

Managers Report, August 2015

#### Barker Road Non-Motorized Path

On the agenda are bids for appraisals for the easements along Barker Road needed for completion of the Non-Motorized path. This is the first step in determining what a good faith offer would be for each property. We will start there and see where this process leads. As we have discussed, there are multiple directions that can occur, but hopefully we will be able to complete the project next year. As a reminder, there is no conceivable way construction can occur this year.

#### Whitmore Lake SAD

Tetra Tech has been receiving a number of calls on the Whitmore Lake SAD project. Next steps are a Pre-bid Meeting with Contractors on August 26<sup>th</sup> at 2:00pm to discuss any bidding or contracting issues. Closed bid openings will take place at a public meeting on September 16<sup>th</sup> at 2:00pm. As a courtesy, I will inform all property owners in the district of the Bid Opening Meeting.

#### FEMA Community Rating System

As I have mentioned in the past, I am recommending we enroll Northfield Township in the Community Rating System from FEMA. While this program will open us to a bit more scrutiny, implementation of some best practices can (and I believe will) create discounts for our residents on the flood insurance. The reason I believe so is that the program provides points for the best practices that the community has implemented related to flood prevention. The ordinance we already have on the books and the wetlands we continue to purchase should get us an initial discount. The program will take at least 6 months, and more likely a year to implement. Various audits will be performed on Northfield Township building department prior to inclusion in the program. Attached to this manager's report is a letter that Marilyn and I need to sign. If you are in agreement that we ought to enroll, please do so by motion.

#### Planning Consultant RFP

Tonight the Planning Consultant contract is on the agenda. Marlene Chockley and I will be meeting with the firm to ensure that everyone is on the same page with respect to the contract. I do not foresee any issues, and thus think we will be ready to vote on the contract at the upcoming meeting. If there are any changes necessary, I will inform the board. In general, the contract is quite similar to that of our last consultant, and I do not see much changing in the way of process from what we have done in the past. Paul Burns office has reviewed / drafted the contract.

#### Downtown Planning Efforts

Previously, I suggested that we create a Downtown Planning Group to create a Downtown Master Plan. Barb Griffith would like to ensure that the board is in agreement with creating a new group to accomplish this task and that the group has legitimacy. There is no question that if a new group is formed, legitimacy is critical.

Related to downtown planning efforts, on the agenda today is a proposal for the revitalization of 75 barker from Living Water Church. It is on the agenda for discussion, but I imagine it will be a long, detailed conversation and one that will take time to complete.

Again, related to Downtown Planning efforts, there are a number of projects that have come up (i.e. community parking lot, streetscaping, new signage and marketing efforts, etc.). I hope that a downtown plan can integrate these ideas with a vision for the future and one that maps out a serious of actionable steps.

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#### Email Addresses

It is time that we purchase a new email server system for Northfield Township Employees and Elected Officials. We have too many issues with accounts being maxed out in size and officials not receiving correspondence. I am recommending using Google Mail (you will still have the same email address) as our server and authorizing that at this upcoming meeting.

#### Office Technology

We will be updating the internet router for the Township offices. This will be a first step in developing a more reliable internet connection in the office. In addition, we will be installing a booster for those wishing to connect to the wireless network upstairs.

#### Board Room Construction

I am still in the process of getting multiple quotes on many of the repairs needed to create a new board room on the other side of the building. Once all the quotes are in, I will present that to the board if they wish to make any improvements. Independent of any move, I am thoroughly investigating upgrading and simplifying our AV equipment to tape the meetings. As soon as I am ready to present everything in total, I will have it on the agenda.

#### 6 Mile Paving SAD

There seems to be a renewed interest in paving 6 mile road, or better put, to investigate if the people in the area wish it to be paved. The Shadow Wood association treasurer has informed me that she will be sending letters out to the home owners if they have any interest in the project. Although preliminary, costs seem to be near the 600,000 to 750,000 mark. If the people desire an SAD, it would likely need to be administered by the Township. The Township would act in partnership with the county. If there seems to be interest by the association (which would be a substantial number of residents in the district), I would think a next step would be to organize a community meeting to discuss the idea and create next steps. In addition, I plan to engage the residents that live along six mile but are not located in the Shadow Wood homes subdivision to gauge their interest as well.

Respectfully Submitted,  
Howard Fink, Township Manager

# NORTHFIELD TOWNSHIP MICHIGAN

August 25, 2015

David Schein, NFIP Specialist  
US Dept. of Homeland Security  
FEMA Region V, 6<sup>th</sup> Floor  
536 S. Clark  
Chicago, IL 60559

Mr. Schein:

Northfield Township is interested in joining the NFIP Community Rating system. By joining, we hope to implement best practices for our Township, and by doing so obtain discounts for our residents in the flood plains.

Sincerely,

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Marilyn Engstrom  
Township Supervisor

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Howard Fink  
Township Manager