

GENOA CHARTER TOWNSHIP ELECTION COMMISSION
Special Meeting
June 3, 2013
6:25 p.m.

Call to Order:

1. Request for approval of officials to work the Aug. 6, 2013 Election with regard to the Howell Carnegie Library Request.

A. Recommendation to the Township Board.

B. Reaffirmation of the salaries to be paid to officials.

GENOA CHARTER TOWNSHIP
Board of Trustees
Regular Meeting
June 3, 2013
6:30 p.m.

AGENDA

Call to Order:

Pledge of Allegiance:

Call to the Public*:

Approval of Consent Agenda:

1. Payment of Bills.

2. Request to approve minutes: May 20, 2013.

3. Consider approval of the Township Millage Rate at .8146.

Approval of Regular Agenda:

4. Consider approval of the purchase of Heavy Duty resinwood waste receptacles for Genoa Park at a cost of \$4,445.00.

5. Consider options related to the replacement of the main Township Hall printer/copier/scanner.

Correspondence

Member Discussion

Adjournment

*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.

08/06/2013

GENOA TOWNSHIP ELECTION OFFICIALS

Howell Carnegie Library Election

August 6, 2013

Polly Skolarus (810) 224-5821 & Susan Sitner (810) 224-5834

Pct. 1 Cleary University- 1724

Ann Brennan, Co- Chair- R

Kathy Wisser, Co- Chair- D

Deborah Brennan - R

Gerald Matevia – D

Cheryl Frasheski - D

Pct. 9 Cleary University- 1370

Jennifer McCauley, Co-Chair - R

Joyce Matevia, Co-Chair –D

Mechelle Kuchar - I

Kenneth Frasheski – D

John Vettraino – R

Pct. 2 Three Fires School – 833

Shawn Collins, Co-Chair – R

Kelly Lollo, Co—Chair - D

Mary Scheloske - D

Debra Gammon - R

Mike Gogolin – R

Pct. 10 Three Fires School – 1254

Barb Lewis, Co- Chair – D

Mary Burgener, Co-Chair – R

Bonnie Steele – D

Donna Nelson – R

Joni Risto - R

Pct. 3 Community Bible – 1646

P.J. Sapienza, Co- Chair – D

Kristen Sapienza Co-Chair - R

Jean Lizak - R

Janet LaDuke - R

Steve Lizak – R

Pct. 5 Chilson Hills – 1633

Janet Adamski, Co-Chair –D

Kathryn Poppy, Co-Chair - R

Karen Brender - R

Ted Hysen - D

Karleen Shafer - R

Receiving Board

Jennifer Kern

Susan Sitner

Date: May 29, 2013

To: Election Commission

From: Polly Skolarus, Township Clerk

As of this date an election for the Howell Carnegie Library has been scheduled for Tuesday, August 6, 2013. Governor Snyder has not as yet determined whether an election asking for an increase in the state sales tax will be held in November. Salaries for all persons working the August election are as previously approved:

- Poll Workers will be paid \$200.00 per diem.
- Co-Chairmen will be paid \$250.00 per diem. Co-Chairmen, in addition to other responsibilities, are expected to return to the township hall for the final tally of votes cast and a review of all documents.
- Election officials working the precincts or absent voter counting board after 10:00 p.m. will be paid an additional \$10.00 per hour – prorated on the quarter hour.
- Staff working the election will be paid at their regular rate, plus time and a half over 8 hours.
- The setup of the precinct is paid @ \$11.50 per hour plus mileage for any person assisting Adam.
- Additional part time/temporary help is paid at \$12.50 per hour for the processing of absent voter ballots and working the receiving board.
- Poll workers attending mandated instructional classes will be paid \$25.00 for attending the class.
- The Election Commission (**review of ballots**) will be paid the per diem of \$90.00, because that meeting will be held in conjunction with the regular meeting of the Township Board.

Election/salaries

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: June 3, 2013

TOWNSHIP GENERAL EXPENSES: Thru June 3, 2013	\$0.00
May 24, 2013 Bi Weekly Payroll	\$85,960.50
June 3, 2013 Monthly Payroll	\$12,600.48
OPERATING EXPENSES: Thru June 3, 2013	\$0.00
TOTAL:	<u>\$98,560.98</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
29665	AT&TLONG	AT&T Long Distance	05/15/2013	3.00
29666	ATT& IL	AT&T	05/15/2013	117.74
29667	BLUE CRO	Blue Cross & Blue Shield Of Mi	05/15/2013	21,813.62
29668	BullsEye	BullsEye Telecom	05/15/2013	140.00
29669	Clearwat	Clearwater Systems	05/15/2013	45.50
29670	COOPERST	Cooper's Turf Management LLC	05/15/2013	2,585.00
29671	ETNA SUP	Etna Supply Company	05/15/2013	7,500.00
29672	FED EXPR	Federal Express Corp	05/15/2013	26.77
29673	GREENPA	The Green Panel, Inc	05/15/2013	1,923.00
29674	IBEC COM	IBEC, Inc.	05/15/2013	221.25
29675	KENSING	Kensington Valley Motor Coach	05/15/2013	100.00
29676	LIVCP&A	Livingston Press & Argus	05/15/2013	1,578.76
29677	LivCTrea	Livingston County Treasurer	05/15/2013	400.82
29678	Mancuso	Mancuso & Cameron, P.C.	05/15/2013	7,307.06
29679	MISSION1	Mission Point Resort	05/15/2013	156.80
29681	MORTENSE	H.J. Mortensen	05/15/2013	455.00
29682	Tetra Te	Tetra Tech Inc	05/15/2013	305.00
29683	WIRELESS	Wireless Zone WZ340	05/15/2013	21.19
29684	Equitabl	Equivest Unit Annuity Lock Box	05/24/2013	685.00
29685	StateOfM	State of Michigan	05/24/2013	6,179.84
29686	MISSION1	Mission Point Resort	05/21/2013	162.80
29687	SKOLAR P	Paulette Skolarus	05/21/2013	455.00
29688	Allstar	Allstar Alarm LLC	05/23/2013	813.00
29689	AMER VID	American Video Transfer Inc	05/23/2013	6,325.00
29690	ARCHINAL	Michael Archinal	05/23/2013	500.00
29691	BullsEye	BullsEye Telecom	05/23/2013	902.98
29692	CARDM	Chase Card Services	05/23/2013	2,699.97
29693	COMCAST	Comcast	05/23/2013	103.99
29694	CONTINEN	Continental Linen Service	05/23/2013	96.43
29695	DTE EN	DTE Energy	05/23/2013	213.07
29696	EHIM	EHIM, INC	05/23/2013	9,828.02
29697	GENOA TW	Genoa Township	05/23/2013	641.38
29698	LC MUNIC	Livingston County Municipal Cl	05/23/2013	40.00
29699	Lincoln	Lincoln National Life Ins Co.	05/23/2013	2,122.04
29700	Lind Bry	Bryan Lindberg	05/23/2013	50.00
29701	Mancuso	Mancuso & Cameron, P.C.	05/23/2013	594.86
29702	MASTER M	Master Media Supply	05/23/2013	905.19
29703	NEEDHAM	J. Needham & Sons Plumbing	05/23/2013	125.00
29704	OEX	Office Express Inc.	05/23/2013	100.12
29705	PITNEYBO	Pitney Bowes, Inc.	05/23/2013	473.20
29706	ProPet	ProPet Distributors, Inc.	05/23/2013	172.90
29707	Tetra Te	Tetra Tech Inc	05/23/2013	630.00
29708	TRI COUN	Tri County Supply, Inc.	05/23/2013	122.66
29709	VERIZONW	Verizon Wireless	05/23/2013	550.91
29710	WALMART	Walmart Community	05/23/2013	248.93

Report Total:

80,442.80

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: angie

Printed: 05/17/2013 - 12:28

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
11097	AETNA LI	Aetna Life Insurance & Annuity	05/24/2013		25.00
Check 11097 Total:					25.00
11098	EFT-FED	EFT- Federal Payroll Tax	05/24/2013		8,864.70
					4,634.11
					4,634.11
					1,083.79
					1,083.79
Check 11098 Total:					20,300.50
11099	EFT-PENS	EFT- Payroll Pens Ln Pyts	05/24/2013		1,914.76
Check 11099 Total:					1,914.76
11100	EFT-TASC	EFT-Flex Spending	05/24/2013		871.10
Check 11100 Total:					871.10
29684	Equitabl	Equivest Unit Annuity Lock Box	05/24/2013		685.00
Check 29684 Total:					685.00
11101	FIRST NA	First National Bank	05/24/2013		250.00
					2,480.00
					51,763.79
					75.00

Check 11101 Total: 54,568.79

29685 StateOfM State of Michigan 05/24/2013 05/24/2013 6,179.84

Check 29685 Total: 6,179.84

Report Total: 84,544.99
3 checks 145.51
85,960.50

Genoa Charter Township
User: angie

Payroll
Computer Check Register

Printed: 05/17/13 11:27
Batch: 615-05-2013

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>		<u>Amount</u>
12047	05/24/2013	Galinac	Kristina Galinac	750.66
12048	05/24/2013	Juhl	Joshua Juhl	578.52
12049	05/24/2013	SheltonL	Lorol Shelton	86.33
Total Number of Employees: 3		Total for Payroll Check Run:		1,415.51

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: angie

Printed: 05/21/2013 - 16:45

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
11103	EFT-FED	EFT- Federal Payroll Tax	06/03/2013		1,812.75 759.34 759.34 177.58 177.58
Check 11103 Total:					3,686.59
11104	EFT-PENS	EFT- Payroll Pens Ln Pyts	06/03/2013		235.37
Check 11104 Total:					235.37
11105	EFT-TASC	EFT-Flex Spending	06/03/2013		88.43
Check 11105 Total:					88.43
11106	FIRST NA	First National Bank	06/03/2013		8,540.09 50.00
Check 11106 Total:					8,590.09
Report Total:					12,600.48

3:40 PM

#592 OAK POINTE WATER/SEWER FUND**Payment of Bills**

May 15 - 28, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	05/17/2013	2688	Bullseye Telecom	Inv # 16417694	-246.81
Check	05/17/2013	2689	Howell Public Schools	Credit for meter	-8,259.93
Check	05/23/2013	2690	AT & T	Acct 124552625	-60.00
Grand Total					-8,566.74

3:37 PM

#595 PINE CREEK W/S FUND**Payment of Bills**

May 15 - 28, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	05/24/2013	2110	City of Brighton, City Hall	5877 Hartford Way	-8,600.00
Total					-8,600.00

3:39 PM

#593 LAKE EDGEWOOD W/S FUND**Payment of Bills**

May 15 - 28, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	05/17/2013	2357	Consumers Energy	Acct 1000 2508 9382-04/09/2013-05/08/2013	-212.51
Check	05/23/2013	2358	AT&T	Acct 053465-1001 001	-1.82
Check	05/23/2013	2359	BullsEye Telecom	Inv # 16398881	-322.59
Grand Total					-536.92

#503 DPW UTILITY FUND
Payment of Bills
May 15 - 28, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	05/17/2013	2469	U.S. POSTMASTER		-25.00
Check	05/23/2013	2470	Occupational Health Centers	Respirator Physical-N04-0220298930	-391.50
Check	05/23/2013	2471	State of Michigan	Biosolids Training - Miller	-115.00
Check	05/23/2013	2472	DLP Marquette Physicians Practice	Inv. #571 - Juhl	-301.00
Check	05/23/2013	2473	Spirit of Livingston	Inv. #8388/MHOG	-1,379.68
Check	05/23/2013	2474	Verizon Wireless	Apr 13 - May 12 - Inv. #9704780987	-182.97
Check	05/23/2013	2475	Greg Tarara	June 2013 Car Allowance	-500.00
Check	05/23/2013	2476	Tesha Humphriss	June 2013 Car Allowance	-500.00
			Grand Total		-3,395.15

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

May 20, 2013

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Jean Ledford, Todd Smith, Linda Rowell and Jim Mortensen. Also present were Township Manager Michael Archinal, Township Attorney Frank Mancuso and approximately 20 persons in the audience.

A Call to the Public was made with the no response.

No one wished to address the Board.

Approval of Consent Agenda:

Moved by Jean Ledford and supported by Mortensen to approve all items listed under the Consent Agenda as requested, with the exception that the budget for parks and recreation was amended to \$425,000.00 for the line item I-96 Interchange Walk. The motion carried unanimously.

1. Payment of Bills.

2. Request to approve minutes of May 6, 2013.

3. Consider approval of an Equal Employment Opportunity and Harassment policy change to the Personnel Manual.

4. Consider approval of a budget amendment to the Parks and Recreation Fund #270

Approval of Regular Agenda:

Moved by Smith and supported by Ledford to address items 5-7 on the agenda and move to closed session after the review of correspondence and board discussion. The motion carried unanimously.

5. Consider approval of an Environmental Impact Assessment and site plan for proposed site improvements and grading at Mt. Brighton.

Gary Markstrom of Tetra Tech addressed the Board regarding this matter. Bill from Vail addressed the Board, as well.

A. Approve Environmental Impact Assessment

Moved by Skolarus and supported by Rowell to approve the impact assessment subject to adding

a statement indicating that future development on the site may require bonding or constructing of a pathway and/or other future improvements. The motion carried unanimously.

B. Approve Site Plan

Moved by Jean Ledford and supported by Skolarus to approve the site plan with conditions as follows:

1. The outdoor lighting is legal non-conforming and the petitioner will not increase illumination. If changes to the site lighting are proposed, the applicant will work with the Township staff to shield the lighting as required by ordinance.

2. Any approval required by governmental agencies including the Livingston County Drain Commission will be obtained.

The motion was carried unanimously.

6. Consider approval of Resolution #2 for issuance of statutory notice and publication for the Timberview Road Improvement Special Assessment District.

Tammy Danaske addressed the Board. She asked Skolarus for a comparative analysis of the two engineering studies. A copy of the second quote was provided. The board reviewed a letter prepared by Skolarus to be mailed to residents of Timberview asking their opinion.

Moved by Skolarus and supported by Ledford to not take any action with reference to Resolution # 2. The motion carried unanimously.

7. Consider results from a survey of the Mountain/Mystic/Milroy area related to proposed road improvements.

No formal action was taken by the Board.

Bonnie Spicher of Mountain Road addressed the Board. She feels that homeowners prefer the better fix pursuant to the survey. The survey may be broken down by location according to Archinal allowing for the creation of a smaller district. At that time, the results will be reviewed again and that information will be available to the public.

Bill Taylor of Mountain Road addressed the Board. He feels the survey sabotaged the project because of a lack of information.

Tom Kozyra addressed the Board. He doesn't feel the survey was fair in that it wasn't worded well. He felt that it should be fairly assessed.

Mr. McNew addressed the Board. He suggests that the majority were not in favor of the project and that it should not go forward.

Edward Walblay of Sundance Trail addressed the Board. He said those who didn't respond to the survey have spoken by their failure to respond.

Heath Hart addressed the Board regarding the traffic on Mountain Road due to the closure of Cunningham Lake Road. The people using those roads who are not residents should be required to contribute to the roads. Impact fees are not legal per Chairman McCririe. The construction traffic is not supposed to be using Mountain Road. Chairman McCririe will discuss it with the owners of the development. Mike Archinal will follow up on this.

Correspondence:

Membership Discussion held. Jim Mortensen gave a report of items he learned at the Trustee retreat. House Bill 4051 was addressed. He asked if the police power ordinances were on the website. They are. He asked about putting documents on the web to avoid FOIA requests. It was determined that there were very few FOIA requests and that no change was necessary.

