

# Wexford Joint Planning Commission

## Tracking of Invoices for payment


### for the Cherry Grove Township Treasurer

Date: October 25, 2019

For the period of October 1, 2019 through October 31, 2019

#### Listing of Invoices:

Date of Invoice	Vender	Item/service purchased	Amount	Review by Joint Planning Comm. Treasurer and assignment to budget line number:	Approved for payment by Joint Planning Commission (meeting date)
09/25/2019	Mika Meyers	Legal Services* *Legal Defense Fund	\$99.00	251.721.827.03	
10/04/2019	Stamp Fulfilment	Pre-paid postage Env.	\$334.50	251.721.727.00	
09/20/2019	Cadillac News	Zoning Ord. Pub.	\$574.00	251.721.900.00	
10/21/2019	Baird-Cotter-Bishop	Audit	\$2625.00	251.721.801.01	
10/01/2019	Leelanau County	Training X 2	\$80.00	251.721.960.00	
10/23/2019	CZServices	Planning / Zoning	\$1125.00	251.721.827.00	
10/23/2019	CZServices-Expense	Mileage	\$26.33	251.721.860.00	
10/23/2019	CZServices-Expense	Pay	\$90.00	251.721.827.00	
10/23/2019	CZServices-Expense	Office	\$4.55	251.721.727.00	
10/23/2019	Ben Townsend	Zoning Services	\$650.00	251.721.827.05	
10/23/2019	Ben Townsend	Mileage	\$11.80	251.721.860.00	
10/23/2019	PC/ZBA Perdiem	Quarterly Pay	\$780.00 \$330.00	251.721.7.5.00	
10/23/2019	PC/ZBA/Rec. Secretary Mileage	Quarterly Mileage	\$419.58 \$316.68 \$74.24	251.721.860.01	
10/23/2019	Recording Secretary Expense / Pay	Quarterly Pay* *PC and ZBA	\$350.00	251.721.702.02	
Period's Total			\$7,890.68		

Signed:   
 Date: October 25, 2019  
 Panning Commission Planning/Zoning Administrator

Signed: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Wexford Joint Planning Commission Treasurer

**OCTOBER 2019 Bills**

RECEIVED OCT 02 2019

# Mika Meyers<sup>PLC</sup>

Attorneys at Law

900 Monroe Ave NW Grand Rapids, MI 49503  
Tel (616) 632-8000 Fax (616) 632-8002  
Web [mikameyers.com](http://mikameyers.com)  
Fed-ID 38-1647107

Wexford Joint Planning Commission  
c/o Cherry Grove Twp  
4830 E. M-55  
Cadillac MI 49601

Remittance Copy

Amount Enclosed \$ \_\_\_\_\_

Client No. 41720-53349  
Matter: Edwards Zoning Violation

Invoice No. 637051

September 25, 2019

*For professional services rendered through 08/31/19*

Professional Fees	\$ 99.00
Incidental Costs	<u>\$ 0.00</u>
Total Current Invoice	<u>\$ 99.00</u>

## *Account Summary*

Previous Balance	Payments	Current Invoice	Current Balance
\$1,710.00	(\$399.00)	\$99.00	\$1,410.00

*This invoice is payable upon receipt*

RMW

**ADVICE OF SHIPMENT (NOT A BILL)  
PLEASE RETAIN FOR YOUR RECORDS**

STAMP FULFILLMENT SERVICES  
PERSONALIZED STAMPED ENVELOPE PROGRAM  
1-800-782-6724

**YOUR ACCOUNT NUMBER      DATE**

9158963846      9/30/2019

RECEIVED OCT 04 2019

ITEM NO.	DESCRIPTION	FONT			UNIT	QTY	COST
		STYLE	SIZE	COLOR			
232125	Folk Art Eagle #10 PSA Reg Box-	Rockwe	12	Green	500	1	322.30
32	Premium Options Fee					1	2.25
							9.95

Address Printed:

Wexford Joint Planning Commission  
4830 E. M-55  
Cadillac, Michigan 49601

Handling

Total Cost

334.50

Color:

Green

Multiple / Different items may be shipped separately

**REORDER FORM**

**YOUR ACCOUNT NUMBER      DAYTIME TELEPHONE**

9158963846      (      )

**Return Address Printed Changes (If Any):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RETURN ADDRESS PRINTED – PLEASE REVIEW

Wexford Joint Planning Commission  
4830 E. M-55  
Cadillac, Michigan 49601

Email:

ITEM NO.	DESCRIPTION	FONT			UNIT	QTY	COST
		STYLE	SIZE	COLOR			
32	Premium Options Fee	Rockwe	12	Green	1		
232125	Folk Art Eagle #10 PSA Reg	Rockwe	12	Green	500		
Sub Total							
Handling (See Reverse Side)							
Total Cost							

Ship To Address – Please Review (If Printed)

ROBERT HALL  
4830 M 55  
CADILLAC, MI 49601-9332

**Method of Payment** – Insufficient payment will result in reduced quantities ordered, or your order will not be processed.

