horizon Bank

**CHARTER TOWNSHIP  
OF OXFORD  
OAKLAND COUNTY,  
MICHIGAN**

**INVESTMENT POLICY  
(LAST AMENDED APRIL 13, 2022)**

**1.0 POLICY:**

It is the policy of the Charter Township of Oxford (hereafter Township) to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state statutes and local ordinances governing the investment of public funds.

**2.0 SCOPE:**

This investment policy applies to the investment activities of the Township except for its employee pension funds, which are organized and administered separately. These funds are accounted for in the annual financial report and include the following funds:

- General Fund
- Special Revenue Funds
- Capital Projects
- Enterprise Fund
- Trust & Agency Funds
- Debt Service Funds
- Any new funds that may be created by the Township in the future

This investment policy applies to all transactions involving the financial assets and related activity of all the foregoing funds.

**3.0 PRUDENCE:**

The standard of prudence to be applied by the investment officer shall be “prudent person” rule which means; “Investments shall be made with judgment and care – under circumstances then prevailing – which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived.” The prudent person rule shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported to the chief executive in a timely fashion and appropriate action is taken to control adverse developments.

**4.0 OBJECTIVES:**

Funds of the Township will be invested in accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended, and in accordance with the following objectives, procedures and policy.

4.1 Safety of Capital – Safety of principal is the foremost objective of the Township. Each investment transaction shall seek to first ensure that capital losses are avoided whether they are from defaults or erosion of market value.

4.2 Liquidity – The Township’s investment portfolio will remain sufficiently liquid to enable the Township to meet all operating requirements, which might be reasonably anticipated.

4.3 Return on Investment – The investment portfolio of the Township shall be designed in a manner to attain a market rate of return throughout budgetary and economic cycles while preserving and protecting capital.

4.4 Protection of Purchasing Power – Funds held for water, sewer and capital projects shall be invested so that they can reasonably be expected to produce enough income to offset inflationary construction cost increase. However, such funds shall never be exposed to risks that would jeopardize the assets capital value or be in conflict with state law.

4.5 Maintain the Public’s Trust – All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. In addition, the overall investment program shall be designed and managed with a degree of professionalism worthy of the public trust. Investment officials shall also avoid any transaction that might knowingly impair public confidence in the Township’s ability to govern effectively.

#### **5.0 DELEGATION OF AUTHORITY:**

The Township Treasurer is designated as investment officer of the township and is responsible for investment decisions and activities. No persons except the Township Treasurer and Deputy Treasurer may engage in township investment transactions except as provided under the terms of this policy and the administrative direction established by the Township Treasurer.

#### **6.0 ETHICS AND CONFLICT OF INTEREST:**

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the chief executive officer any material financial interest in financial institutions that conduct business with the township and they shall disclose any large personal financial/investment positions that could be related to the performance of the township’s portfolio. Employees and officers shall subordinate their personal investment transactions to those of the township particularly with regard to the timing of purchases and sales.

#### **7.0 QUALIFIED INSTITUTIONS:**

The township shall maintain a listing of financial institutions, which are attached and approved for investment purposes. Banks shall provide, at minimum, their quarterly and annual financial statement. The township shall conduct an annual evaluation of each bank’s credit worthiness to determine whether it should be on the “Qualified Institution” listing. Securities dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank as primary dealers or be non primary reporting dealers that have net capital equal to or greater than twice the amount required by the Securities and Exchange Commission’s net capital rule.

## **8.0 INSTRUMENTS:**

In accordance with Michigan Public Act 20 of the Public Acts of 1943, as amended and Public Act 196 of 1997 the surplus funds of the Township may be invested as follows:

- a) In bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- b) In certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank or a savings and loan association which is a member of the Federal Deposit Insurance Corporation or a credit union which is insured by the National Credit Union Administration, but only if the bank, savings and loan association or credit union is eligible to be a depository of surplus funds belonging to the State under Sections 5 and 6 of Act 105 of the Public Acts of 1855, as amended.
- c) Investment pools organized under the Surplus Funds Investment Pool Act, PA 367 of 1982 (MCL 129.111-129.118).
- d) Investment pools organized under the Local Government Investment Pool Act, PA 121 of 1985 (MCL 129.141-129.150).
- e) In commercial paper rated at the time of purchase within the highest classification established by not less than two standard rating services and which matures not more than 270 days after the date purchase.
- f) In United States government or federal agency obligation repurchase agreements.
- g) In bankers' acceptances of United States banks.
- h) In mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan and who maintain a \$1.00 per share net asset value.
- i) Repurchase agreements shall be negotiated only with dealers or financial institutions with which the Township has negotiated a Master Repurchase Agreement. Repurchase Agreements must be signed with the bank or dealer and must contain provisions similar to those outlined in the Public Security Association's model Master Repurchase Agreement.

## **9.0 SAFEKEEPING:**

All securities purchased by the Township under this section shall be properly designated as an asset of the township and held in safekeeping. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the Treasurer as authorized herein, or by their respective designees.

Transactions in negotiable instruments, which have a value exceeding SIPC insurance protections and other insurance protection as may be applicable, with any one dealer, will be required to be settled on Delivery-vs.-Payments basis. A Trust Receipt from the contra-party and proof of Non-negotiable, non-collateralized Certificates of Deposit, as is the law in the State of Michigan, shall be evidenced by a Safekeeping Receipt from the issuing bank.

## **10.0 DIVERSIFICATION:**

It is the policy of the Township to diversify its investment portfolios. Assets held in the common cash fund and other investment funds should be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, individual financial institution(s) or a specific class of securities. Diversification strategies shall be determined and revised by the Township Treasurer from time to time to meet diversification objectives (to reduce overall portfolio risks while attaining market average rates of return).

