

CHARTER TOWNSHIP OF GARFIELD TOWNSHIP BOARD MEETING

Tuesday, August 8, 2023 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

a. Minutes – July 11, 2023 (Recommend Approval)

b. Bills -

(i) General Fund \$88,624.15

(ii) Gourdie-Fraser

Developer's Escrow Fund – Storm Water and Private Road Reviews,
Utility Plan Review, Oversight & Closeout \$30,479.25

General Utilities 56,180.00

Park Funds / DNR Trust Fund 18,350.00

Total \$105,009.25

(Recommend Approval)

- c. MTT Update (Receive and File)
- d. STC Assessment Audit for 2023 (Receive and File)
- e. Schedule a Public Hearing for September 12, 2023 to establish the property tax millage rate to be levied to support the Township's 2024 General and Fire Fund accounts (Recommend Approval)
- f. Consideration of Resolution 2023-19-T, a resolution recommending approval of an On-Premises Tasting Room Permit for Nocturnal Bloom Brewing, LLC (Recommend Approval)
- g. Consideration of Contractor's Application for Payment No. 3-Final to Walton Contracting, Inc. for River East Recreation Area Improvements Phase II (Recommend Approval)
- h. Consideration of River East Recreation Area Improvements Phase II – Dog Park, Close-out and Turnover Documents (Recommend Approval)
- i. Consideration of Village at LaFranier Woods – Water Main and Sanitary Sewer Extension Close-out and Turnover Documents (Recommend Approval)
- j. Resolution to approve Grand Traverse Metro Emergency Services Authority 2024 Budget Proposal (Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

- a. Traverse Connect Q2 Growth Barometer Results and Quarterly Accomplishments

6. Reports

- a. County Commissioner's Report
- b. Construction Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. Traverse Connect Presentation
- f. Planning Department Report for August 2023
- g. Parks & Rec Report
- h. Treasurer's Report
- i. Clerk's Report in Writing
- j. Supervisor's Report

7. Unfinished Business

8. New Business

- a. Public Hearing - Consideration of Amendment to Ordinance 15 - Operation and Maintenance of the Grand Traverse County Water Supply System No. 1, Resolution 2023-21-T

- b. Consideration of Birmley Meadows Site Condominium Application SPR 2023-04
- c. Consideration of recommending a Class C Liquor License for High Tops, Resolution 2023-18-T
- d. Consideration of ordering two streetlights for Kensington West Condominiums

9. **Public Comment**

10. **Other Business**

11. **Adjournment**

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620.

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
July 11, 2023

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on July 11, 2023 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber
 Lanie McManus and Denise Schmuckal

Staff Present: John Sych, Planning Director

1. Public Comment (6:01)

Philip Hamburg of Summer Hill commented on the trail system.
 Amy Hartzog of TART commented on the trail system.

2. Review and Approval of the Agenda - Conflict of Interest (6:09)

Duell moved and Schmuckal seconded to approve the agenda as presented.

Yeas: Duell, Schmuckal, Agostinelli, McManus, Barsheff, Macomber, Korn
Nays: None

3. Consent Calendar (6:09)

a. Minutes

June 13, 2023 Regular Meeting
 (Recommend Approval)

b. Bills,

(i) General Fund \$142,373.86
 (Recommend Approval)

(ii) Gourdie-Fraser
 Developer's Escrow Fund – Storm Water
 Reviews, Utility Plan Review, Oversight
 & Closeout \$ 30,923.25
General Utilities 21,448.50
Total \$ 52,371.75
 (Recommend Approval)

**c. Consideration of Contractor's Change Order No. 2 to Elmer's for
 Cedar Run Watermain Extension (Recommend Approval)**

- d. **Consideration of Contractor's Application for Payment No. 3 to Elmer's for Cedar Run Watermain Extension (Recommend Approval)**
- e. **Introduction of Ordinance 15 Amendment and schedule public hearing for August 8, 2023**

Agostinelli moved and Schmuckal seconded to adopt the Consent Calendar as presented.

*Yeas: Agostinelli, Schmuckal, Duell, Barsheff, Macomber, McManus, Korn
Nays: None*

4. Items Removed from the Consent Calendar (6:11)

5. Correspondence (6:11)

- a. Letter dated June 29, 2023 from Haggard's Plumbing & Heating regarding Oleson PUD

6. Reports

a. County Commissioner's Report (6:11)

County Commissioners Brad Jewett and Lauren Flynn reported that \$5 million was set aside to be used for Mental Health facilities in the area. The facility would be located near the hospital. They added that the Road Commission, DNR and EGLE have come to an agreement on the roadkill issue. Flynn added that the opioid task force is moving ahead.

b. Sheriff's Report (6:17)

Lt. Brinks gave statistics for the month of June and gave a quarterly report as well. A temporary lieutenant will be named in the interim since Lt. Brinks was named to a Captain position. He thanked the board for the opportunity to work in Garfield Township.

c. GT Metro Fire Report (6:24)

Metro Fire Chief Pat Parker shared statistics for June 2023. The Metro budget will be presented to the Township Board in August. He reviewed new hires and training has been keeping Metro staff busy. The fire alarm program will begin again next week.

d. Construction Report (6:31)

No Report

e. Planning Department Report for July 2023 (6:31)

Planner John Sych submitted his report in writing and added that there are new applications coming to the Planning Commission. He had a meeting with the Cherryland owners and they may update their agreement.

e. Parks and Rec Report (6:33)

Schmuckal reported that the flagpole project by Dan Walters would be located between the pavilions and bathrooms and would be lighted. Board members agreed to the project and Schmuckal will contact Mr. Walters to let him know. Mr. Walters would also like to donate electricity for the pavilion and that topic will be brought to the Parks Commission.

f. Clerk's Report (6:39)

McManus submitted her report in writing. She commented on the voting legislation and changes coming up.

g. Supervisor's Report (6:42)

Supervisor Korn stated that he met with the Northern Nexus group. TTCI met regarding the formation of the MPO and he received a letter from a resident regarding homeless people.

7. Unfinished Business (6:48)

None

8. New Business

a. Presentation of Dennis, Gartland & Niergarth Auditor's Report (6:48)

Auditor Trina Oakes presented the Fiscal Year 2022 Audit and stated that the township had received a clean unmodified opinion which was the highest rating that a township could receive.

b. Public Hearing - Consideration of Oleson PUD Major Amendment (6:59)

Approved in 1997, the Oleson Planned Unit Development (PUD) is a commercial development, including a grocery store, offices, restaurant, service establishments, and a car wash. A request to amend the PUD is being considered according to Section 423.G of the Zoning Ordinance. By incorporating a residential use, Staff has determined that this amendment constitutes a major amendment which requires a public hearing, Planning Commission review and recommendation, and Township Board approval. The applicant proposes converting 6,960 square feet of second-floor office space into six apartments. There are to be 5 three-bedroom units and 1 two-bedroom unit. A revised floor plan is to be submitted by the applicant. The PUD is located at the corner of North Long Lake and Cedar Run Roads and comprises 21.15 acres of land. Korn opened the public hearing at 7:00pm and seeing no one wishing to speak, closed the public hearing.

Agostinelli moved and Schmuckal seconded that the Finding of Fact for Application SUP-1997-06-F, in support of the requested amendment to the Oleson Planned Unit Development and as recommended for adoption by the Planning Commission, BE ADOPTED.

Yeas: Agostinelli, Schmuckal, Barsheff, Macomber, McManus, Duell, Korn
Nays: None

Agostinelli moved and Schmuckal seconded THAT Application SUP-1997-06-F, submitted by Brad Oleson for an amendment to the Oleson Planned Unit Development, BE APPROVED subject to the following conditions (1-3 as indicated in PD 2023-79):

1. *The applicant shall provide two (2) full sized plan sets, one (1) 11 x 17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
2. *The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within thirty (30) days of final approval by the Township or approval shall be considered to have expired.*
3. *Except as expressly provided for in this Application, all original requirements, conditions, terms, plans, documents, and findings are hereby reaffirmed and ratified and shall remain in full force and effect. In the event of any conflict or inconsistency between this Application and the terms of any prior agreement, the terms of this approval shall prevail.*

Yeas: Agostinelli, Schmuckal, Duell, Macomber, McManus, Barsheff, Korn
Nays: None

c. Consideration of proposals for the Grand Traverse Commons Natural Area Wetland Delineation and Survey Work (7:03)

Sych stated that to prepare for the construction of the accessible trail and mountain bike trail at the Commons Area, it is necessary to do survey work to clarify boundaries. A wetland delineation is required to secure a permit from EGLE to proceed with any trail construction.

Schmuckal moved and Duell seconded to approve the proposal from Environmental Consulting & Technology, Inc. (ECT) dated June 30, 2023 for wetland delineation and stream assessment for the Grand Traverse Commons Natural Area in the amount of \$8,305.

Yeas: Schmuckal, Duell, McManus, Macomber, Barsheff, Agostinelli, Korn
Nays: None

Schmuckal moved and Barsheff seconded to approve proposal 23-237

from Gourdie-Fraser, Inc. (GFA) for boundary survey work for the Grand Traverse Commons Natural Area in the amount of \$11,800.

Yeas: Schmuckal, Barsheff, Agostinelli, Duell, McManus, Macomber, Korn

Nays: None

d. Consideration of agreement to form Metropolitan Planning Organization (7:09)

Korn explained that this is the Intergovernmental Agreement for Participants of the Metropolitan Planning Organization.

Schmuckal moved and Agostinelli seconded to allow Supervisor Korn to execute the Intergovernmental Agreement for Participants of the Metropolitan Planning Organization.

Yeas: Schmuckal, Agostinelli, Barsheff, Duell, McManus, Macomber, Korn
Nays: None

9. Public Comment: (7:15)

Brad Oleson with the Oleson Foundation commented on the Township property near Meadow Lane.

10. Other Business (7:21)

None

11. Adjournment

Korn adjourned the meeting at 7:21pm.

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/12/2023	GEN	41554	BURNHAM & FLOWER OF MICHIGAN	4-6-2023 HSA FEES	101-101-805.000	99.00
07/12/2023	GEN	41555	CHERRYLAND ELECTRIC COOP.	4257600 ELECTRICITY	101-000-084.861	296.53
		41555		4257600 ELECTRICITY	101-265-920.603	1,038.98
		41555		4257600 ELECTRICITY	101-448-920.005	772.11
						2,107.62
07/12/2023	GEN	41556	CHERRYLAND ELECTRIC COOP.	4257600	308-000-805.000	332.18
07/12/2023	GEN	41557	DTE ENERGY	910020833133	101-265-920.601	446.14
07/12/2023	GEN	41558	DTE ENERGY	910020833257	101-265-920.601	61.02
07/12/2023	GEN	41559	ENGINEERED PROTECTION SYS.	EPS	101-265-935.606	376.37
07/12/2023	GEN	41560	GFL ENVIRONMENTAL	002114258	308-000-805.000	493.11
07/12/2023	GEN	41561	GFL ENVIRONMENTAL	002114259	101-265-935.604	122.80
07/12/2023	GEN	41562	GILL-ROY'S HARDWARE	SAWCHAIN	308-000-935.000	32.99
07/12/2023	GEN	41563	GMOSER'S SEPTIC SERVICE, INC	PORTABLE TOILET	308-000-805.000	270.00
07/12/2023	GEN	41564	GRANITE TELECOMMUNICATIONS	POTS LINES	101-265-850.000	137.23
07/12/2023	GEN	41565	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	589.86
07/12/2023	GEN	41566	KCI	NEWSLETTER / TAX MAILING	101-101-900.000	1,182.19
		41566		NEWSLETTER / TAX MAILING	101-253-726.001	1,269.51
		41566		NEWSLETTER / TAX MAILING	101-253-900.000	1,501.24
						3,952.94
07/12/2023	GEN	41567	LANDGREEN LAWN CARE	EARLY SUMMER FERTILIZATION	308-000-805.000	1,536.00
07/12/2023	GEN	41568	LANDGREEN LAWN CARE	EARLY SUMMER FERTILIZATION	101-265-935.602	547.00
07/12/2023	GEN	41569	LAUTNER IRRIGATION INC	LOGANS LANDING SPRINKLER START UP	101-265-935.602	370.16
07/12/2023	GEN	41570	NORTHWEST LOCK, INC	REMOVE LOCK AND REKEY VAULT TOILET	308-000-805.000	109.00
07/12/2023	GEN	41571	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	159.98
07/12/2023	GEN	41572	TRAVERSE CITY RECORD EAGLE	SUBSCRIPTION	101-101-965.101	360.00
07/12/2023	GEN	41573	VC3 INC.	OFFICE 365	101-258-935.015	253.50
07/17/2023	GEN	41574	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	266.65
		41574		ADVERTISING	101-400-901.000	217.90
						484.55
07/19/2023	GEN	41575	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,670.69

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2023	GEN	41576	CONSOLIDAATED ELECTRICAL CONTRACTOR	PARK RESERVATION REFUND	101-000-476.004	20.00
07/19/2023	GEN	41577	IIMC	ANNUAL DUES L. MCMANUS	101-215-965.000	360.00
07/19/2023	GEN	41578	OTIS ELEVATOR	SVC CONTRACT 7.1.23-6.30.24	101-265-935.608	4,009.05
07/19/2023	GEN	41579	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE DENTAL / LIFE	101-851-873.030	1,691.79
		41579		EMPLOYEE DENTAL / LIFE	101-851-873.040	337.91
						2,029.70
07/19/2023	GEN	41580	STATE OF MICHIGAN	ELEVATOR CERTIFICATE OF OPERATION RENEWAL	101-265-935.608	310.00
07/19/2023	GEN	41581	TRAVERSE CITY LIGHT & POWER	00104659-5	101-448-920.005	10.61
07/26/2023	GEN	41582	AFLAC	AFLAC	101-000-227.001	436.82
07/26/2023	GEN	41583	BAY AREA FIRE & SAFETY LLC	ANNUAL FIRE EXTINGUISHER INSPECTION	101-265-935.608	45.00
07/26/2023	GEN	41584	DENNIS, GARTLAND & NIERGARTH	COMPLETION OF AUDIT / F-65 PREPARATION	101-101-802.000	2,875.00
07/26/2023	GEN	41585	FIFTH THIRD BANK	1319 CLERK ED / ZONING ED	101-215-960.000	1,662.96
		41585		1319 CLERK ED / ZONING ED	101-412-960.000	95.00
						1,757.96
07/26/2023	GEN	41586	FIFTH THIRD BANK	1319 / SWING CHAIN / FERTILIZER / CHAIN SHAR	308-000-935.000	291.36
07/26/2023	GEN	41587	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04
07/26/2023	GEN	41588	KRAFT BUSINESS SYSTEMS	COPIER/PRINTER CONTRACT	101-101-726.002	426.45
07/26/2023	GEN	41589	LAUTNER IRRIGATION INC	RIVER EAST SPRINKLER INSTALLATION	308-000-805.000	1,526.17
07/26/2023	GEN	41590	SUPERFLEET	GAS	101-806-862.000	335.32
07/26/2023	GEN	41591	UNITED WAY	UNITED WAY	101-000-238.000	90.00
07/26/2023	GEN	41592	VERIZON	PHONES	101-265-850.000	262.70
07/26/2023	GEN	41593	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,860.00
08/02/2023	GEN	41594	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	82.50
		41594		CONTRACTED SVCS	101-400-805.000	199.75
						282.25
08/02/2023	GEN	41595	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	296.53
		41595		ELECTRIC	101-265-920.603	1,123.68
		41595		ELECTRIC	101-448-920.005	772.11
						2,192.32
08/02/2023	GEN	41596	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-805.000	301.13

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/02/2023	GEN	41597	CONSUMERS ENERGY	103043977273	308-000-805.000	51.14
08/02/2023	GEN	41598	CONSUMERS ENERGY	100018131597	101-448-920.005	68.59
08/02/2023	GEN	41599	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
08/02/2023	GEN	41600	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-805.000	450.00
08/02/2023	GEN	41601	FIFTH THIRD BANK	CAR WASH	101-806-862.000	12.00
08/02/2023	GEN	41602	FIFTH THIRD BANK	3637-EDUCATION / SURVEY MONKEY	101-171-960.000	1,099.67
		41602		3637-EDUCATION / SURVEY MONKEY	101-400-805.000	468.00
						<u>1,567.67</u>
08/02/2023	GEN	41603	FLOCK SAFETY	SAFETY FALCON / IMPLEMENTATION	101-747-880.007	22,400.00
08/02/2023	GEN	41604	GRAND TRAVERSE COUNTY	SHARED EAGLE VIEW	101-101-805.000	1,479.00
08/02/2023	GEN	41605	GT SUPPLY, LLC	TOILET TISSUE / CAN LINERS	101-265-726.003	132.90
08/02/2023	GEN	41606	HOME DEPOT CREDIT SERVICES	LUBE/OIL/BAGS/SANDPAPER/PIPE STRAP/BUCKETS/S	308-000-935.000	167.10
08/02/2023	GEN	41607	LANDGREEN LAWN CARE	SUMMER FERTILIZER	101-265-935.602	547.00
08/02/2023	GEN	41608	LANDGREEN LAWN CARE	SUMMER FERTILIZER	308-000-805.000	1,536.00
08/02/2023	GEN	41609	LINGO	PHONES	101-265-850.000	77.01
08/02/2023	GEN	41610	PIVOT POINT PARTNERS, LLC	LICENSE FEE	101-171-965.000	2,493.60
08/02/2023	GEN	41611	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		41611		00104403-7	101-448-920.005	28.38
						<u>695.12</u>

TOTAL - ALL FUNDS

TOTAL OF 58 CHECKS

88,624.15

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	1,259.80
101-000-227.000	DEFERRED COMP	1,860.00
101-000-227.001	AFLAC	436.82
101-000-237.000	HSA (FORMERLY FLEX)	663.04
101-000-238.000	UNITED WAY	90.00
101-000-476.004	PARK USE FEES	20.00
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	426.45
101-101-802.000	AUDIT AND ACCOUNTING	2,875.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	1,660.50
101-101-900.000	PRINTING & PUBLISHING	1,182.19
101-101-901.000	ADVERTISING	266.65
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	360.00
101-171-960.000	EDUCATION & TRAINING	1,099.67
101-171-965.000	DUES & PUBLICATIONS	2,493.60
101-215-960.000	EDUCATION & TRAINING	1,662.96
101-215-965.000	DUES & PUBLICATIONS	360.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-253-726.001			POSTAGE			1,269.51
101-253-900.000			PRINTING & PUBLISHING			1,501.24
101-258-935.015			COMPUTER SUPPORT SYSTEMS			253.50
101-258-935.016			COMPUTER NETWORK			159.98
101-265-726.003			SUPPLIES-MAINTANCE			132.90
101-265-850.000			TELEPHONE			1,066.80
101-265-920.601			HEATING / GAS			507.16
101-265-920.603			LIGHTS BUILDING			2,162.66
101-265-935.602			LAWN MAINTENANCE			1,464.16
101-265-935.603			CLEANING SERVICE			1,350.00
101-265-935.604			RUBBISH REMOVAL			122.80
101-265-935.606			ELECTRONIC PROTECTION SYSTEM			376.37
101-265-935.608			MAINTENANCE-OTHER			4,364.05
101-400-805.000			CONTRACTED AND OTHER SERVICES			667.75
101-400-901.000			ADVERTISING			217.90
101-412-960.000			EDUCATION & TRAINING			95.00
101-448-920.005			STREET LIGHTS TOWNSHIP			1,651.80
101-747-880.007			COM. PROM. - COMMUNITY AWAREN			22,400.00
101-806-862.000			GAS & CAR WASHES			347.32
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			24,362.48
101-851-873.040			INSURANCE - EMPLOYEE LIFE			337.91
308-000-805.000			CONTRACTED AND OTHER SERVICES			6,604.73
308-000-935.000			MAINTENANCE - MISC, EQUIP			491.45
TOTAL						88,624.15



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874
231.946.3703

July 29, 2023

**SUMMARY OF BILLINGS FOR APPROVAL
FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

A. Storm Water Reviews

1. Engineering consulting services for storm water plan review. Louie's Meats, Escrow No. 701-000-214.858	
Project# 22353 Invoice No. 2235302	130.00
2. Engineering consulting services for storm water plan review. Morgan Farms, Multifamily Development, Escrow No. 215.806	
Project# 23118 Invoice No. 2311801	1,717.50

Total A 1,847.50

B. Private Road Review

1. Engineering consulting services for storm water and private road plan review. Birmley Meadows Site Condominium, Escrow No. 215.839	
Project# 23131 Invoice No. 2313102	1,331.25

Total C 1,331.25

C. Utility Plan Review, Oversight & Closeout

1. Engineering consulting services for plan review, construction services and Project Turnover Village at Lafranier Woods SUP, Phase I	
Project# 20068 Invoice No. 2006813	541.00
2. Engineering plan review and overall capacity evaluation, construction services, project turnover Bata HQ Transit, Orientated Development PUD	
Project# 21334 Invoice No. 2133408	10,737.00
3. Engineering plan review and overall capacity evaluation, construction services, project turnover Britten, Inc. New Building, Escrow# 214.821	
Project# 22243 Invoice No. 2224305	12,915.00
4. Engineering plan review, construction services, project turnover Birmley Hills Site Condominium, Escrow No. 215.839	
Project# 23120 Invoice No. 2312002	1,575.00
5. Engineering plan review, construction services, project turnover Creekside Church, Escrow No. 214.870	
Project# 23182 Invoice No. 2318201	1,048.75
6. Engineering plan review, construction services, project turnover Bish's RV, Escrow No. 214.802	
Project# 23185 Invoice No. 2318501	483.75

Total B 27,300.50

Total Developer's Escrow Fund 30,479.25

II. General Utilities

1. Engineering design, permitting, bidding, construction services for water main extension Garfield to Long lake Township Consolidation, Water Main Extension	
Project# 21391 Invoice No. 2139110	54,950.00
2. Engineering services for structural rating of pole and accessories GT Mall, AT&T Monopole	
Project# 23029C Invoice No. 23029307	1,230.00

Total Utility Receiving Fund 56,180.00

III. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase II	
Project# 22070 Invoice No. 2207007	1,400.00
2. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase III	
Project# 23073 Invoice No. 2307301	14,750.00
3. Engineering and survey services for parking evaluation Copper Ridge Trail Head	
Project# 23029C Invoice No. 23029306	2,200.00

Total Park Funds / DNR Trust Fund 18,350.00

GRAND TOTAL \$105,009.25

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 22353
Invoice No: 2235302

Re: Louie's Meats, Storm Water Review, Escrow No. 701-000-214.858

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 2040 Cass Road, Traverse City

Professional Services from June 25, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount
Project Engineer II	1.00	130.00	130.00
Totals	1.00		130.00
Total Labor			130.00
		Total this Invoice	\$130.00

Billings to Date

	Current	Prior	Total
Labor	130.00	522.50	652.50
Totals	130.00	522.50	652.50

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 23118
Invoice No: 2311801

Re: Morgan Farms, Multifamily Development - Storm Water Review, Escrow No. 215.806

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 12300 S. Lovell Lane, Traverse City

Professional Services from May 08, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	12.25	130.00	1,592.50	
Project Specialist	1.00	125.00	125.00	
Totals	13.25		1,717.50	
Total Labor				1,717.50
		Total this Invoice		\$1,717.50

Billings to Date

	Current	Prior	Total
Labor	1,717.50	0.00	1,717.50
Totals	1,717.50	0.00	1,717.50

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023

Project No: 23131

Invoice No: 2313102

Re: Birmley Meadows Site Condominium - Storm Water and Private Road Review, Escrow No. 215.839

Services Performed: Engineering Services for storm water and private road review including review of plans, computations and specifications for compliance with Ordinance 49 and Article 5 Development Standards/Section 521. Services includes review, communication with applicant / engineer and correspondence letters of final review.

Project Location: Traverse City

Professional Services from June 25, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount
Project Engineer II	11.50	130.00	1,495.00
Totals	11.50		1,495.00
Total Labor			1,495.00

Billing Limits	Current	Prior	To-Date
Total Billings	1,495.00	1,668.75	3,163.75
Limit			3,000.00
Adjustment			-163.75
		Total this Invoice	\$1,331.25

Billings to Date

	Current	Prior	Total
Labor	1,331.25	1,668.75	3,000.00
Totals	1,331.25	1,668.75	3,000.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 20068
Invoice No: 2006813

Re: Village at Lafranier Woods SUP, Phase I

Services Performed: Provide plan review, construction oversight and project close out for water main and sanitary sewer extension to service a residential housing complex located along Lafranier Road north of the intersection of Hammond Road at the intersection of Lone Tree and Zimmerman Road. Phase I includes six (6) outbuildings and one (1) main building providing 20 cottage units and 115 congregate units.

1. Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Scope also include Act 399 and Part 41 permit assistance for the water main and sewer main extension.
2. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Estimated services for approximately 30 days of construction, 260 hours to conduct site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review.
3. Project Turnover - Review of drawing, easements and close out. Turnover documentation to township, updates to GIS and overall utility maps.

Additional Services:

1. Construction observation for water main and sanitary sewer. 08/16/22
2. Construction observation for water main and sanitary sewer as detailed in escrow letter dated 11/04/22.

Professional Services from June 25, 2023 to July 28, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Observation	19,500.00	100.00	19,500.00	19,500.00	0.00
Proj. Turnover, Close Out	1,750.00	100.00	1,750.00	1,209.00	541.00
1. Add'l Construction Observation	7,200.00	100.00	7,200.00	7,200.00	0.00
2. Add'l Construction Observation	3,600.00	100.00	3,600.00	3,600.00	0.00
Total Fee	36,050.00		36,050.00	35,509.00	541.00
Total Fee					541.00
Total this Invoice					\$541.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

LANIE MCMANUS
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 21334
Invoice No: 2133408

Re: Bata HQ Transit, Orientated Development PUD, Water & Sewer Extension Escrow

Services Performed: Engineering review for conceptual and final plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Project turnover for reviewing drawings and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Additional Services:

AS#1 - Construction observation and engineering services as detailed in Additional Escrow Letter. Estiamted \$12,500.

Professional Services from June 25, 2023 to July 28, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	9,500.00	100.00	9,500.00	9,500.00	0.00
Construction Observation	52,800.00	100.00	52,800.00	50,688.00	2,112.00
AS#1 Construction Observation	12,500.00	69.00	8,625.00	0.00	8,625.00
Proj. Turnover, Close Out	3,500.00	0.00	0.00	0.00	0.00
Total Fee	78,300.00		70,925.00	60,188.00	10,737.00
Total Fee					10,737.00
Total this Invoice					\$10,737.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 22243
Invoice No: 2224305

Re: Manufacturing Development, Britten Inc., Water / Sewer Extension, Escrow# 701-000-214.821

Services Performed: Engineering and construction services for plan review, construction oversight and project close out for the water main and sanitary sewer extension to service the manufacturing development along Cass Road, includes two 38,400 SFT production / storage buildings.

Additional Services:

AS#1 - Construction observation and engineering services as detailed in Additional Escrow Letter. Estimated \$20,500.

Project Location: 2182 & 2200 Cass Road, Traverse City

Professional Services from June 25, 2023 to July 28, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	12,750.00	100.00	12,750.00	12,750.00	0.00
AS#1 Construction Observation & Testing	20,500.00	63.00	12,915.00	0.00	12,915.00
Project Closeout & Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	38,250.00		29,165.00	16,250.00	12,915.00
Total Fee					12,915.00
Total this Invoice					\$12,915.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 23120
Invoice No: 2312002

Re: Birmley Meadows Site Condominium, Water / Sewer Extension, Escrow# 701-000-215.839

Services Performed: Engineering and construction services for plan review, construction oversight and project close out for the water main and sanitary sewer extension. Infrastructure is to connect to available existing infrastructure and provide extension to service a 26 Unit residential housing development located south of Birmley Estates and east of Farmington Drive.

Professional Services from June 04, 2023 to July 28, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	75.00	2,625.00	1,050.00	1,575.00
Construction Observation & Testing	12,750.00	0.00	0.00	0.00	0.00
Project Closeout & Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	17,750.00		2,625.00	1,050.00	1,575.00
Total Fee					1,575.00
Total this Invoice					\$1,575.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023

Project No: 23182

Invoice No: 2318201

Re: Creekside Church, Storm Water Review, Escrow No. 214.870

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 3686 S. Airport Road, Traverse City

Professional Services from June 25, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	1.00	130.00	130.00	
Design Engineer	8.75	105.00	918.75	
Totals	9.75		1,048.75	
Total Labor				1,048.75
		Total this Invoice		\$1,048.75

Billings to Date

	Current	Prior	Total
Labor	1,048.75	0.00	1,048.75
Totals	1,048.75	0.00	1,048.75

Invoice

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

July 31, 2023

Project No: 23185

Invoice No: 2318501

Re: Bish's RV, Storm Water Review, Escrow No. 214.802

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.

Project Location: 705 US 31 South, Traverse City

Professional Services from June 25, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	1.50	130.00	195.00	
Design Engineer	2.75	105.00	288.75	
Totals	4.25		483.75	
Total Labor				483.75
		Total this Invoice		\$483.75

Billings to Date

	Current	Prior	Total
Labor	483.75	0.00	483.75
Totals	483.75	0.00	483.75

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, Suite A
 Traverse City, MI 49684
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

MR CHUCK KORN
 CHARTER TWP OF GARFIELD
 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

July 31, 2023
 Project No: 21391
 Invoice No: 2139110

Re: Garfield to Long Lake Township Consolidation, Water Main Extension

Services Performed: Professional engineering services for preliminary design, permitting, final design, bidding, construction administration, construction observation, project close out and turn over for the water main extension intended to consolidate Garfield and Long lake Townships to facilitate the connection of Black Bear Farms development and future as detailed in Proposal No. 19-220 dated January 12, 2021.