☐ **Check Payment** (payable to U.S. Postal Service)      Check Number \_\_\_\_\_

**Remit To:** STAMP FULFILLMENT SERVICES  
PERSONALIZED STAMPED ENVELOPE PROGRAM  
P O BOX 7247  
PHILADELPHIA PA 19101-7103

☐ **Paying by Credit Card**

☐ AMEX      ☐ MASTERCARD      ☐ VISA      ☐ DISCOVER

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Signature Required: \_\_\_\_\_

☐ PLEASE CHECK FOR PERMISSION TO ADJUST CREDIT CARD IF NECESSARY

**Billing Address** (Correct billing address must be included for all credit card orders)

Name as it appears on your credit card: \_\_\_\_\_

Billing Address Line 1: \_\_\_\_\_

Billing Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Please allow 2-3 weeks for Phone or Fax orders and  
3-4 weeks for Mail-in orders.

1159475 Thank you for your order, we appreciate your business!

# Advertising Invoice

## Cadillac News

1

PO Box 640  
Cadillac MI 49601

SEP 24 2019

Phone: (231) 775-6565

RECEIVED SEP 27 2019

Fax: (231) 775-8790

URL: www.cadillacnews.com

Mark Nettleton  
Mika Meyers Beckett & Jones PLC  
414 Water St  
PO Box 537  
MANISTEE, MI 49660

Acct #: 02117851  
Phone: (616) 632-8048  
Date: 09/20/2019  
Ad #: 00032496  
Salesperson: 02 Ad Taker: 34

Class:

Ad Notes:

Sort Line: Ordinance Amendment

Description	Amount
01 Cadillac News 2019-09-20	564.00
AFF Affidavit	10.00

Ad Text:

Payment Reference:

Total: 574.00  
Tax: 0.00  
Net: 574.00  
Prepaid: 0.00

Total Due 574.00





# Baird, Cotter & Bishop, P.C.

SERVING YOUR PAST, PRESENT & FUTURE

CERTIFIED PUBLIC ACCOUNTANTS

134 WEST HARRIS STREET, CADILLAC, MICHIGAN 49601

PHONE: (231)775-9789 FAX: (231)775-9749

[www.bcbcpa.com](http://www.bcbcpa.com)

Wexford Joint Planning Commission  
4830 E M-55  
Cadillac, MI 49601

Invoice: 57176  
ID: 10227  
Date: 10/21/2019

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Examination of the accounting records of the basic financial statements for the year ended June 30, 2019, and preparation of copies of the report thereon for the Planning Commission.	2,625.00
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Total Charges	<u>\$2,625.00</u>
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NOTICE: Accounts not paid within 30 days are subject to a 1.5% service charge each month.

# Master Planning Process Workshop



**Date:** Monday, October 14, 2019  
**Time:** 5:00 pm to 8:30 pm  
**Location:** Leelanau County Government Center,  
8527 E. Government Center Dr.  
Suttons Bay, MI 49682

## Master Planning Process Workshop

This workshop focuses on the purpose of the master plan and the entire process of developing, adopting, and making amendments to the plan. A comprehensive master plan is the future physical development of the community. Learn the purpose of a master plan, the process of creating and updating your community's comprehensive plan, and implementation of the plan. This workshop is designed for those communities updating existing master plans as well as those creating entirely new ones. Roll up your sleeves and learn step-by-step about the requirements, components, and stakeholder involvement you'll need to organize when drafting or amending a master plan. (This workshop also qualifies for 3.5 Master Citizen Planner credits.)

Paul LeBlanc, AICP, of PLB Planning Group will be instructing this workshop. We are happy to have Paul return after conducting the Planning & Zoning Essentials Workshop in June.

**Presented by:** Michigan Association of Planning  
**Hosted by:** Leelanau County Planning Commission

**Who should attend?** Planning commissioners, zoning administrators, township board/village council members, planners, and anyone interested in the planning process.  
**Everyone Welcome!**

**Questions ??** Call 231-256-9812 or email: [planning@co.leelanau.mi.us](mailto:planning@co.leelanau.mi.us)  
**Cost:** \$40 (includes handouts and food/beverage)

**To REGISTER, call 231-256-9812.** Credit card payments accepted (with \$1.50 service charge).  
**OR** fill out the form below, make check payable to "**Leelanau County**" and mail or deliver your form and check to:

**Leelanau County Planning & Community Development**  
**8527 E. Government Center Dr., Suite 108**  
**Suttons Bay, MI 49682**

\*Please make sure payment is received prior to October 14.