Mike Archinal met with the Pine Creek residents and first responders. He believes a traffic study would be useful, particularly in light of the Latson Road Interchange. The residents are already taking traffic counts. A traffic study should be the next step. The Road Commission is assisting them with the data needed.

Skolarus addressed the memo regarding proposed new employees. She needs to adjust the pay scale to hire someone with the necessary knowledge. The Administrative Committee will take care of this and there was no objection at the board for the starting salary under bookkeeping/specialist that was approved in March.

It was the consensus of the board to receive a hard copy of correspondence that did not include the writer's name and not to include that correspondence in the public board packet.

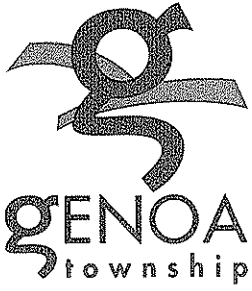
8. Consider a request to enter into a closed session to discuss pending litigation as provided for by M.C.L. 15.268(e).

Moved by Smith and supported by Smith to enter into closed session at 7:41 p.m. as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Rowell, Mortensen, Skolarus and McCririe. Nays – None. Absent – Hunt.

The regular meeting of the Genoa Charter Township Board was re-opened and then adjourned at 7:51 p.m.

Paulette A. Skolarus
Genoa Charter Township Clerk

(Press/argus 05/24/2013)



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

TO: Honorable Board of Trustees
FROM: Debra L. Rojewski, Assessor
DATE: May 30, 2013
RE: 2013 Millage Rate

Manager's Signature: 

I have enclosed the 2013 Genoa Township Millage Rate that will be used to calculate the amount of taxes to be collected for each parcel in Genoa Township for the Summer and Winter Taxes of 2013. There has been no change made from last year.

Michigan State Law requires the Township to approve the millage rate for each tax year.

I would recommend the following motion:

Moved by _____, supported by _____, to approve the Assessor's affidavit of the 2013 Millage levies for Genoa Township, establishing the Millage Rate at 0.8146.

SUPERVISOR

Gary T. McCririe

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

H. James Mortensen

Jean W. Ledford

Todd W. Smith

Linda Rowell

MANAGER

Michael C. Archinal

ASSESSOR'S AFFIDAVIT OF
THE 2013 MILLAGE LEVIES
FOR THE
TOWNSHIP OF GENOA

This report is to certify the 2013 Genoa Township **Operating Millage Levy** at **0 .8146** mills., the Maximum Allowable Millage Levy without a vote of the people.

The maximum allowable Operating Millage Levy is arrived at by calculations from form L-4034, 2013 Millage Reduction Fractions Worksheet to show the 2013 "Headlee Reduction Fraction", Sec. 211.34d, MCL (1.0000), the "Truth in Assessing" calculation, sec 211.34 MCL (1.0000), the "Truth in County Equalization", Sec. 211.34, MCL (1.0000), and the "Truth in Taxation" 2013 Base Tax Rate Fraction (1.0000)*.

The asterisk (*) is to show that the 2013 Base Tax Rate Fraction of 1.0000 is due to Genoa Township being exempt from this calculation and the "Truth in Taxation Public Hearing" because the 2013 Millage Levy was less than One Mill (0.8146).

STATE TAX COMMISSION BULLETIN NO. 5

Dated August 2, 1999. The above STC BULLETIN addressed public act 38 of 1999, which requires that all calculations now "Round Down" the tax rate to 4 decimal places to be in compliance with the change in law under public act 38 of 1999. This request to certify the 2013 Millage levy for the Township of Genoa at 0.8146 mills for operating is in compliance with all of the calculation requirements of form L-4029 Millage Request Report under Sections 211.34, 211.34d and 211.24e.

Therefore, it is requested that the Genoa Township Board pass a resolution to authorize the 2013 Millage Rate at **0.8146 mills.**

Respectfully Submitted,



Debra L. Rojewski, CMAE 3 PPE
Genoa Township Assessor

2013 Tax Rate Request (This form must be completed and submitted on or before September 30, 2013)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes LIVINGSTON	2013 Taxable Value of ALL Properties in the Unit as of 5-28-13 994,215,355
Local Government Unit Requesting Millage Levy GENOA CHARTER TOWNSHIP	For LOCAL School Districts: 2013 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2013 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2012 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2013 Current Year "Headlee" Millage Reduction Fraction	(7) 2013 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
ALLOC	OPER.	N/A		.8146	1.0000	.8146	1.0000	.8146		.8146	

Prepared by DEBRA L. ROJEWSKI	Telephone Number 810-227-5225	Title of Preparer ASSESSOR	Date 5/29/2013
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2013 for instructions on completing this section.

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		PAULETTE SKOLARUS	5/29/2013
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		GARY MCCRIE	

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

2013 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET
INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT
NOT SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW

County	LIVINGSTON COUNTY	Taxing Jurisdiction	Genoa Twp. (City, Twp., Village, County, Authority, School District)
2012 Total Taxable Value			<u>987,184,874</u>
Losses			<u>6,351,894</u>
Addition			<u>13,679,529</u>
2013 Total Taxable Value Based on SEV			<u>994,215,355</u>
2013 Total Taxable Value Based on Assessed Value (A.V.)			<u>994,215,355</u>
2013 Total Taxable Value Based on CEV			<u>994,215,355</u>
2013 Rate of Inflation (C.P.I.)			<u>1.024</u>

Note: The last two items above are only needed when it is necessary to calculate a Truth in Assessing or Truth in County Equalization Rollback Fraction.

1. Section 211.34d, MCL, "Headlee" (for each unit of local government)

$$\begin{array}{r}
 \text{(2012 Total Taxable Value-Losses) x Inflation Rate (C.P.I.)} \\
 \hline
 987,184,874 \quad \text{Minus} \quad 6,351,894 \quad \times \quad 1.024 \\
 \hline
 994,215,355 \quad \text{Minus} \quad 13,679,529 \\
 \text{(2013 Total Taxable Value Based on SEV - Additions)}
 \end{array}
 =
 \begin{array}{r}
 \mathbf{1.0000} \\
 \mathbf{1.0243}
 \end{array}$$

2013 Millage Reduction Fraction (Headlee). Round to 4 decimal places in the conventional manner. If number exceeds 1.0000, line through and enter 1.0000

See State Tax Commission Bulletin No. 3 of 1995 regarding the calculation of losses and additions. See also the Supplements to STC Bulletin No. 3 of 1995 contained in STC Bulletin No. 3 of 1997.

2a. Section 211.34, MCL, "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. for 2009 only)

$$\begin{array}{r}
 \text{(2013 Total Taxable Value Based on} \\
 \text{Assessed Value for all Classes)} \\
 \hline
 994,215,355 \\
 \hline
 \text{(2013 Total Taxable Value Based on SEV for all Classes)}
 \end{array}
 =
 \begin{array}{r}
 \mathbf{1.0000}
 \end{array}$$

2013 Rollback Fraction (Truth in Assessing) Round to 4 decimal places in the conventional manner. (Cannot exceed 1.000)

See State Tax Commission Bulletin No. 7 of 2004 for more information regarding this calculation.

2b. Section 211.34, MCL, "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2009 only)

$$\begin{array}{r}
 \text{(2013 Total Taxable Value based on CEV for all Classes)} \\
 \hline
 994,215,355 \\
 \hline
 \text{(2013 Total Taxable Value Based on SEV for all Classes)}
 \end{array}
 =
 \begin{array}{r}
 \mathbf{1.0000}
 \end{array}$$

2013 Rollback Fraction (Truth in County Equalization) Round to 4 decimal places in the Conventional manner. (Cannot exceed 1.000)

See State Tax Commission Bulletin No. 7 of 2004 for more information regarding this calculation.

3. Section 211.24e, MCL, "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in prior year only).

$$\begin{array}{r}
 \text{(2012 Total Taxable Value-Losses)} \\
 \hline
 987,184,874 \quad \text{minus} \quad 6,351,894 \\
 \hline
 994,215,355 \quad \text{minus} \quad 13,679,529 \\
 \text{(2013 Total Taxable Value Based on SEV - Additions)}
 \end{array}
 =
 \begin{array}{r}
 \mathbf{1.0003}
 \end{array}$$

2013 Base Tax Rate Fraction (Truth in Taxation) Round to 4 decimal places in the conventional manner

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

Note: The truth in taxation BTRF is independent from the cumulative millage reductions provided by sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X 2002 Operating Rate levied.

Memorandum

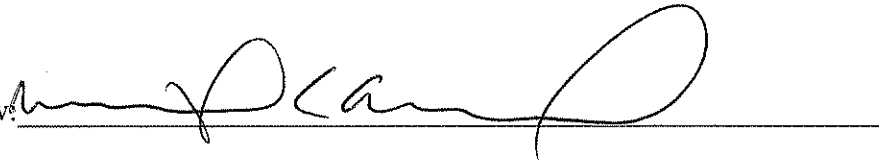
TO: Genoa Township Board

FROM: Adam VanTassell

DATE: June 3, 2013

RE: Proposed Genoa Park Waste receptacle upgrades

Manager Review:

A handwritten signature in black ink, appearing to read 'Adam VanTassell', is written over a horizontal line. The signature is fluid and cursive.

**CONSIDER APPROVAL OF THE PROPOSAL TO IMPROVE THE
GENOA PARK WASTE RECEPTACLES.**

Currently, the Township Park has 5 plastic waste receptacles stationed around the Park Pavilion and sledding hill area. These waste receptacles are simple black trash cans, unsecured and unattached. There have been issues with cans being easily knocked over by park attendees or weather, spreading litter.

Staff is proposing these 5 plastic waste receptacles be upgraded with heavy duty resinwood containers with a corresponding lid to resolve these issues.

**MOVE TO APPROVE THE PROPOSAL BY SUPERIOR PLAY AT
A COST NOT TO EXCEED \$ 4, 445.00**



All P.O.'s Contracts or Checks Payable to:
Superior Play, L.L.C.
889 S. Old US Highway 23
Brighton, MI 48114 USA

Proposal

Date	Proposal #
5/15/2013	13-431

Bill To:
Genoa Township Mike Archinal 2911 Dorr Road Brighton, MI 48116

Ship To
Genoa Township Adam VanTassell Adam@genoa.org 2911 Dorr Rd Brighton, MI 48116

Customer Contact	Customer Phone	Customer Fax	Terms	P.O. No.	Rep
Mike Archinal	810-227-5225		Net 30		Eric

Item	Description	Qty	Weight	Price	Total
PB 55S HD	Receptacle, Heavy Duty, Square, 55 Gallons, 2" x 4" Recycled Resinwood Slats *Cedar	5		624.00	3,120.00T
PB 55SDOME	Receptacle Liners with Lid	5		115.00	575.00T
Freight	Freight	1		350.00	350.00T
Install	Assembly and Installation	1		400.00	400.00

Proposal Good For 30 Days
 Ship Via: Common Carrier
 Please Call 24 Hours Prior To Delivery: _____

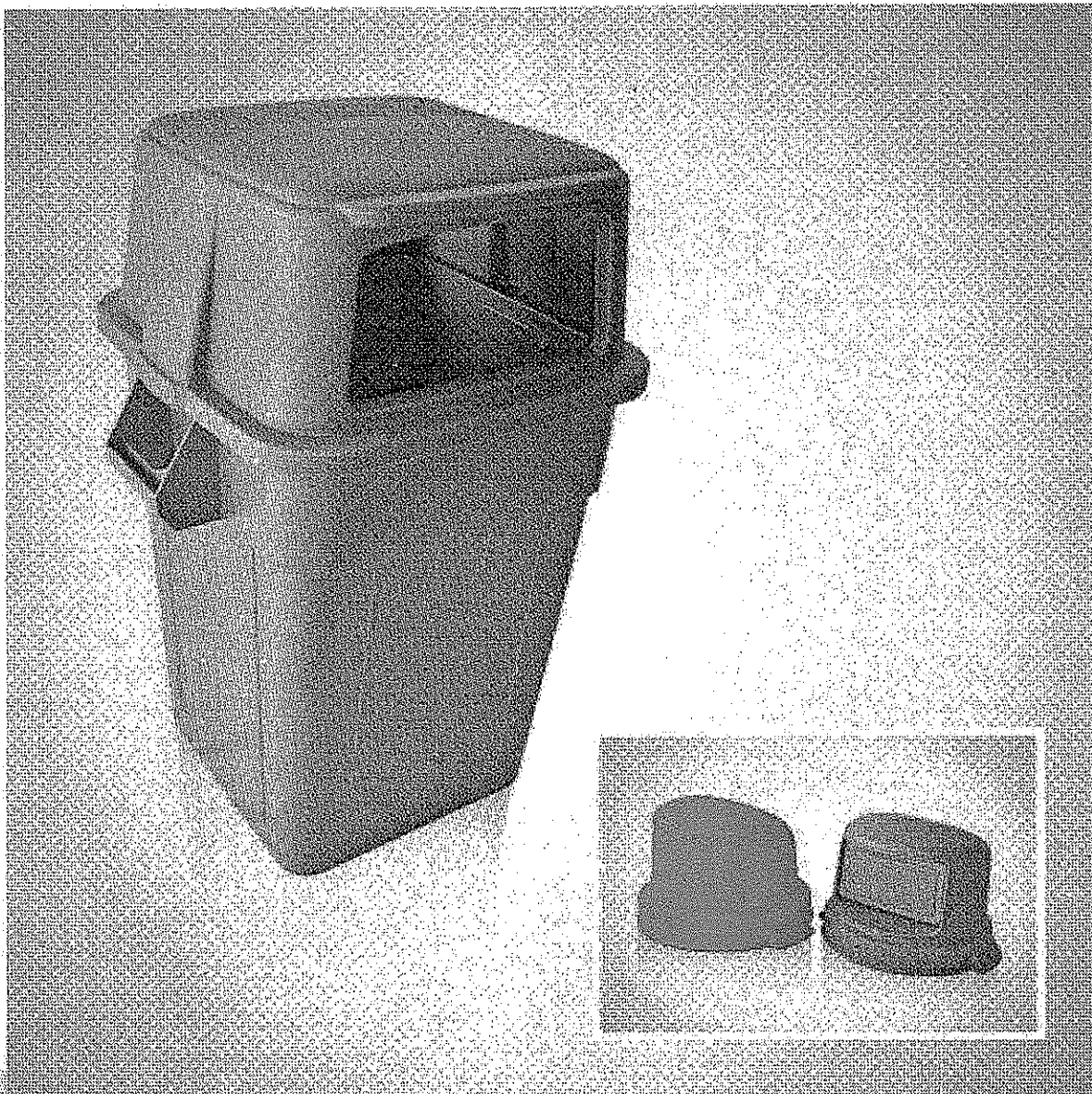
Signature below accepting this proposal will constitute a purchase order.

Subtotal	\$4,445.00
Sales Tax (0.0%)	\$0.00
Total	\$4,445.00

Accepted By Customer _____

Superior Play, LLC
 889 S. Old US 23 Brighton, MI 48114
 P: 810-229-6245 TF: 888-778-7529 Fax: 810-229-6256





Dome Lids

Each trash liner in the Frog Furnishings line comes with an option for either a round or square dome lid. These dome lids are commercial grade plastic lids great for keeping the rain out and the trash in. All dome lids have a heavy duty hinged door.