***Additional Services (Escrow Accounts):**

1. Full time construction observation for water main extension across Gray Road for TC Evergreen. Services include testing and walk through with GTC DPW. \$1500.
2. O'Grady development engineering design, permitting, bidding and construction oversight for an additional 1100' of 12" water main extension along Cedar Run Road. The extension will be installed west of Black Bear Farms to service a proposed future housing development in Long Lake Township. Estimated \$39,500.

Project Location: Along Cedar Run Road from Gray Road to new water storage tank.

Professional Services from June 25, 2023 to July 28, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	33,000.00	100.00	33,000.00	33,000.00	0.00
Final Design	37,800.00	100.00	37,800.00	37,800.00	0.00
Bidding Services	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Admin.	38,500.00	100.00	38,500.00	11,550.00	26,950.00
Construction Observation	75,000.00	75.00	56,250.00	44,250.00	12,000.00
Project Closeout & Turnover	5,000.00	50.00	2,500.00	0.00	2,500.00
AS#1 Construction Observation	1,500.00	100.00	1,500.00	1,500.00	0.00
AS#2 Design / Permitting	11,000.00	100.00	11,000.00	11,000.00	0.00
AS#2 Construction Observation	20,000.00	50.00	10,000.00	0.00	10,000.00
AS#2 Construction Staking	1,500.00	100.00	1,500.00	1,500.00	0.00
AS#2 Construction Admin / Closeout	7,000.00	50.00	3,500.00	0.00	3,500.00
Total Fee	235,300.00		200,550.00	145,600.00	54,950.00

Project	21391	GARFIELD/WTR MAIN EXT,GARFIELD-LL TWP/GT	Invoice	2139110
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Total Fee	54,950.00
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Total this Invoice	\$54,950.00
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Invoice

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

July 31, 2023
Project No: 23029C
Invoice No: 23029307

Re: GT Mall, AT&T Monopole - Structural Rating

Services Performed: Engineering services for review of revised report submitted by AT&T related to the structural rating of pole and accessories. Services include letter of determination submitted to the township.

Professional Services from June 25, 2023 to July 28, 2023

Consultants

Structural Consultants

6/23/2023	TRISON ENGINEERING GROUP INC	STRUCTURAL ENGINEERING/ATT CELL TOWER EVALUATION	792.50	
7/26/2023	TRISON ENGINEERING GROUP INC	STRUCTURAL ENGINEERING G22058 TOWER INSTALL 06/12-06/20/23	437.50	
	Total Consultants		1,230.00	1,230.00
		Total this Invoice		\$1,230.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023

Project No: 22070

Invoice No: 2207007

Re: River East Park Improvements, Phase II

Services Performed: Civil engineering services including design, permitting, bidding, construction oversight and project closeout services to facilitate the completion of the project. Scope of project shall be consistent with the concept drawing and cost estimate as detailed in proposal letter dated March 1, 2022.

Project Location: 2143 North Keystone Road

Professional Services from June 25, 2023 to July 28, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	3,200.00	100.00	3,200.00	3,200.00	0.00
Site Design	12,500.00	100.00	12,500.00	12,500.00	0.00
RFP and Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Staking and Layout	1,500.00	100.00	1,500.00	1,500.00	0.00
Const. Observation & Materials Testing	2,500.00	100.00	2,500.00	2,500.00	0.00
Construction Admin. and Engineering	3,500.00	100.00	3,500.00	2,100.00	1,400.00
Total Fee	24,200.00		24,200.00	22,800.00	1,400.00
Total Fee					1,400.00
Total this Invoice					\$1,400.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 23073
Invoice No: 2307301

Re: River East Park Improvements, Phase III

Services Performed: Civil engineering services including design, permitting, bidding, construction oversight and project closeout services to facilitate the completion of the project. Improvements consist of installation of a bathroom, service amenities, sidewalk and parking improvements. Scope of project shall be consistent with the concept drawing and cost estimate as detailed in proposal letter dated March 16, 2023.

Project Location: 2143 North Keystone Road

Professional Services from June 25, 2023 to July 28, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	2,500.00	100.00	2,500.00	0.00	2,500.00
Site Design	24,500.00	50.00	12,250.00	0.00	12,250.00
RFP and Bidding	3,500.00	0.00	0.00	0.00	0.00
Construction Staking and Layout	2,500.00	0.00	0.00	0.00	0.00
Const. Observation & Materials Testing	13,500.00	0.00	0.00	0.00	0.00
Construction Admin. and Engineering	5,000.00	0.00	0.00	0.00	0.00
Total Fee	51,500.00		14,750.00	0.00	14,750.00
			Total Fee		14,750.00
				Total this Invoice	\$14,750.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

July 31, 2023
Project No: 23029C
Invoice No: 23029306

Re: Copper Ridge Trailhead - Parking evaluation

Services Performed: Engineering services for site visit and meeting with township staff to review exiting conditions and evaluate options to provide additional parking. Services include creation of concept drawing with base maps of existing conditions, review of site impacts related to earthwork and storm water and general cost estimates.

Professional Services from June 25, 2023 to July 28, 2023

Professional Personnel

	Hours	Rate	Amount	
Project Engineer. II	14.00	130.00	1,820.00	
CAD Tech.	4.75	80.00	380.00	
Totals	18.75		2,200.00	
Total Labor				2,200.00
		Total this Invoice		\$2,200.00

By: Amy L DeHaan, MMAO(4) - Assessor
As of: July 10, 2023

3.c



Charter Township of Garfield

Grand Traverse County

3.d.

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

CHUCK KORN
SUPERVISOR

LANIE McMANUS
CLERK

CHLOE MACOMBER
TREASURER

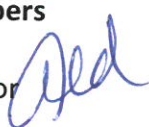
MOLLY AGOSTINELLI, TRUSTEE
STEVE DUELL, TRUSTEE

CHRIS BARSCHEFF, TRUSTEE
DENISE SCHMUCKAL, TRUSTEE

MEMORANDUM

DATE: July 17, 2023

TO: Township Board Members

FROM: Amy L. DeHaan, Assessor 

SUBJECT: STC Assessment Audit

Attached is the result of our Michigan State Tax Commission Assessment Audit for 2023. This audit was previously known as the "Audit of Minimum Assessing Requirements" (aka AMAR) and was updated with the passage of PA 660 of 2018, more commonly known as Assessing Reform legislation. These audits are completed once every five (5) years.

If there is Substantial Compliance – meaning fewer than one "substantial" aspect (items #1-#3 on the audit review sheet) and/or four "technical" aspects (the remainder of the items on the audit review sheet), the unit will pass the audit. If not, a corrective action plan detailing how and when the deficiencies are to be resolved, approved by the board, is required to be submitted for approval by the STC. A corrective action plan requires a follow-up review to ensure compliance is met.

I am pleased to share with you that [for the first time ever] Garfield Township's Assessing Department achieved a **perfect score!**

This could not have been accomplished without the help of Abby and Justin, our appraisers; Mike Steffes, GIS (mapping); and Kathleen Roon, Office Coordinator (gathering MLS data and helping get our Land Value and ECF studies on the Township's website). I would also like to thank the board for continuing to support our office through technology and education for the staff – without it, this would not have been possible.

Amy L DeHaan, MMAO(4)
Assessor

Reset Form

Michigan State Tax Commission Assessment Audit Review Sheet

The State Tax Commission, per MCL 211.10f, is required to determine substantial compliance with the requirements of Public Act 660, MCL 211.10g, within the General Property Tax Act. The audit reflects the minimum assessing requirements of an assessing district based on statute and STC Rules, Policy, Bulletins and Publications.

As stated in STC Guideline 2020-1, each aspect within the audit is defined as "Technical" or "Substantial." A determination of Noncompliance will be made by the State Tax Commission if any "Substantial" aspect of the audit is not satisfied. Assessing districts that do not meet one or more of the "Substantial" aspects and/or four or more "Technical" aspects of the review will be required to submit a corrective action plan detailing how and when the deficiencies will be resolved. A final determination of Noncompliance may result in a follow up review, assumption of jurisdiction by the State Tax Commission, or assignment of the roll to the Designated Assessor.

LOCAL UNIT BACKGROUND INFORMATION (Technical Compliance)

Year of Audit 2023	Local Unit Name Garfield Township	County Name Grand Traverse County
Assessor Name Amy L. DeHaan		Assessor Certification Level MMAO
Supervisor, City Manager or Mayor Name Chuck Korn		Title Supervisor
Mailing Address of Supervisor, City Manager or Mayor 3848 Veterans Drive		City Traverse City
		State MI
		ZIP Code 49684
Date the assessor certified the assessment roll 03/07/2023		

Other than staff listed on Form 5730, did the assessor receive outside assistance, in the form of a contract or otherwise, in the development of valuation studies and/or field data collection? ☐ Yes ☒ No
If answering yes, provide their names, and detail the work completed.

ASSESSMENT ROLL ANALYSIS FOR SUBSTANTIAL COMPLIANCE (Requirements found in MCL 211.10g)

1. Does the assessing district have properly developed and documented land values that meet State Tax Commission requirements per MCL 211.10e and STC Land Value Determination Publications and have less than 1% of land adjustments without reason? MCL 211.10g(1)(h)(i). ☒ Yes ☐ No

Notes:

Assessing district has 0 parcels with a land adjustment and no reason. 877 total adjustments, 5 needing further explanation (size). Land value analysis was performed and was reviewed. It was appropriate with documented sales and analysis of site/acreage rates or square foot rates for all property classes in the unit.

2. Does the assessing district have properly developed and documented Economic Condition Factors ("ECF") that meet State Tax Commission requirements per MCL 211.10e and STC ECF Publications? MCL 211.10g(1)(h)(iii). ☒ Yes ☐ No

Notes:

Assessing district does have properly calculated and appropriately documented ECF studies for the commercial, industrial and residential classes. There are no agricultural parcels.

Continue on Page 2

ASSESSMENT ROLL ANALYSIS FOR SUBSTANTIAL COMPLIANCE (Continued)

3. Does the assessing district have an assessment database for which not more than 1% of parcels are in override and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

MCL 211.10g(1)(h)(ii)..... ☒ Yes ☐ No

Notes:

Assessing district database review has 0 parcels on override and has 0 flat land values with no reason. 2 are classed 207 & 407, with -0- flat value and may qualify for class 203 & 403. 2 have an inappropriate reason (remediation).

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Requirements found in MCL 211.10g)

4. Does the assessing district use a computer-assisted mass appraisal system (CAMA) that is approved by the State Tax Commission as having sufficient software capabilities to meet requirements of the General Property Tax Act and to store and back up necessary data?

MCL 211.10g(1)(b)..... ☒ Yes ☐ No

Notes:

Assessing district is using STC approved CAMA software. BS&A software is utilized.

5. Does the assessing district have and follow a published policy under which its assessor's office is reasonably accessible to taxpayers? MCL 211.10g(1)(c).

a. A designation by name, telephone number, and electronic mail address, of at least one official or employee in the assessor's office to whom taxpayer inquiries may be submitted directly by telephone or electronic mail. MCL 211.10g(1)(c)(i)..... ☒ Yes ☐ No

b. An estimated response time for taxpayer inquiries submitted, not to exceed seven business days. MCL 211.10g(1)(c)(ii). ☒ Yes ☐ No

c. Information about how a taxpayer may arrange an in-person meeting with an official or employee of the assessor's office for purposes of discussing an inquiry. MCL 211.10g(1)(c)(iii)..... ☒ Yes ☐ No

d. Information about how requests for inspection or production of records maintained by the assessor's office should be made by a taxpayer and how those requests will be handled by the assessor's office. MCL 211.10g(1)(c)(iv). ☒ Yes ☐ No

e. Information about any process that the assessor's office may have to informally hear or resolve disputes brought by taxpayers before the March meeting of the Board of Review. MCL 211.10g(1)(c)(v)..... ☒ Yes ☐ No

Notes:

Assessing district has an Assessing Department Access to Records Policy and each required item has been reviewed. Response time is 5 days.

Continue on Page 3

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)

6. Does the assessing district provide taxpayers online access to information regarding its assessment services, including, but not limited to, parcel information, land value studies and documentation, and economic condition factors if there is a city or township building within the assessing district in an area with broadband internet access? MCL 211.10g(1)(d). ☒ Yes ☐ No

Notes:

Assessing district provides information regarding its assessment services, parcel information (Treasurer's page has a link to BS&A), land value studies/documentation and ECF studies on their website.

7. Does the assessing district include the contact information of at least one official or employee in the assessor's office including name, telephone number, and electronic mail address in notices to taxpayers concerning assessment changes and exemption determinations? MCL 211.10g(1)(e). ... ☒ Yes ☐ No

Notes:

Assessing district sends out notices of assessment changes with required information and Form L-4400 was reviewed.

8. Does the assessing district ensure that its support staff is sufficiently trained to respond to taxpayer inquiries, require that its assessors maintain their certification levels, and require that its Board of Review members receive training and updates required and approved by the State Tax Commission? MCL 211.10g(1)(f). ☒ Yes ☐ No

Notes:

Assessing district supports staff to maintain their certification level, as required by the STC. Form 5730 (staff) and Form 5731 (BOR) have been completed and are attached to the certification of the roll. Form 5731 is dated 3-13-23, with training completed in Jan/2022 or Jan/2023.

9. Does the assessing district comply with MCL 211.44(4) in respect to any property tax administration fee collected under section MCL 211.44? MCL 211.10g(1)(g). ☒ Yes ☐ No

Notes:

Assessing district does not collect an administration fee and the Property Tax Administration Fee Certification, dated 3-22-23, was reviewed.

10. Does the assessing district conduct an annual personal property canvass and maintain sufficient personal property records according to developed State Tax Commission policies and statutory requirements? MCL 211.10g(1)(h)(iv). ☒ Yes ☐ No

Notes:

Assessing district does have a Personal Property Policy that details a list of items for the assessor to conduct an annual personal property canvass.

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)

11. Does a sample of the July and/or December Board of Review actions indicate the Board met the requirements of [MCL 211.53b](#) and considered only those items over which they have statutory authority? MCL 211.10g(1)(h)(v)..... ☒ Yes ☐ No

Notes:

BOR actions indicate the Board has operated in accordance with this act. JBOR granted qualified errors and veteran exemptions. DBOR granted qualified errors, poverty and veteran exemptions.

12. Does the assessing district have an adequate process for determining whether to grant or deny exemptions according to [statutory requirements](#)? MCL 211.10g(1)(h)(vi)..... ☒ Yes ☐ No

Notes:

Assessing district does have Property Exemption Policy and Procedures with the process detailed that follow statutory requirements in determining to grant or deny exemptions. Exemptions are to be reviewed with the 5 year cycle of ad valorem parcel reviews.

13. Does the assessing district meet the requirements outlined in the State Tax Commission's publication entitled, "[Supervising Preparation of the Assessment Roll](#)," including, but not limited to, the submission of all required forms, attendance at all required meetings, fulfilling the requirements of the assessment roll, appraising and assessing taxable property including new construction, and maintenance of accurate record cards? MCL 211.10g(1)(h)(vii)..... ☒ Yes ☐ No

Notes:

Assessing district meets the requirements of Supervising Preparation of the Assessment Roll per the STC's guidelines & completed forms. Form 5823, dated 3-21-23, and Form 5824, dated 4-20-23, were reviewed and the assessor met all of the requirements.

- a. Was the auditor made aware of possible record card issues or inaccuracies by County Equalization, the local unit, the State Tax Commission, or the Michigan Tax Tribunal? ☐ Yes ☒ No

Notes:

The auditor was not informed of record card issues or inaccuracies by the local unit.

ASSESSMENT PROCEDURE ANALYSIS FOR TECHNICAL COMPLIANCE (Continued)14. Review of Exemptions Granted under MCL 211.7u (Poverty Exemptions) MCL 211.10g(i).

- a. Did the local unit grant any exemptions under MCL 211.7u (Poverty Exemption)? ☒ Yes ☐ No
- b. Does the local unit have proper Poverty Exemption guidelines? ☒ Yes ☐ No
- c. Do the local unit Poverty Exemption guidelines include a proper asset level test? ☒ Yes ☐ No
- d. Does a sampling of the exemptions granted under MCL 211.7u indicate that the statutory requirements were met and that the local unit policy was followed? ☒ Yes ☐ No

Notes:

Unit adopted proper Poverty Exemption Guidelines (in a chart 1@ \$16,834 up to 8@ \$58,134 + \$5,900 for each additional personal), including a proper asset test, on 12-13-22. Asset test is not to exceed \$20,500.

15. Has the local unit implemented CAMA Data Standards as currently adopted by the State Tax Commission? MCL 211.10g(i). ☒ Yes ☐ No

Notes:

Unit has implemented CAMA Data Standards to identify exempt properties.

CERTIFICATION

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

Signature

Al Consiglio

Date

05/24/2023

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



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

RESOLUTION 2023-19-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Charter Township of Garfield _____ council/board
(regular or special) (township, city, village)
called to order by _____ on August 8, 2023 at _____
the following resolution was offered: (date) (time)
Moved by _____ and supported by _____
that the application from Nocturnal Bloom Brewing, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a NEW ON-PREMISES TASTING ROOM PERMIT

to be located at: 3344 Cass Rd., Traverse City, MI 49684

It is the consensus of this body that it recommends _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-763-0059

Nocturnal Bloom Brewing, LLC Synopsis

3344 Cass Rd

Traverse City, MI 49684

Nocturnal Bloom Brewing, LLC or "NBB" will be an innovative and community centric microbrewery taproom housed within the Atomic Barn, a modern barn with two other tenants. Those tenants will include a commercial kitchen and a café. The café may be operated by Mundos, and we are looking for commercial kitchen tenant at this time.

The building will have large glass roller doors which open into a large beer garden facing Sybrandt St. The building will create an inviting environment with warmer tones, large windows, layered lighting, and a plant centric theme. Think of a historic pharmacy with jars of herbs and medicines. Throughout the space we have artwork, and other items for sale by local artists. We are looking to create an environment similar to Farmclub, located on the Leelanau Peninsula. However, we will have an edgier/ more mysterious vibe- think urban, Nordic farmhouse with living walls, neon light accents, plant themed wallpaper and subway and/or hexagonal tiling.

Ideally, there will be a rentable area to host events and private parties including live music, meetings, gatherings, etc. Inside we hope to have games like table shuffle board, fooseball, and darts. The beer garden will have games like cornhole, ping pong and bocce ball. NBB is passionate about the environment, agriculture, and conservation, so hosting lectures, workshops and other learning opportunities is part of the brand identity.

The brewery will produce alcoholic beverages including beer, cider, mead, wine, hard seltzers and non-alcoholic options for customers to consume onsite or take with them in cans, growlers or bottles to go.

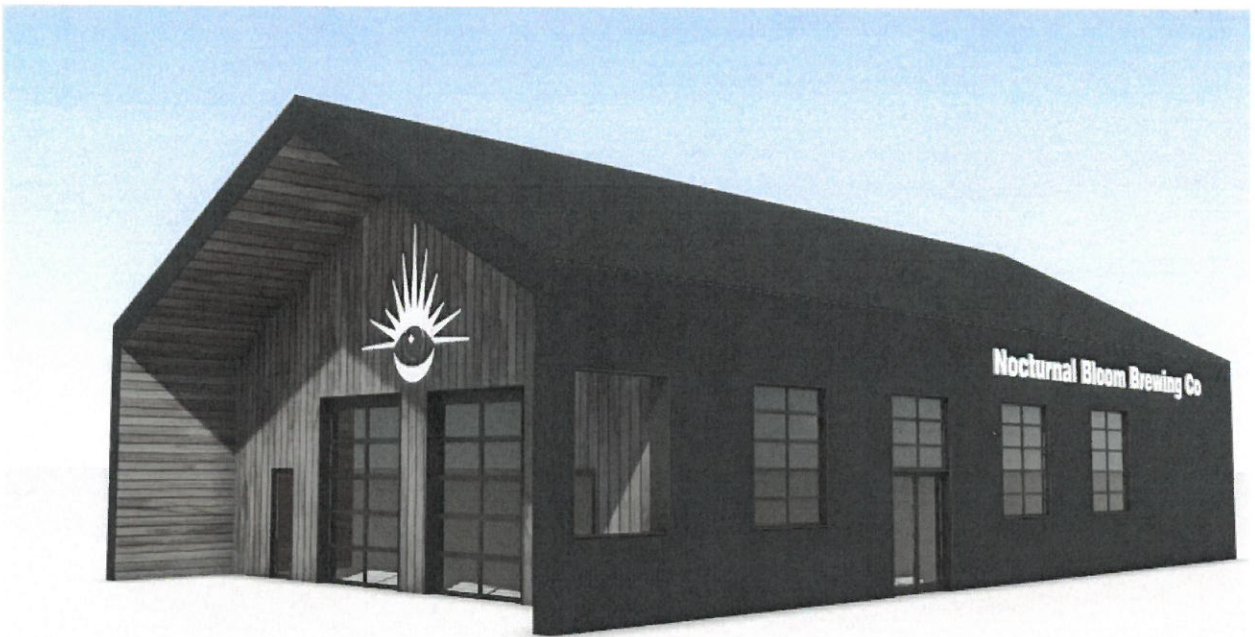
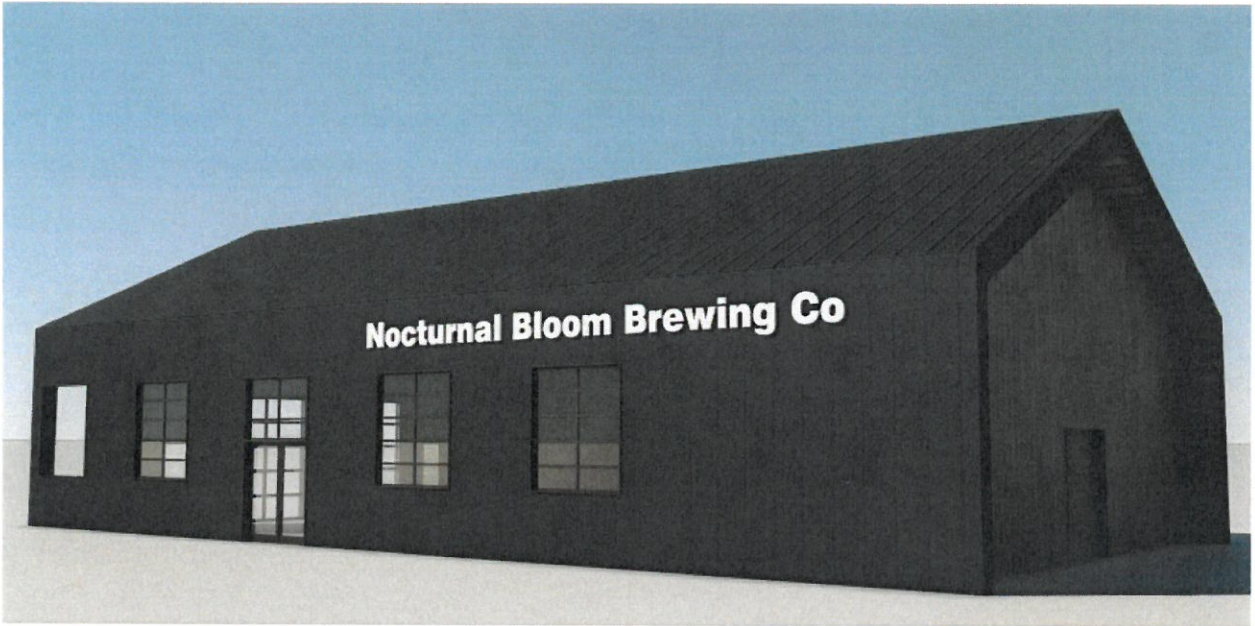
We are most excited about our botanically- focused, locally sourced beverages. Potential menu items include seltzers made with carrot, turmeric, ginger and elderberry, a chai chocolate chaga porter, a bergamot and lavender IPA, and a paw paw pale ale made with native paw paws (a native fruit that tastes similar to a mango and pear). NBB has a smaller pilot brewing system, in addition to a larger one, that will allow us to trial more exotic and experimental beverages that will make us stand out. We will look at foraging ingredients like white pine, spicebush, juniper, crab apples, Kentucky coffee beans, elderflower, candy cap mushrooms and more. We will also brew the most popular beer styles like IPAs, fruited beers, lagers, and some barrel aged beers.

We are looking forward to serving the community in the summer or fall of 2024. Thank you for your time and consideration.

Cheers,

Justin Rivard

NOCTURNAL BLOOM RENDERING 1.2



Contractor's Application for Payment No. 3 - FINAL	
Application Period: 6/1/2023-6/20/2023	Application Date: 6/20/2023
To: Garfield Township (Owner)	Via (Engineer): Gourdie Fraser, Inc.
Project: River East Recreation Area Improvements - Phase II	Engineer: 123 West Front St., Traverse City, MI 49684
Owner's Contract No.:	Engineer's Project No.: 22070

**Application For Payment
Change Order Summary**

Approved Change Orders		1. ORIGINAL CONTRACT PRICE	\$ 173,804.00
Number	Additions	2. Net change by Change Orders	\$ -2,125.10
CO #1 (Reduction of Sidewalk Extension)		3. Current Contract Price (Line 1 ± 2)	\$ 171,678.90
		4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)	\$ 171,678.90
		5. RETAINAGE:	
		a. X \$171,678.90 Work Completed	
		b. X Stored Material	
		c. Total Retainage (Line 5a + Line 5b)	\$ 171,678.90
		6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$ 163,612.80
		7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)	\$ 8,066.10
		8. AMOUNT DUE THIS APPLICATION	
		9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5c above)	\$
TOTALS			
NET CHANGE BY CHANGE ORDERS	\$2,125.10		

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: _____ Date: _____

Payment of: \$ Eight Thousand and Sixty Six Dollars and Ten Cents
 (Line 8 or other - attach explanation of the other amount)
 is recommended by: *[Signature]* (Engineer) 7/28/2023 (Date)
 Payment of: \$ Eight Thousand and Sixty Six Dollars and Ten Cents
 (Line 8 or other - attach explanation of the other amount)
 is approved by: _____ (Owner) _____ (Date)
 Approved by: _____ Funding or Financing Entry (if applicable) _____ (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): 526 W 14th St., Suite #209, Traverse City, MI 49684					Application Number: 3 - FINAL								
Application Period 6/1/2023-6/20/2023										Application Date: 6/20/2023			
A				B			C		D	E	F		
Item		Contract Information											
Bid Item No.	Description	Item Qty	Units	Unit Price	Total Value of Item (\$)	Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)
1	Mobilization	1	LS	\$9,600.00	\$9,600.00		\$9,600.00				\$9,600.00	100.0%	
2	Clearing & Grubbing	1	LS	\$7,175.00	\$7,175.00		\$7,175.00				\$7,175.00	100.0%	
3	Topsoil Removal / Grading	1	LS	\$12,190.00	\$12,190.00		\$12,190.00				\$12,190.00	100.0%	
4	5' Tall Fence	1150	LF	\$57.50	\$66,125.00	1150	\$66,125.00				\$66,125.00	100.0%	
5	4" Thick Sidewalk	2000	SF	\$7.90	\$15,800.00	1800	\$14,220.00	-69	-\$545.10		\$13,674.90	100.0%	
6	4' Swing Gate	6	EA	\$1,000.00	\$6,000.00	6	\$6,000.00				\$6,000.00	100.0%	
7	8' Swing Gate	3	EA	\$1,100.00	\$3,300.00	3	\$3,300.00				\$3,300.00	100.0%	
8	Watering Station	3	EA	\$7,638.00	\$22,914.00	3	\$22,914.00				\$22,914.00	100.0%	
9	Gravel Surface	1400	SF	\$1.95	\$2,730.00		\$2,730.00				\$2,730.00	100.0%	
10	Irrigation System	1	LS	\$20,000.00	\$20,000.00		\$20,000.00				\$20,000.00	100.0%	
11	Topsoil, Seed & Mulch	1	LS	\$7,970.00	\$7,970.00		\$7,970.00				\$7,970.00	100.0%	
CO#2	Balancing	1	LS		-\$2,125.10		-\$545.10						
	Totals				\$171,678.90		\$171,678.90		-\$545.10		\$171,678.90	100.0%	



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874 (P)
231.946.3703 (M)

August 1, 2023

Charter Township of Garfield
Attn: Chuck Korn
2848 Veterans Drive
Traverse City, MI 49684

RE: River East Recreation Area Improvements : Phase II – Dog Park
GFA #22070
Close-out & Turnover

Dear Chuck:

The project for River East Recreation Area Improvements : Phase II – Dog Park has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

1. One-Year Maintenance Bond
2. Letter of Guarantee
3. Affidavit of Completion/Consent of Surety

GFA has provided construction oversight this project and hereby verifies to the best of our knowledge, the contractor has installed the facilities according to the approved plans and specifications. Based on this information, we recommend that the Township accept the facilities.

If you have any questions regarding this matter, please do not hesitate to contact our office.

Sincerely,
Gourdie-Fraser, Inc.

Jennifer Graham, P.E.
Director of Engineering

Enclosures

cc: John Divozzo, Grand Traverse County DPW

Granite Re, Inc.

Bond# GRMI31280B

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS, That We, the undersigned

WALTON CONTRACTING, INC., as Principal

and Granite Re, Inc., a corporation organized under the laws of the State of Minnesota and duly authorized to do business in the State of Oklahoma, as Surety, are held and firmly bound unto:

Charter Township of Garfield in the penal sum of

**** ONE HUNDRED SEVENTY THREE THOUSAND EIGHT HUNDRED FOUR AND 00/100 ****

(\$ \$173,804.00) Dollars, for the payment of which well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

Signed this 26th day of July, 20 23.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above named Principal did on the 22nd day of September, 20 2022 enter into a contract with the

Charter Township of Garfield

for: River East Recreation Area Improvements - Phase II: Dog Parks GFA Job No. 22070

AND, WHEREAS, the specifications of said construction contract provide that upon final acceptance by Obligee said Principal shall furnish a maintenance bond for the sum amounting to **** Fifty **** percent (50 %) of the contract price, and to remain in full force and effect for the period of

One (1) year(s) from the date of acceptance, as therein stated in said specifications; the said work having been duly accepted by said obligee.