### Non-refundable

If you are unable to attend, please send someone to take your spot.)  
A Certificate of Completion  
will be presented to all attendees  
completing the workshop.

REGISTRATION INFORMATION (1 form per person please)

- First Name:  (Enter your name as it should appear on your Certificate of Completion)
- Last Name:
- Address:  Agency:
- Email Address:
- Phone:



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\*Please make sure payment is received prior to October 14.

## REGISTRATION INFORMATION (1 form per person please)

- First Name: Shelly (Enter your name as it should appear on your Certificate of Completion)
- Last Name: Bigelow
- Address: 8202 North 33 Rd Agency: WEXFORD TOWNSHIP PLANNING COMMISSION
- Email Address: shellybigelow21@yahoo.com
- Phone: 231-510-1188



Robert (Bob) Hall  
511 E. Division Street  
Cadillac, Michigan 49601

[CZServices@hotmail.com](mailto:CZServices@hotmail.com)

231-429-6703

Wednesday, October 23, 2019

Wexford Joint Planning Commission  
c/o Cherry Grove Township  
4830 E. Hwy M-155  
Cadillac, Michigan 49601

**INVOICE:** October 1, 2019 through October 31, 2018

**For:** Planning and Zoning Services rendered

<b>Contract Amount Due:</b>	\$ 1125.00	[251.721.827.00]
<b>Expenses Due:</b>	\$ 26.33	[251.721.860.00] Mileage
<b>Expenses Due:</b>	\$ 90.00	[251.721.827.00] Additional Pay for Hours Worked
<b>Postage / Office:</b>	\$ 4.55	[251.721.727.00]

**TOTAL AMOUNT DUE: \$1245.88**

Per our contractual arrangement, all amounts are due and payable not later than the first day of the month following the date of the INVOICE.

Very truly yours,

*Robert (Bob) Hall*



Robert (Bob) Hall



DATE	PURPOSE - DESTINATION - DESCRIPTION OF TRIP	MILES
10/21/2109	Coyne, LLC Site Inspection	17.1
10/28/2019	OCTOBER, 2019 WJPC MEETING	28.3
	TOTAL MILES	45.4
[A]	Amount Due at 2019 IRS rate of 58 cents / mile	\$26.33
	EXPENSES	
10/14/2019	Office Hours - Additional X 4	\$60.00
10/21/2019	Office Hours - Additional X 2	\$30.00
10/21/2019	Extra Postage	\$4.55
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	[B] TOTAL EXPENSES	\$94.55
<b>Payable To:</b>		
Robert A. Hall		
511 E. Division Street	[A +B] = [C] TOTAL AMOUNT DUE:	\$120.88
Cadillac, Micigan 49601		
<b>ZONING</b>		

Zolt Hauer  
10/23/2019

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CADILLAC  
118 E HARRIS ST  
CADILLAC, MI 49601-9998  
251420-0649  
(800)275-8777  
10/21/2019 01:50 PM

=====

Product	Qty	Unit Price	Price
PM 2-Day	1	\$7.85	\$7.85
(Domestic)			
(HARRIETTA, MI 49638)			
(Weight:1 Lb 2.00 Oz)			
(Expected Delivery Day)			
(Wednesday 10/23/2019)			
(USPS Tracking #)			
✓(9505 5107 4553 9294 2734 92)			
Insurance			\$0.00
(Up to \$50.00 included)			
Affixed Postage			(\$3.30)
(Affixed Amount:\$3.30)			
Total:			\$4.55

Cash	\$10.00
Change	(\$5.45)

Includes up to \$50 insurance

Text your tracking number to 28777  
(2USPS) to get the latest status.  
Standard Message and Data rates may  
apply. You may also visit [www.usps.com](http://www.usps.com)  
USPS Tracking or call 1-800-222-1811.