152

152-31D	Douglas Fir Receptacle, 31-gallon, 245 lbs.	\$1,375.00
152-31I	Ipe Receptacle, 31-gallon, 289 lbs.	\$1,605.00
152-31PL	Recycled Plastic Receptacle, 31-gallon, 253 lbs.	\$1,465.00

- Traditional design
- Detailed w/rosettes

Materials

Top & Bottom
 Bands: 3/8" x 2-1/4" steel
 Center Band: 3/8" x 2" steel
 Rosettes: 4-1/4" O.D. x 3/4"-thick cast iron
 Slats: 2" x 4" nom. in choice of Clear Douglas Fir or Ipe (all w/clear preservative treatment); or 2" x 4" nom. recycled plastic w/color molded in
 Cover: 14 gauge spun steel w/10" dia. opening secured w/vinyl-coated cable
 Liner: 31-gallon galvanized
 Finish: See page 4 for choice of recycled plastic color and polyester powder finish.

Shown w/Black finish/Douglas Fir

187

187-32D-FTO	Douglas Fir, 32-gallon receptacle, 186 lbs.	\$1,345.00
187-32I-FTO	Ipe, 32-gallon receptacle, 238 lbs.	\$1,670.00
187-32PL-FTO	Recycled Plastic, 32-gallon receptacle, 198 lbs.	\$1,465.00

- Tasteful design
- Cast iron support

Materials

Slats: 2" x 3" and mitred 2" x 4" nom. in choice of Clear Douglas Fir or Ipe (all w/clear preservative treatment); or Recycled Plastic w/color molded in
 Fasteners: Stainless steel
 Legs: Cast iron
 Frame: 1/4" x 2" steel bar
 Cover: 12 gauge steel hinged cover with 10" square opening, secured w/vinyl-coated cable
 Liner: 32-gallon square plastic
 Finish: See pg 4 for choice of recycled plastic color and polyester powder finish.

Shown w/Black finish/Ipe

41PL/43PL



41-22PL	22-gal. Receptacle, 86 lbs.	\$370.00
41-32PL	32-gal. Receptacle, 112 lbs.	\$450.00
41-40PL-RC	40-gal. Recycle Receptacle, 129 lbs.	\$635.00
43-22PL	22-gal. Free-Standing Recept., 91 lbs.	\$440.00
43-32PL	32-gal. Free-Standing Recept., 117 lbs.	\$515.00
43-40PL-RC	40-gal. Recycle Recept., 134 lbs.	\$700.00
46-00	Replacement Black Poly Cover, 4 lbs.	\$50.00

- Versatile design
- Raised height

Support Options: S-1 Embedment and S-2 Surface Plate

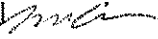
Materials

Slats: 2" x 3" nom. recycled plastic w/color molded in
 Liner: 22 or 32-gallon plastic or two 20-gallon plastic
 Receptacle
 Top: Polyethylene w/vinyl-coated cable and 10"-dia. opening or RC split cover
 Finish: See pg 4 for choice of recycled plastic color. Black polyester powder finish.

Shown in Grey

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 5/30/13

RE: Proposed Main Printer Upgrade

We are in the process of assembling options for replacing the main Township Hall printer. The current machine was purchased in 2006 and has exceeded it's useful life. Adam is in the process of assembling options as this Board packet is being prepared. We are waiting for final numbers from a vendor before the final recommendation. This information will be forwarded to you tomorrow afternoon.

Memorandum

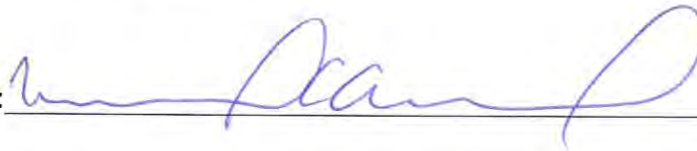
TO: Genoa Township Board

FROM: Adam VanTassell

DATE: June 3, 2013

RE: Proposed Main Printer upgrade

Manager Review:



CONSIDER APPROVAL OF THE PROPOSAL TO REPLACE THE TOWNSHIP HALL MAIN PRINTER.

Currently, the Township has one main networked printer which handles all the heavy duty printing jobs for all departments, from assessment notices to tax bills. This printer was purchased in 2006 and has performed well ever since. However, due to the continuous heavy use over the last 7 years, it has begun to reach the end of its viable lifecycle (normally these printers last around 5 years).

Township staff has received two proposals. The Applied Imaging proposal is from the Township's current vendor. The Applied Imaging proposal is for replacement of the printer only. The Michigan Offices Solutions (MOS360) is from a new vendor. Their proposal includes a replacement printer as well as a 5 year contract to service all 7 Township printers for a monthly fee. These 7 lower duty printers are also nearing their lifecycle and have already cost the Township over \$852 in repairs over 4 repair calls during 2012.

MOVE TO APPROVE THE PROPOSAL FROM MICHIGAN OFFICE SERVICES FOR A NEW COPIER AND PRINTER MAINTENANCE CONTRACT FOR A MONTHLY LEASE OF \$506.65.

IBEC, INC.
 38255 W. 10 MILE ROAD
 FARMINGTON HILLS, MI 48335

INVOICE

Inv. Date: 9/ 6/12
 Invoice #: 64184
 Tracking #: SITE-TERMS

Phone: 248-471-1414 Fax: 248-471-7969

Bill To: GENOA TOWNSHIP 2911 DORR RD. BRIGHTON, MI 48116	Account #: GE5225	Service Location: GENOA TOWNSHIP 2911 DORR RD. BRIGHTON, MI 48116
--	--------------------------	---

Item Serviced: FAX

Model Number: L90

Manufacturer: CCANON

Serial Number:

Purchase Order #	Service Tech	Service Writer	Customer Phone #	Terms	Tax Number
	GERALD WOLD	SHERRY SCOTT	(810)-227-5225	Net	GOVERNMENT

Qty	Part Number	Type	Item Description	Price	Extension
1.00	Travel Time \$55	Labor	Flat Rate Travel	\$55.00	\$55.00
1.00	Labor-Site	Labor	On-Site Labor	\$95.00	\$95.00
1.00	NOTE1	Labor	Clean whitout from scanner optics	\$0.00	\$0.00
1.00		Misc Charge		\$0.00	\$0.00
1.00	CP CLEA	Parts	Clean Unit-Lubricate-For Function	\$0.00	\$0.00
1.00	CP TEST	Parts	Test Unit After Repair = OK	\$0.00	\$0.00

fax machine

MAILED
 28985 9-13-12

Complaint: LEAVING WHITE SPACE DOWN PAPER WHEN REC AND SEND
 Comments:

Signature _____ Date _____

Remittance

Account #: GE5225
 Date: 9/ 6/12
 Amount Due: \$ 150.00
 Amount Enclosed: \$ _____

Thank You for Your Business! ...

Parts	\$0.00
Labor	\$150.00
Misc.	\$0.00
Taxes	\$0.00
Advance	\$0.00
Total	\$150.00

IBEC, INC.
 38435 GRAND RIVER AVE.
 FARMINGTON HILLS, MI 48335

INVOICE

Inv. Date: 8/ 2/12
 Invoice #: 64065
 Tracking #: 9-5

Phone: 248-471-1414 Fax: 248-471-7969

Bill To: GENOA TOWNSHIP 2911 DORR RD. BRIGHTON, MI 48116	Account #: GE5225	Service Location: GENOA TOWNSHIP 2911 DORR RD. BRIGHTON, MI 48116
--	--------------------------	---

Item Serviced: PRINTER-LASER

Model Number: 4000tn

Manufacturer: HP

Serial Number: USNC038616

Purchase Order #	Service Tech	Service Writer	Customer Phone #	Terms	Tax Number
	GERALD WOLD	HEIDI BURKHOLDER	(810)-227-5225	Net	GOVERNMENT

Qty	Part Number	Type	Item Description	Price	Extension
1.00	Travel Time \$55	Labor	Flat Rate Travel	\$55.00	\$55.00
1.00	Labor-Site	Labor	On-Site Labor	\$95.00	\$95.00
1.00	NOTE1	Labor	Power cycle printer which cleared error.	\$0.00	\$0.00
1.00	NOTE2	Labor	Performed cold reset on printer and Jet direct card 600.	\$0.00	\$0.00
1.00	NOTE3	Labor	Reconfig IP address. Next step R&R Jet direct card.	\$0.00	\$0.00
1.00	NOTE4	Labor	Card approx \$140	\$0.00	\$0.00
1.00		Misc Charge		\$0.00	\$0.00

NEW LOCATION & REMIT TO

38255 W. 10 MILE ROAD

FARMINGTON HILLS, MI 48335

248-471-1414 (SAME)

Complaint: 87.0002 EI02 ERROR, NOBODY WAS USING IT.
 Comments:

Signature _____ Date _____

Remittance

Account #: GE5225
 Date: 8/ 2/12
 Amount Due: \$ 150.00
 Amount Enclosed: \$ _____

Thank You for Your Business! ...

Parts	\$0.00
Labor	\$150.00
Misc.	\$0.00
Taxes	\$0.00
Advance	\$0.00
Total	\$150.00

IBEC Computer & Printer Repair, Inc

INVOICE

P.O. Box 7098 • Novi, MI 48376
 Telephone: 248-471-1414 • Fax 248-471-7969

Please pay from this Field Service Invoice
 Please wait for invoice to be mailed to you

63977

CUSTOMER COMPANY NAME GEMDAWAY	DATE & TIME CALL REQUESTED 7-9-12
--	---

STREET	BILL TO:
--------	----------

CITY	STATE	ZIP	STREET
------	-------	-----	--------

CONTACT KANE	PHONE	CITY	STATE	ZIP
------------------------	-------	------	-------	-----

EQUIPMENT SERVICED			PHONE	
--------------------	--	--	-------	--

MODEL NO.	SERIAL NO.	DESCRIPTION	TYPE CALL / TWO	BILLING STATUS / ONE
(A) HP4000	38616	377596	<input type="checkbox"/> INSTALLATION <input checked="" type="checkbox"/> ON SITE	<input type="checkbox"/> PREM <input type="checkbox"/> CONTRACT
(B)			<input checked="" type="checkbox"/> REMEDIAL <input type="checkbox"/> CARRY-IN	<input type="checkbox"/> CARRY-IN <input type="checkbox"/> NON-BILL*
(C)			<input type="checkbox"/> P.M. <input type="checkbox"/> TRAINING	<input type="checkbox"/> T&M <input checked="" type="checkbox"/> WARRANTY
(D)			<input type="checkbox"/> OTHER	

REASON FOR CALL: **Grinding & NOT FEEDING.**

ACTION TAKEN: **Adjust Sep Chuck -**

DATE	7-9-12																		
START																			
STOP																			

PART NUMBER	DESCRIPTION	QTY	PRICE	PART NUMBER	DESCRIPTION	QTY	PRICE

SERVICE AUTHORIZATION SYSTEM STATUS <input checked="" type="checkbox"/> OK <input type="checkbox"/> DOWN CUSTOMER ACKNOWLEDGES RECEIVING THE MATERIALS AND SERVICES INDICATED ON THE FACE HEREOF. ALL PARTS, SOFTWARE, EQUIPMENT REMAINS THE PROPERTY OF IBEC UNTIL PAID FOR IN FULL. AUTHORIZED SIGNATURE Kane DATE 7-9-12 SERVICE REPRESENTATIVE ML	ACCOUNTING USE ONLY <table style="width:100%"> <tr> <td>LABOR HRS. (REG.)</td> <td>@ \$</td> <td>= \$</td> </tr> <tr> <td>LABOR HRS. (PREM.)</td> <td>@ \$</td> <td>= \$</td> </tr> <tr> <td>LABOR HRS. (OTHER.)</td> <td>@ \$</td> <td>= \$</td> </tr> <tr> <td>OTHER</td> <td>@ \$</td> <td>= \$</td> </tr> <tr> <td>NOTES</td> <td></td> <td></td> </tr> <tr> <td>FLAT RATE</td> <td></td> <td></td> </tr> <tr> <td>TOTAL LABOR \$</td> <td></td> <td>17.00</td> </tr> <tr> <td>TRAVEL EXPENSES \$</td> <td></td> <td></td> </tr> <tr> <td>OTHER EXPENSES \$</td> <td></td> <td></td> </tr> <tr> <td>MATERIAL EXPENSES \$</td> <td></td> <td></td> </tr> <tr> <td>TAX \$</td> <td></td> <td></td> </tr> <tr> <td>TOTAL BILL \$</td> <td></td> <td></td> </tr> </table>	LABOR HRS. (REG.)	@ \$	= \$	LABOR HRS. (PREM.)	@ \$	= \$	LABOR HRS. (OTHER.)	@ \$	= \$	OTHER	@ \$	= \$	NOTES			FLAT RATE			TOTAL LABOR \$		17.00	TRAVEL EXPENSES \$			OTHER EXPENSES \$			MATERIAL EXPENSES \$			TAX \$			TOTAL BILL \$		
LABOR HRS. (REG.)	@ \$	= \$																																			
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OTHER EXPENSES \$																																					
MATERIAL EXPENSES \$																																					
TAX \$																																					
TOTAL BILL \$																																					

STANDARD PARTS GUARANTEE: 180 DAYS OR MAUFACTURER TERMS
 LABOR GUARANTEE: 180 DAYS
 TERMS: COD/UPON RECEIPT

IBEC Computer & Printer Repair, Inc

INVOICE

P.O. Box 7098 • Novi, MI 48376
 Telephone: 248-471-1414 • Fax 248-471-7969

Please pay from this Field Service Invoice
 Please wait for invoice to be mailed to you

63869

CUSTOMER COMPANY NAME GENOA LTD			DATE & TIME CALL REQUESTED 6-11-12		
STREET 2911 DOTY RD			BILL TO:		
CITY Brighton	STATE Mi.	ZIP 48116	STREET		
CONTACT DIANE		PHONE 810-227-5225	CITY	STATE	ZIP

EQUIPMENT SERVICED			PHONE			
MODEL NO.	SERIAL NO.	DESCRIPTION	TYPE CALL / TWO		BILLING STATUS / ONE	
(A) HP5		200325	<input type="checkbox"/> INSTALLATION	<input checked="" type="checkbox"/> ON SITE	<input type="checkbox"/> PREM	<input type="checkbox"/> CONTRACT
(B) HP4000TN	38616	376914/168674	<input checked="" type="checkbox"/> REMEDIAL	<input type="checkbox"/> CARRY-IN	<input type="checkbox"/> CARRY-IN	<input type="checkbox"/> NON-BILL*
(C)			<input type="checkbox"/> P.M.	<input type="checkbox"/> TRAINING	<input checked="" type="checkbox"/> T&M	<input type="checkbox"/> WARRANTY
(D)			<input type="checkbox"/> OTHER			

REASON FOR CALL: HP5 SQUEAK - ORDER PART
 HP4 - Paper FEED, PRINT QUALITY - ORDER PARTS

ACTION TAKEN: INSTALL PARTS, TEST - OK.
 101-265-775-000

DATE	6-14-12	6-25-12												
START	9:50	1:10												
STOP	10:20	12:20												

PART NUMBER	DESCRIPTION	QTY	PRICE	PART NUMBER	DESCRIPTION	QTY	PRICE
765-2661	Roller Assy - 4000	1	139.95				
765-1934	Roller Assy - 5	1	134.95				
765-5281	Kit - MP Kit	1	119.95				
761-8974	Clutch-CASSETTE	2	19.95 EA.				