NOW, THEREFORE THE CONDITION OF THIS OBLIGATION IS SUCH, That if the Principal shall make good all defects appearing in the work performed by Principal due to faulty workmanship or materials which may develop during the period of One (1) year(s) from the date of completion and final acceptance of said work, then this obligation shall be void; otherwise to remain in full force and effect.

WALTON CONTRACTING, INC.

Principal

BY: 

Title

President

Granite Re, Inc.

Surety

BY: 

Connie Smith

, Attorney-in-Fact

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; SAMUEL DUCHOW; ROBERT DOWNEY; JULIA DOUGLAS; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 3rd day of January, 2020.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)



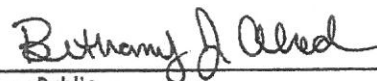

Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 3rd day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620




Bethany J. Alred
Notary Public

GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

26th day of July, 2023




Kyle P. McDonald, Assistant Secretary

LETTER OF GUARANTEE

DATE: July 26th, 2023

22070
GFA PROJECT NO.

OWNER: Charter Township of Garfield

PROJECT: Rive East - phase II

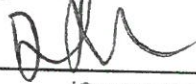
Gentlemen:

As the Contractor for this Project, I hereby guarantee all materials and equipment furnished and all work performed on this Project including any restoration Work necessary to be repaired or replaced.

With respect to this Project, to our personal knowledge, all payments have been made and there are no Liens on said system.

This guarantee will remain in effect for a period of one (1) year from the date of acceptance by the Municipality.

Signature:


(Contractor)

Title: President
(Please Print or Type)

Company Name:

Walton Contracting, Inc
(Please Print or Type)

Address: 526 W. 14th Street #209
Traverse City, MI
49684

AFFIDAVIT OF COMPLETION/CONSENT OF SURETY

Walter Contracting

Name of Contractor

5216 W. 14th Street #209, Traverse City, MI

Address of Contractor

being duly sworn, deposes and says that they entered into a Contract with Garfield Township on the 23 day of August, 2022 for the River East - phase II Project.

Contractor further says that the said Contract has been completed and all indebtedness incurred by him to Subcontractors, Suppliers, and laborers in their employ has been paid in full. Contractor further says that there are no outstanding or pending Claims, Liens or actions in Law involving this Contract. Contractor further says this affidavit is furnished as an inducement to the Owner to make final payment on said Contract.

WITNESSES:

[Signature]
Maeda Schroeder

Print

SIGNED:

[Signature]
Dustin Schroeder

Print

Subscribed and sworn to before me this 26 day of JULY, 2023.

Merri R Taylor
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF Kent
My Commission Expires April 14, 2026
Acting in the County of KENT
SEAL

MERRI TAYLOR
Print Name

[Signature]
Notary Public Sign

My commission expires: 4/14/2023

CONSENT OF SURETY

We, as Surety on the above-described Contract, hereby give our consent to the payment to the Contractor as indicated.

NAME OF SURETY COMPANY: Granite Re, Inc

PERFORMANCE AND PAYMENT BOND NO.: GRMI31280B

Date: 7-26-23

Signed: [Signature]

Name: Connie Smith, Attorney-in-fact



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874 
231.946.3703 

July 21, 2023

Charter Township of Garfield
Attn: Chuck Korn
2848 Veterans Drive
Traverse City, MI 49684

RE: Village at LaFranier Woods – Water Main and Sanitary Sewer Extension
GFA #20068
Close-out & Turnover

Dear Chuck:

The project for Village at LaFranier Woods water main and sanitary sewer extension has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

1. One-Year Maintenance Bond
2. Letter of Guarantee
3. Affidavit of Completion/Consent of Surety
4. Bill of Sale
5. Grant of Easement

The Record Drawings and reports are completed and both paper and USB copies will be delivered to the Grand Traverse County Department of Public Works.

GFA has provided construction oversight this project and hereby verifies to the best of our knowledge, the contractor has installed the facilities according to the approved plans and specifications. Based on this information, we recommend that the Township accept the facilities.

If you have any questions regarding this matter, please do not hesitate to contact our office.

Sincerely,
Gourdie-Fraser, Inc.

Jennifer Graham, P.E.
Director of Engineering

Enclosures

cc: John Divozzo, Grand Traverse County DPW

**MAINTENANCE
BOND**

**Travelers Casualty and Surety Company of America
Hartford, CT 06183**

Bond No.: 107530841

KNOWN ALL BY THESE PRESENTS: That we Reenders Inc.,
as Principal, and Travelers Casualty and Surety Company of America, a corporation
organized and existing under the Laws of the State of CT, as Surety, are held
and firmly bound unto LAFRANIER WOODS LDHALP, as Obligee, in the
total sum of One Hundred Twelve Thousand Five Hundred Dollars and 00/100 U.S. Dollars
(\$112,500.00) for the payment whereof said Principal and Surety bind
themselves, jointly and severally, as provided herein.

WHEREAS, the Principal entered into a contract with the Obligee dated October 22, 2020
for Lafranier Woods Cottages

("Work").

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal
shall maintain and remedy said Work free from defects in materials and workmanship for a
period of 1 year(s) commencing on April 6, 2023 (the
"Maintenance Period"), then this obligation shall be void; otherwise it shall remain in full force
and effect.

PROVIDED, HOWEVER, that any suit under this bond shall be commenced no later than one
(1) year from the expiration date of the Maintenance Period; provided, however, that if this
limitation is prohibited by any law controlling the construction hereof, such limitation shall be
deemed to be amended so as to be equal to the minimum period of limitation permitted by
such law, and said period of limitation shall be deemed to have accrued and shall commence
to run on the expiration date of the Maintenance Period.

SIGNED this 6th day of April, 2023.

Reenders Inc.

(Principal)

By: 

Travelers Casualty and Surety Company of America

By: 

Brittany Seaborn

, Attorney-in-Fact



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Brittany Seaborn** of **CINCINNATI, Ohio**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

City of Hartford ss.

By: _____

Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026



Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **6th** day of **April**, 2023 .



Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

LETTER OF GUARANTEE

DATE: 5-8-2023

OWNER: Lafranier Woods LDHA, LP.
950 Taylor Ave.
Grand Haven, MI 49417

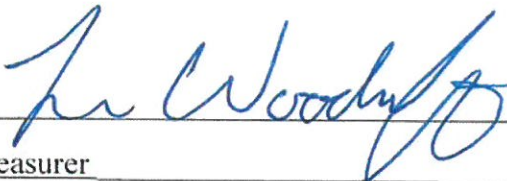
PROJECT: Village at Lafranier Woods
Watermain / Sewer extension

Gentlemen:

As the contractor for this project, I hereby guarantee all materials and equipment furnished and all work performed on this Project including any restoration work necessary to be repaired or replaced.

With respect to this project, to our personal knowledge all payments have been made and there are no liens on said system.

This guarantee will remain in effect for a period of one (1) year from the date of acceptance by the municipality.

Signature: 
Title: Treasurer
Company Name: Reenders, Inc.

Address: 950 Taylor Ave.
Grand Haven, MI 49417

AFFIDAVIT OF COMPLETION/CONSENT OF SURETY

Reenders Inc

Name of Contractor

950 Taylor Ave Grand Haven, MI 49417

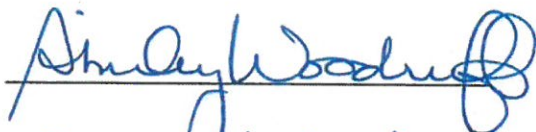
Address of Contractor

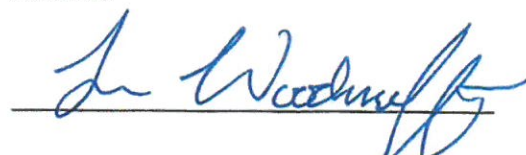
being duly sworn, deposes and says that they entered into a Contract with Lafranier Woods Limited Dividend Housing Association Limited Partnership on the 28th day of October 2021, for the Village Lafranier Woods Project.

Contractor further says that the said Contract has been completed and all indebtedness incurred by him to Subcontractors, Suppliers, and laborers in their employ has been paid in full. Contractor further says that there are no outstanding or pending Claims, Liens or actions in Law involving this Contract. Contractor further says this affidavit is furnished as an inducement to the Owner to make final payment on said Contract.

WITNESSES:

SIGNED:


Shirley Woodruff
Print


LEE WOODRUFF
Print

Subscribed and sworn to before me this ____ day of May, 2023.

SEAL


Print Name

CANDACE STONE
Notary Public, State of Michigan
County of Ottawa
My Commission Expires Aug. 2, 2024
Acting in the County of Ottawa


Notary Public Sign

My commission expires: August 2, 2028

CONSENT OF SURETY

We, as Surety on the above-described Contract, hereby give our consent to the payment to the Contractor as indicated.

NAME OF SURETY COMPANY: Travelers Casualty and Surety Company of America
PERFORMANCE AND PAYMENT BOND NO.: 107530841

Date: 05/12/2023

Signed: 

Name: Brittany Seaborn, Attorney-in-Fact



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Brittany Seaborn** of **CINCINNATI, Ohio**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, **2021**.



State of Connecticut

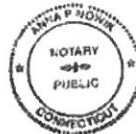
City of Hartford ss.

By: 
 Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, **2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2026**




 Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **12th** day of **May**, **2023**.




 Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

Certificate of Completion

In accordance with section 110.4 of the Grand Traverse County Building Code, a Certificate of Completion Permit is hereby issued for Permit Number and Location listed below. Conditions associated with this permit are listed below.

Grand Traverse County

Permit No.: PC22-0401

Property Address: 1463 ORCHARD HILL PKWY
TRAVERSE CITY, MI 49686

Owner: LAFRANIER WOODS LDHALP

Owner Address: 950 TAYLOR ST
GRAND HAVEN, MI 49417

Issued Date: August 24, 2022



BUILDING OFFICIAL

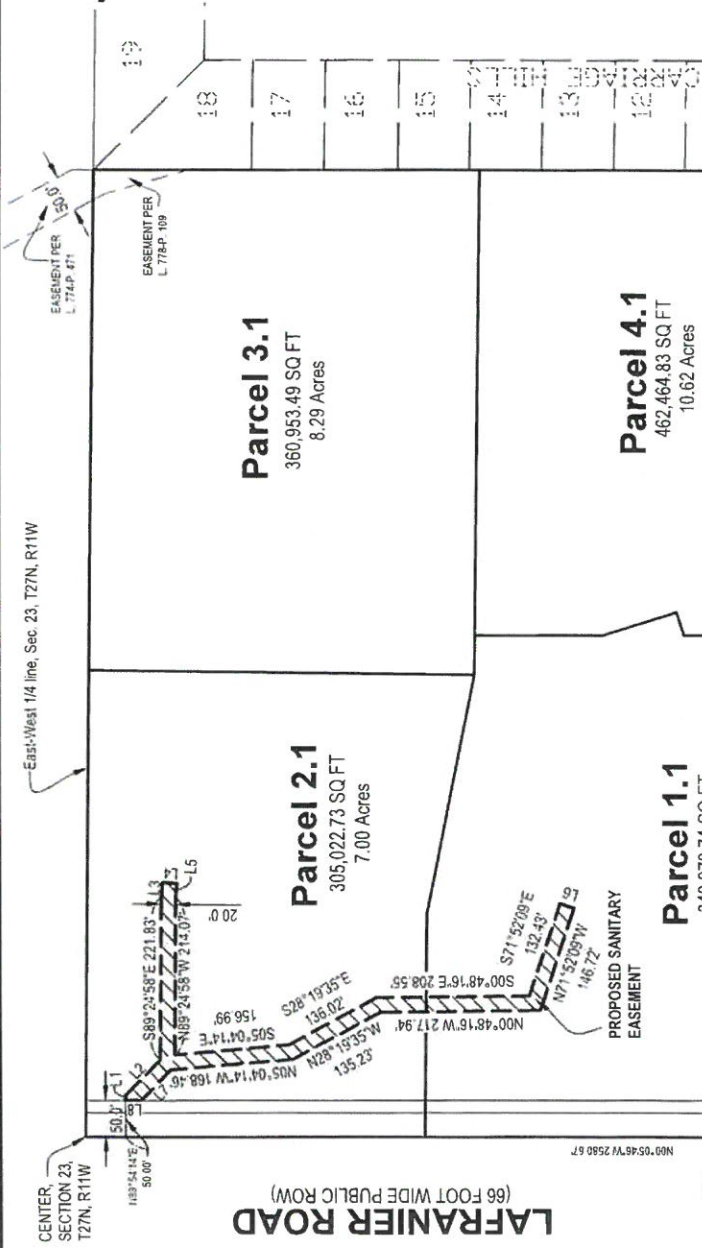
2/16/2023

Date

SANITARY SEWER EASEMENT DESCRIPTION

SANITARY SEWER EASEMENT DESCRIPTION

Part of the Northwest 1/4 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as: Commencing at the South 1/4 corner of said Section 23; thence N00°05'46"W 2580.67 feet along the North-South 1/4 line of said Section 23; thence N89°54'14"E 50.00 feet to the Point of Beginning; thence S89°59'58"E 6.68 feet; thence S45°30'27"E 68.65 feet; thence S89°24'58"E 221.83 feet; thence S85°06'57"E 20.38 feet; thence S04°53'03"W 20.00 feet; thence N85°06'57"W 19.62 feet; thence S04°53'03"W 20.00 feet; thence S05°04'14"E 156.99 feet; thence S28°19'35"E 136.02 feet; thence S00°48'16"E 208.55 feet; thence S71°52'09"E 132.43 feet; thence S18°07'51"W 20.00 feet; thence N71°52'09"W 146.72 feet; thence N00°48'16"W 217.94 feet; thence N28°19'35"W 135.23 feet; thence N05°04'14"W 168.46 feet; thence N45°30'27"W 58.67 feet; thence N00°05'46"W 21.51 feet to the Point of Beginning. Contains 0.44 acres. Subject to easements, restrictions and rights-of-way of record.



LINE	BEARING	LENGTH
L1	S89°59'58"E	6.68'
L2	S45°30'27"E	68.65'
L3	S85°06'57"E	20.38'
L4	S04°53'03"W	20.00'
L5	N85°06'57"W	19.62'
L6	S18°07'51"W	20.00'
L7	N45°30'27"W	58.67'
L8	N00°05'46"W	21.51'



By: *Randall J. Vugteveen*
 Randall J. Vugteveen Licensed Professional Surveyor No. 19490
 SCALE: 1" = 200'

NEDERVELD
 www.nederveld.com • 500.222.1558
 Grand Rapids
 311 Grand Ave., Suite 302
 Grand Rapids, MI 49503

Reenders Inc.
 Dennis Reenders
 Park Place Ct., 950 Taylor Ave.
 Grand Haven, MI 49417

Village at LaFramier Woods

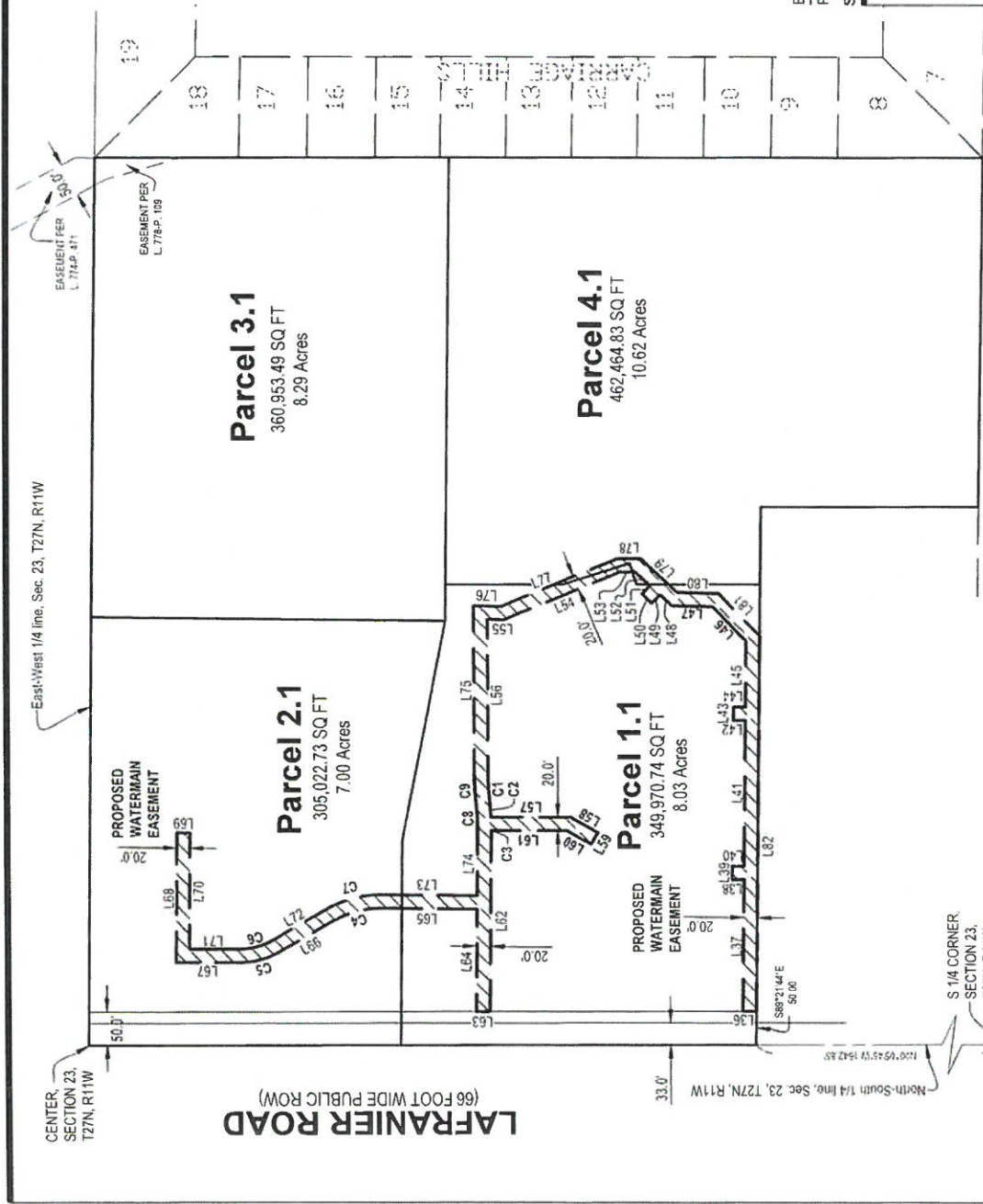
DRAWN BY: VB
 REV. BY:
 REV. DATE:

DATE: 08/19/20
 REV. DATE:

PRJ #: 19400124DSC2
 4 OF 8

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

NOTE: SEE PAGE 8 OF 8 FOR LINE TABLE AND WATERMAIN EASEMENT DESCRIPTION



CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	42.39'	390.00'	6°13'41"	S86°46'37"W	42.37'
C2	19.90'	335.00'	3°24'14"	S85°21'53"W	19.90'
C3	0.56'	335.00'	0°05'43"	N89°27'50"W	0.55'
C4	78.45'	145.00'	31°00'02"	N14°55'11"W	77.50'
C5	62.98'	119.00'	30°19'28"	N15°15'28"W	62.25'
C6	52.40'	99.00'	30°19'28"	S15°15'28"E	51.79'
C7	89.27'	165.00'	31°00'02"	S14°55'11"E	88.19'
C8	38.05'	315.00'	6°55'16"	N87°07'24"E	38.03'
C9	44.57'	410.00'	6°13'41"	N86°46'37"E	44.54'



By: Randal J. Vugteveen
Randal J. Vugteveen Licensed Professional Engineer No. 28429
SCALE: 1" = 200'

NEDERVELD
www.nederveld.com • 800.222.1668
Grand Rapids
217 Grinnell Ave., S.W. 322
Grand Rapids, MI 49503

Reenders Inc.
Dennis Reenders
Park Place Ct., 950 Taylor Ave.
Grand Haven, MI 49417
Village at LaFraniar Woods
DRAWN BY: VB DATE: 06/19/20
REV. BY: REV. DATE: PRJ #: 194001240SC2
REV.: 7 OF 8

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

WATERMAIN EASEMENT DESCRIPTION

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

LINE TABLE		
LINE	BEARING	LENGTH
L68	S89°24.58"E	192.96'
L69	S00°35.02"W	20.00'
L70	N89°24.58"W	172.72'
L71	S00°05.44"E	74.39'
L72	S30°25.12"E	88.04'
L73	S00°34.50"W	143.13'
L74	S89°24.58"E	96.37'
L75	N89°53.27"E	251.99'
L76	S00°33.02"W	40.67'
L77	S22°35.94"E	184.77'
L78	S00°06.44"E	35.55'
L79	S43°03.33"W	73.75'
L80	S01°15.48"W	60.97'
L81	S46°03.03"W	87.68'
L82	N89°21.44"W	559.29'

NORTH



Reenders Inc.
Dennis Reenders
Park Place Ctr., 950 Taylor Ave.
Grand Haven, MI 49417

1

NEDERVELD
www.nederveld.com • 800.222.1868

DRAWN BY: VB
DATE: 08.19.20
REV. BY:
REV:

GRANT OF EASEMENTS

BE IT KNOWN: that Lafranier Woods Cottages, LLC., Lafranier Woods LDHA, LP, and Lafranier Woods II, LDHA LP. (Grantors), whose address is 950 Taylor Ave, Grand Haven, MI 49417 for and in consideration of One Dollar and 00/100 cents (\$1.00) grants and conveys to the Township of Garfield, a Michigan municipal corporation, (Grantee), whose address is 3848 Veterans Dr., Traverse City, MI 49684, and the successors and assigns of Grantee, a non-exclusive easement for the purposes of laying constructing, maintaining, operating, repairing, substituting, removing, enlarging, inspecting and replacing public and private utilities, through, along and across the following described property:

WATERMAIN EASEMENT DESCRIPTION

Part of the Northwest 1/4 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as: Commencing at the South 1/4 corner of said Section 23;; thence N00°05'46"W 1642.85 feet along the North-South 1/4 line of said Section 23; thence S89°21'44"E 50.00 feet to the Point of Beginning; thence N00°05'46"W 20.00 feet; thence S89°21'44"E 195.76 feet; thence N00°38'18"E 17.53 feet; thence S89°21'42"E 20.00 feet; thence S00°38'18"W 17.53 feet; thence S89°21'44"E 216.93 feet; thence N00°38'18"E 17.44 feet; thence S89°21'42"E 20.00 feet; thence S00°38'18"W 17.44 feet; thence S89°21'44"E 97.65 feet; thence N46°03'03"E 71.24 feet; thence N01°15'48"E 60.38 feet; thence N43°06'33"E 23.35 feet; thence N45°12'07"W 17.72 feet; thence N44°47'53"E 20.00 feet; thence S45°12'07"E 17.13 feet; thence N43°06'33"E 30.12 feet; thence N00°05'44"W 23.65 feet; thence N22°35'44"W 184.90 feet; thence N00°35'02"E 24.53 feet; thence S89°53'27"W 231.75 feet; thence Westerly 42.39 feet along a 390.00 foot radius curve to the left, said curve having a central angle of 06°13'41", and a chord bearing S86°46'37"W 42.37 feet; thence Westerly 19.90 feet along a 335.00 foot radius curve to the right, said curve having a central angle of 03°24'14", and a chord bearing S85°21'53"W 19.90 feet; thence S00°00'01"W 117.31 feet; thence S30°00'01"W 46.12 feet; thence N59°59'59"W 20.00 feet; thence N30°00'01"E 40.77 feet; thence N00°00'01"E 111.52 feet; thence Westerly 0.56 feet along a 335.00 foot radius curve to the right, said curve having a central angle of 00°05'43", and a chord bearing N89°27'50"W 0.56 feet; thence N89°24'58"W 268.51 feet; thence N00°05'46"W 20.00 feet; thence S89°24'58"E 152.38 feet; thence N00°34'50"E 143.13 feet; thence Northwesterly 78.45 feet along a 145.00 foot radius curve to the left, said curve having a central angle of 31°00'02", and a chord bearing N14°55'11"W 77.50 feet; thence N30°25'12"W 88.04 feet; thence Northwesterly 62.98 feet along a 119.00 foot radius curve to the right, said curve having a central angle of 30°19'28", and a chord bearing N15°15'28"W 62.25 feet; thence N00°05'44"W 94.63 feet; thence S89°24'58"E 192.96 feet; thence S00°35'02"W 20.00 feet; thence N89°24'58"W 172.72 feet; thence S00°05'44"E 74.39 feet; thence Southeasterly 52.40 feet along a 99.00 foot radius curve to the left, said curve having a central angle of 30°19'28", and a chord bearing S15°15'28"E 51.79 feet; thence S30°25'12"E 88.04 feet; thence Southeasterly 89.27 feet along a 165.00 foot radius curve to the right, said curve having a central angle of 31°00'02", and a chord bearing S14°55'11"E 88.19 feet; thence S00°34'50"W 143.13 feet; thence S89°24'58"E 96.37 feet; thence Northeasterly 38.05 feet along a 315.00 foot radius curve to the left, said curve having a central angle of 06°55'16", and a chord bearing N87°07'24"E 38.03 feet; thence Northeasterly 44.57 feet along a 410.00 foot radius curve to the right, said curve having a central angle of 06°13'41", and a chord bearing N86°46'37"E 44.54 feet; thence N89°53'27"E 251.99 feet; thence S00°35'02"W 40.67 feet; thence S22°35'44"E 184.77 feet; thence S00°05'44"E 35.55 feet; thence S43°06'33"W 73.75 feet; thence S01°15'48"W 60.97 feet; thence S46°03'03"W 87.68 feet; thence N89°21'44"W 558.29 feet to the Point of Beginning. Contains 1.13 acres. Subject to easements, restrictions and rights-of-way of record.

SANITARY SEWER EASEMENT DESCRIPTION

Part of the Northwest 1/4 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as: Commencing at the South 1/4 corner of said Section 23; thence N00°05'46"W 2580.67 feet along the North-South 1/4 line of said Section 23; thence N89°54'14"E 50.00 feet to the Point of Beginning; thence S89°59'58"E 6.68 feet; thence S45°30'27"E 68.65 feet; thence S89°24'58"E 221.83 feet; thence S85°06'57"E 20.38 feet; thence S04°53'03"W 20.00 feet; thence N85°06'57"W 19.62 feet; thence N89°24'58"W 214.07 feet; thence S05°04'14"E 156.99 feet; thence S28°19'35"E 136.02 feet; thence S00°48'16"E 208.55 feet; thence S71°52'09"E 132.43 feet; thence S18°07'51"W 20.00 feet; thence N71°52'09"W 146.72 feet; thence N00°48'16"W 217.94 feet; thence N28°19'35"W 135.23 feet; thence N05°04'14"W 168.46 feet; thence N45°30'27"W 58.67 feet; thence N00°05'46"W 21.51 feet to the Point of Beginning. Contains 0.44 acres. Subject to easements, restrictions and rights-of-way of record.

Subject of other easements or restrictions, if any.

Together with the right of ingress and egress to, from and over said lands, and subject to other easements or restrictions, if any.

The Grantee shall replace and restore the property to the condition in which it is found whenever any construction or maintenance occurs within the easement area. Grantee shall not be responsible for replacing any trees or vegetation in the easement area that are disturbed as a result of construction or maintenance. Grantors agree that no buildings or other structures will be placed within the boundaries of said easement, and Grantors shall not plant any trees or vegetation in the easement that interfere with Grantees rights under this easement. Grantee shall have the right to remove any buildings, fences, structures, trees or vegetation placed within the easement and Grantors shall be responsible for the cost of such removal.

This easement and associated rights and restriction are granted in perpetuity.

Grantors and Grantee, as used herein, shall be deemed to be plural, when required to be so, and shall include the heirs, successors and assigns of the parties hereto.

The word "easement", as used herein, shall be deemed to be plural when required to be so.

The rights, obligations and restrictions under this Grant of Easement shall run with the land of Grantors and shall be binding on the successors and assigns of Grantors.

Dated this 16th day of May, 2023

Lafranier Woods LDHA LP.

Grantor

Lafranier Woods II LDHA LP.

Grantor

Lafranier Woods Cottages, LLC.