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (payroll, debt service) as well as considering sizable blocks of anticipated revenue (taxes, state revenue sharing payments).

## **11.0 SHORT-TERM VERSUS LONG-TERM PORTFOLIO:**

Limitations on instruments, diversification and maturity scheduling shall depend upon whether the funds being invested are considered short-term or long-term funds. With the exception of debt service funds, capital funds, special assessment funds and cemetery funds, all funds shall be considered short-term and shall be invested in instruments whose maturities do not exceed two years at the time of purchase.

## **12.0 INTERNAL CONTROLS:**

The treasurer shall establish a system of internal controls, which shall be reviewed annually by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentations, unanticipated market changes or imprudent actions.

## **13.0 PERFORMANCE STANDARDS:**

The investment portfolio will be designed to obtain a rate of return during budgetary and economic cycles, taking into account the Township's investment risk constraint and cash flow needs.

13.1 Market Yield (Benchmark) – The Township's investment strategy is passive. Given this strategy, the basis used by the Treasurer to determine whether market yields are being achieved shall be U.S. Treasury Bills.

## **14.0 COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS:**

Before the township invests any surplus funds, competitive quotes shall be conducted. If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, quotes will be requested for instruments, which meet the maturity required. If no specific maturity is required, a market trend (yield curve) analysis will be conducted to determine which maturities would be most advantageous.

Quotes will be requested from financial institutions for various options with regard to terms and instruments. The township will accept the quotes, which provides the highest rate of return within the maturity required and within the parameters of the township's investment policy.

Records indicating the quotes offered, the quotes accepted and a brief explanation of the decision, which was made regarding the investment, shall be kept for future review.

**15.0 REPORTS:**

The Township Treasurer shall prepare, at minimum, a quarterly report on the investment activity for the Township Board and the public.

**16.0 EFFECTIVE DATE:**

This amended policy shall become effective on February 14, 2008, the day following adoption by the Township Board.

Originally adopted at a regular meeting of the Charter Township of Oxford Board of Trustees held on the 11<sup>th</sup> day of February, 1998.

First amended at a regular meeting of the Charter Township of Oxford Board of Trustees held on the 13<sup>th</sup> day of May, 1998, retroactive to February 12, 1998.

Last amended at a regular meeting of the Charter Township of Oxford Board of Trustees held on the 13<sup>th</sup> day of February, 2008.

Last amended at a regular meeting of the Charter Township of Oxford Board of Trustees held on the 13<sup>th</sup> day of April 2022.

## CERTIFICATION

I hereby certify that I have received the Investment Policy of the Charter Township of Oxford, have personally read the Investment Policy, and agree to comply with the terms of the Investment Policy regarding the buying or selling of securities. We also pledge to exercise due diligence in informing you of all foreseeable risks associated with financial transactions conducted with our firm. We also agree to provide, at a minimum, yearly financial information regarding the performance of our institution.

---

Institution

---

Address

---

City

---

State

---

Authorized Official & Title

---

Signature

---

Date

APPENDIX A  
CHARTER TOWNSHIP OF OXFORD  
COUNTY OF OAKLAND  
STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Oxford Township Board of the Charter Township of Oxford, County of Oakland duly called and held on Wednesday, the 10<sup>th</sup> day of August, 2022, the following members:

Supervisor Jack L. Curtis, Clerk Curtis W. Wright, Treasurer Joseph G. Ferrari and Trustees, Catherine Colvin, Rod Charles, Margaret Payne and Jon Nold.

Constituting a quorum, being present, the following resolution was adopted.

WHEREAS, under the laws of the State of Michigan, this Board is required to provide by Resolution for the deposit of all public monies, including tax monies coming into the hands of said treasurer, in one or more banks and financial institutions to be designated in such Resolution.

NOW, THEREFORE, BE IT RESOLVED that the Treasurer Joseph G. Ferrari is hereby directed to deposit all public money, including tax monies now in or coming into his hands as Treasurer in his name as Treasurer, in the following financial institution(s) as well as the Oakland County Investment Pool and **Michigan CLASS**:

Citizens Bank	Bank of America	Fifth Third Bank
Oxford Bank	Comerica Bank	First Merchants Bank
Chase Bank	Huntington Bank	Genisys Credit Union
Flagstar Bank	PNC Bank	Vibe Credit Union
Crestmark Bank	Michigan First Credit Union	<b>The State Bank</b>
<b>Horizon Bank</b>		

NOW, THEREFORE, BE IT FURTHER RESOLVED that this Resolution replaces any and all former versions of this same Resolution adopted previously by the Oxford Township Board of Trustees.

MOVED:

SECONDED:

Ayes:

Nays:

Absent:

Adopted at a regular meeting of the Charter Township of Oxford Board of Trustees held on the 10<sup>th</sup> day of August, 2022.

\_\_\_\_\_  
Curtis W. Wright, Clerk

STATE OF MICHIGAN)  
COUNTY OF OAKLAND)<sup>55</sup>

I, Curtis W. Wright, duly elected Clerk of the Charter Township of Oxford do hereby certify that the foregoing is a true copy of a Resolution adopted by the Charter Township of Oxford at a regular meeting of the Board of Trustees held on the 10<sup>th</sup> day of August, 2022.

\_\_\_\_\_  
Curtis W. Wright, Clerk

Date: August 10, 2022

To: Board of Trustees

From: Jack Curtis, Supervisor

Re: Performance Evaluation Committee

Dear Board Members:

An Employee Evaluation Committee needs to be appointed to review the employee performance evaluations and provide recommendations to the Township Board.

The following motion is offered:

**I move to appoint \_\_\_\_\_ and \_\_\_\_\_ to the  
Oxford Township Evaluation Committee.**