MAILED

28642 6-26-12

SERVICE AUTHORIZATION		ACCOUNTING USE ONLY			
SYSTEM STATUS <input checked="" type="checkbox"/> OK <input type="checkbox"/> DOWN		LABOR HRS. (REG.)	1.5	@ \$ 95	= \$ 142.50
CUSTOMER ACKNOWLEDGES RECEIVING THE MATERIALS AND SERVICES INDICATED ON THE FACE HEREOF. ALL PARTS, SOFTWARE, EQUIPMENT REMAINS THE PROPERTY OF IBEC UNTIL PAID FOR IN FULL.		LABOR HRS. (PREM.)		@ \$	= \$
		LABOR HRS. (OTHER.)		@ \$	= \$
		OTHER		@ \$	= \$
AUTHORIZED SIGNATURE 6-25-12	DATE	NOTES	FLAT RATE	TOTAL LABOR \$	142.50
SERVICE REPRESENTATIVE			2 hrs	TRAVEL EXPENSES \$	55.00
STANDARD PARTS GUARANTEE: 180 DAYS OR MANUFACTURER TERMS LABOR GUARANTEE: 180 DAYS TERMS: COD/UPON RECEIPT				OTHER EXPENSES \$	
				MATERIAL EXPENSES \$	354.15
				TAX \$	Ex
				TOTAL BILL \$	552.25

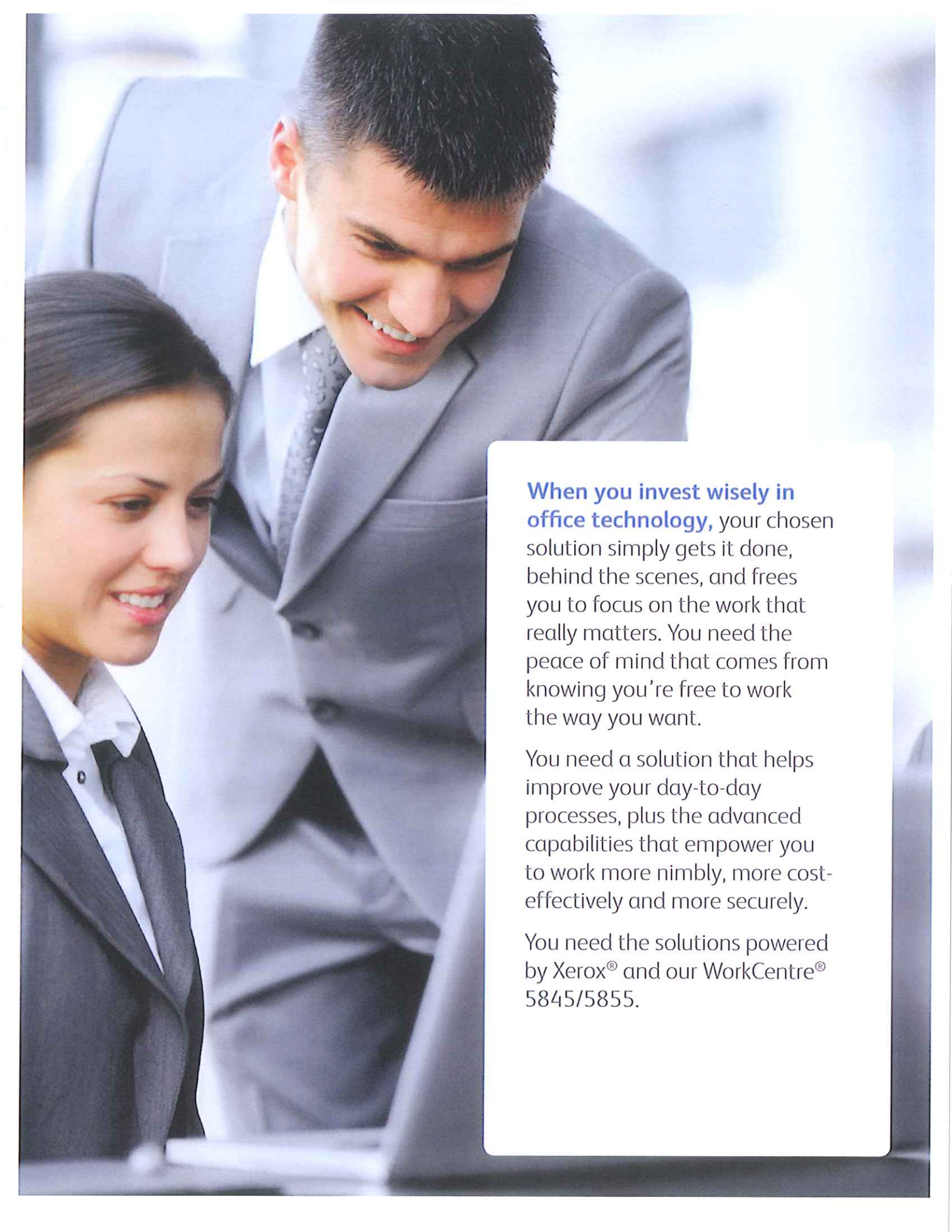
John o.k. to pay

WorkCentre®
5845/5855
Tabloid-size
Black-and-white
Multifunction Printer



Xerox® WorkCentre® 5845/5855
Multifunction Printer
A new kind of office productivity.





When you invest wisely in office technology, your chosen solution simply gets it done, behind the scenes, and frees you to focus on the work that really matters. You need the peace of mind that comes from knowing you're free to work the way you want.

You need a solution that helps improve your day-to-day processes, plus the advanced capabilities that empower you to work more nimbly, more cost-effectively and more securely.

You need the solutions powered by Xerox® and our WorkCentre® 5845/5855.



A better way to get work done.

You succeed because you're productive, flexible and reliable. You need an office technology solution that matches those strengths. Which is why we designed the Xerox® WorkCentre® 5845/5855 with a powerful mix of features and capabilities that help you get more work done in ways you never imagined.

- **Great features – your choice of speeds.** With fast copying and printing – up to 45 ppm or up to 55 ppm – there's more than enough speed to meet the needs of any busy workgroup. But if your business demands department-level productivity, consider the higher-speed models in the WorkCentre 5800 series family: the WorkCentre 5865, 5875 or 5890, for ultra-fast performance up to 90 ppm.
- **Scanning at up to 200 images per minute (duplex speed).** Single-pass color scanning enables faster electronic distribution of full-color documents for more effective and impressive communications.
- **Single touch scanning.** Use the Single Touch Scan feature to create a dedicated, easy-to-locate scan button directly on the color touch screen interface. Assign the Single Touch Scan button its own scanning workflow for fast document distribution and archiving.
- **Higher paper capacity, more flexibility.** Print more for longer with a total paper capacity of up to 8,700 sheets. Multiple finishing options, from basic to advanced, give you the flexibility your workload requires.
- **Exceptional print and copy quality.** With superior fine-line definition, shadows and highlights, your copies truly look like the original.
- **Walk-up simplicity.** Print from and scan to any USB memory device for faster document delivery when you're not at your computer.
- **Your print job, your priority.** The Print Around feature eliminates extended printing delays by holding a job in need of resources (such as a different paper size) and printing the next job in the queue.
- **Customize your solutions.** Extensible Interface Platform® (EIP) Serverless technology allows creation of applications to run on ConnectKey MFPs without the need for additional IT infrastructure. This allows you to simplify and personalize the usability of your device with a range of capabilities from support applications to scanning.



Illuminated Paper Path

The WorkCentre 5845/5855 features an illuminated paper path, which makes user access even easier.



Simplicity beyond ease of use.

When office life is simpler, you're free to focus on the work that really matters. But you need the right tools to help you get there. Rest assured, the Xerox® WorkCentre® 5845/5855 turns complexity into a higher level of simplicity with a solution that works the way you do.

Conservation Built-in

Get a powerful multifunction printer that includes a number of environmental features.

- Power save with quick start-up conserves electricity during downtime while keeping the device ready for action.
- Full compliance with the EU Restriction of Hazardous Substances (RoHS) Directive, Environmental Choice and the stringent ENERGY STAR® TEC Version 1.2 standards.
- Multiple print settings are available that allow for reduced impact on the environment. Options include default two-sided printing, proof print, printing on recycled paper and draft mode.
- Our innovative Earth Smart print driver settings let you select the most environmentally conscious print options.

- **Leading-edge color touch screen user interface.** Provides the comfortable look and feel Xerox is known for and features bright, intuitive icons and easy access to all major functions directly from the home screen.
- **Less user intervention means less downtime.** Our new, more efficient toner lasts longer and can be replaced quickly by any user and provides superior image quality.
- **A help desk at your fingertips.** Get quick, easy, step-by-step troubleshooting assistance – like tips for sending a scan via email – with embedded help videos right on the user interface.
- **A truly universal print driver.** Xerox® Global Print Driver® (X-GPD) lets IT administrators install, upgrade and manage Xerox® and non-Xerox® devices from a single driver. It provides a consistent, easy-to-use interface for end-users, reducing the number of support calls, and simplifying print services management.
- **Advanced copy and print features.** The WorkCentre 5845/5855 greatly simplifies everyday office tasks, providing plenty of support for specialized print applications including Annotation, Bates Stamping, ID Card Copy, tab print capability and page-level programming.
- **Consistent user experience.** The WorkCentre 5845/5855 features the same controller technology as our other latest-generation tabloid-size multifunction printers, making users more comfortable operating the devices because of their common look and feel. For more information about our groundbreaking Xerox® ConnectKey™ Controller technology, visit www.office.xerox.com/connectkey.



Securing what matters most.

Don't take chances with your sensitive information. Working at peak performance means nothing if the data that's critical to the success of your business isn't fully safeguarded. And network multifunction devices are potential points of entry for malicious activities. That's why the Xerox® WorkCentre® 5845/5855 boasts the most complete range of advanced features, technologies, and solutions from security-industry leaders that ensure comprehensive, 24/7 protection.

- **Protect your confidential information.** Safeguard all sensitive data with encrypted PDF files for scanning; hard drive encryption, compliant with the 256-bit AES FIPS 140-2 standard; and Image Overwrite with a 3-pass scrub process to ensure total deletion of all data fragments.
- **Prevent unauthorized Access.** Permit only authorized users to access the device with Xerox® user permissions, network authentication, IP filtering, and smart card, role-based and function-level login.
- **Manage threats proactively.** As new threats emerge, Xerox proactively monitors security clearinghouses for new vulnerabilities and provides patches when necessary, ensuring your equipment stays current and your data is kept safe. Plus, you can receive up-to-the-minute updates via RSS feeds and stay informed via www.xerox.com/security.
- **Stay compliant with regulations.** WorkCentre 5845/5855 devices comply with the latest security standards across industries, including government, finance and healthcare. These include Common Criteria (pending), HIPAA, Data Protection Act, COBIT and more. These devices can conform to any standard, with controls available to match your needs.
- **Gain complete visibility.** Prevent IP theft and ensure non-repudiation by having total visibility into the device and network. With security policy management and tracking of all activity on the device with Audit Log, you can know who accessed what, and when.



Powerful Partnerships

Xerox® ConnectKey™ MFPs include McAfee® technology integration, resulting in the industry's first lineup of multifunction printers that protect themselves from potential outside threats. McAfee's whitelisting technology ensures only safe, pre-approved files or functions are executed on your devices, minimizing the need to manually update software levels against new security threats. Also, seamless integration with the Xerox® MPS toolset and McAfee ePolicy (ePO) allows for easy tracking and monitoring.

Plus, automatic Cisco® TrustSec Identity Services Engine (ISE) integration provides comprehensive visibility of all ConnectKey MFPs' endpoints to enforce IT-centric security policies and compliance.



Real business happens wherever you are.

You need the advantage of anytime, anywhere access to the technology that makes your work easier. You need a real-world solution that bridges the gap between workplace productivity and the tasks that have to get done beyond your office walls. Our mobile solutions empower today's professionals to get real work done in the office and on the go, providing the freedom and flexibility to keep pace with the demands of your business – wherever it takes you.



Remote Control Panel

Remotely and securely operate the WorkCentre 5845/5855 control panel from any office PC as though you were standing at the device. The Remote Control Panel allows IT staff to remotely view and control the user interface and makes it easier and more convenient to train users. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.

The Freedom of Uninhibited Mobility

Whether at work or working away, the Xerox® WorkCentre® 5845/5855 provides powerful, helpful technologies with barrier-free accessibility. Now, office staff can control device functions from any workstation, while mobile professionals stay connected to the communications tools and productivity solutions offered by the WorkCentre 5845/5855 – for more flexibility, anywhere.

- **Optional Wi-Fi connectivity.** Administrators can connect the WorkCentre 5800 series devices anywhere, without the need for network cabling.

- **Xerox® Mobile Print, and more.** Take the mystery and anxiety out of wireless and mobile device printing. Xerox has all the options to enable secure, accurate printing from most mobile devices, to any printer or multifunction printer, regardless of brand. Get industry-leading accuracy when printing native PowerPoint®, Word® and other standard files. Plus, Xerox offers IT-friendly optional capabilities such as PIN code access, multiple mobile operating systems and more. Whether offsite or onsite, learn more about why Xerox is the only choice for today's mobile professionals by visiting www.xerox.com/mobile



Xerox® WorkCentre® 5800 Series Optimized for:



Productivity



Scanning



Security



Networking



Solutions



Wi-Fi

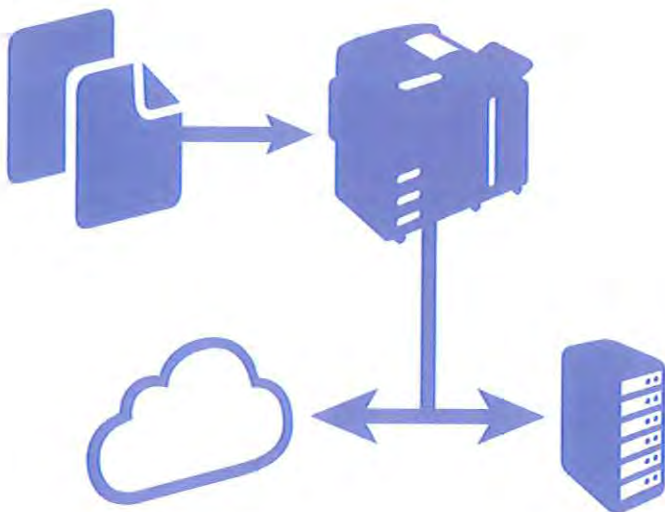
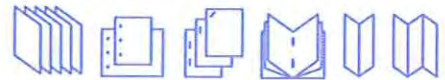
Paper Input

- 1 Single-pass Automatic Document Feeder automatically scans documents as fast as 200 images per minute (duplex speed).
- 2 100-sheet Bypass Tray handles heavy paper up to 80 lb. cover.
- 3 Two 500-sheet universal trays are adjustable up to 11 x 17 in.

- 4 Optional Envelope Kit (replaces Tray 2) provides trouble-free feeding of 50 envelopes.
- 5 High Capacity Tandem Tray holds a total of 3,600 sheets of letter-size paper.
- 6 4,000-sheet letter-size High Capacity Feeder (optional) can increase total capacity to 8,700 sheets. Or add the 2,000-sheet Short-Edge Kit in either letter/legal size or 11 x 17 in. size.

Finishing Options

- 7 Multiple finishing options let you add the capabilities that are right for individual workgroups. Choose basic features like staple and hole punch, or advanced capabilities to produce paginated, saddle-stitched and folded booklets and Z and C-folded brochures.