Grantor

STATE OF MICHIGAN

COUNTY OF OTTAWA

Acknowledged before me on this 16th day of May, 2023
by Shirley Woodruff, Grantors

Notary Public:

Ottawa, Michigan

My Commission Expires: August 2, 2028

CANDACE STONE
Notary Public, State of Michigan
County of Ottawa
My Commission Expires Aug. 2, 2028
Acting in the County of Ottawa

Drafted by and when recorded return to:

Mackie Woodruff
Name

Lafranier Woods LDHA, LP
Company

950 Taylor Ave, Grand Haven, MI 49417
Address

BILL OF SALE

Lafranier Woods LDHA, LP (herein referred to as "Seller") for and in consideration of One (\$1.00) Dollar, the adequacy and receipt of which is acknowledged, does hereby grant, dedicate, transfer and deliver to Garfield Township, whose address is 3848 Veterans Drive, Traverse City, MI 49684 (herein referred to as the "Township"), all water main, sanitary sewer and appurtenances as shown on the attached drawings that are in, over, upon and under the real estate more fully described as:

WATERMAIN EASEMENT DESCRIPTION

Part of the Northwest 1/4 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as: Commencing at the South 1/4 corner of said Section 23; thence N00°05'46"W 1642.85 feet along the North-South 1/4 line of said Section 23; thence S89°21'44"E 50.00 feet to the Point of Beginning; thence N00°05'46"W 20.00 feet; thence S89°21'44"E 195.76 feet; thence N00°38'18"E 17.53 feet; thence S89°21'42"E 20.00 feet; thence S00°38'18"W 17.53 feet; thence S89°21'44"E 216.93 feet; thence N00°38'18"E 17.44 feet; thence S89°21'42"E 20.00 feet; thence S00°38'18"W 17.44 feet; thence S89°21'44"E 97.65 feet; thence N46°03'03"E 71.24 feet; thence N01°15'48"E 60.38 feet; thence N43°06'33"E 23.35 feet; thence N45°12'07"W 17.72 feet; thence N44°47'53"E 20.00 feet; thence S45°12'07"E 17.13 feet; thence N43°06'33"E 30.12 feet; thence N00°05'44"W 23.65 feet; thence N22°35'44"W 184.90 feet; thence N00°35'02"E 24.53 feet; thence S89°53'27"W 231.75 feet; thence Westerly 42.39 feet along a 390.00 foot radius curve to the left, said curve having a central angle of 06°13'41", and a chord bearing S86°46'37"W 42.37 feet; thence Westerly 19.90 feet along a 335.00 foot radius curve to the right, said curve having a central angle of 03°24'14", and a chord bearing S85°21'53"W 19.90 feet; thence S00°00'01"W 117.31 feet; thence S30°00'01"W 46.12 feet; thence N59°59'59"W 20.00 feet; thence N30°00'01"E 40.77 feet; thence N00°00'01"E 111.52 feet; thence Westerly 0.56 feet along a 335.00 foot radius curve to the right, said curve having a central angle of 00°05'43", and a chord bearing N89°27'50"W 0.56 feet; thence N89°24'58"W 268.51 feet; thence N00°05'46"W 20.00 feet; thence S89°24'58"E 152.38 feet; thence N00°34'50"E 143.13 feet; thence Northwesterly 78.45 feet along a 145.00 foot radius curve to the left, said curve having a central angle of 31°00'02", and a chord bearing N14°55'11"W 77.50 feet; thence N30°25'12"W 88.04 feet; thence Northwesterly 62.98 feet along a 119.00 foot radius curve to the right, said curve having a central angle of 30°19'28", and a chord bearing N15°15'28"W 62.25 feet; thence N00°05'44"W 94.63 feet; thence S89°24'58"E 192.96 feet; thence S00°35'02"W 20.00 feet; thence N89°24'58"W 172.72 feet; thence S00°05'44"E 74.39 feet; thence Southeasterly 52.40 feet along a 99.00 foot radius curve to the left, said curve having a central angle of 30°19'28", and a chord bearing S15°15'28"E 51.79 feet; thence S30°25'12"E 88.04 feet; thence Southeasterly 89.27 feet along a 165.00 foot radius curve to the right, said curve having a central angle of 31°00'02", and a chord bearing S14°55'11"E 88.19 feet; thence S00°34'50"W 143.13 feet; thence S89°24'58"E 96.37 feet; thence Northeastly 38.05 feet along a 315.00 foot radius curve to the left, said curve having a central angle of 06°55'16", and a chord bearing N87°07'24"E 38.03 feet; thence Northeastly 44.57 feet along a 410.00 foot radius curve to the right, said curve having a central angle of 06°13'41", and a chord bearing N86°46'37"E 44.54 feet; thence N89°53'27"E 251.99 feet; thence S00°35'02"W 40.67 feet; thence S22°35'44"E 184.77 feet; thence S00°05'44"E 35.55 feet; thence S43°06'33"W 73.75 feet; thence S01°15'48"W 60.97 feet; thence S46°03'03"W 87.68 feet; thence N89°21'44"W 558.29 feet to the Point of Beginning. Contains 1.13 acres. Subject to easements, restrictions and rights-of-way of record.

SANITARY SEWER EASEMENT DESCRIPTION

Part of the Northwest 1/4 of the Southeast 1/4 of Section 23, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, described as: Commencing at the South 1/4 corner of said Section 23; thence N00°05'46"W 2580.67 feet along the North-South 1/4 line of said Section 23; thence N89°54'14"E 50.00 feet to the Point of Beginning; thence S89°59'58"E 6.68 feet; thence S45°30'27"E 68.65 feet; thence S89°24'58"E 221.83 feet; thence S85°06'57"E 20.38 feet; thence S04°53'03"W 20.00 feet; thence N85°06'57"W 19.62 feet; thence N89°24'58"W 214.07 feet; thence S05°04'14"E 156.99 feet; thence S28°19'35"E 136.02 feet; thence S00°48'16"E 208.55 feet; thence S71°52'09"E 132.43 feet; thence S18°07'51"W 20.00 feet; thence N71°52'09"W 146.72 feet; thence N00°48'16"W 217.94 feet; thence N28°19'35"W 135.23 feet; thence N05°04'14"W 168.46 feet; thence N45°30'27"W 58.67 feet; thence N00°05'46"W 21.51 feet to the Point of Beginning. Contains 0.44 acres. Subject to easements, restrictions and rights-of-way of record.

Seller hereby warrants and certifies to the Township that the Improvement has been acquired, constructed and completed in accordance with the Plans and Specifications developed by Grand Traverse County for the improvement previously approved by the Township, and that no claim, action, or liability exists with respect to the improvement and its construction and installation.

Seller further warrants and represents to the Township that it is the lawful owner of the improvement, and that the improvement is free of all liens and encumbrances of any kind. Seller further represents that it has the authority to transfer the improvement. All warranties and guarantees pertaining to the improvement are hereby assigned and transferred to the Township.

Dated this 16th day of May, 2023

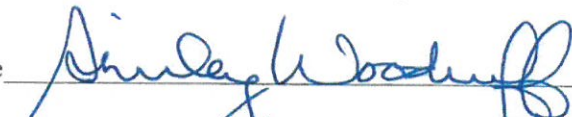
Seller:

Lafranier Woods LDHA, LP, a Michigan Limited Partnership

Signature

Print

Title


Shirley Woodruff
Authorized Agent

BILL OF SALE

Lafranier Woods LDHA, LP (herein referred to as "Seller") for and in consideration of One (\$1.00) Dollar, the adequacy and receipt of which is acknowledged, does hereby grant, dedicate, transfer and deliver to Garfield Township, whose address is 3848 Veterans Drive, Traverse City, MI 49684 (herein referred to as the "Township"), all water main, sanitary sewer and appurtenances as shown on the attached drawings that are in, over, upon and under the real estate more fully described as:

Description of Water Main

Approximately 2,244 linear feet of C-900 DR-18 water main along with hydrants, valves and appurtenances the location of which is as follows:

Approximately 595 linear feet of 8" C-900 water main beginning at a point approximately 75 feet south of the intersection of LaFranier Road and the private drive at the existing 12" D.I. water main in LaFranier Road easterly to a cross south of the private drive. Thence southerly from the cross approximately 459 linear feet to a 45° bend. Thence westerly from the bend approximately 564 linear feet to the existing 8" D.I. water main in LaFranier Road. Commencing at the first tee east of the intersection of LaFranier Road and the private drive approximately 474 linear feet of 8" C-900 water main to a 45° bend. Thence easterly from the bend approximately 152 linear feet terminating at a hydrant.

Description of Sewer Main

Approximately 1,058 linear feet of 8" SDR-35 sanitary main along with manholes to service said sewer the location of which is as follows:

Approximately 115 linear feet of 8" SDR-35 sanitary sewer beginning at manhole #1576 to manhole #1756; then approximately 69 linear feet southerly to manhole #1757; then approximately 170 linear feet to manhole #1755; then approximately 136 linear feet to manhole #1754; then approximately 213 linear feet to manhole #1753; then approximately 130 linear feet to manhole #1752; And approximately 225 linear feet east connecting manhole #1754 to manhole #1758

Seller hereby warrants and certifies to the Township that the Improvement has been acquired, constructed and completed in accordance with the Plans and Specifications developed by Grand Traverse County for the improvement previously approved by the Township, and that no claim, action, or liability exists with respect to the improvement and its construction and installation.

Seller further warrants and represents to the Township that it is the lawful owner of the improvement, and that the improvement is free of all liens and encumbrances of any kind. Seller further represents that it has the authority to transfer the improvement. All warranties and guarantees pertaining to the improvement are hereby assigned and transferred to the Township.

Dated this 21st day of July, 2023

Seller:

Lafranier Woods LDHA, LP, a Michigan Limited Partnership

Signature

Print

Title

Shirley Woodruff
Shirley Woodruff

Authorized Agent

2024 BUDGET RESOLUTION FOR
 CHARTER TOWNSHIP OF GARFIELD
 COUNTY OF GRAND TRAVERSE, MICHIGAN
 RESOLUTION 2023-20-T

Minutes of a regular meeting of the Charter Township of Garfield Board, held on the _____ day of _____, 2023, at _____ o'clock pm.

PRESENT: _____

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township.

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2024 Budget year with a financial contribution equal to 2.75 mills times the Townships ad valorem real property tax value, which equates to \$3,078,425 for Garfield.

BE IT FURTHER RESOLVED, that the Township agrees to contribute all of this revenue to Metro by May 15, 2024.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2024 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes: _____

Nays: _____

Absent and Excused: _____

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Charter Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on _____, at which meeting _____ members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: _____

Lanie McManus
Clerk, Charter Township of Garfield
Grand Traverse County, Michigan

Grand Traverse Metro Emergency Services Authority

2024 Budget Proposal





Mission Statement

To serve our community by safeguarding life and property from fire, hazards and medical emergencies; through education, intervention, and quality response.

Our Vision

Be a proactive, innovative, and progressive leader in providing high quality services to the community.

- A work environment where all employees live our values every day on the job.
- Respected, valued, and supported by the community.
- Recognized as a progressive leader and innovator.
- Enthusiastic, highly motivated, trained, and skilled people providing superior emergency services and prevention activities.
- Continued reduction in fires and other emergencies due to effective Community Risk Reduction.
- Lives are saved due to our actions (endeavors).

Strategic Goals

- Attract, Develop, and Retain top talent
- Strengthen Quality and Levels of Service
- Position GT Metro for future
- Ensure Financial Viability

2022/23 Accomplishments

- Purchased Squad 1 – 2022 Super-Duty.
- Purchased 2010 Rescue from Glen Lake - \$150,000.
- Purchased new command vehicle – 2022 Tahoe.
- Received grant funding totaling \$103,915.50 from the following:
 1. Michigan Township Participating Plan for the purchase of 10 dash cameras in apparatus.
 2. Grand Traverse Band of Ottawa & Chippewa for upgrades to the technical resource trailer including equipment.
 3. Cosgrove Foundation (matching grant) to purchase rescue task force equipment.
 4. Region 7 Homeland Security to purchase a Savox Rescue Kit for special operations.
 5. Grand Traverse County (ARPA) for Haz-Mat decon equipment.
 6. AAA for traffic safety equipment.
- Provided MABAS response to the Gaylord tornado and Memonimee paper mill fire (wage reimbursements received).
- Remembrance ceremony held for the 21st anniversary of September 11, 2001.
- Hired three additional full-time firefighters.
- Negotiated a three-year labor agreement with the Grand Traverse Metro Firefighters IAFF Local 5288, resulting in a competitive wage and benefit package.
- Firefighters and Fire Officers completed training in Special Operations (Haz-Mat & Technical Rescue – Structural Collapse), Blue Card Incident Command, National Fire Academy courses, Peer Support and Critical Incident Stress Management, and various leadership and command level courses. As a department, we completed over 8,000 hours of training in all disciplines.
- Continued to update and add Standard Operating Guidelines to include mission critical equipment and ensure we are conforming to the latest standards and laws.
- Submitted SAFER Grant for \$850,000 for 3 new full-time firefighters.

2024 Challenges

- 9.6% increase in taxable values equates to \$547,000 increase in revenue to GT Metro at 2.75 mils, which does not adequately cover debt obligations and other inflation increases.
- Recruiting and retaining quality firefighters. The need to attract additional part-time firefighters.
- Providing employees with wage increases commensurate with rising inflation.
- Metro's vision remains to have a minimum of 2 FF's in all Metro stations by 2024 and we have applied for the SAFER grant to help pay for this.
- Plan for the purchase of a new Fire Engine in 2024 and a new ladder truck in 2025. New fire apparatus costs have increased due to inflation as well as safety standards and constantly evolving technology.
- Aging fire truck fleet resulting in the purchase of new apparatus averaging \$800,000 per year over the next 8 years. The average age of existing apparatus is 15 years old.
- Funding Metro's Public Improvement Fund to help pay for future apparatus purchases.
- Reacting and responding to the increase in building of homes, apartments, assisted living facilities, and businesses in the 3 townships covered by Metro.
- Metro's aging buildings and parking lots require additional improvement costs.
- Continued impact of inflation unknown.

2024 Budget Timeline

June 27, 2023	Distribute 2024 Budget at Board Meeting
July, 2023	Possible Budget Workshop with Board
July 25, 2023	Metro's Board approves 2024 Budget
July 31, 2023	Metro Budget to Township Offices
August, 2023	Take Metro Budget to Township Boards
September, 2023	Public Hearings and Final Township Approval
September 30, 2023	Notify GT County of Metro millage rate

Fund Balance and Millage History (last 5 years – GF + PIF)

Year	Millage Rate	Fund Balance
2019	2.35	\$ 2,282,637
2020	2.45	\$ 2,742,145
2021	2.45	\$ 2,282,370
2022	2.60	\$ 2,100,024
2023 Budget	2.75	\$ 1,775,521
2024 Draft Budget	2.75	\$ 1,684,493

Note: A healthy fund balance goal of 3.5 months of expenses equates to \$1,915,000.



GRAND TRAVERSE METRO FIRE DEPARTMENT 2024 BUDGET NET TAXABLE VALUE ALLOCATION

DRAFT

TOTAL BUDGETED EXPENDITURES:
Less: Other Revenue Items
NET EXPENDITURES TO BE ALLOC.

TOWNSHIP ASSESSED VALUES, net

Millage rate to breakeven
Less: use of fund balance
Proposed 2024 Millage Rate

METRO	
2024	
\$	6,586,877
	228,000
\$	6,340,877
	2,273,182,933
	2.79
	0.04
	2.75

ALLOCATION BASED ON TAXABLE VALUE - 2.75 MILLS

	2024 BUDGETED TWP REVENUE	2023 BUDGETED TWP REVENUE	DIFFERENCE	% CHANGE
ACME	1,147,958	1,049,947	98,011	9.33%
EAST BAY	2,024,870	1,861,951	172,919	9.34%
GARFIELD	3,078,425	2,802,160	276,265	9.86%
TOTAL	6,251,253	5,704,058	547,195	9.59%

	2024 TAXABLE VALUE (net of personal prop)	2023 TAXABLE VALUE (net of personal prop)	DIFFERENCE	% CHANGE
ACME	417,439,337	381,798,953	35,640,384	9.33%
% of total	18.4%	18.4%		
EAST BAY	736,316,218	673,436,810	62,879,408	9.34%
% of total	32.4%	32.5%		
GARFIELD	1,119,427,378	1,018,967,304	100,460,074	9.86%
% of total	49.2%	49.1%		
TOTAL	2,273,182,933	2,074,203,067	198,979,866	9.59%

GRAND TRAVERSE METRO FIRE DEPARTMENT

2024 Budgeted Revenue/Expenditure Report

DRAFT



GRAND TRAVERSE METRO FIRE	Actual 2022	Budget 2023	YTD actual May, 2023	% Bud 2023	2024 BUDGET	Notes
Fund: 206 - METRO FIRE						
Revenues						
528.000 Other Federal Grants	0	0	0	0.0%	0	
600.001 Acme Township - Cont.	931,328	1,049,947	1,049,947	100.0%	1,147,958	2.75 Mills
600.002 East Bay Twp. Contr	1,627,245	1,851,951	1,851,951	100.0%	2,024,870	2.75 Mills
600.003 Garfield Charter Twp.	2,457,006	2,802,160	2,803,160	100.0%	3,078,425	2.75 Mills
664.000 Earned Interest	19,472	15,000	43,362	289.1%	25,000	
668.500 Cost Recovery Revenue	53,600	55,000	32,000	58.2%	65,000	
668.700 Public Education Receipts	597	0	0	0.0%	0	
669.000 Plan Reviews	63,002	65,000	22,046	33.9%	65,000	
669.001 Refunds and Donations	83,249	45,000	45,287	100.6%	45,000	
669.002 Sale of Surplus Equipment	41,500	15,000	22,099	147.3%	15,000	
669.006 Misc. Grant Receipts	27,072	10,000	5,000	50.0%	10,000	
TOTAL REVENUES	5,304,070	5,909,058	5,874,852	99.4%	6,476,253	
EXPENDITURES						
Dept: 336 OPERATIONS						
Acct Class: 701 PERSONNEL SERVICES						
702.000 Wages and Salaries	2,480,818	2,980,520	1,073,099	36.0%	3,116,170	
702.001 Longevity	33,797	36,000	0	0.0%	36,000	
703.000 Metro Firefighters Response	54,995	56,000	24,261	43.3%	56,000	
703.200 Metro FF Wages - part-time	163,399	258,000	47,007	18.2%	231,000	
703.300 Part-time Administrative	3,062	25,000	0	0.0%	25,000	
705.000 Personal Day Payout	40,345	50,000	0	0.0%	50,000	
715.000 FICA/Medicare	40,282	49,482	15,118	30.6%	51,815	
716.000 Health/Dental/Optical Ins.	501,641	598,000	269,542	45.1%	640,000	
716.003 Life Ins./LTD/STD	20,208	27,000	13,534	50.1%	28,000	
717.001 AD&D Insurance	8,484	12,000	0	0.0%	12,000	
718.000 Retirement	378,862	477,488	157,909	33.1%	500,392	
719.000 Workers Comp. Insurance	80,427	91,000	78,625	86.4%	95,000	
TOTAL PERSONNEL SERVICES	3,806,319	4,660,490	1,679,094	36.0%	4,841,377	
Acct Class: 726 SUPPLIES						
727.000 Office Supplies	9,907	13,000	6,092	46.9%	13,000	
729.000 Printing and Binding	4,255	6,000	1,903	31.7%	6,000	
730.000 Postage and Freight	1,798	3,000	1,219	40.6%	3,000	
743.000 Other Supplies	22,968	30,000	6,924	23.1%	30,000	
745.000 Uniforms and Accessories	24,195	28,000	8,120	29.0%	38,000	
745.002 Fire Gear	33,327	35,000	8,522	24.3%	45,000	
748.000 Fuel, Oil, Grease	58,763	60,000	15,529	25.9%	60,000	
760.000 Medical Supplies	20,431	27,000	7,193	26.6%	27,000	
TOTAL SUPPLIES	175,644	202,000	55,501	27.5%	222,000	
Acct Class: 800 CONTRACTUAL SERVICES						
801.000 Legal Fees	15,229	25,000	893	3.6%	25,000	
810.000 Subscriptions	4,305	7,500	3,316	44.2%	7,500	
810.001 Dues	7,621	8,500	2,590	30.5%	8,500	
818.000 Contract Services	62,466	52,000	22,330	42.9%	65,000	
830.000 Fire Hydrant Rental	21,240	25,000	0	0.0%	25,000	
850.001 Telephone	41,319	46,000	17,508	38.1%	46,000	
TOTAL CONTRACTUAL SERVICES	152,180	164,000	46,637	28.4%	177,000	
Acct Class: 900 OTHER SERVICES AND CHARGES						
910.000 Fleet & Liability Property Ins	67,613	68,000	74,741	109.9%	80,000	
920.000 Heat Utilities	27,544	35,000	17,142	49.0%	35,000	
921.000 Electric Utilities	41,236	47,000	16,458	35.0%	47,000	
923.000 Sewer and Water Utilities	13,256	16,000	4,504	28.1%	16,000	
924.000 Waste Disposal	1,565	2,100	719	34.3%	2,100	

6/21/2023

2024BUDBYDEPT 2.75

GRAND TRAVERSE METRO FIRE DEPARTMENT

2024 Budgeted Revenue/Expenditure Report

DRAFT



GRAND TRAVERSE METRO FIRE	Actual 2022	Budget 2023	YTD actual May, 2023	% Bud 2023	2024 BUDGET	Notes
930.000 Bldg. Repair and Maintenance	76,020	100,000	38,852	38.9%	100,000	
932.000 Equipment Repair & Maint.	36,358	30,000	18,666	62.2%	30,000	
932.100 SCBA Repair/Maintenance	3,052	10,000	1,283	12.8%	10,000	
934.000 Vehicle R&M - labor	54,998	85,000	17,202	20.2%	85,000	
934.100 Vehicle R&M - parts	62,477	65,000	15,713	24.2%	65,000	
935.000 Ground Care and Maintenance	27,516	36,000	18,836	52.3%	36,000	
955.000 Employee Physicals & Wellness	41,342	40,000	15,370	38.4%	40,000	
956.000 Employee Train. and Develop.	75,951	70,000	24,375	34.8%	70,000	
956.001 Computer Support	67,155	65,000	27,288	42.0%	65,000	
TOTAL OTHER SERVICES AND CHARGES	596,082	669,100	291,150	43.5%	681,100	
Acct Class: 970 CAPITAL OUTLAY						
976.001 Building Improvement	28,258	115,000	34,155	29.7%	75,000	
977.000 Machinery and Equipment	153,006	85,000	41,782	49.2%	90,000	Thermal imaging cameras
980.100 Computer Replacement	10,779	15,000	4,871	32.5%	15,000	
TOTAL CAPITAL OUTLAY	192,043	215,000	80,807	37.6%	180,000	
Acct Class: 985 OTHER						
985.100 Transfer to Public Imp. Fund	550,000	300,000	300,000	0.0%	455,000	
992.000 Contingency	1,849	10,000	0	0.0%	10,000	
992.001 Emergency Cont. Fund	0	200	0	0.0%	200	
TOTAL OTHER	551,849	310,200	300,000	96.7%	465,200	
TOTAL EXPENDITURES	5,474,118	6,220,790	2,453,190	39.4%	6,566,677	2.68 mils (incl of other revenue's)
NET REVENUE/EXPENDITURES	(170,048)	(311,732)	3,421,662		\$ (90,424)	
Fund Balance	2,157,381	1,987,333			1,675,601	
Net Fund Balance	\$ 1,987,333	\$ 1,675,601			\$ 1,585,177	

GRAND TRAVERSE METRO FIRE DEPARTMENT

2024 Budgeted Revenue/Expenditure Report

DRAFT



GRAND TRAVERSE METRO FIRE	Actual 2022	Budget 2023	YTD actual May, 2023	% Bud 2023	2024 BUDGET	Notes
PUBLIC IMPROVEMENT FUND						
664.000 Earned Interest	310	1,000	5	0.5%	1,000	
675.000 Debt Proceeds	0	0	0	0.0%	-	
699.100 Transfer In - Fund Balance	550,000	300,000	300,000	100.0%	455,000	Debt pymts/vehicle purchase
TOTAL REVENUES	550,310	301,000	300,005	99.7%	456,000	
EXPENDITURES						
Acct. Class: 970 Capital Outlay						
976.001 Building Improvement	0	0	0	0.0%	0	
977.000 Machinery and Equipment	0	0	0	0.0%	0	
978.000 Vehicles Acquisition	248,845	0	0	#DIV/0!	90,000	Squad & boat
TOTAL CAPITAL OUTLAY	248,845	0	0	#DIV/0!	90,000	
Acct Class: OTHER						
990.000 Debt Payment	281,870	288,289	71,463	24.8%	332,208	
990.005 Interest Expense	26,894	20,481	5,728	28.0%	29,396	
992.000 Contingency	5,000	5,000	0	0.0%	5,000	
TOTAL DEBT SERVICE & OTHER	313,764	313,770	77,191	24.6%	366,604	
TOTAL EXPENDITURES	562,609	313,770	77,191	24.6%	456,604	0.15 mills
REVENUES OVER EXPENDITURES	-12,299	-12,770	222,814		-604	
Fund Balance	124,989	112,690	-		99,920	
Net Fund Balance	112,690	99,920			\$ 99,316	
Total Fund Balance (General and PIF)	\$ 2,100,024	\$ 1,775,521			\$ 1,684,493	
Maintain Fund Balance = to 3 months expenses:	\$ 1,368,529	\$ 1,555,197			\$ 1,641,669	



GT METRO FIRE DEPARTMENT
PROJECTED DEBT OBLIGATIONS THRU 2033
2024 BUDGET

DRAFT



YEAR	DESCRIPTION	ITEM	AMOUNT	Budget 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Vehicle Replacement Plan - Cash payments														
Admin Vehicles														
							45,000		60,000		100,000	60,000	60,000	60,000
Station Squad Vehicles														
					60,000	70,000	70,000	70,000	100,000	75,000	75,000	75,000	75,000	75,000
Capital Purchases - Financing														
2018	Engine 11 - PIF		\$ 200,000											
	1st Pymt 11/2018		Principal	33,333	25,002									
	6 yrs @ 0.0%		Interest											
	Total			33,333	25,002									
2018	Engine 11 - PIF		\$ 300,000											
	1st Pymt 11/2018		Principal	53,064	41,071									
	6 yrs @ 3.55		Interest	2,941	782									
	Total			56,736	41,803									
2020	Engine 1		\$ 575,000											
	8 yrs @ 2.24%		Principal	66,764	97,927	100,140	50,915							
			Interest	6,922	4,789	2,546	428							
	Total			102,686	102,686	102,686	51,343							
2020	Station 11 Remodel		\$ 350,000											
	7 yrs at 2.06%		Principal	48,947	49,958	50,969	52,044	53,119						
			Interest	4,857	3,946	2,814	1,780	685						
	Total			53,804	53,804	53,804	53,804	53,804						
2021	New Tanker		\$ 350,000											
	6 yrs at 2.61%		Principal	57,151	59,658	60,203	61,791	15,700						
			Interest	6,061	4,554	3,008	1,421	103						
	Total			63,212	63,212	63,212	63,212	15,803						
2024	New Engine 9		\$ 800,000											
	6 yrs @ 4.0%		Principal		58,592	122,812	127,816	133,024						
			Interest		15,506	27,391	22,378	17,170						
	Total				76,097	150,183	150,184	150,194	150,184	150,184	150,184	150,184	150,184	150,184
2025	New Ladder Truck		\$ 1,400,000											
	6 yrs @ 4.5%		Principal			102,801	212,661	222,430						
			Interest			30,540	54,023	44,254						
	Total					133,341	266,684	266,684	266,684	266,684	266,684	266,684	266,684	266,684
2028	New Engine 8		\$ 900,000											
	6 yrs @ 4.5%		Principal				66,068	136,710						
			Interest				19,633	34,729						
	Total						85,721	171,439	171,439	171,439	171,439	171,439	171,439	171,439



GT METRO FIRE DEPARTMENT
PROJECTED DEBT OBLIGATIONS THRU 2033
2024 BUDGET

DRAFT



DESCRIPTION		Budget													
YEAR	ITEM	AMOUNT	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033		
2027	New Tanker 11	\$													
	6 yrs at 4.5%														
	Principal	800,000													
2027	New Station 8	\$													
	20 yrs at 4%														
	Principal	4,500,000													
2028	New Tanker 9	\$													
	6 yrs @ 4.5%														
	Principal	500,000													
2028	Land for new Metro	\$													
	Station in Garfield Twp														
	10 yrs at 4.5%														
2029	New Tanker 8	\$													
	6 yrs @ 4.5%														
	Principal	750,000													
2030	New Engine 11	\$													
	6 yrs @ 4.5%														
	Principal	1,000,000													
2030	New Station LeFrancher	\$													
	20 yrs @ 4.5%														
	Principal	5,000,000													
2023-2032 Capital Fund -															
Cash Pay	Principal														
	Interest														
	Total														
Mills: (6% increase in taxable value 2023-2032)															
Ave. Millage over 10 yrs.															