Save this receipt as evidence of

## Dr. Ben Townsend



201 N. Clark St.  
Mesick, Michigan 49668

Email - [DrBen@DrBenTownsend.com](mailto:DrBen@DrBenTownsend.com)

October 23, 2019

To Whom it may concern:

I, Benjamin E. Townsend, Assistant Zoning Administrator, during the month of October, 2019:

251-721-827.05 Pay – 50 Hours @ \$13 per hour = \$650.00

251-721-860.00 Mileage – 20 Miles @ \$.58 per mile = \$11.80

Total = \$661.80

Truly yours,

Dr. Ben Townsend



# Wexford Joint Planning Commission

## Meeting and Mileage Billing

DATE: 10/15/2019

Member	Round	# Meeting	# Meeting	Site visit	Reg. Meeting	Meeting	Special	Site visit	Recording	Total Amount
	trip Mileage	Attended	Attended	Mileage	Due	Mileage	Meeting Due	Mileage	Secretary	Payable
Account Number					705	860	705	860	827.01	

Paul Osborne	14	2				\$60	\$15.12	\$0.00	\$0.00				\$75.12
Richard Harvey	18	2				\$60	\$19.44	\$0.00	\$0.00				\$79.44
Marty Dahlstrom	27	1				\$30	\$14.58	\$0.00	\$0.00				\$44.58
Shelly Bigelow	36	2				\$60	\$38.88	\$0.00	\$0.00				\$98.88
David Schroeder	33	3				\$90	\$53.46	\$0.00	\$0.00				\$143.46
Beverly Monroe	36	3		40		\$90	\$58.32	\$0.00	\$21.60				\$169.92
Cliff Redes	13	2		20		\$60	\$14.04	\$0.00	\$10.80				\$84.84
Ronald G. Bates	30	2				\$60	\$32.40	\$0.00	\$0.00				\$92.40
Donna Taylor	36	3		48		\$150	\$58.32	\$0.00	\$25.92				\$234.24
Clyde Kastl	25	3				\$90	\$40.50	\$0.00	\$0.00				\$130.50
David Williams	30	1				\$30	\$16.20	\$0.00	\$0.00				\$46.20

Heather O'Connor	32	3										\$150.00	\$150.00
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\$780.00 \$361.26 \$0.00 \$58.32 \$150.00 \$1,349.58

### \*\*\*Summary for Bills

Meeting Per Diem	251.721.705	\$780.00
Recording Secretary	251.721.827.01	\$150.00
Mileage	251.721.860	\$419.58
Total		\$1,349.58

ZBA Member	Home Address	Round Trip Mileage to WRC	Meetings: July-Sept	Meeting Mileage	Site Visit Mileage	Total Mileage to Date	Amount to be Paid
Beverly Monroe, Chair, Lib Twp	7039 N 41 Rd Manton, MI 49663	36 mi RT	July, August	36, 36	15, 34	121 121x.58=\$70.18	\$60 + \$70.18 = <b>\$130.18</b>
Benedict "Ben" Fleis, Wex Twp	8580 N 11 Rd Mesick, MI 49668	29 mi RT	July	29	Did not do site visits!	29 29x.58=\$16.82	\$30 + \$16.82 = <b>\$46.82</b>
John "Jack" Prebay, Sel Twp	3307 W Lake Mitchell Rd Cadillac, MI 49601	34 mi RT	July, August	34, 34	40, 25	133 133x.58=\$77.14	\$60 + \$77.14 = <b>\$137.14</b>
Bill Swank, Ant Twp	5649 N 17 Rd Mesick, MI 49668	17 mi RT	July, August	27, 27	65, 50	169 169x.58=\$98.02	\$60 + \$98.02 = <b>\$158.02</b>
Tom Williams, Ant Twp	4481 W 16 ½ Rd Mesick, MI 49668	16 mi RT					
Beverly Brighton, Boo Twp	1960 W 32 Rd Boon, MI 49618	12 mi RT					
Ron Vaughan, Che Twp	607 White Pine Dr Cadillac, MI 49601	30 mi RT	August	30		30 30x.58=\$17.40	\$30 + 17.40 = <b>\$47.40</b>
Terry Garbrecht, Gre Twp	4148 E 10 Rd Manton, MI 49663	26 mi RT	July	26	5	31 31x.58=\$17.98	\$30 + 17.98 = <b>\$47.98</b>
Peggy Benz, Han Twp	5534 W 14 Rd Mesick, MI 49668	21 mi RT					
Marjorie Bogart, Lib Twp	7580 E 12 Rd Manton, MI 49663	32 mi RT					
Carol Perrin, Sel Twp	3577 S 31 Rd Cadillac, MI 49601	10 mi RT	July, August	10, 10	9, 4	33 33x.58=\$19.14	\$60 + \$19.14 = <b>\$79.14</b>
Phil Wendel, Sla Twp	11108 W 34 ½ Rd Harrietta, MI 49638	30 mi RT					
Donna Taylor, Sou Twp	6662 W 34 ½ Rd Harrietta, MI 49638	36 mi RT					