Extend Your Possibilities

Whether scanning and managing documents on your office network or a hosted cloud on the Internet, you can access scan workflow solutions right from any WorkCentre 5845/5855 thanks to the power of Xerox® Workflow Solutions, built on the Xerox® EIP® platform. These are just a few of the many examples of Xerox® Workflow Solutions*:

- **Xerox® ConnectKey™ for SharePoint.** Scan files directly into MS® SharePoint® and other Windows® folders. Plus, you'll go beyond basic file storage and PDF creation by automatically converting documents to intelligent, structured data with easy file naming and routing tools.
- **Xerox® ConnectKey Share to Cloud.** Our cloud-based scanning solution provides easy, secure, scalable scanning to popular cloud-based repositories such as Google Docs, Salesforce.com, Office 365 and Dropbox™, using custom-designed workflows that leverage our Xerox® EIP technology. Learn more about Xerox® Workflow Solutions at www.office.xerox.com/software-solutions.

* Optional solutions may vary by geography.

WorkCentre 5800 series multifunction systems are powered by the Xerox® ConnectKey™ Controller. These simple-to-implement systems give you real, practical solutions that easily streamline how you communicate, process and share important information, simplify complex paper-driven tasks, and drive down costs while keeping your data secure. For more information, go to www.xerox.com/connectkey.

Device Specifications		WorkCentre 5845	WorkCentre 5855
Speed		Up to 45 ppm	Up to 55 ppm
Duty Cycle ¹		Up to 175,000 pages / month	Up to 200,000 pages / month
Hard Drive / Processor / Memory		160 GB / 1 GHz Dual-core / 2 GB	
Connectivity		10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)	
Controller Features		Unified Address Book, Remote Control Panel, Online Support, Configuration Cloning	
Copy and Print			
Copy and Print Resolution		Copy: Up to 600 x 600 dpi input; Print: Up to 4800 x 600, 256 shades of gray, 1200 x 1200 emulation	
First-print-out Time (as fast as)		3.7 seconds	
First-copy-out Time (as fast as)		3.7 seconds from the Platen / 7.6 seconds from the Automatic Document Feeder	
Page Description Languages		Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6 emulations, HP-GL2™, XML Paper Specification (XPS®) (Optional)	
Print Features		Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring, Xerox® PrintBack	
Mobile Printing		Xerox® Mobile Print (Optional), Xerox® Mobile Print Cloud (Optional)	
Scan	Standard	Scan to Network, Scan to Email, Scan to Folder, Scan to SMB or FTP, Text Searchable PDF, PDF/A, XPS, Linearized PDF, JPEG, TIFF, Scan to USB Memory Device, Single Touch Scanning, TWAIN Support	
	Optional	ConnectKey for SharePoint®, ConnectKey Share to Cloud, Xerox® Scan to PC Desktop® SE and Professional, numerous solutions available through various Xerox® Business Innovation Partners	
Fax	Standard	Internet Fax, Fax Build Job, Network Server Fax Enablement (solutions available through various Xerox® Business Innovation Partners)	
	Optional	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)	
Security	Standard	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408) ² , Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions	
	Optional	McAfee Integrity Control, Xerox Secure Access Unified ID System®, Smart Card Enablement Kit (CAC/PIV, .NET)	
Accounting	Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax)	
	Optional	Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox® Business Innovation Partners	
Paper Input	Standard	Single-pass Automatic Document Feeder: 200 sheets; Speed: up to 200 ipm (duplex); Sizes: 4.9 x 5 in. to 11.7 x 17 in. / 125 x 138 mm to 297 x 432 mm Bypass Tray: 100 sheets; Custom sizes: 4.25 x 5.5 to 11 x 17 in. / A6 to A3 Trays 1-2: 500 sheets each; Custom sizes: 5.5 x 8.5 to 11 x 17 in. / A5 to A3 High Capacity Tandem Tray: 3,600 sheet total (1,600 and 2,000 sheets); Size 8.5 x 11 in. / A4	
	Optional	High Capacity Feeder (HCF): 4,000 sheets; Size 8.5 x 11 in. / A4 long edge feed HCF Kits (HCF required): 2,000-sheet 11 x 17 in. Short Edge Kit or 2,000-sheet Letter/Legal Short Edge Kit Envelope Tray (replaces Tray 2): Up to 50 envelopes: #10 commercial, monarch, DL, C5	
Paper Output / Finishing	Standard	Offset Catch Tray: 300 sheets	
	Optional	Basic Office Finisher (5845 only): 1,000 + 250-sheet trays, 30-sheet single-position stapling Office Finisher: 2,000 + 250-sheet trays, 50-sheet multi-position stapling, optional hole punch Office Finisher with Booklet Maker: 2,000 + 250-sheet trays, 50-sheet multi-position stapling, saddle-stitch booklet making, optional hole punch High Volume Finisher (HVF): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, optional hole punch High Volume Finisher with Booklet Maker: 3,000 + 250-sheet trays, 100-sheet multi-position stapling, saddle-stitch booklet making, optional hole punch Z Fold / C Fold Unit (with HVF with Booklet Maker): Adds letter-size Z- and C-folding Post Process Inserter (with HVF and with HVF with Booklet Maker): Adds preprinted inserts Convenience Stapler: 50-sheet stapling (based on 20 lb. bond), includes Work Surface	

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; ² Certification pending

Go to www.xerox.com/office/WC5845_55Specs for more detailed specifications and capabilities.

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Product Recommendation

Xerox WorkCentre 5150 Multifunction Printer

50 pages per minute BW Print Engine

Print - Up to 1200 x 1200 dpi

Copy - up to 600 x 600 x 8

75 Sheet Duplex Automatic Document Feeder

Network Scanning Kit

Trays 1 and 2 - 500 sheets each - Adjustable up to 11 x 17

Bypass tray - 100 sheet - custom sizes - Adjustable up to 11 x 17

Tandem Trays add paper capacity standard

Office Finisher- up to Staple and Stack up to 2,000 Sheets

80 GB Encryption Standard Hard Drive / 1.4 GHz Processor

PCL and Postscript drivers

Fax Kit with Compression Standard

Energy Star Certified



Standard
Tandem Trays
3,600 additional
8.5 x 11 Storage



Value Lease Agreement

APPLICATION NO. 1722813

AGREEMENT NO.

EQUIPMENT FINANCE

Send Account Inquiries to: 1310 Madrid Street, Suite 101 • Marshall, MN 56258 • Phone: (800) 328-5371 • Fax: (800) 328-9092
Send Payments to: P.O. Box 790448 • St. Louis, MO 63179-0448

The words Lessee, you and your refer to Customer. The words Lessor, we, us and our refer to U.S. Bank Equipment Finance, a division of U.S. Bank National Association ("U.S. Bank Equipment Finance").

CUSTOMER INFORMATION

Form with fields: FULL LEGAL NAME, STREET ADDRESS, CITY, STATE, ZIP, PHONE, FAX, BILLING NAME, BILLING STREET ADDRESS, CITY, STATE, ZIP, E-MAIL, EQUIPMENT LOCATION.

SUPPLIER INFORMATION

Form with fields: NAME OF SUPPLIER, STREET ADDRESS, CITY, STATE, ZIP, PHONE, FAX.

EQUIPMENT DESCRIPTION

Table with columns: MAKE/MODEL/ACCESSORIES, SERIAL NO., STARTING METER. Rows include XEROX 5855 and various HP and Brother service only items.

SEE NON APPROPRIATIONS ADDENDUM

together with all replacements, parts, repairs, additions, and accessions incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries.
[] See the attached Schedule A [] See the attached Billing Schedule

TERM AND PAYMENT SCHEDULE

Form with fields: 60 Payments* of \$ 506.65, *plus applicable taxes, The lease contract payment ("Payment") period is monthly unless otherwise indicated. Payment includes 17,292 B&W Pages per month, Overages billed quarterly at \$.0108 per B&W page*. Payment includes 404 Color Pages per month, Overages billed quarterly at \$.2 per Color page*.

END OF LEASE OPTIONS

You will have the following option at the end of the original term, provided that no event of default under the Agreement has occurred and is continuing. To the extent that any purchase option indicates that the purchase price will be the "Fair Market Value" (or "FMV"), such term means the value of the Equipment in continued use. 1) Purchase all but not less than all the Equipment for the Fair Market Value per paragraph 1, 2) Renew the Agreement per paragraph 1, or 3) Return the Equipment per paragraph 3.

THIS IS A NONCANCELABLE / IRREVOCABLE AGREEMENT; THIS AGREEMENT CANNOT BE CANCELED OR TERMINATED.

LESSOR ACCEPTANCE

Form with fields: U.S. Bank Equipment Finance, LESSOR, SIGNATURE, TITLE, DATED.

CUSTOMER ACCEPTANCE

By signing below, you certify that you have reviewed and do agree to all terms and conditions of this Agreement on this page and on page 2 attached hereto. Notwithstanding anything to the contrary on page 2, the Agreement shall commence on the day that the Equipment is delivered to you and the Agreement shall be irrevocable and non cancelable in all respects thereafter.

Form with fields: TOWNSHIP OF GENOA, CUSTOMER (as referenced above), SIGNATURE, TITLE, DATED.

FEDERAL TAX I.D. #

PRINT NAME

1. **AGREEMENT:** For business purposes only, you agree to lease from us the goods (the "Equipment") and/or to finance certain licensed software and services ("Financed Items", which are included in the word "Equipment" unless separately stated), all as described on page 1 of this Agreement, as it may be supplemented from time to time. You agree to all of the terms and conditions contained in this Agreement and any supplement, which (with the acceptance certification) is the entire agreement regarding the Equipment ("Agreement") and which supersedes any purchase order or invoice. You authorize us to correct or insert missing Equipment identification information and to make corrections to your proper legal name and address. This Agreement becomes valid upon execution by us. The start date of this Agreement (the "Effective Date") will be a date after the certification of acceptance of the Equipment, as shown on the first invoice. This Agreement will renew for 12-month term(s) unless you purchase or return the Equipment (according to the conditions herein) or send us written notice between 90 and 150 days (before the end of any term) that you do not want it renewed. If any provision of this Agreement is declared unenforceable in any jurisdiction, the other provisions herein shall remain in full force and effect in that jurisdiction and all others.
2. **RENT, TAXES AND FEES:** You will pay the monthly Payment (as adjusted) when due, plus any applicable sales, use and property taxes. The base Payment will be adjusted proportionately upward or downward: (1) by up to 10% to accommodate changes in the actual Equipment cost; (2) if the shipping charges or taxes differ from the estimate given to you; and (3) to comply with the tax laws of the state in which the Equipment is located. If we pay any taxes, insurance or other expenses that you owe hereunder, you agree to reimburse us when we request and to pay us a processing fee for each expense or charge we pay on your behalf. We may charge you a fee of \$35.00 for any filing required by the Uniform Commercial Code (UCC). By the date the first Payment is due, you agree to pay us an origination fee of \$75.00, as shown on our invoice or addendum, to cover us for all closing costs. We will have the right to apply all sums, received from you, to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for nonpayment, you will pay us a bad check charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.
3. **MAINTENANCE AND LOCATION OF EQUIPMENT; SECURITY INTEREST:** At your expense, you agree to keep the Equipment: (1) in good repair, condition and working order, in compliance with applicable manufacturers' and regulatory standards; (2) free and clear of all liens and claims; and (3) only at your address shown on page 1, and you agree not to move it unless we agree. As long as you have given us the written notice as required in paragraph 1 prior to the expiration or termination of this Agreement's term, if you do not purchase the Equipment, you will return all but not less than all of the Equipment and all related manuals and use and maintenance records to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. You are solely responsible for removing any data that may reside in the Equipment you return, including but not limited to hard drives, disk drives or any other form of memory. You grant us a security interest in the Equipment to secure all amounts you owe us under any agreement with us, and you authorize us to file a financing statement (UCC-1). You will not change your state of organization, headquarters or residence without providing prior written notice to us so that we may amend or file a new UCC-1. You will notify us within 30 days if your state of organization revokes or terminates your existence.
4. **COLLATERAL PROTECTION; INSURANCE; INDEMNITY; LOSS OR DAMAGE:** You agree to keep the Equipment fully insured against risk and loss, with us as lender's loss payee, in an amount not less than the original cost until this Agreement is terminated. You also agree to obtain a general public liability insurance policy with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. Your insurance policy(s) will provide for 10 days advance written notice to us of any modification or cancellation. You agree to provide us certificates or other evidence of insurance acceptable to us. If you fail to comply with this requirement within 30 days after the start of this Agreement, you agree to pay a monthly property damage surcharge ("PDS") of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, under the PDS program that is further described on a letter from us to you. We may make a profit on this program. Under this program, AS LONG AS YOU ARE NOT IN DEFAULT AT THE TIME OF A LOSS (excluding losses from intentional acts), the remaining balance owed on the subject Equipment will be forgiven. NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT. We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, use, condition, inspection, removal, return or storage of the Equipment. You are responsible for the risk of loss or for any destruction of or damage to the Equipment. You agree to promptly notify us in writing of any loss or damage. If the Equipment is destroyed and you do not have the PDS program you will pay to us the unpaid balance of this Agreement, including any future rent to the end of the term plus the anticipated purchase price of the Equipment (both discounted at 3%). Any proceeds of insurance will be paid to us and credited, at our option, against any loss or damage. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to loss or damage to the Equipment. All indemnities will survive the expiration or termination of this Agreement.
5. **ASSIGNMENT: YOU HAVE NO RIGHT TO SELL, TRANSFER, ASSIGN OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT, without our prior written consent.** Without our prior written consent, you shall not reorganize or merge with any other entity or transfer all or a substantial part of your ownership interests or assets. We may sell, assign, or transfer this Agreement without notice. You agree that if we sell, assign or transfer this Agreement, the new Lessor will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that the new Lessor will not be subject to any claims, defenses, or offsets that you may have against us. You shall cooperate with us in executing any documentation reasonably required by us or our assignee to effectuate any such assignment. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.
6. **DEFAULT AND REMEDIES:** You will be in default if: (a) you do not pay any Payment or other sum due to us when due or if you break any of your promises in this Agreement or any other agreement with us or any of our affiliates, (b) you make or have made any false statement or misrepresentation to us, (c) you or any guarantor dies, dissolves or terminates existence, (d) there has been a material adverse change in your or any guarantor's financial, business or operating condition, or (e) any guarantor defaults under any guaranty for this Agreement. If any part of a Payment is more than 5 days late, you agree to pay a late charge of 10% of the Payment which is late or if less, the maximum charge allowed by law. If you are ever in default, at our option, we can terminate this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated purchase price of the Equipment (both discounted at 3%). We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any or all of the remedies available to us under Articles 2A and 9 of the UCC and any other law, including requiring that you: (1) return the Equipment to us to a location we specify; and (2) immediately stop using any Financed Items. In addition, we will have the right, immediately and without notice or other action, to set-off against any of your liabilities to us any money, including depository account balances, owed by us to you, whether or not due. In the event of any dispute or enforcement of rights under this Agreement or any related agreement, you agree to pay our reasonable attorney's fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. If we have to take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement. YOU AGREE THAT WE WILL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE. Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that your rights and remedies are governed exclusively by this Agreement. You waive all rights under Article 2A (508-522) of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will not be subject to any penalties.
7. **INSPECTIONS AND REPORTS:** We will have the right, at any reasonable time, to inspect the Equipment and any documents relating to its use, maintenance and repair. Within 30 days after our request, you will deliver all requested information which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. Financial information will generally not be required unless your exposure with us exceeds \$1,000,000. Unless otherwise accepted by us, each financial statement submitted to us shall be prepared in accordance with generally accepted accounting principles consistently applied and shall fairly and accurately present your financial condition and results of operations for the period to which it pertains.
8. **FAXED OR SCANNED DOCUMENTS, MISC.:** Any faxed or scanned copy may be considered the original, and you waive the right to challenge in court the authenticity or binding effect of any faxed or scanned copy or signature thereon. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. All notices shall be mailed or delivered by facsimile transmission or overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing any telephone number, now or in the future, for a cell phone or other wireless device, you are expressly consenting to receiving communications, regardless of their purpose, at that number, including, but not limited to, prerecorded or artificial voice message calls, text messages, and calls made by an automatic dialing system from us and our affiliates and agents. These calls and messages may incur access fees from your provider.
9. **WARRANTY DISCLAIMERS: YOU AGREE THAT YOU HAVE SELECTED THE SUPPLIER AND EACH ITEM OF EQUIPMENT BASED UPON YOUR OWN JUDGMENT AND YOU DISCLAIM ANY RELIANCE UPON ANY STATEMENTS OR REPRESENTATIONS MADE BY US. WE DO NOT TAKE RESPONSIBILITY FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. THE SUPPLIER IS NOT AN AGENT OF OURS AND WE ARE NOT AN AGENT OF THE SUPPLIER, AND NOTHING THE SUPPLIER STATES OR DOES CAN AFFECT YOUR OBLIGATION UNDER THIS AGREEMENT. YOU WILL CONTINUE TO MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, OR ANY OTHER ISSUE IN REGARDS TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS.**
10. **LAW, JURY WAIVER: Agreements, promises and commitments made by Lessor, concerning loans and other credit extensions must be in writing, express consideration and be signed by Lessor to be enforceable.** This Agreement may be modified only by written agreement and not by course of performance. This Agreement will be governed by and construed in accordance with Minnesota law. You consent to jurisdiction and venue of any state or federal court in Minnesota and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, YOU AND WE WAIVE ALL RIGHTS TO A TRIAL BY JURY.
11. **MAINTENANCE AND SUPPLIES:** The charges established by this Agreement include payment for the use of the Equipment, accessories, maintenance by supplier during normal business hours, inspection, adjustment, parts replacement, drums, cleaning material required for proper operation and black toner and developer. Paper and staples must be separately purchased by you. Color toner is not included in this Agreement and will be billed separately. If necessary, the service and supply portion of this Agreement may be assigned by us. We may charge you a supply freight fee to cover our costs of shipping supplies to you.
12. **OVERAGES AND COST ADJUSTMENTS:** You agree to comply with our billing procedures including, but not limited to, providing us with periodic meter readings on the Equipment. At the end of the first 12 months after commencement of this Agreement, and once each successive 12-month period thereafter, we may increase the Payment and the Overage per page charge that exceeds the number of pages originally designated in this Agreement ("Overages") by a maximum of 15% of the existing Payment and Overage per page charge.
13. **UPGRADE AND DOWNGRADE PROVISION: AFTER COMMENCEMENT OF THE AGREEMENT AND UPON YOUR WRITTEN REQUEST, AT OUR SOLE DISCRETION, WE MAY REVIEW YOUR PAGE VOLUME AND PROPOSE OPTIONS FOR UPGRADING OR DOWNGRADING THE EQUIPMENT TO ACCOMMODATE YOUR BUSINESS NEEDS.**