DRAFT

2024 Bud Capital 275
6/21/2023

GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2024 Budget - VEHICLES



DRAFT

ACQUIRE DATE VEHICLES		DESCRIPTION	LOCATION	Actual Cost	Current Year										
					2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
2022	Chevy Tahoe (701)		Admin	48,138											
2020	Chevy Tahoe (703)		Chiefs	41,764											65,000
2021	Chevy Tahoe (702)		Admin	45,898									65,000		
2009	Chevy Sub Lt - ProbEd		FPB	34,858											
2016	Ford Escape - 738		FPB	24,764			45,000								
2020	GMC Pick up FFB		FPB	37,205						50,000		50,000			
2020	GMC Pick up FFB		FPB	37,205						50,000		50,000			
Admin Vehicle Replacement Fund															
2020	Pierce Enforcer - (E1)		Station 1	575,000			45,000			50,000		100,000	65,000		65,000
2007	Pierce Ladder - (Track 1)		Station 1	648,173											
2021	Freightliner/Freight - (TK1)		Station 1	350,000	1,400,000										
2011	ORV Trailer Moley		Station 1	2,196											
2012	RTV 1 - Kubota RTV900		Station 1	11,285											
2016	15' Seamed - Marine 1		Station 1	21,332											
2015	Ford Prodigy - Metro Captain		Station 1	65,922						25,000		75,000			
2014	Ford - Squad 18		Station 1	48,770											
2010	Midlandbury Enclosed Trailer - ProbEd		Station 1	5,162											
2014	IFTI - Manual Trailer		Station 1	7,015					70,000						
2016	IFTI - Technical Rescue Trailer		Station 1	12,178											
2018	Continental Marine 1 Trailer		Station 1	1,888											
2016	Pierce Rescue - (R1)		Station 1	140,000											
2013	Rosenbauer - (E9)		Station 8	600,022				900,000							
2001	Tanker - Freightliner - (TK9)		Station 8	162,360											
2019	Kubota Unit #3		Station 8	13,700				500,000							
2019	Kubota Trailer - Liberty		Station 8	2,257											
2016	Ford - Squad 16		Station 8	48,500			70,000					75,000			
1996	Wildfire - Chevrolet (Brush 8)		Station 8	17,600											
2005	Showermobile and trailer		Station 8	6,023											
1993	Pierce - (E13) - Reserve		Station 9	45,000											
2012	Freightliner - (TK9)		Station 9	300,000						500,000					
2019	Kubota Unit #4		Station 9	13,700											
2019	Kubota Trailer		Station 9	2,257											
1993	Water Supply- Ford 1 ton (EWS)		Station 9	17,704											
2001	Wildfire - Ford (Brush 9)		Station 9	28,633											
2017	Arctic Cat Basecat 3000 LT		Station 9	9,760											
2007	LeFrance - (E14) - Reserve		Station 11	482,798		800,000									
2017	Pierce Impel - (E11)		Station 11	617,282								1,000,000			
2001	Tanker - Freightliner - (TK11)		Station 11	124,405					500,000						
2018	Kubota Unit #2		Station 11	13,700											
2019	Kubota Trailer		Station 11	2,257											
2017	Ford - Squad 17		Station 11	47,732				70,000							
1991	SIM 1 tractor - Freightliner		Station 11	15,000									75,000		
2006	SIM 2 Plymox Simulator		Station 11	130,000											
2009	Spencer - (E12)		Station 12	480,916											
2007	Starling Tanker - (TK12)		Station 12	187,842											
2011	15' Seamed - Marine 12		Station 12	19,637		20,000									

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2024 Budget - VEHICLES**

[illegible]

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2024 Budget - BUILDINGS & Other**



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ACQUIRE DATE	DESCRIPTION	LOCATION	Current Year										
			2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
	60 New SCBA's	Various				\$700,000							
	Asphalt/Parking Lot repairs	Various	\$25,000	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000
	Garage Door Replacements (33 doors)	Various	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
1999	Administration Building Training Tower												
	Generator	Admin			25,000		800,000						
	Roof Top Unit/HVAC	Admin				10,000							
	Replace Apparatus Floor	Admin	25,000										
2008	Station 1												
	Roof Top Unit/HVAC	Sta1					10,000						
	New Roof	Sta1								70,000			
	Station 2												
	New Station	Sta2					\$4,500,000						
	Station 3												
	New Roof	Sta3				40,000							
	Roof Top Unit/HVAC	Sta3	10,000					10,000					
	Station 11												
	Roof Top Unit/HVAC	Sta11		10,000					10,000				
2011	Station 12												
	Roof Top Unit/HVAC	Sta12			10,000					10,000			
	Roof Repairs	Sta12											
	Land for new Metro Station in Garfield Twp (LaFrambois/Hammond/Garfield)							750,000					
	New Station - (LaFrambois/Hammond/Garfield)									6,000,000			
	Total Building Improvements:		\$ 70,000	\$ 25,000	\$ 55,000	\$ 765,000	\$ 5,130,000	\$ 775,000	\$ 30,000	\$ 6,085,000	\$ 15,000	\$ 15,000	\$ 15,000



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gimetrofire.org Email: info@gimetrofire.org

July 25, 2023

The regular board meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Doug White, Chairperson, at Metro Station 9 located at 110 High Lake Road, Traverse City, MI 49686.

PLEDGE OF ALLEGIANCE – recited.

Roll call – 6 members, a quorum.

Beth Friend, East Bay
Glen Lile, East Bay
Dale Stevens, Acme
Molly Agostinelli, Garfield

Doug White, Acme
Chuck Korn, Garfield (EXCUSED)
Chris Barsheff, Garfield

ATTENDANCE:

Pat Parker, Fire Chief
Brian Belcher, Assistant Fire Chief/Fire Marshal
Tony Posey, Assistant Chief of Operations
Kim McCann, Accountant

1. **APPROVAL OF AGENDA:** No changes. Stand Approved.
2. **PUBLIC COMMENT:** None.
3. **CONFLICT OF INTEREST:** None.
4. **APPROVAL OF MINUTES:** No changes. Stand approved.
 - a. **APPROVAL OF PERSONNEL COMMITTEE MINTUES** July11, 2023 - No changes. Stand approved.
5. **FINANCIAL REPORT:**
 - a. Approve of cash transfers.
Motion by Chris Barsheff, supported by Glen Lile, to approve cash transfers of \$921,685.00. Roll call: Barsheff, yes; Lile, yes; Friend, yes; Agostinelli, yes; Stevens, yes; White, yes. All ayes. Motion carried.
6. **APPROVAL CLAIMS:**
Motion by Chris Barsheff, supported by Dale Stevens, to approve the prepay and regular claims in the amount of \$88,627.30 (check #20941-21010; Plus, Electronic Funds Transfers (EFT) in the amount of \$323,235.00 and Retiree Health Care Payments \$1,291.80 for a Grand Total Claims and EFT of \$413,154.10. Roll call: Barsheff, yes; Stevens, yes; Lile, yes; Friend, yes; Agostinelli, yes; White, yes. All ayes. Motion carried.



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

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Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: info@gtmetrofire.org

7. CORRESPONDENCE:

- a. Cost Recovery Report
- b. GTB First Half 2023 2% Cycle

8. REPORTS

- a. CHIEF: See Chief Report.
- b. ASST. CHIEF OPERATIONS: See Assistant Chief of Operations Report.
- c. ASST. CHIEF/FIRE MARSHAL: See Assistant Chief/Fire Marshal- Fire Prevention Bureau Report.

9. OLD BUSINESS: None.

10. NEW BUSINESS:

- a. Consider Audit Proposal
Motion by Beth Friend, supported by Molly Agostinelli, to retain auditing firm Maner Costerisan for 2023- 2025 audit years. Roll call: Friend, yes; Agostinelli, yes; Lile, yes; Barsheff, yes; Stevens, yes; White, yes. All ayes. Motion carried.
- b. Consider 2024 Budget **Resolution 2023-05**
Motion by Beth Friend, supported by Doug White, to change auditors to Maner Costerisan for 2023- 2025 audit years. Roll call: Friend, yes; White, yes; Lile, yes; Barsheff, yes; Agostinelli, yes; Stevens, yes. All ayes. Motion carried.

Any Suggested Agenda Items for Future Board Meetings: GTMESA board involvement in GTMESA Strategic Planning with Administrative Staff.

PUBLIC COMMENT: None.

There being no objections, the meeting was declared adjourned by Chairperson Doug White at 10:02 a.m.

Chairperson Doug White

Board Secretary Chris Barsheff



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: info@gtmetrofire.org

RESOLUTION 2023-05

A RESOLUTION TO APPROVE THE 2024 BUDGET FOR GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

Minutes of a regular meeting of the Board of Grand Traverse Metro Emergency Services Authority ("Metro"), held on the 25th day of July, 2023, at 9:00 o'clock am.

PRESENT: GLEN LILE, BETH FRIEND, CHRIS BARSHEFF,
MOLLY AGOSTINELLI, DALE STEVENS, DOUG WHITE

The following preamble and resolution were offered by FRIEND and supported by WHITE.

WHEREAS, Metro is an Authority, created, established and incorporated pursuant to the provisions of Act 57, Public Acts of Michigan, 1988, as amended, and

WHEREAS, the incorporating municipalities in Metro are the Township of Acme, the East Bay Charter Township and the Charter Township of Garfield, in the County of Grand Traverse, Michigan, which are hereby designated as the "Incorporating Townships", and

WHEREAS, Article XII of the Articles of Incorporation for Metro indicates that the Metro Board "shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the proposed budget to the incorporating municipalities no later than July 31, of each year", and

WHEREAS, the 2024 Budget for Metro is detailed by cost center for the General Fund and the Public Improvement Fund on the attached schedules, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township. In accordance with the calculation provided for in the Articles of Incorporation, the Township contributions calculate to be the following for the 2024 Budget:

Acme Township	\$1,147,958
East Bay Township	\$2,024,870
Garfield Township	\$3,078,425

NOW, THEREFORE,

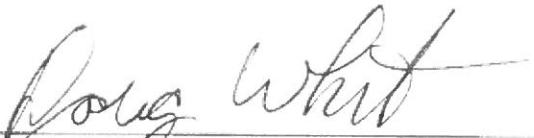
BE IT RESOLVED, that the members of the Metro Board adopt the 2024 Metro Budget by cost center as detailed on the attached, with budgeted expenditures totaling \$7,023,281.

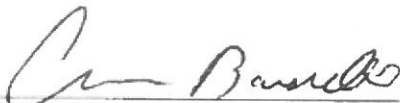
Ayes: 6

Nays: 0

Absent and Excused: 0

RESOLUTION DECLARED ADOPTED.

By: 
Board Chairman Doug White

By: 
Board Secretary Chris Barsheff

Dated: July 25, 2023

GTMESSA
2024 BUDGET - 2.75 Mills
BY COST CENTERS



****Budget to be approved by the Metro Board****

DRAFT

GRAND TRAVERSE METRO FIRE	Actual 2022	Budget 2023	Budget 2024	Incr/ (Decr)	% Incr/ (Decr)
GENERAL FUND					
TOTAL REVENUES	5,304,070	5,909,058	6,476,253	567,195	11.6%
EXPENDITURES					
Dept: 336 OPERATIONS					
Acct Class: 701 PERSONNEL SERVICES	3,806,319	4,660,490	4,841,377	180,888	5.2%
Acct Class: 726 SUPPLIES	175,644	202,000	222,000	20,000	14.2%
Acct Class: 800 CONTRACTUAL SERVICES	152,180	164,000	177,000	13,000	9.8%
Acct Class: 900 OTHER SERVICES/CHARGES	596,082	669,100	681,100	12,000	2.0%
Acct Class: 970 CAPITAL OUTLAY	192,043	215,000	180,000	(35,000)	-19.1%
Acct Class: OTHER	551,849	310,200	465,200	155,000	51.9%
TOTAL EXPENDITURES	5,474,118	6,220,790	6,566,677	345,888	7.2%
NET REVENUE/EXPENDITURES	(170,048)	(311,732)	(90,424)	(267,049)	-275.3%
Fund Balance	2,157,381	1,987,333	1,675,602		
Net Fund Balance	1,987,333	1,675,602	1,585,177		

GTMESSA
2024 BUDGET - 2.75 Mills
BY COST CENTERS



****Budget to be approved by the Metro Board****

DRAFT

GRAND TRAVERSE METRO FIRE	Actual 2022	Budget 2023	Budget 2024	Incr/ (Deer)	% Incr/ (Deer)
----------------------------------	------------------------	------------------------	------------------------	-------------------------	---------------------------

PUBLIC IMPROVEMENT FUND

TOTAL REVENUES

EXPENDITURES

Acct. Class: 970 CAPITAL OUTLAY

Acct. Class: 990 DEBT SERVICE

Acct Class: 992 CONTINGENCY

TOTAL EXPENDITURES

EXPENDITURES OVER REVENUES

Fund Balance

Net Fund Balance

\$ 550,310	\$ 301,000	\$ 456,000	(98,742)	-15.2%
\$ 248,845	\$ -	\$ 90,000	90,000	9.9%
\$ 308,764	\$ 308,770	\$ 361,604	52,834	18.0%
\$ 5,000	\$ 5,000	\$ 5,000	-	#DIV/0!
\$ 562,609	\$ 313,770	\$ 456,604	142,834	11.8%
\$ (12,299)	\$ (12,770)	\$ (604)	12,166	-2.2%
\$ 124,989	\$ 112,690	\$ 99,920		
\$ 112,690	\$ 99,920	\$ 99,316		

SECOND QUARTER 2023



Business Growth Barometer Survey Results & Quarterly Update

5.a.



IMPROVING THE POLICY LANDSCAPE

- The Traverse City Freshwater Research and Innovation Center Project is set to receive \$15 million as part of the Michigan State fiscal year 2024 budget. The Center will establish the Grand Traverse region as a global hub for applied freshwater innovation, offering research, education, commercialization, new business incubation, and startup acceleration programs. The project is a collaborative effort of 20Fathoms, Discovery Center & Pier, Michigan Technological University, Northwestern Michigan College, and Traverse Connect.

TELLING THE STORY OF OUR REGIONAL ECONOMY

- We hosted *Innovation in the Great Lakes: Northern Michigan's Blue Economy* as the part of the second annual *Northern Michigan Startup Week*. The events promoted our regional entrepreneurship, investors, and startup businesses, with a focus on water innovation. The program is organized by 20Fathoms, Northern Michigan Angels, Newton's Road, Common Place, TCNewTech, and Traverse Connect.

ADDRESSING THE NEEDS OF GROWING FIRMS

- In partnership with the Michigan Economic Development Corporation, Traverse Connect initiated the Fresh Coast Maritime Challenge, a first-of-its-kind grant program in the United States that puts Michigan at the forefront of technology development for maritime transportation, including recreational boating activities, marina innovation, as well as commercial activities on the Great Lakes. Initial grant recipients represent an impressive array of manufacturing, startup companies, energy innovation, and research involving blue economy initiatives.

CREATING INTERACTIONS FOR BUSINESSES

- For the second quarter, Traverse Connect's business engagement included **107** direct business referrals and welcomed **33** new member companies. We conducted over **40** business outreach and retention visits and hosted **8** events with nearly **700** total attendees, including the Distinguished Service Award Luncheon and the spring Economic Strategy Session, providing valuable opportunities for business and community leaders across our region to discuss issues, develop partnerships, and grow their businesses.

BUILDING THE TALENT PIPELINE

- Traverse Connect recently published our [2023 Grand Traverse Region Employer Benefits Survey](#). The report provides an overview of the benefits offered by our region's employers and is designed to assist employers in making informed decisions about their benefits packages and to support employees in evaluating their overall compensation and benefits. The study garnered strong survey responses and represented a comprehensive cross section of employers. Over a dozen industry sectors are represented in the data and includes **200** individual responses.

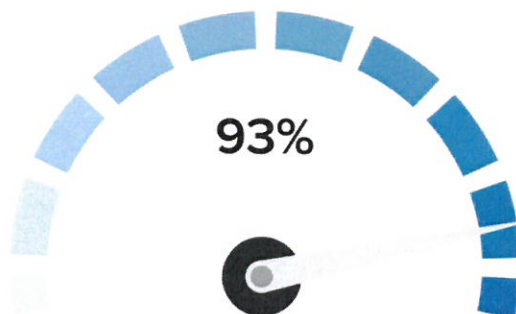
FOSTERING A CULTURE OF OPENNESS AND CREATIVITY

- As part of our continued Michigan's Creative Coast talent attraction efforts, we are implementing quarterly marketing collaborations to showcase the work of our regional nonprofit community. The collaboration will include cross-promotional communications, social media campaigns, and newsletter stories about how our organizations work together to foster a culture of creativity and openness in the Grand Traverse region across environmental, educational, and human services fields.

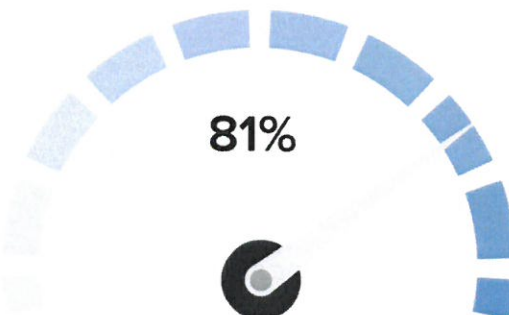
Q2 2023 Investor Growth Barometer Survey Results

The Traverse Connect Quarterly Growth Barometer provides a concise update on strategic initiatives, our economic development work on behalf of public sector partners, and metrics detailing the regional business sentiment, outlook, and current challenges.

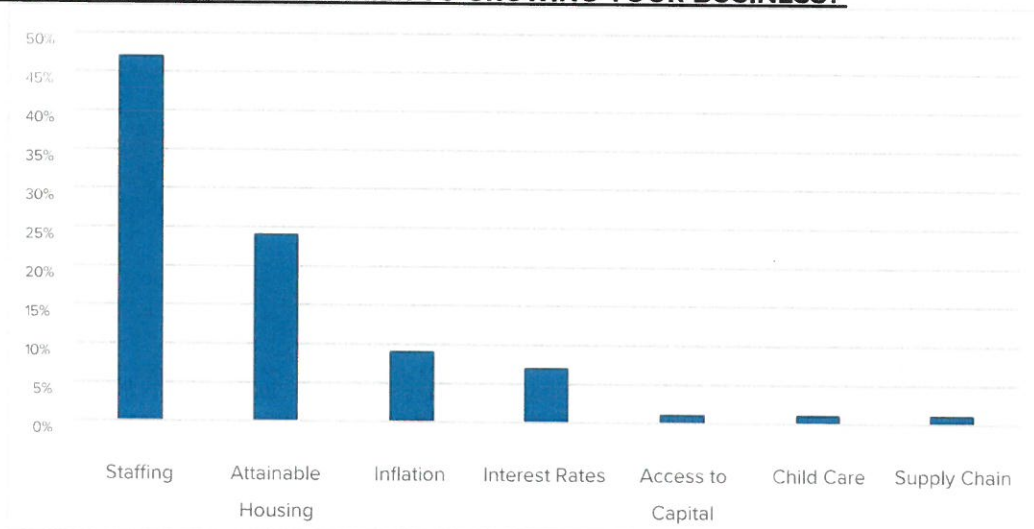
IS OUR REGION A GOOD PLACE TO GROW YOUR BUSINESS? (Net response)



IS OUR REGION IMPROVING AS A PLACE TO GROW YOUR BUSINESS? (Net response)



WHAT IS THE SINGLE-BIGGEST BARRIER TO GROWING YOUR BUSINESS?



Charter Township of Garfield

Engineering Report / Construction Update

August 2, 2023

I. Water Projects**Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in 2023 for permitting and bids. Project has been on hold due to high bid prices / volatile market. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Project is done and closed out

McCrae PRV: US31 / 37 Water Pressure Issues

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrae groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrae PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received

Stone Ridge PRV Replacement

The PRV located on Silverlake Road that services the Stoneridge Subdivision is one of the oldest and subject to frequent flooding / maintenance. The station is at its life expectancy and in need of replacement as identified both by the DPW and Township Capitol Improvement Plans. It is our intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor. Permits have been issued. Project is on hold due to high bid price received.

*Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation to include watermain replacement (Plastic C900) with PRV replacement proposed.

C2R2 Grant - West (Long Lake Township) to connect Black Bear Farms: EGLE Grant and GFA contract have been approved. GFA completed survey work in December and now proceeding with design. We are coordinating with contractors on scheduling as there may be some material supply delays so anticipating on bidding out for late summer / fall construction to accommodate. Project design is complete and EGLE permit issued. Project was put out for bids on 8/23 and have offered both late fall or spring 2023 construction to accommodate. Only 1 responsive bidder submitted, and prices came in higher than available grant funds (due to increased materials/ labor costs). Have until 12/24 to complete, contractor has held bid price and additional funding sources have been solicited. Township has approved Elmers Bid and project is in process. All infrastructure has been installed, tested and Black Bear was successfully transferred to Garfield Twp water as your customer without issue. Currently completing punchlist items and closeout paperwork with Contractor.

Tank Inspection

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE. GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. McCrae / Cedar Tanks inspections have been completed with no major issues noted. Final report received and on file. Copy also sent to EGLE for their files

Birmley Tank Mixer

GFA assisted with review and implementation of some operation improvements to the existing elevated tank in Birmley Hills Estate Subdivision to improve pressures. These changes required raising the operating range of water levels in the tank which by doing so reducing proper mixing of the water. The board and DPW approved moving forward with the install and unit has been ordered.

Sewer Projects

SAW Grant – US 31 Siphon Flow Monitoring

Township board approved recommendations in report at September 26th 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at Logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

NW Silver Lake Sewer Extension

Recently interest (from Franciscos) to extend sanitary sewer along NW Silverlake Road was requested by property owners. Project has designed, permitted and bid opening was held last month with no interest. Project will be rebid this winter to allow for spring / summer 2024 construction. This information has been relayed to the owner of Franciscos.

Birmley Estates

GFA completed flow monitoring in this area and submitted results to Twp and EGLE. There is a limited pipe section from Northern Star Drive to Garfield that based upon flow monitored demonstrated is has adequate capacity to meet existing some future growth in the area. No improvements needed at this time.

General Utilities

Sewer / Water City Contracts

GFA, DPW and Township continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. In the upcoming future negotiations will be initiated to discuss terms of the 1987 contract.

Water Reliability Study

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, EGLE has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. The Township recently approved the EGLE DWRf Engineering report which will include completing the water study and was submitted to EGLE for funding consideration on June 1, 2023. Scoring was recently released (DRAFT) with over 200 communities making application. The Township received a score of 45 out of 100. Final award information to be forthcoming in September.

GIS Mapping

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1st step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

Water Service Expansion

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37. There continues to be interest from parcels along route and with Blair to service development (fire flow only). GFA and Township staff have been working on cost sharing options and has been meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire.

Capital Improvement Projects

GFA continues working on capital improvement list and attended the February 23rd Joint Planning / Board meeting. The list will be utilized to assist with soliciting infrastructure funding that is upcoming. In addition, GFA has been monitoring the IJA infrastructure funds passed by the Federal Government and placed our ask to the local agency for them to pass along to our state representatives. Township recently submitted to EGLE our notice of intent to apply for a loan to implement projects. GFA was approved to complete and Engineering Study that is required by EGLE to start process. Report and presentation was presented at a board meeting in May and submitted to EGLE on June 1st.

Water and Sewer Rates

DPW is utilizing to conduct a rate analysis for the Township. GFA has been providing as needed assistance related to assets and values to assist.

County ARPA Funding Request

GFA worked with Township staff on applications to the county to request ARPA funds for Long Lake WM extension, Olesons Water Service Extension and Francisco Sewer Extension. Other projects are also in the ask but this is what is pertinent to water /sewer. GFA will be preparing the reimbursements on the Townships' behalf.

II. Parks & Recreation

East River Park – Capital Improvements

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2023 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved to proceed with the phase 3 of this project including sidewalk and bathroom. Phase I and II have been completed and GFA has been approved to proceed with Phase III. Phase III is 80% complete and plan to issue for bids next month.

Phase II closeout paperwork and pay application are included in your board packet for consideration.

Copper Ridge – Trailhead Parking

GFA is working with Township staff on some conceptual layouts to provide additional overflow parking. Work includes locations, impacts to storm and accessibility and budgetary cost estimates.

Utility Plan Reviews

Windy Hills (60 Acre Herkner Parcel) – Phase II

GFA has completed a 2nd review and awaiting final plan submission to complete full review. GFA to provide oversight with fulltime inspection to be provided by applicant.

Ashland Park - Phase 2 & 3 Plan review has been completed by GFA and in receipt of all EGLE permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

Fox Run

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and worked with developer / DPW to provide connection. A preconstruction meeting was held in 2022 and project was intended to start soon, no update as of current.

Chelsea Park West – Phase II

Plans have been approved and am in receipt of all EGLE permits. GFA will be providing as needed construction oversight.

Village at Lafranier Woods

GFA provided onsite construction inspection with all utilities installed. GFA also worked with contractor on closeout paperwork / record drawings. Included in your board packet is the closeout package for board approval.

BATA Facility

All permits have been issued and project is currently under construction. All onsite and offsite utility for BATA have been installed and GFA is currently working on closeout paperwork and punchlist items with developer.

Marengo 31

Plans have been reviewed and approved and EGLE permit has been issued. GFA will provide full time inspection with work to begin when notified.

South 22

An amended drawing set was submitted and reviewed by GFA to submit for permit amendments. Permits have been issued and project slated to start this week. GFA will be providing full time inspection.

Britten, New Buildings (Cass Road)

Project is currently under construction with GFA providing fulltime construction oversight.

Birmley Hills Condo

EGLE Permits have been issued and construction slated to start next week. GFA will be providing full time inspection.

Birmley Meadows

GFA has completed an initial review of the plans related to water main and sewer extension to service development. GFA is awaiting updated plans and then will process for EGLE permits.

Villages at Garfield

GFA has completed an initial review of the plans related to water main and sewer extension to service development. GFA is awaiting updated plans and then will process for EGLE permits.

2021 through 2023 Storm Water & Private Road Plan Reviews

*list represents those still outstanding / not approved

PROJECT NAME	STATUS
Unit C Addition - Machin Properties	Initial review email sent 2/6/23 - PROJECT CANCELLED
Sunbelt Rentals	Initial review email sent 2/15/23, Final letter sent 5/10/23 - DONE, Currory letter 6/12
Seven Brews - US 31	Conditional approval per letter. Field verifications required
Chelsea Park West Bldg 9 and 10	Review letter sent out 3/30/23 - DONE
1712 S Garfield Rd - (StoneField, Cherryland Mall)	SW Review letter sent 3/8/23. Currory review remains -DONE
Pine Grove - (Crain Engineering LLC)	Initial review sent 3/21
UPS	Review letter sent 4/7/23, Final review sent 5/5/23- add curves, Curves attend 5/8/23- DONE
Unit 31 HIC Drayton Builders	Final letter sent 5/2/23 - DONE
Morgan Farms	Initial email sent 5/22/23, Follow up RFI email sent to JH on 5/25, DL review 6/8, Final letter out 7/6
Cedar Run Annex Sidewalk	
Brimely Meadows Site Condo	RS draft review 6/1, MWM sent CM comments on 7/11
French Manor II	Initial grading review approved 6/5 per email, Final letter out 6/22/23
Creekside Church	Letter setn 7/14 - DONE
Bish's RV	Initial review sent 7/24,
Boon	
1661 Lake Drive Driveway	Plans received on 7/26
Village at Garfield	Plans received 7/26



CHARTER TOWNSHIP OF GARFIELD

Industrial Park Market and Feasibility Study

FALL 2022 - SPRING 2023

prepared by



Industrial Park Market and Feasibility Study

Traverse Connect has conducted an industrial park market and feasibility study for the Township as part of the current professional services contract. This study represents a continuation of the comprehensive economic development strategies provided to public sector partners, including Garfield Township, as outlined in the Traverse Connect Strategic Plan, including leading regional economic development strategy, providing business expansion services, managing talent attraction, and implementing business attraction programs, as well as supporting entrepreneurship and innovation, community development, and infrastructure development.

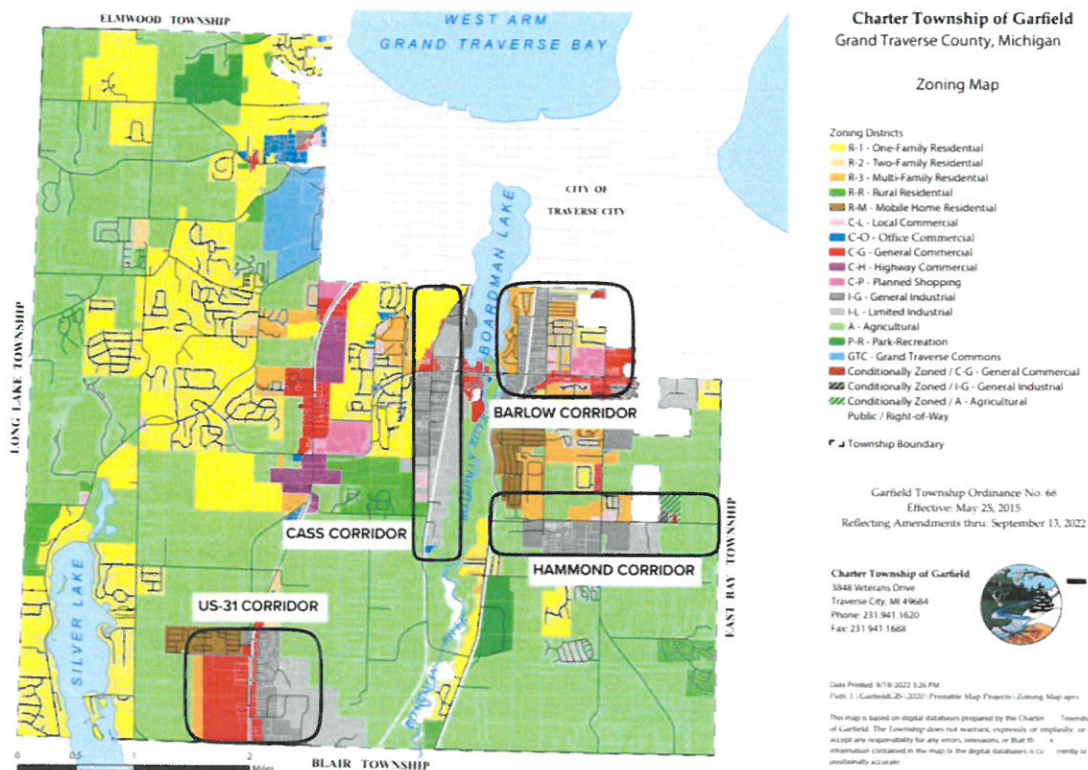
I. Introduction:

Garfield Township has varied land use and zoning and, in many ways, serves as the central nodal hub for Northern Michigan. While many parts of the region are dominated by retail, tourism, housing, commercial, or agricultural land use, Garfield Township has a high demand for every property type and faces pressures to manage a diversified mix of zoning districts and land use plans.

The current inventory of available industrial sites indicates limited availability, and market research reflects pent-up demand and frustration from potential buyers and developers. To address this demand, the Township should consider encouraging and expanding mixed industrial development in targeted zones.

The Township's current land use mix and central location, combined with regional growth pressure, ensure that there will continue to be strong demand for industrial parcels, especially light industrial parcels of varying sizes within the township.

II. Inventory Summary: Industrial sites that are currently and potentially available. This summary is intended as a non-exhaustive listing of example properties in the industrial zones.



- **Cass Corridor;** One of the primary industrial zones for the region with significant property size and tenant diversity. Inventory is limited and is a constraint on current and potential tenants.
 - Sybrandt Road; small, medium, and large properties for lease
 - Cass Road; medium property for sale
 - Miller Creek; large property for sale
- **Hammond Corridor;** A high-priority zone for growth and expansion of industrial, commercial, and residential use. Managing demand, zoning, and growth will be key to this area.
 - Hughes Drive; large property for lease or sale
 - Keane Drive; large property for sale
 - S.E. Hammond/Garfield; large property in the process of development (storage)
 - S.W. Hammond/Garfield; medium parcel available
 - S.W. Lafranier/Hammond; medium parcel for sale, possible large parcel available
- **US-31 Corridor;** the Northern Michigan thoroughfare displays a mix of high-profile retail and commercial frontage, with an opportunity for light industrial use expansion.
 - Blue Star Drive; medium property for sale
 - E. Rennie School; large property for sale, small and medium properties for lease
 - Memorial South Commons; medium property for sale
 - W. Rennie School; large development in progress
- **Barlow Corridor, plus South Airport Road and Continental Drive areas;** constrained area with current industrial zones at near-full capacity and limited options for expansion.
 - Barlow; medium and large properties for lease

III. **Market Analysis: Survey of property use, demand, and gaps based on responses from realtors, developers, Township staff, and industrial company leadership.**

The current market analysis conducted by Traverse Connect indicates that available industrial properties are scarce, especially medium to large lots suitable for high-demand light industrial use. This scarcity has led to high prices for industrial parcels and buildings and is exacerbated by high construction costs, making industrial infill development difficult in Garfield Township. As a result, leasing rates for industrial properties have also increased substantially over the past few years. A lack of available and suitable water and sewer connections in some corridors and across several potential parcels further complicates the challenging development situation.

The potential for a near-term economic downturn, potential recession, and the negative impact of higher interest rates may offer a brief respite as rates rise and a cooling economy balances demand. While there may be near-term economic concerns, it is essential for the township to plan and position itself well for the future, considering the persistent need for small, medium, and large sites for industrial expansion to support regional growth demand.

Market dynamics and direct feedback from various stakeholders, including developers, current property owners, industrial firms, and real estate agencies, highlighted several key concerns and barriers Garfield Township should consider regarding industrial land use and zoning.

Market perception indicates the following.

- A potential excess of retail and office spaces, while lacking industrial properties
- Concern about vacancies with potential for retail decline due to online competition
- A lack of focus from the township in encouraging manufacturing and industrial use
- Overly restrictive regulations and subdivision bylaws (lack of storage as one example)
- An overabundance of agriculture designation that requires a PUD for industrial use

There is an opportunity for Garfield Township to address these issues by putting a greater emphasis on industrial and manufacturing land use while addressing the perceived hindrances and challenges of utilizing key parcels. Strategically planning for future needs in this way can help the township ensure a well-rounded and thriving real estate market and development plan.

IV. Market Demand: Determining, planning for, and addressing the demand for new industrial sites in the Township based on current inventory and survey responses.

Based on the market demand analysis, there is a need for a mix of parcel sizes to provide a diverse range of industrial development opportunities. A combination of smaller and larger parcels to support mixed development within the overall industrial site would be ideal. Readily available water and sewer infrastructure is required to attract businesses requiring larger spaces.

Considering the current dynamics and forecast, Garfield Township should consider a “barbell approach” to meet the demand for new industrial sites. This approach involves creating a mix of smaller, more flexible, and adaptable industrial spaces within mixed-use developments and a limited number of larger, more traditional industrial parcels. Note that it’s crucial to ensure that these new developments have access to water and sewer utilities.

a. Small parcel flexible industrial space demand examples.

- Flex space (office and shop) of 2,000-10,000 square feet with an overhead door
- General warehouse/tool shop type space (landscapers, contractors, etc.)
- 5,000 square feet or more for lease with a loading dock on 0.75-1.5 acres
- Medium parcels of 2-3 acres for buildings of 10,000-12,000 square feet

b. Large parcel industrial space demand examples.

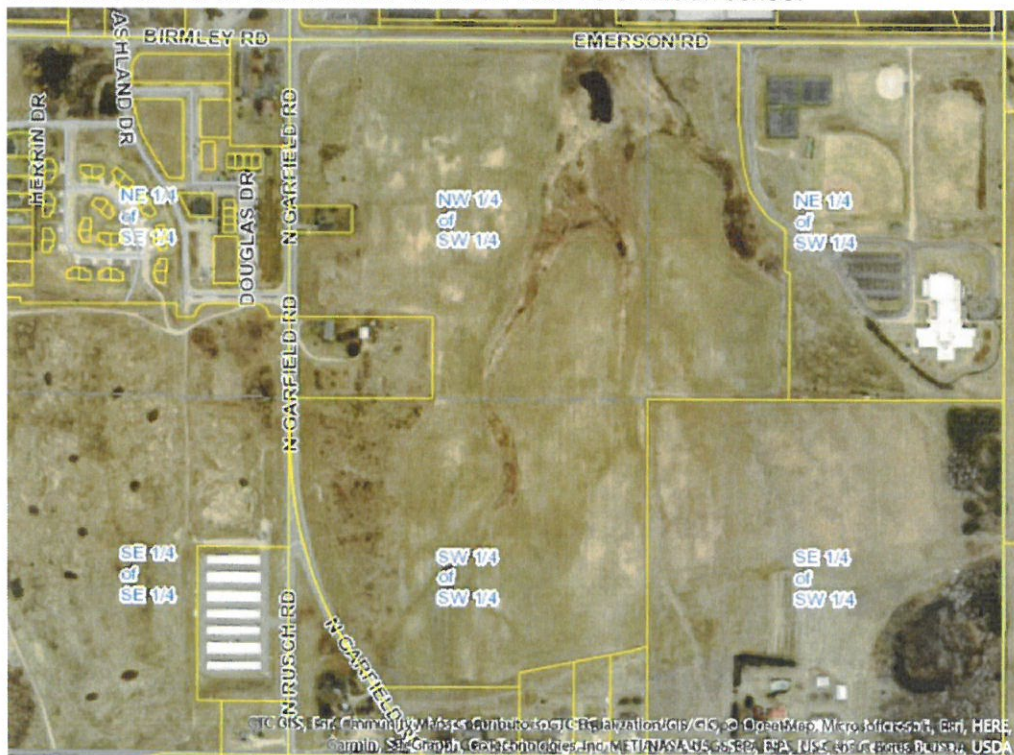
- Larger parcels up to 10 acres to accommodate a phased building approach for growth.
- Build 40,000 square feet but with the potential for expansion to 60,000 square feet.
- Sprinkler systems are required for larger buildings, with increased cost and water/sewer.
- “Hotel” style buildings that allow businesses to add space with growth and expansion.
- More affordable to build larger buildings, which require five acres or more of land.
- Office space attached to production facilities or located nearby.
- Availability of water and sewer connections is crucial for these sites.

V. Zoning Updates: Identifying potential locations for the development of new industrial sites and mixed-use zones to address long-term demand and growth pressures in an appropriate manner.

- a. McRae Hill Road corridor north of the U-Haul site (with view buffer maintained along US-31)



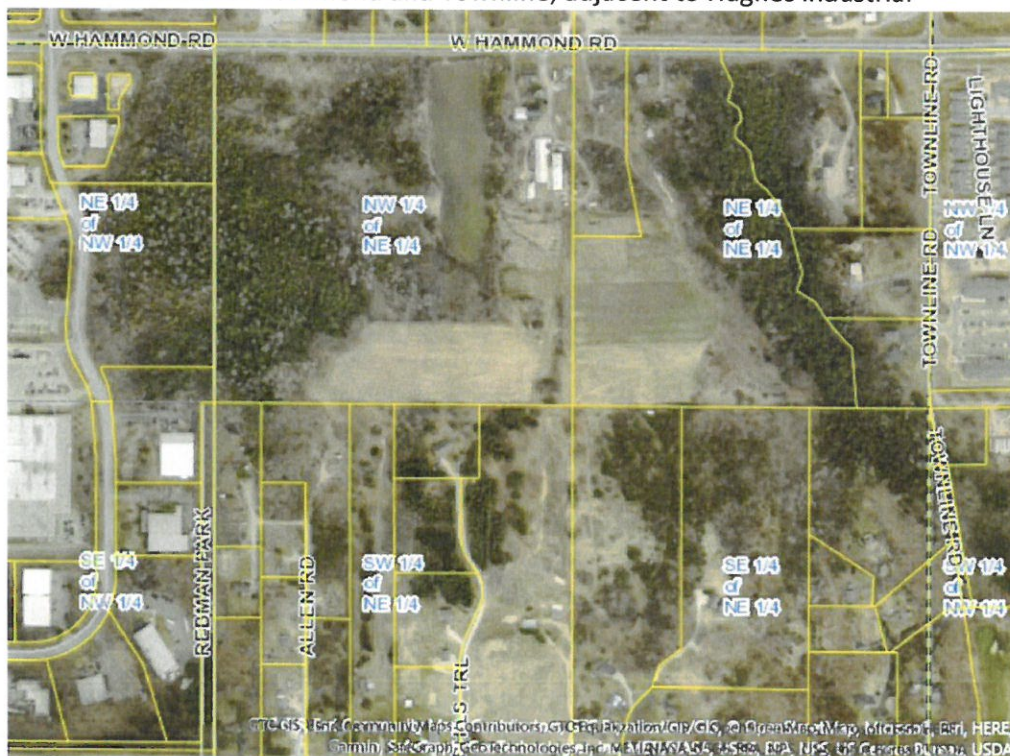
- b. Southeast corner of Garfield and Emerson near TC Christian School



- c. Northwest corner of Hammond and Townline, adjacent to Traversefield industrial



- d. Southwest corner of Hammond and Townline, adjacent to Hughes industrial




e. Northwest corner Rennie School and US-31

- Traverse Connect advised property owner to develop appropriate use mix.
- This could potentially serve as an example for other zoning updates.



VI. Conclusion:

The market analysis conducted by Traverse Connect indicates that addressing the scarcity of available industrial properties would be beneficial for Garfield Township. Demand and opportunity exist for the Township to expand availability of industrial sites in a limited number of select locations with updated zoning. The Township can address the need and encourage a diverse range of industrial development opportunities by providing for a mix of parcel sizes, ensuring readily available water and sewer infrastructure, and fostering a supportive environment for developers. By implementing these strategies, Garfield Township can effectively manage the demand for different property types, address limited availability of industrial sites, and promote appropriate economic growth in Garfield Township.

 Charter Township of Garfield Planning Department Report No. 2023-92		
Prepared:	August 1, 2023	Pages: 2
Meeting:	August 8, 2023 Township Board	Attachments: <input type="checkbox"/>
Subject:	Planning Department Monthly Report – August 2023	

PURPOSE:

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

DEVELOPMENTS:

The Planning Commission is currently conducting the following development review activity:

Birmley Meadows – Site Condominium

- *Location:* North of existing Birmley Hills Estates subdivision, south of Birmley Road
- *Development Description:* Proposed 26-lot single-family residential site condominium.
- *Status:* For consideration of approval at the 8/8/2023 Township Board meeting.

Professional Photography Studio at 716 Boon Street – Special Use Permit

- *Location:* 716 Boon Street, between Woodmere Avenue and Barlow Street
- *Development Description:* Proposed professional photography studio in existing multi-tenant building.
- *Status:* For consideration of approval at the 8/9/2023 Planning Commission meeting.

Village at Garfield – Special Use Permit

- *Location:* 2051 North Garfield Road, north of Hammond Road
- *Development Description:* Proposed 80-unit apartment complex.
- *Status:* For consideration of approval at the 8/9/2023 Planning Commission meeting.

Bish's RV – Site Plan Review and Access Review

- *Location:* 705 N US-31 South at Meadowlane Drive
- *Development Description:* Proposed business expansion and additional access drive.
- *Status:* For review at the 8/9/2023 Planning Commission meeting.

Portable Storage Solutions – Special Use Permit Review

- *Location:* 2550 Cass Road, north of Hartman Road
- *Development Description:* Proposed shipping container sales operation.
- *Status:* Introduction at the 8/9/2023 Planning Commission meeting.

Durga Rezoning – Zoning Map Amendment

- *Location:* 2624 Hartman Road, west of Cass Road
- *Development Description:* Rezoning from R-R Rural Residential to R-3 Multi-Family Residential
- *Status:* Introduction at the 8/9/2023 Planning Commission meeting.

Cherryland Center Sign Proposal – Sign Review

- *Location:* 1712 S. Garfield Avenue, north of South Airport Road
- *Development Description:* Proposed freestanding sign for Cherryland Center on Garfield Avenue
- *Status:* Review at the 8/9/2023 Planning Commission meeting.

Oleson's Food Store – Planned Unit Development Amendment

- *Location:* 3850 North Long Lake Road, at intersection of North Long Lake and Cedar Run Roads
- *Development Description:* Proposed amendment to permit six apartments.
- *Status:* Approved at the 7/11/2023 Township Board meeting.

Ridge45 – Phase I-IV Multi-Family Housing – Special Use Permit Amendment

- *Location:* Northwest corner of LaFranier and Hammond Roads
- *Development Description:* Developer is seeking to combine previously approved Ridge45 Phases I-III (400 units) with a revised new plan for Ridge45 Phase IV (196 units) for a total of 596 multi-family housing units. The two existing Special Use Permits will be combined into one Special Use Permit for the entire site, covering all four phases.
- *Status:* Approved at the 7/12/2023 Planning Commission meeting.

PLANNING:

Other Planning Department activities include the following:

- For their July study session, the Planning Commission reviewed locations for Districts, Nodes, and Corridors. Identifying districts, nodes, and corridors allows for specific future needs to be identified by area such as future land uses, future street extensions or connections, water or sewer extensions, non-motorized connections, and more. These designations will support the Future Land Use map. Staff also facilitated a “pop-up community engagement” event on July 15, 2023 at Silver Lake Recreation Area. For the August study session, the Planning Commission will review draft development principles and objectives for Nodes, Corridors, and Districts and start reviewing the Future Land Use map.
- Information, including draft text, about the planning process underway for the Master Plan may be found here: <https://www.garfield-twp.com/masterplan.asp>.
- Staff facilitated a meeting of the developers for Ridge45 and the BATA/Traverse City Housing Commission project to construct a pedestrian crosswalk on LaFranier Road between the two developments.

STAFF:

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Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

Fair amount of activity this summer. Tennis courts, basketball courts and baseball field have been getting heavily used.

All the bad trees have been removed from the dog park and the stumps have been grinded down. The mulch from the stump was spread in a common area of the dog park to keep the dust down where there was no grass growing.

Received quotes for resealing, crack seal and repairs to Walking Loop.

Recovered two bikes and a backpack left behind by a family. CPO's assisted in the recovery.

Commons

Signage has been placed near West Front Medical directing people to the new temporary parking area for a trail head.

Gourdie-Fraser has responded back to staff with the best option for a permanent trail head. As we get closer to implementing that phase, we can discuss cost, etc.

Carsonite Posts have been delivered for the mountain bike trail. Plans to create signage for the posts need to be discussed with Chris Remy who may have a template for that signage.

Few reports of tents in the area, but once posted, the people have packed up and moved on.

Have removed some bigger trees this summer that have fallen.

River East

Watering stations in dog park are installed and operational. Grass in the dog parks is coming in nicely. It has been mowed and fertilized recently.

Deputies reported that when they were looking for a subject behind the Goodwill Inn, they noticed some abandoned encampments that recently showed up along with lots of trash behind the apartments.

Boardman Valley

Been in contact with Conservation District to see if they have any replacement lumber for the Boardman River Overlooks as one of them is missing a guardrail.

Trails have been mowed and trimmed.

Miller Creek

Identifying areas of boardwalk that are in need of repair.

Picked up windblown trash.

Cleared a couple small trees that fell across trail.

Kid's Creek

Assisted GTSD with found bike that was stashed in the weeds.

Mowing and trimming has been completed.

Plantings from this spring are doing so-so due to the initial dry weather we had, but CRA has reported that they have received grant funding from the Bureau of Indian Affairs for a re-plant in the fall or spring depending on when they actually get the funds.

Buffalo Ridge Trail

Plantings from this spring are doing so-so due to the initial dry weather we had, but CRA has reported that they have received grant funding from the Bureau of Indian Affairs for a re-plant in the fall or spring depending on when they actually get the funds.

Additional Information

None

Submitted July 31, 2023

Derek Morton and Sean Kehoe



**Charter Township of Garfield
Treasurer's Report
Ending June 30th, 2023**

ACCT.	UNRESTRICTED FUNDS	TYPE	03/31/23	06/30/23	DIFFERENCE	MATURITY	RATE
7118	General Fund	Checking	\$ 2,854,658	\$ 1,859,039	\$ (995,619)	N/A	
0001	General Fund - MI CLASS	Invest.Pool	\$ 2,023,372	\$ 2,049,434	\$ 26,062	N/A	5.00%
401	ARPA Fund - State Savings Bank	MM/ICS	\$ 1,878,228	\$ 1,889,466	\$ 11,238	N/A	3.00%
* 4670	<u>Managed Account</u> - General Fund	Invest	\$ 4,007,976	\$ 3,958,535	\$ (49,440)	N/A	
1330	Huntington - TCF Bank	CD	\$ 199,652	\$ 140,000	\$ (59,652)	6/3/24	4.15%
330	TBA Credit Union - Budget Stab.	CD	\$ 83,776	\$ 83,776	\$ -	11/18/23	0.25%
604	Nicolet National Bank (Mbank)	CD	\$ 101,131	\$ 101,131	\$ -	9/24/23	0.50%
605	Nicolet National Bank (Mbank)	CD	\$ 101,131	\$ 101,131	\$ -	9/24/23	0.50%
606	Nicolet National Bank (Mbank)	CD	\$ 40,267	\$ 40,267	\$ -	9/24/23	0.50%
12316	4-Front Credit Union	CD	\$ 221,588	\$ 222,146	\$ 558	7/8/23	5.15%
301	NW Consumers CU	CD	\$ 174,417	\$ 174,571	\$ 154	8/28/23	0.35%
302	NW Consumers CU	CD	\$ 65,297	\$ 65,569	\$ 272	9/28/24	1.65%
662	Independent	CD	\$ 282,282	\$ 282,531	\$ 249	3/12/24	0.35%
55	1st Community Bank	CD	\$ 226,947	\$ 226,947	\$ -	8/2/24	2.00%
1864	West Shore Bank	CD	\$ 245,497	\$ 245,497	\$ -	5/23/25	0.40%
6015	First National Bank of America	CD	\$ 242,414	\$ 243,382	\$ 968	7/14/24	0.80%
1002	Team One Credit Union	CD	\$ 267,351	\$ 267,818	\$ 467	3/2/24	0.70%
212	Credit Union One	CD	\$ 262,656	\$ 262,987	\$ 331	2/26/24	0.50%
206	Honor Bank	CD	\$ 262,987	\$ 262,987	\$ -	12/2/25	0.20%
41	Lake Michigan Credit Union	CD	\$ 241,644	\$ 244,222	\$ 2,578	1/17/23	4.22%
115	State Savings Bank	CD	\$ 245,308	\$ 245,308	\$ -	7/3/25	0.20%
147	MSU Credit Union	CD	\$ 246,176	\$ 246,804	\$ 628	10/29/25	1.05%
Total Unrestricted Funds - Available for Spending			\$ 14,274,754	\$ 13,213,547	\$ (1,061,206)		
ACCT.	RESTRICTED FUNDS	TYPE	03/31/23	06/30/23	DIFFERENCE	MATURITY	RATE
7118	Park Fund	Checking	\$ 392,064	\$ 670,552	\$ 278,487		
7118	Roads	Checking	\$ 450,125	\$ 492,933	\$ 42,808		
8728	Fire Fund	Checking	\$ 344,127	\$ 380,247	\$ 36,120		
* 4654	<u>Managed Account</u> - Fire Fund	Invest	\$ 783,718	\$ 780,093	\$ (3,625)		
7134	Receiving Fund - Water/Sewer	Checking	\$ 2,896,265	\$ 3,554,505	\$ 658,239		
0002	Receiving Fund - Water - MI CLASS	Invest.Pool	\$ 2,023,372	\$ 2,049,434	\$ 26,062		5.25%
0003	Receiving Fund - Sewer - MI CLASS	Invest.Pool	\$ 2,023,372	\$ 2,049,434	\$ 26,062		5.25%
* 4662	<u>Managed Account</u> - Receiving Fund	Invest	\$ 14,921,604	\$ 14,833,341	\$ (88,263)		
* 7940	<u>Managed Account</u> - DPW Fund	Invest	\$ 118,102	\$ 119,466	\$ 1,364		
7126	Tax Fund	Checking	\$ 39,221	\$ 33,105	\$ (6,116)		
4750	General Employee Flex (H.S.A)	Checking	\$ 14,914	\$ 42,110	\$ 27,196		
3734	Retirement Rec Fund	Checking	\$ 48,377	\$ 46,612	\$ (1,765)		
8681	Trust & Agency	Checking	\$ 297,376	\$ 334,851	\$ 37,475		
1726	Specials Lights	Checking	\$ 35,307	\$ 6,280	\$ (29,027)		
1073	Specials (Milfoil, Roads, Water, Sewer)	Checking	\$ 67,082	\$ 28,424	\$ (38,659)		
Total Restricted Funds - Restricted Use			\$ 24,455,027	\$ 25,421,386	\$ 966,359		
TOTAL			\$ 38,729,781	\$ 38,634,933	\$ (94,847)		

* 5/3 Managed Accounts - See full breakdown of investments on the page (2) of report

Respectfully Submitted By:

Chloe Macomber 7/19/23

Chloe Macomber, Treasurer

Email: cmacomber@garfield-twp.com

Phone: (231) 225-3043



Charter Township of Garfield
Treasurer's Report
Ending June 30th, 2023

FIRE FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 255,333	\$ 255,333	\$ -
3130AJN54	\$ 600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 600,000	\$ 524,760	\$ (75,240)
TOTAL										\$ 855,333	\$ 780,093	\$ (75,240)

RECEIVING FUND (WATER/SEWER) MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 826,539	\$ 826,539	\$ -
3130AJR68	\$ 2,684,211	FEDERAL HOME LOAN BANK	AGENCY BOND	0.92%	6/30/2026	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 2,684,211	\$ 2,401,483	\$ (282,728)
3133ELZ23	\$ 1,000,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	0.98%	4/27/2027	99.850	FIXED	3/16/2022	Anytime	\$ 998,500	\$ 880,970	\$ (117,530)
3130AJN54	\$ 5,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 5,000,000	\$ 4,373,000	\$ (627,000)
3130AJR68	\$ 649,351	FEDERAL HOME LOAN BANK	AGENCY BOND	1.05%	6/24/2027	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 649,351	\$ 570,526	\$ (78,825)
3130AMB44	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/12/2028	100.000	STEP CPN	5/12/2022	Quarterly	\$ 2,000,000	\$ 1,751,860	\$ (248,140)
3130AKN06	\$ 1,600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	7/28/2028	100.000	FIXED	4/28/2022	Quarterly	\$ 1,600,000	\$ 1,359,920	\$ (240,080)
3130APM69	\$ 1,200,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	11/16/2029	100.000	STEP CPN	11/16/2022	Quarterly	\$ 1,200,000	\$ 1,036,884	\$ (163,116)
3130AMB68	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/19/2036	100.000	STEP CPN	5/19/2022	Quarterly	\$ 2,000,000	\$ 1,632,160	\$ (367,840)
TOTAL										\$ 16,958,600	\$ 14,833,341	\$ (2,125,259)

GENERAL FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 146,785	\$ 146,785	\$ -
3130AUZC1	\$ 500,000	FEDERAL HOME LOAN BANK	AGENCY BOND	4.63%	45730	99.656	FIXED	N/A	N/A	\$ 498,278	\$ 495,720	\$ (2,558)
3133EPCF0	\$ 500,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	4.50%	46083	100.000	FIXED	N/A	N/A	\$ 500,000	\$ 498,770	\$ (1,230)
3130AJN54	\$ 1,400,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 1,400,000	\$ 1,224,440	\$ (175,560)
3134GWNX0	\$ 2,000,000	FREDDIE MAC	AGENCY BOND	1.10%	8/27/2030	100.000	FIXED	5/27/2022	Quarterly	\$ 2,000,000	\$ 1,592,820	\$ (407,180)
TOTAL										\$ 4,545,064	\$ 3,958,535	\$ (586,528)

DPW FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.53%	N/A	N/A	MM	N/A	N/A	\$ 119,466	\$ 119,466	\$ -
TOTAL										\$ 119,466	\$ 119,466	\$ -

Par Value: The face value of a bond. It determines the maturity value as well as the dollar value of coupon payments. How much the issuer pays the holder at maturity.

Book Value: Par Value of the bond less any discount or plus any premium.

Market Value: The actual price that the bond is worth at a current point in time for trade on the market. What a bond is actually worth if sold before maturity.

Net Unrealized Gain/Loss: The Book Value - Market Value. Changes with the bond's value as it goes up and down with the market. Unrealized gains/losses are only 'realized' or occur when a bond is sold before maturity.

Clerk's Report

For July 31,2023

Submitted 8/2/2023

To The Garfield Township Board,

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line-Item Budget, which means that what is important is the final figure. Some line items may run over if the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of July in the General Fund, you will find that we had a total of \$51,214.65 Revenues and \$148,171.96 Expenditures. For the year we have a total of \$3,505,453.80 Revenues and 2,831,300.10 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2023	2023	YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/2023	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,294,418.00	2,294,418.00	1,940,926.57	0.00	353,491.43
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	5,595.74	5,595.74	(5,095.74)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	1,000.00	1,000.00	932.77	338.03	67.23
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	5,348.50	767.50	3,651.50
101-000-441.000	Local Community Stabilization Share Tax	45,000.00	45,000.00	33,907.88	0.00	11,092.12
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	7,758.00	1,821.62	(3,758.00)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	146,522.00	17,830.00	53,478.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	14,880.00	1,400.00	(4,880.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	2,500.00	0.00	2,500.00
101-000-476.003	TREASURER FEES	100.00	100.00	0.00	0.00	100.00
101-000-476.004	PARK USE FEES	0.00	0.00	4,510.00	550.00	(4,510.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	12,070.00	1,750.00	2,930.00
101-000-574.000	STATE SHARED REVENUE	2,011,454.00	2,011,454.00	1,009,900.00	0.00	1,001,554.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	18,500.00	18,500.00	371.25	0.00	18,128.75
101-000-574.002	EVIP DISTRIBUTION	62,144.00	62,144.00	31,071.00	0.00	31,073.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	3,500.00	3,500.00	1,609.38	0.00	1,890.62
101-000-627.000	TAX COLLECTION FEES	18,000.00	18,000.00	18,817.50	18,817.50	(817.50)
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	66.67	66.67	433.33
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	75,574.45	1,859.41	(35,574.45)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	129,590.86	0.00	120,409.14
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	12,440.72	0.00	9,559.28
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	32,708.08	0.00	(32,708.08)
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	1,558.79	0.00	(1,458.79)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	418.18	418.18	(318.18)
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	16,375.46	0.00	624.54
101-000-695.100	ALLOCATED FUND BALANCE	51,163.36	51,163.36	0.00	0.00	51,163.36
Total Dept 000		5,078,579.36	5,078,579.36	3,505,453.80	51,214.65	1,573,125.56
TOTAL REVENUES						
		5,078,579.36	5,078,579.36	3,505,453.80	51,214.65	1,573,125.56
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES						
		5,078,579.36	5,078,579.36	3,505,453.80	51,214.65	1,573,125.56

PERIOD ENDING 07/31/2023

		2023				ACTIVITY FOR			
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 07/31/2023	MONTH 07/31/23	AVAILABLE BALANCE	% BDDG USED		
Fund 101 - GENERAL OPERATING FUND									
Expenditures									
Dept 101 - TOWNBOARD									
101-101-701.100	WAGES - TRUSTEE	13,750.00	13,750.00	6,125.00	775.00	7,625.00	44.55		
101-101-701.101	WAGES - FILE CLERK	44,925.89	44,925.89	25,920.00	3,456.00	19,005.89	57.70		
101-101-701.102	WAGES - TRUSTEE	13,750.00	13,750.00	6,300.00	525.00	7,450.00	45.82		
101-101-701.103	WAGES - TRUSTEE	13,750.00	13,750.00	6,500.00	650.00	7,250.00	47.27		
101-101-701.104	WAGES - TRUSTEE	13,750.00	13,750.00	5,650.00	650.00	8,100.00	41.09		
101-101-701.105	WAGES - OFFICE COORDINATOR	41,835.49	41,835.49	24,132.05	3,217.60	17,703.44	57.68		
101-101-726.000	SUPPLIES	6,000.00	6,000.00	3,957.32	243.41	2,042.68	65.96		
101-101-726.001	POSTAGE	10,000.00	10,000.00	4,997.09	424.41	5,002.91	49.97		
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	3,075.52	426.45	4,424.48	41.01		
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	701.13	0.00	9,298.87	7.01		
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00		
101-101-802.000	AUDIT AND ACCOUNTING	30,000.00	30,000.00	28,450.00	2,875.00	1,550.00	94.83		
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	2,002.39	181.50	5,497.61	26.70		
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00		
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	2,613.24	1,182.19	886.76	74.66		
101-101-901.000	ADVERTISING	7,500.00	7,500.00	2,391.65	266.65	5,108.35	31.89		
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	38.27	0.00	3,961.73	0.96		
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	623.23	360.00	2,376.77	20.77		
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	8,521.00	0.00	(1,521.00)	121.73		
Total Dept 101 - TOWNBOARD		248,261.38	248,261.38	131,997.89	15,233.21	116,263.49	53.17		
Dept 171 - TOWNSHIP SUPERVISOR									
101-171-701.201	WAGES - SUPERVISOR	90,610.39	90,610.39	52,275.30	6,970.04	38,335.09	57.69		
101-171-701.202	WAGES - APPRAISER II	47,716.86	47,716.86	27,528.00	3,670.40	20,188.86	57.69		
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	10,080.00	1,365.00	(5,080.00)	201.60		
101-171-701.204	WAGES - APPRAISER III	63,103.21	63,103.21	36,468.09	4,862.40	26,635.12	57.79		
101-171-701.205	WAGES - ASSESSOR	111,875.11	111,875.11	64,543.35	8,605.78	47,331.76	57.69		
101-171-726.000	SUPPLIES	2,000.00	2,000.00	110.23	0.00	1,889.77	5.51		
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,818.90	0.00	(318.90)	109.11		
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	13,976.25	0.00	18,523.75	43.00		
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00		
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	276.73	0.00	723.27	27.67		
101-171-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	2,789.75	0.00	210.25	92.99		
101-171-901.000	ADVERTISING	500.00	500.00	49.31	0.00	450.69	9.86		
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	1,477.14	22.74	6,272.86	19.06		
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	659.89	0.00	340.11	65.99		
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	755.93	0.00	3,244.07	18.90		
Total Dept 171 - TOWNSHIP SUPERVISOR		374,555.57	374,555.57	214,808.87	25,496.36	159,746.70	57.35		
Dept 191 - ELECTIONS									
101-191-701.000	WAGES	40,000.00	40,000.00	2,672.25	63.00	37,327.75	6.68		
101-191-726.000	SUPPLIES	10,000.00	10,000.00	150.03	0.00	9,849.97	1.50		
101-191-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00		
101-191-860.000	MILEAGE	200.00	200.00	0.00	0.00	200.00	0.00		
101-191-901.000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	0.00		
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	7,223.00	0.00	(4,223.00)	240.77		
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00		
Total Dept 191 - ELECTIONS		64,500.00	64,500.00	10,045.28	63.00	54,454.72	15.57		