EQUIPMENT FINANCE

AGREEMENT NO.

1722813

NON-APPROPRIATION ADDENDUM

Addendum to Agreement # 1722813, dated _____, between TOWNSHIP OF GENOA, as Customer and **U.S. Bank Equipment Finance**, as Lessor.

The parties wish to amend the above-referenced Agreement as set forth below:

REPRESENTATIONS AND WARRANTIES OF CUSTOMER: Customer hereby represents and warrants to Lessor that: (a) Customer is a State, possession of the United States, the District of Columbia, or political subdivision thereof as defined in Section 103 of the Internal Revenue Code and Treasury Regulations and Rulings related thereto (the "Code"). If Customer is incorporated, it is duly organized and existing under the Constitution and laws of its jurisdiction of incorporation and will do or cause to be done all things necessary to preserve and keep such organization and existence in full force and effect. (b) Customer has been duly authorized by the Constitution and laws of the applicable jurisdiction and by a resolution of its governing body (which resolution, if requested by Lessor, is attached hereto), to execute and deliver the Agreement and to carry out its obligations hereunder. (c) All legal requirements have been met, and procedures have been followed, including public bidding, in order to ensure the enforceability of the Agreement. (d) The Equipment will be used by Customer only for essential governmental or proprietary functions of Customer consistent with the scope of Customer's authority and will not be used in a trade or business of any person or entity, by the federal government or for any personal, family or household use. Customer's need for the Equipment is not expected to diminish during the term of the Agreement. (e) Customer has funds available to pay contracted Payments until the end of its current appropriation period, and it intends to request funds to make contracted Payments in each appropriation period, from now until the end of the term of the Agreement. (f) The Customer shall comply at all times with all applicable requirements of the Code. (g) Customer's exact legal name is as set forth on page one of the Agreement. Customer will not change its legal name in any respect without giving thirty (30) days prior written notice to Lessor.

NON-APPROPRIATION: If sufficient funds are not appropriated to make contracted Payments under the Agreement, the Agreement shall terminate and Customer shall not be obligated to make contracted Payments under the Agreement beyond the then-current fiscal year for which funds have been appropriated. Upon such an event, Customer shall, no later than the end of the fiscal year for which contracted Payments have been appropriated, deliver possession of the Equipment to Lessor. If Customer fails to deliver possession of the Equipment to Lessor, the termination shall nevertheless be effective but Customer shall be responsible for the payment of damages in an amount equal to the portion of contracted Payments thereafter coming due that is attributable to the number of days after the termination during which the Customer fails to deliver possession and for any other loss suffered by Lessor as a result of Customer's failure to deliver possession as required. Customer shall notify Lessor in writing within seven (7) days after the failure of the Customer to appropriate funds sufficient for the payment of the contracted Payments, but failure to provide such notice shall not operate to extend the Agreement term or result in any liability to Customer.

By signing this Addendum, Customer acknowledges the above changes to the Agreement and authorizes Lessor to make such changes. In all other respects, the terms and conditions of the Agreement remain in full force and effect and remain binding on Customer.

<p>_____ Lessor</p> <p>_____ Signature</p> <p>_____ Title</p> <p>_____ Date</p>	<p style="text-align: center;">TOWNSHIP OF GENOA</p> <p>_____ Customer</p> <p style="text-align: center;">X</p> <p>_____ Signature</p> <p>_____ Title</p> <p>_____ Date</p>
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NOTE: SIGNER OF THIS DOCUMENT MUST BE SAME AS ON THE AGREEMENT. A FACSIMILE OF THIS DOCUMENT WITH SIGNATURE SHALL BE CONSIDERED TO BE AN ORIGINAL. CAPITALIZED TERMS IN THIS DOCUMENT ARE DEFINED AS IN THE AGREEMENT, UNLESS SPECIFICALLY STATED OTHERWISE.

Michigan Sales and Use Tax Certificate of Exemption

DO NOT send to Treasury – Certificate must be retained in the Seller's Records.

This certificate is invalid unless all four sections are completed by the purchaser.

SECTION 1: CHECK ONE OF THE FOLLOWING

- One time purchase
Order or Invoice #: _____
- Blanket certificate. Expiration date, maximum of four years: _____

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certifies that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

US Bank

(Vendor's Name and Address)

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE (Check one of the following)

- All items purchased.
- Limited to the following items: _____

SECTION 3: BASIS FOR EXEMPTION CLAIM (Check one of the following)

- For Resale at Retail - Sales Tax License Number: _____
- For Lease - Use Tax Registration Number: _____
- The following exemptions DO NOT require the purchaser to provide a number:**
- For Resale at Wholesale
- Agricultural Production ____%
- Industrial Processing ____%
- Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization.)
- Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organizations (must provide IRS authorized letter with this form.)
- Nonprofit Organization with an authorized letter issued by the Michigan Department of Treasury prior to June 1994 (must provide copy of letter with this form)
- Rolling Stock purchased by an Interstate Motor Carrier
- Direct Mail (delivered to multiple taxing jurisdictions - purchaser assumes tax payment obligation)
- Other (explain): _____

SECTION 4: CERTIFICATION

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Type of Business (see codes on page 2)	Business Name
Business Address	City, State, ZIP Code
Business Telephone Number (include area code)	Name (Print or Type)
Signature and Title	Date Signed

Michigan Sales and Use Tax Certificate of Exemption

DO NOT send to Treasury – Certificate must be retained in the Seller's Records.

This certificate is invalid unless all four sections are completed by the purchaser.

SECTION 1: CHECK ONE OF THE FOLLOWING

- One time purchase
Order or Invoice #: _____
- Blanket certificate. Expiration date, maximum of four years: _____

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certifies that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

MICHIGAN OFFICE SOLUTIONS

(Vendor's Name and Address)

SECTION 2: ITEMS COVERED BY THIS CERTIFICATE (Check one of the following)

- All items purchased.
- Limited to the following items: _____

SECTION 3: BASIS FOR EXEMPTION CLAIM (Check one of the following)

- For Resale at Retail - Sales Tax License Number: _____
- For Lease - Use Tax Registration Number: _____
- The following exemptions DO NOT require the purchaser to provide a number:**
- For Resale at Wholesale
- Agricultural Production ____%
- Industrial Processing ____%
- Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization.)
- Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organizations (must provide IRS authorized letter with this form.)
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- Other (explain): _____

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Type of Business (see codes on page 2)	Business Name
Business Address	City, State, ZIP Code
Business Telephone Number (include area code)	Name (Print or Type)
Signature and Title	Date Signed



Validation & Findings

Designed Specifically for
Genoa Township

MOS Headquarters
2859 Walkent Drive NW
Grand Rapids, MI 49514

800-442-9070
Website: www.mos-xerox.com

Count on us.™



About Us

Michigan Office Solutions (MOS) specializes in office technology workflow assessment and optimization and has been committed to Michigan customers since 1957. We are uniquely positioned to help companies understand true cost breakdown, asset deployment, usage patterns and volumes that result in the co-authored development of sustainable work practices and monitoring of workflows for continuous improvement. We have successfully led companies as well as small organizations - in every industry from healthcare to education and manufacturing - to achieve better financial results, improve operational efficiency and reduce environmental impact.

Recent Awards

- Top Office Equipment Dealer in West MI since 2006
- Best of Kalamazoo Award – 2008, 2009 , 2010, and 2011
- Department of Defense Employer Freedom Award 2009
- ESGR (Employers in Support of the Guard and Reserve) 2008
- Best of Saginaw Award – 2009 & 2010
- “A+” Better Business Bureau Rating

- Named one of “*West Michigan’s 101 Best and Brightest Companies to Work For*” in 2011 and 2012

- Xerox Ranked #7 in the “*Top 25 Manufacturing Companies to Sell for*” in the November issue of Selling Power Magazine

Vendor Certifications

- A+, CNA, MCP, NET+, MCSA, CNE5, CNE4, CNE3

Company Facts

- (8) additional offices across Michigan
- Certified In-house Service and Sales Trainers
- Over \$1 million parts and supply inventory
- ≈200 total employees across MI
- 14 Years average tenure of our employees
- Serving 7,500+ customers across Michigan

Customer Service Overview

- Trained, local Customer Care Center Specialists resolve issues over the phone, often resulting in immediate resolution
- Preventative maintenance provided by our service technicians helps machines average 99.2% uptime
- Experienced technicians undergo extensive in-house training as well as factory training and certification
- MOS technicians have a full vehicle inventory ensuring that equipment is repaired on the first visit 95% of the time
- Automated dispatching system along with BlackBerry technology, allows your service call to be paged immediately to the service technician

www.mos-xerox.com



Michigan Office Solutions

A Xerox Company

Count on us.™

The MOS Customer Care Center...

A World Class Customer Experience

Let's face it, office equipment malfunctions can easily ruin a productive workday. MOS understands the importance of preventing these problems and, if they occur we are committed to getting our customers back up and running ASAP.

- Trained, local Customer Care Center Specialists resolve issues over the phone, often resulting in immediate resolution.
- Preventative maintenance provided by our service technicians helps your machines average 99.2% uptime.
- Experienced technicians undergo extensive in-house training as well as factory training and certification.
- MOS technicians have a full vehicle inventory ensuring that equipment is repaired on the first visit 95% of the time.
- Automated dispatching system along with BlackBerry technology, allows your service call to be paged immediately to the service technician

The MOS Customer Care Center is staffed with several trained support staff with many years experience in the copier/technology industry.

The team includes:

- field service technicians
- routing coordinators
- trained equipment specialists



These individuals specialize in answering basic to exceptionally detailed questions about your office equipment. Whether it's loading drivers, removing a paper jam, unwanted lines on your copies or how to change an IP address, this team is here to provide you with an **IMMEDIATE RESPONSE TIME**.

Certifications held by this team include, but are not limited to:

- Microsoft Certified Professional (MCP)
- Microsoft Certified Desk Support Tech (MCDST)
- Service Desk Professional (SDP)
- Xerox Certified
- Konica-Minolta Certified
- Hewlett-Packard Certified

Count on us.[™]

MOS
Michigan Office Solutions

A Xerox Company

MOS 360°™ is a revolutionary review that measures the core areas required to achieve true workflow optimization. It is a multi-source, co-authored approach that delivers a comprehensive snapshot , providing clear visibility into a Company's core business areas. Integrated reporting tools deliver concrete, actionable guidelines for complete alignment between your technology and business process initiatives.



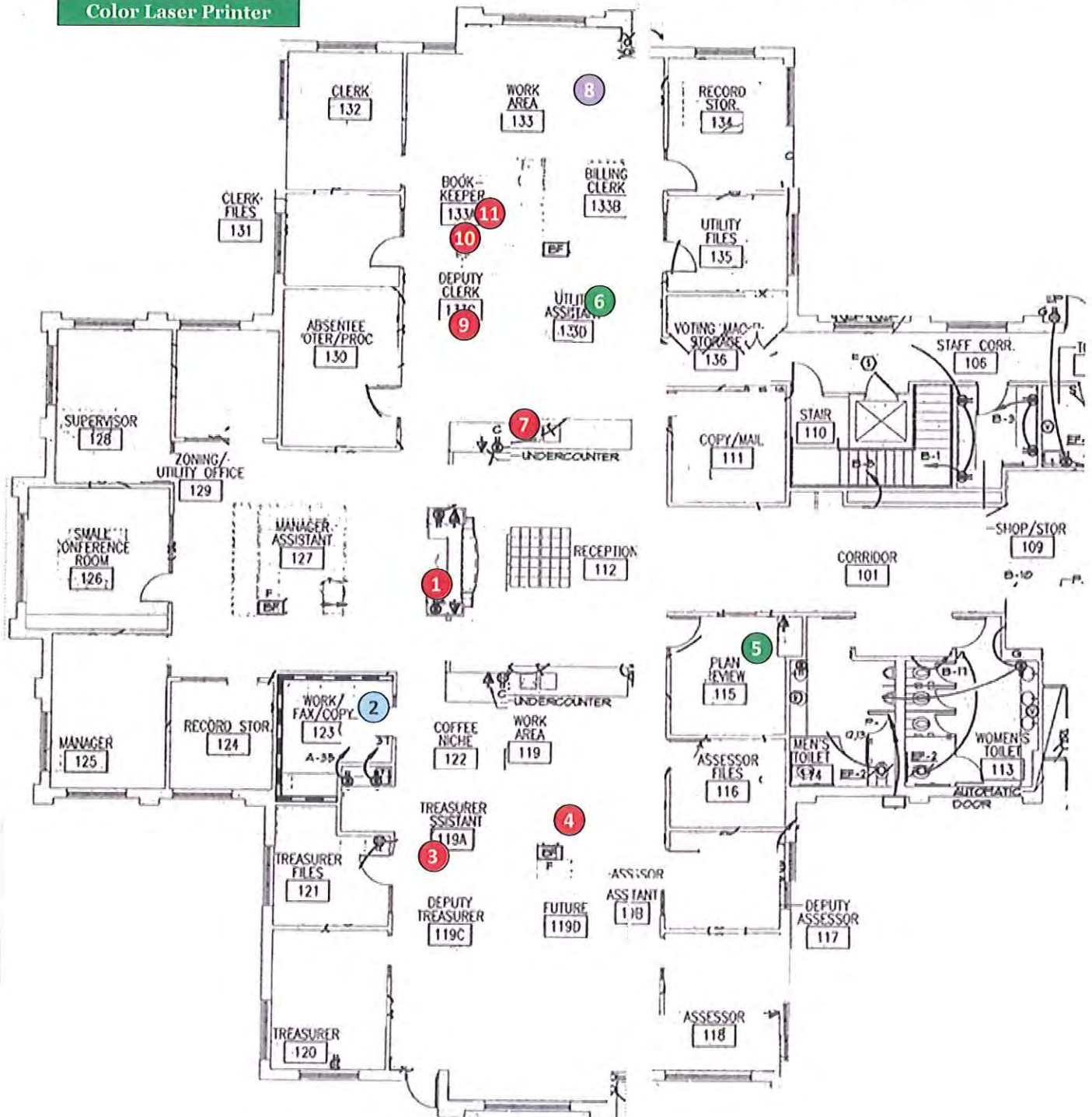
Count on us.™

MOS
Michigan Office Solutions

A Xerox Company

- BW Laser Printer
- BW MFP
- Color MFP
- Color Laser Printer

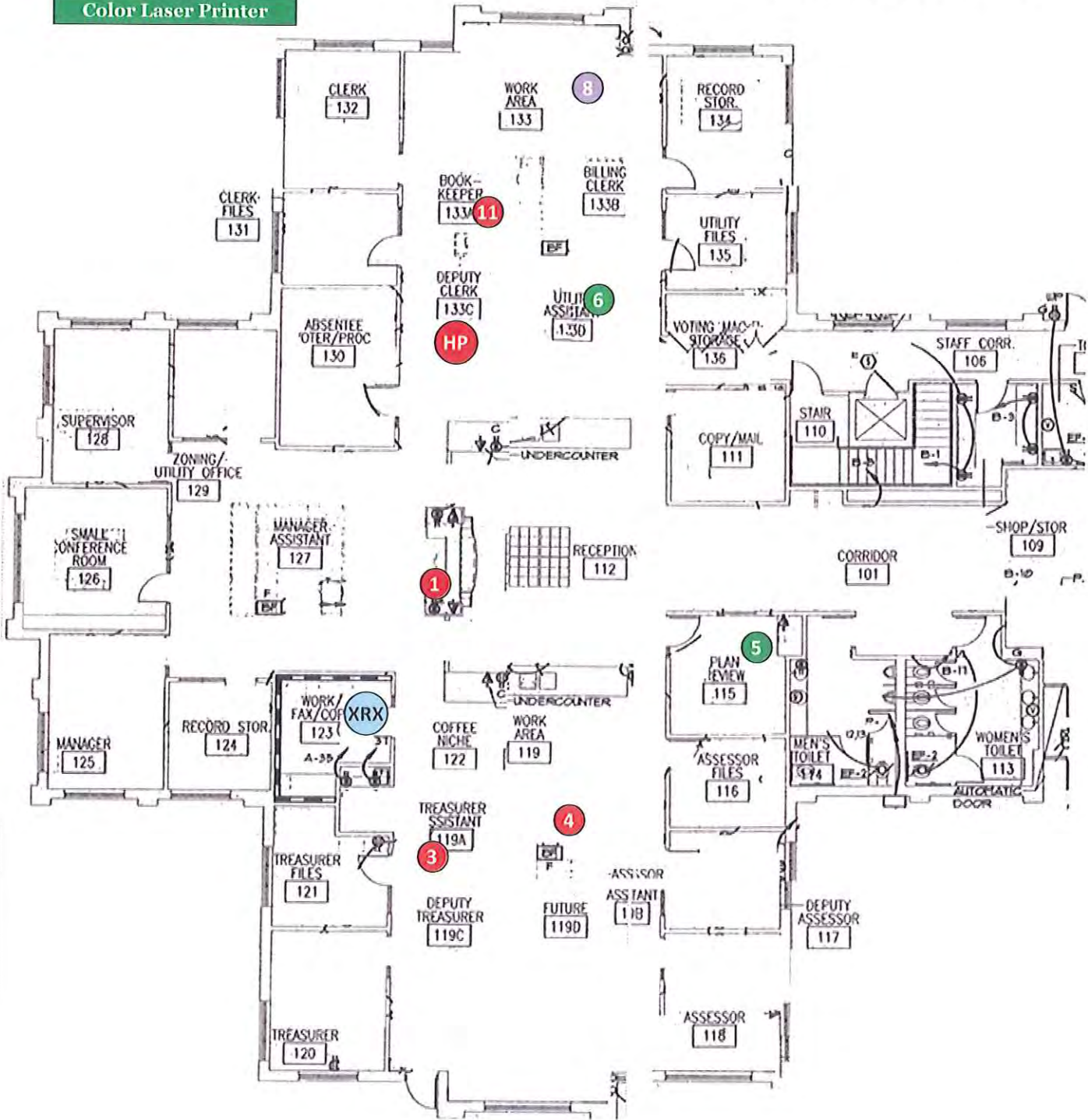
Genowa Township Current Situation



- BW Laser Printer
- BW MFP
- Color MFP
- Color Laser Printer

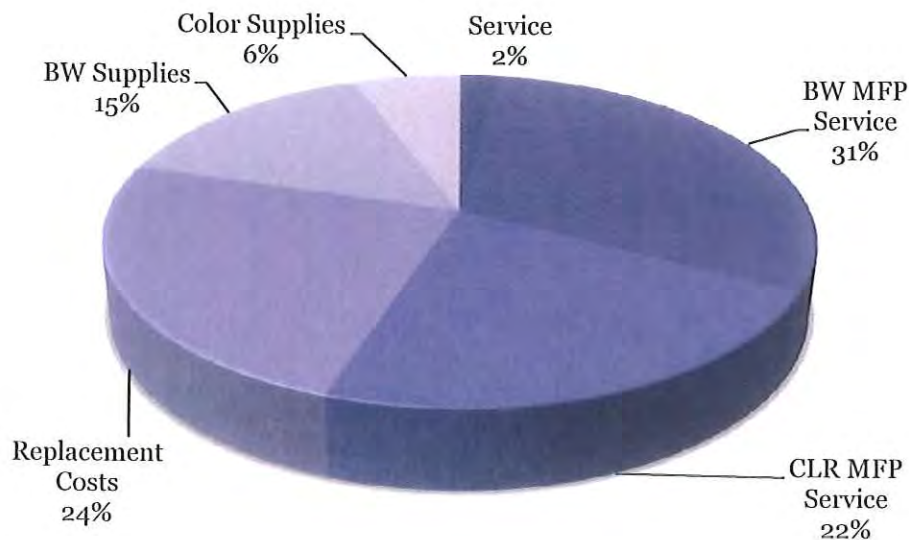
Genowa Township

Co-Authored Solution



BW Total Cost Analysis	
Monthly Volume, per Analysis	20,176
Monthly Document Operating Costs	\$ 410.23
Total Cost Per Page, all inclusive	\$0.0203

Color Total Cost Analysis	
Monthly Volume, per Analysis	4,404
Monthly Document Operating Costs	\$385.63
Total Cost Per Page, all inclusive	\$0.0875



Total Monthly Pages 24,580
 Total Monthly Expenditure
 \$795.86

Current Situation w/o
Color MFP

Co-Authored Solution

Monthly B&W Cost 17,292 Pages Monthly X \$0.0289 \$498.91	Monthly B&W Cost 17,292 Pages Monthly X \$0.0253 \$437.26
Monthly Color Cost 404 Pages Monthly X \$0.2179 \$88.04	Monthly Color Cost 404 Pages Monthly X \$0.1203 \$48.58
Total Current Monthly Cost \$586.95	Future Monthly Cost \$485.84

Monthly Savings - \$101.11
Annual Savings - \$1,213
Savings over 60 Months - \$6065

Co- Authored Includes

(1) XRX WC 5150PT with Office Finisher , (1) HP 4014 with additional Tray
Service and Supply for all printing assets under MOS agreement at same Cost per Page
Preventative Maintenance, Repairs, Parts, Labor, All Toner Orders
All devices share pool of volume at same cost per page

Genoa Township Ricoh MP6002SP *Black/White Multifunctional Device*

The Ricoh MP6002SP is designed to support a variety of document production tasks in high-volume environments with a wide range of document production and distribution requirements. The Ricoh MP6002SP allows completion of every job with one multifunctional product that offers high-end digital copying, plus printing, scanning, faxing and finishing.

Key Features

- Fast output speed of 60 pages per minute
- 4,300 sheet paper capacity
- Warm-Up time of less than 30 seconds
- First copy speed of 4.2 seconds
- 512-MB RAM & 160-GB HDD
- Up to 34 lb bond
- 1200 x 1200 dpi resolution
- Energy Star® compliant

Included Options

- Copy, Print, Scan



Pricing Components

- Delivery
- Network Installation
- Operator Training
- Maintenance includes all toner, parts, and labor
- Excludes paper and staples

MPIC Pricing

Purchase \$9223.00
60 FMV lease \$196.44 per month
48 FMV lease \$236.10 per month

Maintenance & Toner

10,000 copies \$63.00 per month
B&W billed usage @ .0063

Genoa Township
Ricoh MP6002SP
Black/White Multifunctional Device

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RICOH
imagine. change.

Ricoh Aficio
MP 6002/MP 7502/
MP 9002

Multifunction B&W

✓ Copier ✓ Printer ✓ Facsimile ✓ Scanner



MP 6002

60
ppm monochrome

MP 7502

75
ppm monochrome

MP 9002

90
ppm monochrome

Experience more power, more features in a sleek, compact, sustainable design

You may not be able to predict the future. But you can prepare for it. The RICOH® Aficio® MP 6002/MP 7502/MP 9002 combines user-friendly customization, access to cloud-based solutions and a sleek, easy-to-use design to streamline an array of everyday tasks efficiently. The services-led platform of the 60 ppm, 75 ppm and 90 ppm black-and-white multifunction devices offers advanced printing, copying, scanning, and distribution capabilities to ensure fast-moving, intuitive workflows that help reduce total cost of ownership. Choose the one that works best for you — as the primary system for your workgroup or as an integral part of the Ricoh Managed Document Services (MDS) strategy — and bolster productivity throughout your organization.

- Produce up to 90 prints/copies per minute
- Simplify complex tasks with exceptional multifunction performance
- Customize workflow to improve productivity
- Streamline administration with intuitive document management
- Protect documents and data



Smart technology designed for convenience

Accelerate workflow, enhance efficiencies

Be more productive

Choose from three speeds (60, 75 and 90-ppm) for reliable throughput that helps you transition from one job to the next with ease and efficiency. Users can consolidate tasks — including copying, printing and scanning — with the Aficio MP 6002/MP 7502/MP 9002. Start quickly and deliver first print times in as little as 2.9 seconds (90-ppm) on a wide range of paper stocks without compromising space or your budget. Extend productivity even further with optional faxing and finishing.



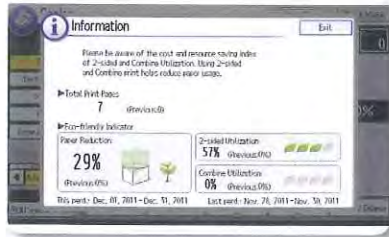
Control how you work

Take responsibility for improving workflow in your office. Powered by an enhanced controller, these intuitive MFPs maximize efficiency while minimizing impact on the environment. Scan to and print from a USB/SD card right from the control panel — no PC is required. Plus, Quota Setting allows administrators to set limits on output for individual users to curb excessive use.



Enjoy the comforts of home

Ricoh-customized efficiency is at your fingertips. Add frequently used functions as icon shortcuts directly to the full-color, animated home screen. Access cloud-based solutions or HotSpot printing quickly using the MFP Browser. You can attach an external keyboard via USB cable for more user-friendly navigation. In addition, you can return to the home screen at any time with convenient one-touch operation.



Protect the integrity of your business

Overwrite all stored data on the hard disk drive with standard DataOverWrite and encrypt the address book, authentication information and stored documents using standard HDD Encryption. Enhanced Encryption Level (AES256bit, SHA-2) offers safer, more secure encryption algorithms. Plus, standard Bates Numbering provides identification protection and automatic consecutive numbering of documents.



Manage more documents in less time

Powerful print performance

Print high-quality documents at high speeds. The versatile systems offer 1200 x 1200 dpi resolution for compelling output that is sure to impress. Schedule Print enables users to print larger jobs during off-peak hours to reduce network congestion. Use Auto Job Promotion to skip error print jobs. You can also preview PDF, JPEG and TIFF documents from a USB/SD card to minimize print errors.



Output on the go

Business moves fast — so should you. These flexible systems offer convenient mobile printing from most manufacturers' smartphones/tablets* and other web-enabled devices to ensure productivity in more places. Simply download their application and gain access to functions that streamline workflow and enhance efficiency.

*Download printing application from smartphone/tablet manufacturer website



Professional finishing options

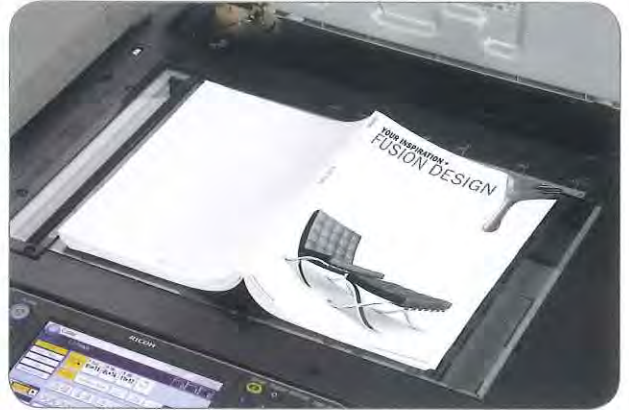
Choose from a variety of impressive finishing options to ensure end-to-end document production in more settings, from smaller offices to Central Reprographic Departments. Use the 3,000-sheet multi-tray finisher with 50- or 100-sheet staple capacity to expedite larger jobs. The 2,000-sheet finisher with saddle-stitch stapler can produce professional-grade booklets. Take advantage of hole punching, multi-folding option, a user-assignable 9-bin mailbox and more to produce high-quality, finished documents on a wide range of paper stocks and sizes.



Choose your own functionality

Fast, easy scanning

These versatile systems offer advanced capabilities to improve the speed and security of scanning tasks. Enhanced Batch Scan lets users alternate between one- and two-sided scanning of original documents in a single job. The size of high-quality PDF files can be reduced significantly with JBIG2 compression support for faster, easier distribution. In addition, users can save scans as digitally signed PDFs or in PDF/A format to protect the data more efficiently and securely.