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	90,610.39	90,610.39	52,275.30	6,970.04	38,335.09	57.69
101-215-701.302	WAGES - DEPUTY CLERK	58,521.51	58,521.51	33,762.45	4,501.66	24,759.06	57.69
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	281.67	0.00	1,218.33	18.78
101-215-860.300	MILEAGE - CLERK	400.00	400.00	335.36	0.00	64.64	83.84
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	4,982.19	1,662.96	1,017.81	83.04
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	380.00	360.00	320.00	54.29
Total Dept 215 - TOWNSHIP CLERK		164,631.90	164,631.90	92,016.97	13,494.66	72,614.93	55.89
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	625.00	0.00	875.00	41.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,250.00	0.00	250.00	83.33
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	1,875.00	0.00	4,325.00	30.24
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	90,610.69	90,610.69	52,275.30	6,970.04	38,335.39	57.69
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	58,521.51	58,521.51	33,762.45	4,501.66	24,759.06	57.69
101-253-726.000	SUPPLIES	2,500.00	2,500.00	346.54	10.59	2,153.46	13.86
101-253-726.001	POSTAGE	6,000.00	6,000.00	4,425.68	1,269.51	1,574.32	73.76
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	1,410.50	0.00	1,589.50	47.02
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	138.08	0.00	361.92	27.62
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,501.24	1,501.24	498.76	75.06
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,082.33	49.00	2,417.67	46.27
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - TOWNSHIP TREASURER		174,232.20	174,232.20	95,942.12	14,302.04	78,290.08	55.07
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	10.06	0.00	2,989.94	0.34
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	23,976.78	253.50	16,023.22	59.94
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	1,099.86	159.98	900.14	54.99
Total Dept 258 - COMPUTER SUPPORT		45,000.00	45,000.00	25,086.70	413.48	19,913.30	55.75
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	1,172.09	0.00	2,827.91	29.30
101-265-850.000	TELEPHONE	18,000.00	18,000.00	7,641.70	1,060.05	10,358.30	42.45
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	7,980.41	507.16	4,019.59	66.50

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/23	AVAILABLE BALANCE	% BDDG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	1,422.54	383.09	4,577.46	23.71
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	5,597.20	1,038.98	8,402.80	39.98
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	5,350.00	0.00	4,650.00	53.50
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	2,869.55	917.16	7,130.45	28.70
101-265-935.603	CLEANING SERVICE	28,000.00	28,000.00	8,100.00	1,350.00	19,900.00	28.93
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	859.60	122.80	340.40	71.63
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,129.14	376.37	370.86	75.28
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	8,559.44	4,364.05	11,440.56	42.80
Total Dept 265 - TOWNSHIP HALL		134,800.00	134,800.00	50,681.67	10,119.66	84,118.33	37.60
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	729,668.78	0.00	870,331.22	45.60
Total Dept 301 - POLICE SERVICES		1,600,000.00	1,600,000.00	729,668.78	0.00	870,331.22	45.60
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	18,926.50	18,926.50	11,145.56	1,486.06	7,780.94	58.89
101-371-701.703	WAGES - BUILDING OFFICIAL	93,634.42	93,634.42	54,019.80	7,202.64	39,614.62	57.69
101-371-701.704	WAGES - BUILDING INSPECTOR	27,552.50	27,552.50	12,090.49	1,575.58	15,462.01	43.88
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	827.64	55.06	172.36	82.76
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	190.00	0.00	810.00	19.00
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	0.00	655.00	34.50
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		155,113.42	155,113.42	78,618.49	10,319.34	76,494.93	50.68
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	1,625.00	250.00	1,575.00	50.78
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	1,750.00	250.00	1,450.00	54.69
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	1,500.00	250.00	1,700.00	46.88
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	1,250.00	125.00	1,950.00	39.06
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	1,625.00	250.00	1,575.00	50.78
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	1,500.00	250.00	1,700.00	46.88
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	250.00	1,325.00	58.59
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	924.00	0.00	24,076.00	3.70
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	794.50	178.00	5,205.50	13.24
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	600.15	217.90	1,399.85	30.01
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	80.00	0.00	1,920.00	4.00
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	725.00	0.00	275.00	72.50
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	14,248.65	2,020.90	45,151.35	23.99
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	88,575.82	88,575.82	51,101.40	6,813.52	37,474.42	57.69
101-401-701.901	WAGES - DEPUTY PLANNER	63,203.23	63,203.23	36,304.31	4,861.78	26,898.92	57.44
101-401-701.902	WAGES -PLANNER ASSISTANT	14,684.23	14,684.23	8,359.21	1,114.55	6,325.02	56.93
101-401-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		181,063.28	181,063.28	95,764.92	12,789.85	85,298.36	52.89
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	32.96	0.00	9,967.04	0.33
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	657.96	0.00	19,342.04	3.29
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	63,203.23	63,203.23	36,463.35	4,861.78	26,739.88	57.69
101-412-701.602	WAGES - ZONING CODE ENFORCER	29,756.27	29,756.27	17,166.01	2,288.80	12,590.26	57.69
101-412-701.603	WAGES ZONING ASSISTANT	14,684.23	14,684.23	8,359.23	1,114.59	6,325.00	56.93
101-412-701.604	WAGES -ZONING CODE ENFORCER	23,635.87	23,635.87	13,638.00	1,818.40	9,997.87	57.70
101-412-701.606	WAGES -ZONING INTERN	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-726.000	SUPPLIES	1,000.00	1,000.00	367.90	0.00	632.10	36.79
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	286.90	95.00	1,713.10	14.35
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		140,079.60	140,079.60	76,281.39	10,178.57	63,798.21	54.46
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	27,885.35	916.41	68,114.65	29.05
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	27,885.35	916.41	68,114.65	29.05
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	6,500.00	0.00	13,500.00	32.50
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	21,623.48	0.00	78,376.52	21.62
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	31,123.48	0.00	93,926.52	24.89

PERIOD ENDING 07/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	1,270.54	335.32	1,729.46	42.35
101-806-863.000	OIL CHANGES	500.00	500.00	251.31	0.00	248.69	50.26
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES		5,000.00	5,000.00	1,521.85	335.32	3,478.15	30.44
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	5,250.84	750.12	3,849.16	57.70
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	130,000.00	130,000.00	119,648.00	0.00	10,352.00	92.04
101-851-873.010	SOCIAL SECURITY - EMPLOYER	95,000.00	95,000.00	53,522.79	7,038.65	41,477.21	56.34
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	1,156.15	0.00	(156.15)	115.62
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	430,000.00	430,000.00	313,034.87	24,362.48	116,965.13	72.80
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,395.07	337.91	5,604.93	43.95
101-851-912.001	INSURANCE - LIABILITY	16,743.00	16,743.00	16,743.00	0.00	0.00	100.00
101-851-912.002	INSURANCE - WORKMENS COMP.	10,000.00	10,000.00	6,975.00	0.00	3,025.00	69.75
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		705,843.00	705,843.00	520,725.72	32,489.16	185,117.28	73.77
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		147,500.00	147,500.00	0.00	0.00	147,500.00	0.00
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.206	TRANSFER TO #206 FIRE FUND	153,845.10	153,845.10	153,845.10	0.00	0.00	100.00
101-965-990.308	TRANFERS TO #308 PARK SYS	478,503.91	478,503.91	478,503.91	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		632,349.01	632,349.01	632,349.01	0.00	0.00	100.00
TOTAL EXPENDITURES		5,079,579.36	5,079,579.36	2,831,300.10	148,171.96	2,248,279.26	55.74
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		5,079,579.36	5,079,579.36	2,831,300.10	148,171.96	2,248,279.26	55.74

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 07/31/2023	ACTIVITY FOR MONTH 07/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	3,625.00	375.00	1,575.00	69.71
308-000-701.906	Parks Steward	29,765.27	29,765.27	17,166.01	2,288.80	12,599.26	57.67
308-000-701.907	Park Steward 2	23,635.87	23,635.87	13,638.00	1,818.40	9,997.87	57.70
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	71,080.00	71,080.00	29,873.20	7,857.67	41,206.80	42.03
308-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	2,872.77	2,872.77	0.00	0.00	2,872.77	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	4,407.16	324.35	20,592.84	17.63
308-000-970.000	CAPITAL OUTLAY	474,000.00	474,000.00	168,756.80	0.00	305,243.20	35.60
Total Dept 000		638,353.91	638,353.91	237,466.17	12,664.22	400,887.74	37.20
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	5,150.00	5,150.00	2,595.44	337.66	2,554.56	50.40
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,150.00	5,150.00	2,595.44	337.66	2,554.56	50.40
TOTAL EXPENDITURES		643,503.91	643,503.91	240,061.61	13,001.88	403,442.30	37.31
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		643,503.91	643,503.91	240,061.61	13,001.88	403,442.30	37.31

**CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN**

RESOLUTION # 2023-21-T

**RESOLUTION ADOPTING AMENDMENT NO. 42 TO ORDINANCE 15 – OPERATION AND
MAINTENANCE OF THE GRAND TRAVERSE COUNTY WATER SUPPLY SYSTEM NO. 1
(GARFIELD TOWNSHIP)**

WHEREAS the Charter Township of Garfield Ordinance No. 15, as amended, contains provisions to provide for the operation and maintenance of the Grand Traverse County water supply system No. 1 (Garfield Township) on a public utility basis under the provisions of Act 94, Public Acts of Michigan, 1933, as amended; and

WHEREAS said adjustments in the benefit charge and use charges rates to be charged for service furnished by the System were implemented through an amendment to Ordinance 15; and

WHEREAS, the Township Board deems it is more appropriate and reasonable to adopt updated rates as costs change and new information becomes available through the process of adopting a Resolution.

NOW THEREFORE:

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 42 TO GARFIELD TOWNSHIP ORDINANCE NO. 15:

THAT **Section 4A.** BE AMENDED as follows:

DELETE the following under Section 4A.:

Rates to be charged for service furnished by the System shall be as follows:

Benefit Charge

For the privilege of connecting to the system and receiving service there from there shall be paid on behalf of each user-customer desiring service from the system the following charges:

<u>Benefit Charge</u>		\$2,800.00	
This charge will be increased beginning			
January 1, 2007, and then by \$100 every two			
(2) years after that through the year 2021, as			
displayed in the table below:			
January 1, 2007	\$2,800.00	January 1, 2015	\$3,200.00
January 1, 2009	\$2,900.00	January 1, 2017	\$3,300.00

January 1, 2011	\$3,000.00	January 1, 2019	\$3,400.00
January 1, 2013	\$3,100.00	January 1, 2021	\$3,500.00

The Benefit Charge for connection of premises other than single family residences shall be in the appropriate amounts specified above, multiplied by the factors provided for in Table 1 (as amended) provided, however, that the minimum Benefit Charge shall be that specified above for a single family residence.

Use Charges

Use charges to each premises served by the System shall be at the following metered rates per month: Beginning January 1, 2007 the base water rate fee will be \$9.20 for the first 462 cubic feet of water used per month, and the commodity charge will be \$1.70 for every 100 cubic feet for usage above the initial 462 cubic feet, then these rates will increase based on the table below:

January 1, 2007	\$9.20 1 st 462 cu.ft. and \$1.70 per 100 cu.ft. over
January 1, 2008	\$10.35 1 st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2009	\$11.50 1 st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2010	\$11.50 1 st 462 cu.ft. and \$1.80 per 100 cu.ft. over

REPLACE with the following:

Section 4A. Permits and other fees, charges for services and equipment, security deposits, and rates for water shall be in the amounts specified and as provided for by resolution of the Township Board as new existing or as may be modified from time to time.”

AMEND Section 14 to read “This Ordinance Amendment shall become effective immediately upon its publication.”

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2023-21-T which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of August, 2023.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD

**ORDINANCE NO. 15 – OPERATION AND MAINTENANCE
OF THE GRAND TRAVERSE COUNTY WATER SUPPLY SYSTEM NO. 1
(GARFIELD TOWNSHIP)**

Amendment 42

**AN ORDINANCE TO PROVIDE FOR THE OPERATION AND MAINTENANCE
OF THE GRAND TRAVERSE COUNTY WATER SUPPLY SYSTEM NO. 1
(GARFIELD TOWNSHIP) ON A PUBLIC UTILITY BASIS UNDER THE PROVISIONS
OF ACT 94, PUBLIC ACTS OF MICHIGAN, 1933, AS AMENDED.**

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. It is hereby determined to be desirable and necessary for the public health, safety and welfare of the Township of Garfield that the Grand Traverse County Water Supply System No. 1 (Garfield Township) be operated on a public utility rate basis in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended.

Section 2. Whenever the words “the System” are referred to in this Ordinance, they shall be understood to mean the complete Grand Traverse County Water Supply System No. 1 (Garfield Township), including all wells, storage facilities, mains pumps, and all other facilities used or useful in the storage, supply and distribution of potable water, including all appurtenances thereto and including all extensions and improvements thereto which may hereafter be acquired.

Whenever the words “revenue” and “net revenues” are used in this Ordinance, they shall be understood to have meanings as defined in Section 3, Act 94, Public Acts of Michigan, 1933, as amended.

Section 3: The operation, maintenance, alteration, repair and management of the System shall be under the supervision and control of the Grand Traverse County Board of Public Works, subject to the terms of the Contract dated May 25, 1976 between the County of Grand Traverse and the Township of Garfield. Said Board may employ such person or persons in such capacity or capacities and may make such rules, orders and regulations as it deems advisable and necessary to assure the efficient management and operation of the System, and the Township shall set the rates and charges for the use of the System unless otherwise provided pursuant to said Contract

Section 4A. Permits and other fees, charges for services and equipment, security deposits, and rates for water shall be in the amounts specified and as provided for by resolution of the Township Board as now existing or as may be modified from time to time. Rates to be charged for service furnished by the System shall be as follows:

Benefit Charge

For the privilege of connecting to the system and receiving service there from there shall be paid on behalf of each user customer desiring service from the system the following charges:

<u>Benefit Charge</u>		\$2,800.00	
This charge will be increased beginning January 1, 2007, and then by \$100 every two (2) years after that through the year 2021, as displayed in the table below:			
January 1, 2007	\$2,800.00	January 1, 2015	\$3,200.00
January 1, 2009	\$2,900.00	January 1, 2017	\$3,300.00
January 1, 2011	\$3,000.00	January 1, 2019	\$3,400.00
January 1, 2013	\$3,100.00	January 1, 2021	\$3,500.00

The Benefit Charge for connection of premises other than single family residences shall be in the appropriate amounts specified above, multiplied by the factors provided for in Table 1 (as amended) provided, however, that the minimum Benefit Charge shall be that specified above for a single family residence.

Use Charges

Use charges to each premises served by the System shall be at the following metered rates per month: Beginning January 1, 2007 the base water rate fee will be \$9.20 for the first 462 cubic feet of water used per month, and the commodity charge will be \$1.70 for every 100 cubic feet for usage above the initial 462 cubic feet, then these rates will increase based on the table below:

January 1, 2007	\$9.20 1 st 462 cu.ft. and \$1.70 per 100 cu.ft. over
January 1, 2008	\$10.35 1 st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2009	\$11.50 1 st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2010	\$11.50 1 st 462 cu.ft. and \$1.80 per 100 cu.ft. over

In order for the Township to properly bill a premises served by a single water connection and where there is more than one family unit on the premises, then the bill shall be determined by dividing the total consumption of water by the number of units of a one family type and the bill for each unit shall be computed according to the above schedule and the premises shall be billed by multiplying the rate for each unit by the number of units.

For the purposes of this section a family unit shall be considered that portion of a structure occupied by one person or two or more persons living together and occupying a part of a dwelling as a separate housekeeping unit with a common and single act of culinary facilities.

The Township shall pay for all water used by it or any of its departments at the foregoing rates.

2. Service Lead (from public water line to property line)

All service leads to be on a time and material basis, plus 15% but with a minimum amount as follows:

1" Service Lead	\$ 510.00
1½" Service Lead	950.00
2" Service Lead	1,285.00

3. Building Service (supply meter horn and supply and install meter and remote reading device)

Meter and horn costs are quoted on a yearly basis from the manufacturer. Update cost annually based on quotes, plus 15%, plus labor.

4. Permits and Inspection Fees

(New service leads and building services)

Filing Fee	\$ 10.00
Inspection Fee	25.00
Each Re-Inspection	10.00
Inspection of privately constructed service leads	75.00

5. Supply Construction Water

Residential buildings (1 & 2 family)	10.00
Commercial buildings (all others)	25.00

6. Adoption of a Schedule for Water Turn-on/off Fee

The Township Board shall adopt a Schedule for Water turn-on/off Fee. The Water turn-on/off Fee adopted by the Board shall apply to all users of a structure(s) or parcel(s) of property within the Township when water service is turned-on or turned-off for any reason. The Schedule for Water turn-on/off Fee shall be adopted and/or amended by resolution of the Township Board. The Township shall publish the Schedule for Water turn-on/off Fee or any amendment to the Schedule for Water turn-on/off Fee in a newspaper of general circulation for the Township, and shall make available a copy of the current Schedule for Water turn-on/off Fee at the Township offices for review by the public. A copy of the Schedule for Water turn-on/off Fee shall also be provided to the Grand Traverse County Board of Public Works, or any

other body or entity that the Township has assigned to for administration and collection of fees for when water service is turned-on or turned-off.

7. Fire Hydrant Use and Permit

Fire hydrant permit from April 15 to
October 15

Use of hydrant for the first 30 days
With 2000 cu. ft. of water \$ 50.00

Plus equipment deposit

Every day over the first month of
Rental will be an extra: 2.00/day

After October 15 there may be an
additional charge for time and materials
due to seasonal preparations

8. Meter Testing and Repair

Large Meters (over 1½")
Testing intervals based on AWWA Standards
Testing cost will be billed back to customer/owner
on a time and material basis plus 15%

Subsequent changes in the character of the use or type of occupancy of any premises (including destruction, removal or abandonment of any or all improvements thereon) shall not abate the obligation to continue the payment of the Benefit Charge or the Service Lead as herein set forth applicable to said premises in the amount and for the period herein provided, and if such subsequent changes place said premises in a higher ratio-factor category, the Township Board may, in its discretion, increase the number of units assigned to said premises, and thereupon any additional charges occasioned by such increase shall be payable in cash, at the time a construction permit or other permit is issued by the Township for such changes, or at the time such changes occur if no permit is issued or required.

Special Rates

For miscellaneous or special services for which a special rate shall be established, such rates shall be fixed by the Township Board.

Billing

Bills will be rendered monthly or quarterly as determined by the Town Board, payable without penalty within fifteen (15) days after the date thereon. Payments received after such period shall bear a penalty of ten percent (10%) of the amount of the bill.

Enforcement

The charges for services which are under the provisions of Section 21, Act 94, Public Acts of Michigan, 1933 as amended, made a lien on all premises served thereby, unless notice is given that a tenant is responsible, are hereby recognized to constitute such lien, and whenever any such charge against any piece of property shall be delinquent for six (6) months, the Township official or officials in charge of the collection thereof shall certify annually, on September 1st of each year, to the tax assessing officer of the Township the facts of such delinquency, whereupon such charge shall be by him entered upon the next tax roll as a charge against such premises and shall be collected and the lien thereof enforced, in the same manner as general Township taxes against such premises are collected and the lien thereof enforced. Provided, however, where notice is given that a tenant is responsible for such charges and service as provided by said Section 21, no further service shall be rendered such premises until a cash deposit in the amount of \$100.00 shall have been made as security for payment of such charges and services.

In addition to the foregoing, the Township shall have the right to shut off water service to any premises for which charges for water service are more than three (3) months delinquent, and such service shall not be re-established until all delinquent charges and penalties and a turn-on charge, to be specified by the Township Board, have been paid. Further, such charges and penalties may be recovered by the Township by court action.

Section 4B Deferral of Benefits

(a) Charges Eligible

Where the benefit charges imposed under Section 4A for a single permit exceed five (5) residential equivalents, the Township Board may, upon written application by the property owner made before payment of the benefit charges or issuance of the permit, defer payment under the terms and conditions set forth herein if the Township determines, in its sole discretion, that deferral will adequately protect the financial position of the Township and is in the public interest.

(b) Deferral

The deferral shall be made pursuant to a written Application executed by or on behalf of the owner of the premises for which a water permit is requested. If approved by the Township Board, the water permit requested shall issue upon the condition, which shall be noted on the permit, that payment has been deferred by the Township Board. The Township may require such evidence of ownership of the real estate and the authority of the signers to bind the owner as it shall deem necessary. Execution and delivery of the Application shall represent the agreement of the owner to the terms of the deferral described herein and as approved by the Township Board.

(c) Down Payment

The deferral of payment shall require the payment of twenty percent (20%) of the amount of benefit charges imposed with respect to the permit at the time of issuance of the permit.

(d) Payment of Installments

The balance of the benefit charges shall be paid over four years in equal installments of principal with interest as provided in the Agreement. The payment interval shall be the same interval employed by the Township for regular water charges and if the Township elects, the deferral payments may be set forth on the same bill as regular water charges and shall be due the same day. If a special billing is used, the special bill shall be due thirty (30) days from the date of billing. The first payment shall incorporate interest on the unpaid balance between the date of execution of the Agreement and the first billing of regular water charges, and may be irregular in amount. The first such payment shall be due on the earlier of the first regular water billing date following issuance of the permit or one year from the date of issuance. The remainder of the payments shall be uniform and sufficient to amortize the balance including the interest during the term of deferral.

(e) Interest

The balance of the deferred payments shall accrue interest at the rate of Seven Percent (7%) per annum beginning on the date of execution and delivery of the Deferral Agreement. All payments of the deferred amount shall be applied first to interest and then to principal.

(f) Prepayment

Prepayment of the balance due following full payment of interest charges may be made with any regular payment, but the amount of regular installments will not be changed until final payment.

(g) Enforcement

The deferred benefit charges are under the provisions of Section 21, Act 94, Public Acts of Michigan, 1933 as amended, and are a lien on all premises with respect to which the permit was issued. In the event any installment of principal or interest on the deferred amount is due and unpaid at the time of the next succeeding bill for regular charges is rendered, the entire balance of principal and interest remaining unpaid shall become immediately due and payable without further action or notice by any party and shall be billed as a regular charge, and if it remains unpaid shall be collected in the same manner as general Township taxes, as provided in Section 4A. Any expenses incurred by the Township in the collection of past due deferred charges may be billed and shall be paid as additional regular charges.

(h) Early Termination

In the event that, subsequent to approval of the deferral, the premises to be served or being served by the water connection shall cease to comply with applicable Ordinances of the Township, including but not limited to this Ordinance, the Sewer Use Ordinance, the Sewer Construction Ordinance, the Water Service and Use Ordinance, the Township Zoning Ordinance or the Township Land Division Ordinance, the Township may give written notice to the owner to

cure the non-compliance and, if thirty (30) days after mailing of notice to cure to the property address used for billing, the owner or person in control of the premises shall fail to cure the non-compliance, the Township Board may terminate the deferral without further notice. Provided, however, that the owner or person in control of the premises shall have a right to a hearing before the Township Board or officer designated by the Township Board if a written request therefore is made before the expiration of the thirty-day cure period.

(i) Township Expenses

All expenses of the Township incurred in connection with the Application or deferral including fees for counsel, and out-of-pocket fees for abstracts, UCC searches, certificates, days of billing therefore. Submission of an Application for a deferral shall be deemed the owner's

Section 5. No free service shall be furnished by said System to any person, firm or corporation, public or private, or to any public agency or instrumentality.

Section 6. The rates hereby fixed are estimated to be sufficient to provide for the payment of the expenses of administration and operation, such expenses for maintenance of the said System as are necessary to preserve the same in good repair and working order, to provide for the partial payment of the contractual obligations of the Township to the County of Grand Traverse pursuant to the aforesaid contract between said County and the Township as the same become due, and to provide for such other expenditures and funds for said System as this Ordinance may require. Such rates shall be fixed and revised from time to time as may be necessary to produce these amounts.

Section 7. The System shall be operated on the basis of a fiscal year corresponding with that of the Township.

Section 8. The revenues of the System shall be set aside and deposited in a separate depository account in National Bank and Trust, Traverse City, Michigan, a bank duly qualified to do business in Michigan, in an account to be designated WATER SUPPLY SYSTEM RECEIVING FUND (hereinafter for brevity, referred to as the "Receiving Fund"), and said revenues so deposited shall be transferred from the Receiving Fund periodically in the manner and at the times hereinafter specified.

(A) OPERATION AND MAINTENANCE FUND

Out of the revenues in the Receiving Fund there shall be first set aside quarterly into a depository account designated OPERATION AND MAINTENANCE FUND a sum sufficient to provide for the payment of the next quarter's current expenses of administration and operation of the System and such current expenses for the maintenance thereof as may be necessary to preserve the same in good repair and working order.

(B) CONTRACT PAYMENT FUND

There shall next be established and maintained a depository account to be designated CONTRACT PAYMENT FUND, which shall be used solely for the payment of the Township's

obligations to the County of Grand Traverse pursuant to the aforesaid contract. There shall be deposited in said fund quarterly after requirements of the Operation and Maintenance Fund have been met such sums as shall be necessary to pay said contractual obligations when due. Should the revenues of the System prove insufficient for this purpose, such revenues may be supplemented by any other funds of the Township legally available for such purpose.

(C) REPLACEMENT FUND

There shall next be established and maintained a depository account designated REPLACEMENT FUND, which shall be used solely for the purpose of making major repairs and replacements to the System if needed. There shall be set aside into said fund after provision has been made for the Operation and Maintenance Fund and the Contract Payment Fund such revenues as the Township Board shall deem necessary for this purpose.

(D) IMPROVEMENT FUND

There shall be established and maintained an IMPROVEMENT FUND for the purpose of making improvements, extensions and enlargements to the System. There shall be deposited into said fund after providing for the foregoing fund such revenues as the Township Board shall determine.

(E) SURPLUS MONIES

Monies remaining in the Receiving Fund at the end of any operating year after full satisfaction of the requirements of the foregoing funds may, at the option of the Township Board, be transferred to the Improvement Fund or used in connection with any other project of the Township reasonably related to purposes of the System.

(F) BANK ACCOUNTS

All monies belonging to any of the foregoing funds or accounts may be kept in one bank account, in which event the monies shall be allocated on the books and records of the Township within this single bank account in the manner set forth.

Section 9. In the event the monies in the Receiving Fund are insufficient to provide for the current requirements of the Operation and Maintenance Fund, any monies or securities in other funds of the System, except sums in the Contract Payment Fund derived from tax levies or special assessments, shall be transferred to the Operation and Maintenance to the extent of any deficit therein.

Section 10. Monies in any fund or account established by the provisions of this Ordinance may be invested in obligations of the United States of America in the manner and subject to the limitations provided in Act 94, Public Acts of Michigan, 1933, as amended. In the event such investments are made, the securities representing the same shall be kept on deposit with the bank or trust company having on deposit the fund or funds from which such purchase was made. Income from received from such investments shall be credited to the fund from which said investments were made.

Section 11. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provisions of this Ordinance.

Section 12. All ordinances, resolutions, or orders, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of such conflict, hereby repealed.

Section 13. This Ordinance shall be published once, in full, in the Record Eagle, Traverse City, Michigan, a newspaper of general circulation within the boundaries of the Township and qualified under State law to publish legal notices, promptly after its adoption, and the same shall be recorded in the Ordinance Book of the Township and such recording authenticated by the signatures of the Supervisor and Township Clerk.

Section 14. This Ordinance Amendment shall become effective immediately upon its ~~adoption~~publication.