Cost-effective distribution

Share more information with more people. Scan full-color or black-and-white originals, access LDAP-registered directories and distribute a wide range of documents using scan to web-mail/e-mail/SMB/FTP/URL/NCP with incredible control and minimal effort. Plus, users can send scans and faxes simultaneously to streamline distribution.



User-friendly faxing

Speed communications while reducing costs with optional faxing capabilities. With IP Fax (T.38) and Internet Fax (T.37), users can distribute documents directly to e-mail addresses for more cost-effective delivery. Users can simplify inbound faxing as well. Faxes can be forwarded automatically to e-mail addresses, network folders or the system hard drive. Add faxing capabilities to your system to check, print, delete, retrieve, or download documents using your computer for paperless faxing that cuts steps and helps to reduce costs. In addition, several services-led platform Ricoh devices can be connected to share phone lines helping to reduce costs further.



SYSTEM SPECIFICATIONS

Specifications

Memory (RAM)	Basic Models: 1 GB std/1.5 GB max
HDD	250 GB
First Copy Time	MP 6002: 3.9 seconds MP 7502: 3.2 seconds MP 9002: 2.9 seconds
Recovery Time to Print Ready Mode	MP 6002/MP 7502: 30 seconds MP 9002: 300 seconds
Copy Speed	60/75/90 copies/minute multiple sets (Letter LEF)
Original Size	Up to 11" x 17"
Copy Size	5.5" x 8.5" - 11" x 17"
Copy Resolution	True 600 x 600 dpi
Grayscale	256 levels
Zoom	25% - 400% in 1% increments
Paper Capacity	Standard: Tray 1: 1,550 sheets x 2 (tandem) = 3,100 (Letter); Trays 2 & 3: 550 sheets each (user adjustable) Bypass: 100 sheets Total Standard/Max: 4,300/8,300 sheets
Paper Weight	Trays 1 - 2: 52 - 169 g/m ² (14 lb. Bond - 45 lb. Bond) Tray 3: 52 - 216 g/m ² (14 lb. Bond - 80 lb. Cover)
Power Requirements	120V/60Hz/20A (Requires dedicated 20A outlet) MP 9002: 208-220V/60Hz/20A (Requires dedicated 20A outlet)
Typical Electricity Consumption (TEC)	MP 6002: SP version: 6.02 kWh Copier Basic: 6.66 kWh MP 7502: SP version: 6.83 kWh Copier Basic: 7.64 kWh MP 9002: SP version: 14.07 kWh Copier Basic: 15.83 kWh
Dimensions (WxDxH)	27.2" x 31.5" x 46.1" (690 x 799 x 1171 mm)
Weight	471.6 lbs. (214 kg)

System Accessories

Automatic Document Feeder (Standard)	
Original Size	5.5" x 8.5" - 11" x 17"
Paper Weight	Simplex: 11 lb. - 34 lb. Bond (40 - 128 g/m ²) Duplex: 14 lb. - 34 lb. Bond (40 - 128 g/m ²)
Capacity	150 sheets (based on 20 lb. Bond - 75 g/m ²)

Options

RT4010 Large-Capacity Tray (LCT)	
Paper Size	8.5" x 11"/A4 (LEF)
Paper Weight	14 - 34 lb. Bond (52 - 128 g/m ²)
Paper Capacity	4,000 sheets (20 lb. Bond - 75 g/m ²)
Dimensions (WxDxH)	12.36" x 18.03" x 25.94" (314 x 458 x 659 mm)
8.5" x 14" Paper Size Tray Type 9002	
Enables legal-size (8.5" x 14") paper to be fed through LCT.	
Paper Size	8.5" x 14"/B4, 8.5" x 11"/A4 SEF
Paper Capacity	2,500 sheets (20 lb. Bond - 75 g/m ²)
CS4000 9-Bin Mailbox	
Compatible with SR4060 and SR4070 Finishers.	
Number of Bins	9
Stack Capacity	100 sheets/bin (20 lb. Bond - 75 g/m ²)
Paper Size	5.5" x 8.5" - 11" x 17"
Copy Tray Type 9002	
Paper Capacity	500 sheets (8.5" x 11", 8.5" x 15"), 250 sheets (5.5" x 8.5", 11" x 17")
11" x 17" Tray Type 9001	
Enables 8.5" x 11" - 11" x 17" paper to be fed from Tray 1.	
Paper Size	11" x 17" SEF, 8.5" x 14" SEF, 8.5" x 11"
Paper Capacity	1,000 sheets
Cover Interposer Tray Type C14000	
Compatible with all three finishers.	
Paper Size	5.5" x 8.5" - 11" x 17"
Paper Weight	17 lb. Bond - 110 lb. Index (64 - 216 g/m ²)
Paper Capacity	200 sheets (20 lb. Bond - 75 g/m ²)
FD4000 Multi-Folding Unit	
Compatible with SR4080 and SR4070 only.	
Folding Type	
Single Sheet Mode	Z-Fold, Half-Fold, Letter Fold-in, Letter Fold-out, Double Parallel, Gate-Fold
Multiple Sheets Mode	Half-Fold, Letter Fold-in, Letter Fold-out. Up to 3 sheets
Paper Size	
Single Sheet Mode	Z-Folding: 8.5" x 11" - 11" x 17" Half-Folding: 8.5" x 11" - 11" x 17" Letter Folding: 8.5" x 11" - 11" x 17" Double Parallel/Gate-Folding: 8.5" x 11" Half-Folding: 8.5" x 11" - 11" x 17" Letter Folding: 8.5" x 11"
Multiple Sheets Mode	Letter Folding: 8.5" x 11"

SR4070 2,000-Sheet Saddle-Stitch Finisher with 50-Sheet Stapler

Proof Tray	
Paper Size	5.5" x 8.5" - 11" x 17" (A5-A3) SEF
Paper Weight	14 lb. Bond - 90 lb. Index (52 - 128 g/m ²)
Stack Capacity	250 sheets (8.5" x 11" or smaller) 50 sheets (8.5" x 14" or larger) 30 sheets (Z-Fold/8.5" x 14" or larger) 20 sheets (Z-Fold/8.5" x 11" or smaller)
Shift Tray	
Paper Size	5.5" x 8.5" - 11" x 17" (SEF)
Paper Weight	14 lb. Bond - 80 lb. Cover (52 - 216 g/m ²)
Stack Capacity	2,000 sheets (8.5" x 11" LEF) 1,000 sheets (8.5" x 11" SEF, 8.5" x 14" SEF, 11" x 17" SEF) 100 sheets (5.5" x 8.5" SEF) 30 sheets (Z-Fold/8.5" x 14" or larger) 20 sheets (Z-Fold/8.5" x 11" or smaller)
Staple Capacity	
Same Paper Size	50 sheets (8.5" x 11" or smaller) 30 sheets (8.5" x 14" or larger) 30 sheets (8.5" x 11", 11" x 17") 5 sheets
Mixed Paper Size	15 sheets (8.5" x 11" SEF, 8.5" x 14" SEF, 11" x 17" SEF)
Staple Position	
Dimensions (WxDxH)	Top, Bottom, 2 Staples, Top Slant Booklet 25.9" x 24.1" x 37.8" (657 x 613 x 960mm)
Punch Unit Type 3260	
(For use on SR4060/4070 finishers)	
Hole Positions	2 or 3 holes
Paper Size	5.5" x 8.5" - 11" x 17"
Paper Weight	14 lb. Bond - 90 lb. Index (52 - 163 g/m ²)
SR4080 3,000-Sheet Finisher with 100-Sheet Stapler	
Proof Tray	
Paper Size	5.5" x 8.5" - 11" x 17" (A5-A3) SEF
Paper Weight	14 lb. Bond - 80 lb. Cover (52 - 216 g/m ²)
Stack Capacity	500 sheets (8.5" x 11" or smaller) 250 sheets (8.5" x 14" or larger) 30 sheets (Z-Fold)
Shift Tray	
Paper Size	5.5" x 8.5" - 11" x 17" (A5-A3) SEF
Paper Weight	14 lb. Bond - 110 lb. Index (52 - 216 g/m ²)
Stack Capacity	3,000 sheets (8.5" x 11" LEF) 1,500 sheets (8.5" x 11" SEF, 8.5" x 14" SEF, 11" x 17" SEF) 500 sheets (5.5" x 8.5" LEF) 100 sheets (5.5" x 8.5" SEF) 30 sheets (Z-Fold)
Staple Capacity	
Same Paper Size	100 sheets (8.5" x 11") 50 sheets (8.5" x 14", 11" x 17") 50 sheets (8.5" x 11" LEF, 11" x 17" SEF) Only 10 sheets
Mixed Paper Size	10 sheets
Staple Positions	
Dimensions (WxDxH)	Top, Top Slant, Bottom, 2 Staples 31.5" x 28.7" x 38.6" (800 x 730 x 980mm)
Punch Unit Type 1075	
Hole Positions	2 or 3 holes
Paper Size	5.5" x 8.5" - 11" x 17"
Paper Weight	14 lb. Bond - 90 lb. Index (52 - 162 g/m ²)
SR4060 3,000-Sheet Finisher with 50-Sheet Stapler	
Proof Tray	
Paper Size	5.5" x 8.5" - 11" x 17" SEF
Paper Weight	14 lb. Bond - 90 lb. Index (52-163 g/m ²)
Stack Capacity	250 sheets (8.5" x 11" or smaller) 50 sheets (8.5" x 14" or larger)
Shift Tray	
Paper Size	5.5" x 8.5" - 11" x 17" SEF
Paper Weight	14 lb. Bond - 80 lb. Cover (52 - 216 g/m ²)
Stack Capacity	3,000 sheets (8.5" x 11" LEF) 1,500 sheets (8.5" x 11" SEF, 8.5" x 14" SEF, 11" x 17" SEF) 100 sheets (5.5" x 8.5" SEF)
Staple Capacity	
Same Paper Size	50 sheets (8.5" x 11" or smaller) 30 sheets (8.5" x 14" or larger) 30 sheets (8.5" x 11" LEF, 11" x 17" SEF) Top, Bottom, 2 Staples, Top Slant 25.9" x 24.1" x 37.8" (657 x 613 x 960mm)
Mixed Paper Size	10 sheets
Staple Positions	
Dimensions (WxDxH)	Top, Top Slant, Bottom, 2 Staples 25.9" x 24.1" x 37.8" (657 x 613 x 960mm)
GBC StreamPunch III	
Paper Size	8.5" x 11" LEF
Paper Weight	20 lb. Bond - 110 lb. Index (75 - 216 g/m ²)
Die Sets	CombBind®, VeloBind®, Three-Ring, ProClick®
BK5010e Production Booklet Maker	
Paper Size	8.5" x 11" - 11" x 17"
Paper Weight	16 lb. Bond - 110 lb. Index (60 - 216 g/m ²)

Print Controller Specifications

(Standard on Print/Scan Configuration/Option on Copier Basic Configuration)	
Print Speed	MP 6002: 60 ppm MP 7502: 75 ppm MP 9002: 90 ppm
CPU	Intel Celeron M 1.0 GHz
Host Interface	Standard: 10Base-T Ethernet/100Base-TX Ethernet, USB 2.0, SD Card Interface Optional: IEEE 1284 (Parallel), IEEE 802.11a/b/g (Wireless LAN), Bluetooth, Gigabit Ethernet TCP/IP (IPv4/IPv6), IPX/SPX
Network Protocol	*Requires Netware Option
Memory Capacity	1.5 GB
PDL	Standard: PCL5e, PCL6 Optional: Adobe PostScript 3®
Print Resolution	PCL5e: 300/600 dpi PCL6: 600/1200 dpi PS 3: 300/600/1200 dpi PCL5e/PCL6 /PS3
Drivers	

Scanner Specifications

(Standard on Print/Scan Configuration/Option on Copier Basic Configuration)	
Scan Speed	B/W 200 dpi (LT): 88 ipm (Simplex)/176 ipm (Duplex) B/W 300 dpi (LT): 88 ipm (Simplex)/176 ipm (Duplex) Color 200 dpi (LT): 88 ipm (Simplex)/176 ipm (Duplex) Color 300 dpi (LT): 88 ipm (Simplex)/120 ipm (Duplex)
Optical Resolution	100 dpi - 600 dpi (100 - 1200 dpi with TWAIN)
Output Format	Single Page: TIFF/JPEG, PDF, High Compression PDF, Encrypt PDF, PDF/A Multi Page: TIFF, PDF, High Compression PDF, Encrypt PDF, PDF/A
Interface Support	Standard: 10Base-T Ethernet/ 100Base-TX Ethernet; Optional: IEEE 802.11a/b/g, Gigabit Ethernet Network TWAIN Driver and WIA Driver Yes (up to 500 addresses per send)
Drivers	Yes (Version 3)
Scan-to-Email	2,000
LDAP Support	SMTP/POP before SMTP
Max Stored Destinations	Yes (up to 50 folders per job)
Authentication	SMB, FTP, NCP (requires netware option)
Scan-to-Folder	USB/SD Card
Protocol Support	
Scan-to-Media	
*Download driver from website.	

Facsimile Specifications (Optional)

Type	ITU-T (CCIT) G3, Additional G3 (Optional)
Circuit	PS/TN, PBX
Resolution	200 x 100 dpi (Standard Mode); 200 x 200 dpi (Detail Mode); 200 x 400 dpi (Fine Mode); 400 x 400 dpi (Super Fine Mode; available with optional SAF memory)
Modem Speed	33.6 Kbps with auto fallback
Compression Method	MH, MR, MMR, JBIG
G3 Transmission Speed	Approximately 2 seconds/page (with JBIG); Approximately 3 seconds/page (with MMR)
Scan Speed	0.70 seconds/page (Standard/Detail/Super Fine Mode; LTR SEF)
Auto Dialing	2,000 Quick Dials, 100 Group Dials (500 locations each)
SAF Memory Capacity	Standard: 4 MB (Approximately 320 pages); Maximum: 28 MB (approximately 2,240 pages) with memory option
Additional Modes	Internet Fax by e-mail (T.37), IP Fax (T.38), LAN Fax, Fax Forward to E-mail/Folder, LDAP support
Options	G3 Interface Unit Type 9002 (provides one additional G3 line; up to two lines may be added for a maximum of three lines); Memory Unit Type B (32 MB for fax option), Fax Connection Unit Type E

Accessories

Copy Connector Type 3260, VM Card Type U, Gigabit Ethernet Type B, IEEE802.11a/g Interface Unit Type J, PostScript3 Unit Type 9002, SD Card for NetWare Printing Type L, Browser Unit Type J, Bluetooth Interface Type D
*Copier basic Configuration
For maximum performance and yield, we recommend using genuine Ricoh parts and supplies



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Greg Tatara
Genoa Township
Utility Director

5/20/13

Mr. Tatara,

My name is Paul Sumner and I reside at 3675 Stratton Lane in Genoa Township.

I wanted to thank you and your support staff for the friendly and professional service that I received on 5-6-13. On Monday 5-6-13 I went to Genoa Township Offices regarding some lawn damage that had taken place in the area of Rolling Ridge Subdivision. I met with several of the Genoa Township Staff all members received my questions in a friendly, professional manner. In short order you and your staff advised that the damage would be inspected and if the damage occurred as a result of some sewer repairs then the lawn would be repaired. Within two days I received a phone call from a staff member advising that the area would be leveled and seeded by a Genoa Township Contractor. I'm very pleased to advise you that the work has been completed.

Please, extend my gratitude to your staff and to the Genoa Township Supervisor.

Thank you again

Paul Sumner
3675 Stratton Lane
Howell, Mi. 48843