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Amendment No. 42 of the Garfield Township Ordinance No. 15, which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of August, 2023. This ordinance shall take effect ~~7 days~~ following immediately upon its publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: July 11, 2023
Adopted: August 8, 2023
Published: August 13, 2023
Effective: August 13, 2023


DELETE TABLE 1

GARFIELD TOWNSHIP
TABLE 1
SCHEDULE OF RESIDENTIAL BENEFITS

Category	Benefit	Per Unit
Single Family Residence	1.00	benefit for each home
Duplex	2.00	benefit for each unit/home
Apartment Complex	.50	benefit per unit
Senior Living Complexes (for residents 55 or older)	.35	benefit per unit
Assisted Living	.30	benefit per unit
Auto /Boat/Snowmobile Dealers, etc. & Repair Facilities		
Per Service Stall	.30	per stall +
+ other areas based on their use office/storage, etc.		other areas at their rate
Barber, Beauty, Massage, Nail, Tanning Shops – based on 1.00 benefit	1.00	benefit +
+ number of chairs at .10 per chair	.10	per chair
Bar: 50.1% or more of its revenue from the sale of alcoholic drinks	.10	per seat
Bowling Alleys	.16	per alley
Car Washes		
Manual/wand type – out of car operation – usually self serve	1.00	per stall
Automatic- Driver stays in the car	12.00	per lane
Churches	1.00	benefit +
+ .10 per 1,000 square feet	.10	per 1,000 sq. ft.
Cleaners – based on sq. ft.	2.00	benefits per 1,000 sq. ft. +
+ number of presses	2.00	benefits per press
Clubhouse – within a subdivision and/or condo association (not a “public” meeting area – private for residents only.)	.50	per 1,000 sq. ft
Day Care Center Adult of Child	1.00	benefit +
	.10	Per person (adult/child)
Distillery/Winery/Tasting Rooms	.10	per seat
Like manufacturing (+ Industrial Pre-Treatment Processing as Required by OMI/WWTP Operators)		Minimum of 1.00 benefit for tasting room area
Food Court Vendors with shared seating	2.00	per vendor
Fraternal Organizations	1.00	for the first 2,000 sq. ft. +
	.50	per 1,000 sq. ft.
Garage – residential with water hooked to it for a sink or bathroom	.00	
If it is being used as a residential unit see apt/residential unit above	1.00	Benefit per unit

Category	Benefit	Per Unit
Gas Station/Service Station	.25	benefits per fill-up location +
Plus retail areas and repair stalls at their rate		other areas at their rate
Grocery Store – Party/Liquor Store (like 7-11, Geyer’s Party Haus)	1.00	per 1,000 sq. ft.
(for other types of stores see Offices/Banks/Retail/Stores/Work areas below)	.50	per 1,000 sq. ft.
Gyms	.70	per 1,000 sq. ft.
Tennis Courts – (Inside a gym)	.25	per court
Racquetball – (Inside a gym)	.25	per court
Swimming Pool – (Inside a gym if not used for competition/spectator events)	1.00	benefit
Home Business: business out of the home	1.00	for the home plus
	.50	minimum .50 for the business
Hotels or Motels	.50	per unit without a kitchen
Units under 400 sq. ft.	.25	with a kitchen
+ 25 if the room has a hot tub	.25	with a hot tub
Units over 400 sq. ft.	1.00	
Laundry – Self Service	.50	per washer
Manufacturing (exclusive of Industrial Waste)	.50	per 1,000 sq. ft.
Manufacturing (+ Industrial Pre-Treatment Processing as required by OMI) (Same rates for us but must meet any requirements by OMI/WWTP operators)	.50	per 1,000 sq. ft.
Marina Building (bathroom and showers for boaters)	.75	per 1,000 sq. ft.
2010 – Lowered the rate but recheck each year		
Meat Market or Produce Market	2.50	per 1,000 sq. ft.
Mobile Home Parks	1.00	benefit per home space
Nursing Homes	.45	per bed
Offices: Full office buildings, or calculated office space in other types of uses	.25	per 1,000 sq. ft.
Offices: Chiropractor, Dental, Medical	.25	per 1,000 sq. ft.
	.50	per exam chair/room/table
Public Meeting Spaces	1.00	benefit per 1,000 sq. ft.
Racquetball/Tennis Courts (stand alone-not inside a gym)	1.00	benefit +
+ .25 per court	.25	per court

Category	Benefit	Per Unit
Restaurants	.125	per seat
Restaurants – Outdoor Seating: patio/deck	.014	per sq. ft.
Retail/Banks/Work Areas: Clothing, Drapery, Drug, Gift, Fabric, Furniture, etc. Examples of Work Areas: Where anything is manufactured, assembled, coated, prepared, painted for manufacturing, and/or tested, etc.	.50	benefit per 1,000 sq. ft.
Roller Rinks	1.00	benefit per 1,000 sq. ft.
Schools	.30	per classroom
Snack Bars – Inside an establishment (Drive-in , etc. providing no alcohol	.10	per seat
Sporting Event that serves alcohol	.004	per seat
Swimming pools – Pool Areas inside an establishment that is not a recreational facility (like a hotel/motel)	1.00	benefit per pool
Swimming pools – Olympic size or associated with a recreational facility – with competitions/spectators during events	1.00	benefit per 1,000 sq. ft.
Warehouse (loading/unloading trucks of racks with stored material) And/Or Storage (areas used as “cold” storage only – nothing is manufactured, assembled, coated, prepared for manufacturing, and/or tested. If work is done in the area see Office/Stores/Work Areas above.)	.10	Per 1,000 sq. ft.
ALL COMMERCIAL BUILDINGS ARE REQUIRED TO HAVE AN INSPECTION MANHOLE. ALL ESTABLISHMENTS THAT DO ANY KIND OF FOOD PREPARATION NEED A GREASE TRAP.		

 Charter Township of Garfield Planning Department Report No. 2023-93			
Prepared:	August 1, 2023	Pages:	6
Meeting:	August 8, 2023 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	SPR 2023-04 Birmley Meadows Site Condominium – Township Board Review		
File No.	SPR 2023-04	Parcel No.	05-026-020-33
Owner:	T&R Investments, Steve Zakrajsek		
Agent:	Boyne Engineering and Design		

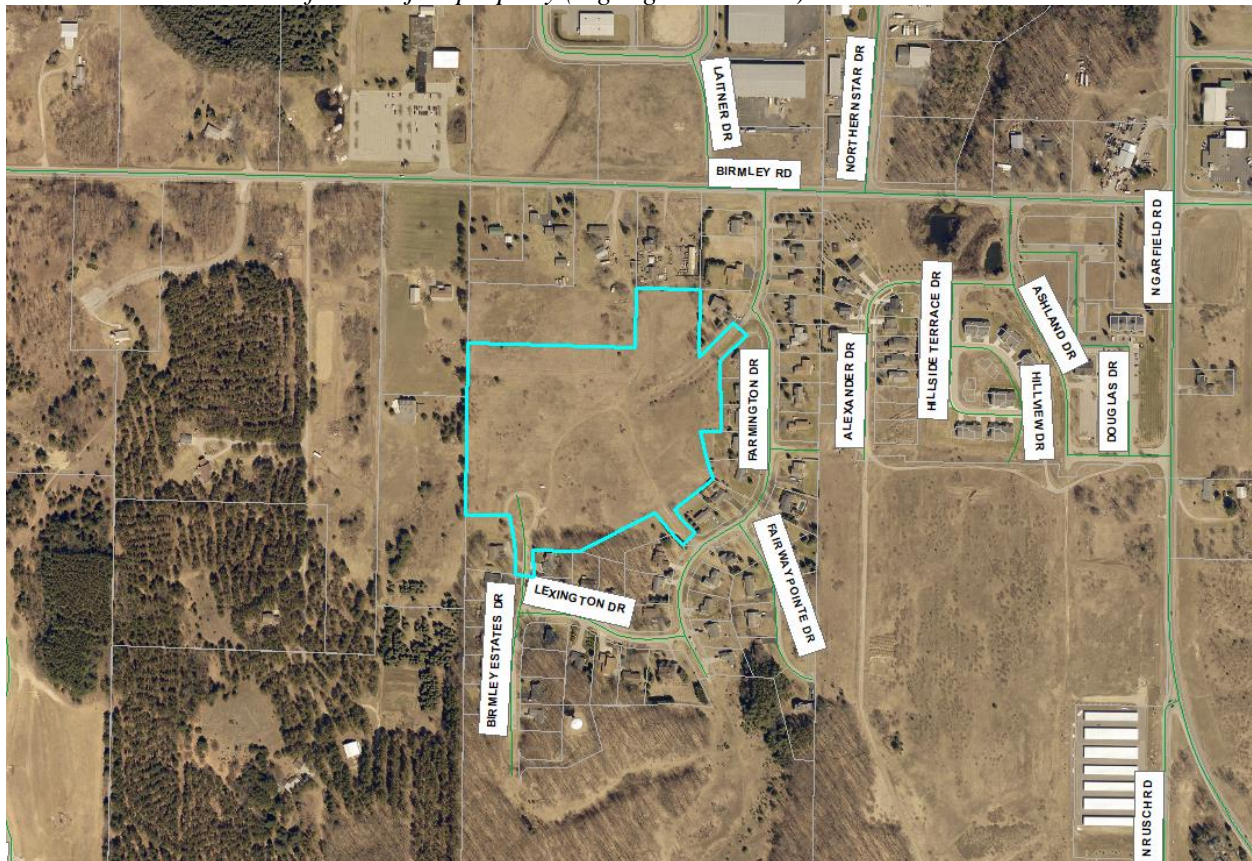
BACKGROUND:

Birmley Meadows is a proposed 26-lot residential site condominium development immediately adjacent to the north of the existing Birmley Hills Estates subdivision. The site is directly accessed from Birmley Estates Drive and Farmington Drive, which both provide access from Birmley Road. The site is about 16 acres and zoned R-1 One-Family Residential.

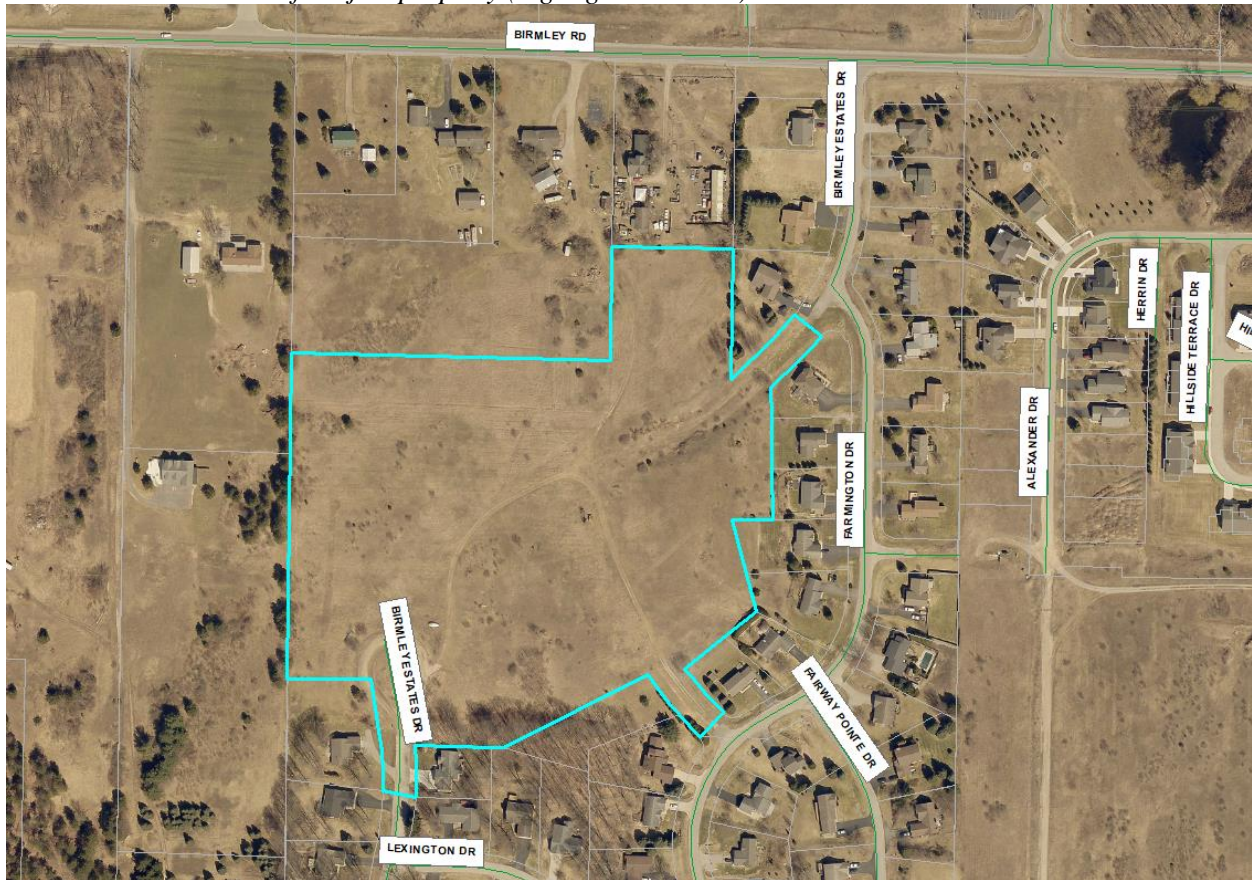
PURPOSE OF APPLICATION:

This application is for a site condominium development of 26 single-family residential lots. According to the application, the lots will be between 15,000 and 40,000 square feet, the development will be served by municipal water and sewer, and all utilities will be underground.

Zoomed-out aerial view of the subject property (highlighted in blue):



Zoomed-in aerial view of subject property (highlighted in blue):



APPLICATION HISTORY:

The Planning Commission reviewed the proposed development over three of their regular meetings:

- May 10, 2023 – Introduction / Set Public Hearing
- June 14, 2023 – Public Hearing
- July 12, 2023 – Findings of Fact

SITE CONDOMINIUM REVIEW CONSIDERATIONS:

Consultation

Section 429 B. of the Zoning Ordinance allows for the Planning Commission to consider input from the Township Attorney and Township Engineer as needed in its review of a condominium development plan, especially the master deed, deed restrictions, utility systems and streets, subdivision layout and design, and compliance with the Condominium Act. Other agencies will review the application as needed.

The Township Engineer is reviewing the application for storm water, private roads, and utilities, and the initial utility review is attached to this report. Review comments from Metro Fire and the Grand Traverse County Road Commission are also attached.

FINDINGS OF FACT:

At its July 12, 2023 meeting, the Planning Commission adopted the following Findings of Fact for the site condominium application.

As described in the Site Condominium Review Criteria within Section 429.G of the Zoning Ordinance, “For purposes of making a decision to approve, approve with conditions or to deny a site condominium subdivision plan, the Township shall consider and make findings with respect to the following criteria:”

- (1) That each condominium lot in a site condominium subdivision shall be considered as a single lot and shall comply with all regulations of the zoning district in which it is located. In a condominium development containing single-family detached dwelling units, not more than one (1) dwelling unit shall be located on a condominium lot, nor shall a dwelling unit be located on a condominium lot with any other principal structure or use. Required yards shall be measured from boundaries of a condominium lot. These requirements shall be made part of the bylaws and recorded as part of the master deed*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- The application proposes 26 single-family lots on a site with R-1 One-Family Residential zoning. The lots as shown on the site plan appear to meet the minimum lot area (15,000 square feet) and minimum lot width (100 feet) for lots within the R-1 district with public sewer. These include the lots along the curve of a road, where lot width is measured from the front setback line instead of at the front lot line.

- (2) That there is a proper relationship between the existing streets and highways within the vicinity, and proposed deceleration lanes, service drives, entrance and exit driveways, and parking areas to assure the safety and convenience of pedestrian and vehicular traffic, and that the proposed streets and access plan conform to any street or access plan adopted by the Township or the County Road Commission*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- The site plan shows two proposed roads: Birmley Estates Drive, a private road to connect two non-contiguous existing sections of Birmley Estates Drive, and a new private road named Springfield Drive.
- These two proposed roads, along with the existing roads within Birmley Estates and with the previously proposed roads in Birmley Hills, will encompass a connected street system and appear to be a logical extension of the street pattern for this area. The street system for this area connects to Birmley Road, serving all three developments.
- Stub road and utility connections are provided for the parcel to the west, to help facilitate future development of this parcel. This stub is separate from a stub which was proposed in the Birmley Hills site condominium and will connect to a different parcel than the one in Birmley Hills.
- Private road details are being reviewed by the Township Engineer, and the final approval of the site condominium is subject to the Township Engineer’s approval.
- The County Road Commission and Metro Fire have provided comments on the proposed site condominium, and no concerns with traffic levels have been cited.
- Given that the total number of trips is anticipated to be under 500 per day and given the nature of the development as only single-family homes, Staff recommends the Planning Commission waive the requirement for a traffic impact report.

- (3) *That as many natural features of the landscape shall be retained as possible, particularly where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes, and where they assist in preserving the general appearance of the neighborhood or help control erosion or the discharge of storm waters*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- This site does not contain any large contiguous wooded areas.
- The proposed use and the surrounding uses are generally single-family homes of similar scale, so these sites are not used for dissimilar purposes.
- No major adverse impacts to the surrounding natural environment are anticipated.
- Storm water management is subject to review by the Township Engineer.

- (4) *That any adverse effect of the proposed development and activities emanating therefrom upon adjoining residents or owners shall be minimized by appropriate screening, fencing or walls, or landscaping*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- The proposed development consists of single-family homes, which are compatible with existing single-family homes in the area.
- To the north and west are several single-family homes on larger lots. These are currently zoned as A-Agricultural but designated as Low Density Residential on the Future Land Use Map. The proposed development is compatible with these surrounding sites.
- The proposed development is compatible with the adjacent site to the west with the stub connection for water, sewer, and street connection provided.
- No major adverse effects are anticipated from the proposed development.

- (5) *That all provisions of this ordinance are complied with*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- Development standards such as fences, lighting, landscaping, and parking are handled as part of the design for each individual condominium lot. The site plan notes that no site lighting is proposed for this development, and that parking will be located on individual lots and no additional parking areas are proposed.
- A stub road connection is provided for the adjacent parcel to the west, per the standards of Section 521.G(2) indicating that connecting streets are needed where “abutting areas are not subdivided.” This stub also allows for future utility connections.
- Given that the total number of trips is anticipated to be under 500 per day and given the nature of the development as only single-family homes, Staff recommends the Planning Commission waive the requirement for a traffic impact report.
- Details for a proposed Birmley Meadows entrance sign are shown on Sheet C6.0. Signs require sign permit review and are not approved under the site plan review process.

- (6) *That all site condominium lots shall be provided access by either public or private roads in conformance with the requirements of this ordinance. All site condominium units shall be accessible to emergency vehicles*

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- All lots are proposed to be accessed by either of the two proposed private roads: Birmley Estates Drive (extension of the existing road) or Springfield Drive.
- Stub road and utility connections are provided for the parcel to the west.
- Access for emergency vehicles should reflect any comments from the relevant agencies. Comments from Metro Fire are attached to this report.

(7) That a plan for erosion control and storm water discharge has been approved by the appropriate public agency; and

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- Review of erosion control and storm water will be handled by the Grand Traverse County Soil Erosion and Sedimentation and the Township Engineer, respectively. Storm water retention areas are shown on the north side of the property between Lot 4 and Lot 5, and along Springfield Drive in front of Lot 21.

(8) That the plan as approved is consistent with the intent and purpose of zoning to promote public health, safety and general welfare; to encourage the use of lands in accordance with their character and adaptability to avoid the overcrowding of population; to lessen congestion on the public roads and streets; to reduce hazards to life and property; to facilitate adequate provisions for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation and other public requirements; and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources and properties; to preserve property values and natural resources; and to give reasonable consideration to character of a particular area, its suitability for particular uses and the general appropriate trend and character of land, building, and population development and is otherwise in compliance with law.

*The Planning Commission may find this standard to be **MET** for the following reasons:*

- The proposed development is consistent with the current zoning designation of R-1 One-Family Residential and the Future Land Use Map designation of Low Density Residential and is consistent with the intent to promote the public health, safety, and welfare and with the provisions of this standard.

STAFF COMMENT:

As part of item #2 in the above Findings of Fact, Staff recommended the Planning Commission waive the requirement for a traffic impact report. The Planning Commission did waive this requirement as part of their motion at their July 12, 2023 meeting.

PROCESS:

Site condominiums are reviewed by both the Planning Commission and Township Board. The Planning Commission has held a public hearing on the application and made a recommendation on the application to the Township Board. According to Section 429.F.(5) of the Zoning Ordinance, The Township Board shall not review, approve or reject a site condominium subdivision plan until it has received from the Planning Commission its report and recommendation.

According to Section 429.F.(6) of the Zoning Ordinance, the Township Board shall approve the site condominium subdivision plan, with or without conditions, reject the plan and give its reasons, table the proceedings pending further review or pending changes to the plan to make it acceptable to the Board, or refer that application back to the Planning Commission for further review and report.

ACTION REQUESTED:

If the Board is prepared to adopt the Planning Commission's recommended Findings of Fact included in this report and approve the proposed project, the following two separate motions are suggested:

MOTION THAT Findings of Fact for Application SPR-2023-04, submitted by T&R Investments, for a site condominium at Parcel #05-026-020-33, as presented in Planning Department Report 2023-93 and as recommended for adoption by the Planning Commission, BE ADOPTED.

MOTION THAT application SPR-2023-04, submitted by T&R Investments, for a site condominium at Parcel #05-026-020-33, BE APPROVED subject to the following conditions:

1. Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.
2. All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.
3. The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township prior to any Land Use Permits being issued.
4. After recording the condominium plan, master deed, bylaws and deed restrictions, the developer shall file two (2) copies of each document, including all pertinent attachments, with the Township.
5. Condominium Protective Covenants and Deed Restrictions which hold harmless the Township for improvements within the site condominium subdivision and which require conformance with all conditions and requirements of condominium plan approval and this ordinance shall be required.
6. The Condominium Master Deed and Bylaws shall include the following statement: "Condominium Amendments which are recorded prior to the receipt of written Garfield Township Planning Department approval shall be considered null and void."
7. After the construction of all improvements, the developer shall file with the Township two (2) copies of the as-built condominium plan and a certification from the developer's engineer that the improvements have been installed in conformance with the approved construction drawings.

Any additional information the Township Board deems necessary should be added to this motion.

Attachments:

1. Application for Site Condominium Subdivision review dated April 5, 2023.
2. Statement of Proposed Use, Impact Statement, and Stormwater Control Plan dated April 5, 2023.
3. Birmley Meadows Site Condominium Site Plan Set dated April 5, 2023.
4. Sheet C.20A, Lot Width at Setbacks dated May 30, 2023.
5. Metro Fire Site Plan Review dated May 12, 2023.
6. Email from Grand Traverse County Road Commission dated May 24, 2023.
7. Letter from Gourdie-Fraser, Initial Review of Proposed Utilities, dated June 12, 2023.



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PHE: (231) 941-1620 • FAX: (231) 941-1588

SITE CONDOMINIUM SUBDIVISION (SCSP) APPLICATION

ASSISTANCE

This application must be completed in full. An incomplete or improperly prepared application will not be accepted and will result in processing delays. Before submitting an application, it is recommended that you contact the Planning Department to arrange an appointment to discuss your proposed application. Time is often saved by these preliminary discussions. For additional information or assistance in completing this development application, please contact the Planning Department at (231) 941-1620.

ACTION REQUESTED

☒ Site Condominium Subdivision Plan Review

PROJECT / DEVELOPMENT NAME

BIRMLEY MEADOWS

APPLICANT INFORMATION

Name: T & R INVESTMENTS
Address: 841 ASHLAND AVE, TC MI 49696
Phone Number: (231) 883-3766
Email: zakrajseksteve@gmail.com

AGENT INFORMATION

Name: BOYNE ENGINEERING AND DESIGN, PLLC.
Address: PO BOX 94, BOYNE CITY, MI 49712
Phone Number: (231) 499-8361
Email: boyneeng@torchlake.com

OWNER INFORMATION

Name: T & R
Address:
Phone Number:
Email:

CONTACT PERSON

Please select one person to be contact person for all correspondence and questions:

☒ Applicant:

STEVE ZAKRAJSEK

☒ Agent:

CARRIE MAY, P.E.

☐ Owner:

PROPERTY INFORMATION

Property Address:

TBD

Property Identification Number:

05-026-020-33

Legal Description:

SEE PLANS SHEET C.O.D

Zoning District:

R1

Master Plan Future Land Use Designation:

Area of Property (acres or square feet)

SITE CONDOMINIUM SUBDIVISION PLAN

The site condominium subdivision plan shall indicate specific unit dimensions with front, rear and side site condominium lot lines allocated to each condominium unit. Parcels shall be referred to as site condominium lots. The description, size, location, and arrangement of the site condominium lots shall conform to the requirements of the Zoning Ordinance. All site condominium subdivision lots shall be deeded as limited common elements for the exclusive use of the owners of the condominium subdivision units. Each condominium dwelling unit shall be located within a condominium lot.

1. Name of the project, name and address of preparer, and date. ✓
2. The plan shall be of a scale not less than one inch (1") equals fifty feet (50'). ✓
3. All plans are to be accurately sealed. ✓
4. Layout and dimensions of all condominium lots. ✓
5. Layout and dimensions of all roadways and pedestrian pathways. ✓
6. Adequate drainage of surface water, stormwater disposal methods. ✓
7. Distribution of telephone, electric, television, and other similar services by underground wire or cable. ✓
8. First floor elevation of buildings (if applicable).
9. Location of gas lines. ✓
10. Location of water lines, and hydrants or other appurtenances. ✓
11. Location of sanitary sewer lines including the location and size of the proposed service. ✓
12. Location of existing and proposed fencing, landscaping, screening, or other buffers required. ✓
13. Location of streetlights and light fixture details. ✓

REQUIRED SUBMITTAL ITEMS

A complete application for a Site Condominium Subdivision Plan consists of the following:

Application Form:

- ☒ One original signed application
- ☒ One digital copy of the application (PDF only)

Application Fee:

Fees are established by resolution of the Garfield Township Board and are set out in the current Fee Schedule as listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please make check out to Charter Township of Garfield.

☒ Fee **\$1,780**

Site Condominium Subdivision Plan:

☒ Ten complete stapled 11"x17" paper sets

☒ Two complete bound 24"x36" paper sets

☒ One digital set (PDF only)

Digital items to be delivered via email or USB flash drive

SUBMITTAL DEADLINE

Submittal deadlines are listed on the Planning Department page of the Township website (<http://www.garfield-twp.com>). Please note that the listed dates are the deadlines after which submittals will not be considered for the indicated meeting. Any errors or missing information on an application submitted at the deadline will result in a delay in the processing of the application. An earlier submittal is encouraged to avoid possible delays.

REVIEW PROCEDURE

Subject to the standards of § 429.G of the Zoning Ordinance, a proposed Site Condominium Subdivision shall be reviewed in accordance with § 429.H and generally summarized as follows:

1. Agency Submittal: The applicant shall provide copies of the proposed site condominium subdivision plan to the following Grand Traverse County Agencies: Health Department (or Department of Public Works if proposed on municipal water and/or sanitary sewer), Drain Commissioner (or Township designee), Soil Erosion-Sedimentation Control Director (or Township designee), Road Commission (or Michigan Department of Transportation if proposed on a state highway), and the Metro Fire Department.
2. Independent Review: An independent engineer or other consultant may be hired, at the applicant's expense, to review the project and make recommendations to the Township.
3. Public Hearing: The Planning Commission shall hold a public hearing on the proposed site condominium subdivision plan, for the purpose of reviewing and making a recommendation of approval, approval with conditions, or denial to the Township Board.
4. Planning Commission Determination: If the Planning Commission determines that the proposed plan meets all requirements of this ordinance and the Condominium Act, the Planning Commission shall recommend approval or approval with conditions of the site condominium subdivision plan and shall send notice of action taken with comments to the Township Board. If the Planning Commission determines that the site condominium subdivision plan does not meet all requirements, the Planning Commission shall state its reason in its official minutes, shall forward same to the Township Board, and shall recommend disapproval of the plan by the Township Board until the objections causing disapproval have been changed to meet the requirements of this ordinance and the Condominium Act.
5. Township Board Determination: The Township Board shall approve the site condominium subdivision plan, with or without conditions, reject the plan and give its reasons, table the proceedings pending further review or pending changes to the plan to make it acceptable to the Board, or refer that application back to the Planning Commission for further review and report.

OTHER INFORMATION

If there is any other information that you think may be useful in the review of this application, please attach it to this application or explain it on a separate page.

PERMISSION TO ENTER SUBJECT PROPERTY



Permission is hereby granted to Garfield Township staff and Planning Commissioners to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Owner Signature:

Applicant Signature:

Agent Signature:

Date:



4-5-23


OWNER'S AUTHORIZATION

If the applicant is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We IdR Investments am/are the registered owner(s) of the lands that is the subject of this application for a site condominium subdivision.

Owner Signature:

Date:


4-5-23

I/We CARRIE MAY authorize to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application.

Owner Signature:

Date:

AFFIDAVIT


The undersigned affirms that he/she or they is (are) the owner, or authorized agent of the owner, involved in the application and all of the information submitted in this application, including any supplemental information, is in all respects true and correct. The undersigned further acknowledges that willful misrepresentation of information will terminate this permit application and any permit associated with this document.

Owner Signature:

Date:

Applicant Signature:

Date:


4-5-23



BOYNE ENGINEERING AND DESIGN, PLLC.

PO BOX 94 Boyne City, MI 49712 (231) 499-8361 boyneeng@torchlake.com

BIRMLEY MEADOWS
A SITE CONDOMINIUM PROPOSAL

April 5, 2023

Applicant / Owner: T & R Investments
841 Ashland Drive
Traverse City, MI 49696

Steve Zakrajsek (231) 883-3766

Meeting Date: May 10, 2023

Package Contents:

1. Statement of Proposed Use
2. Impact Statement & Traffic Assessment
3. Stormwater Control Plan
4. Engineered Plans 11 Sheets

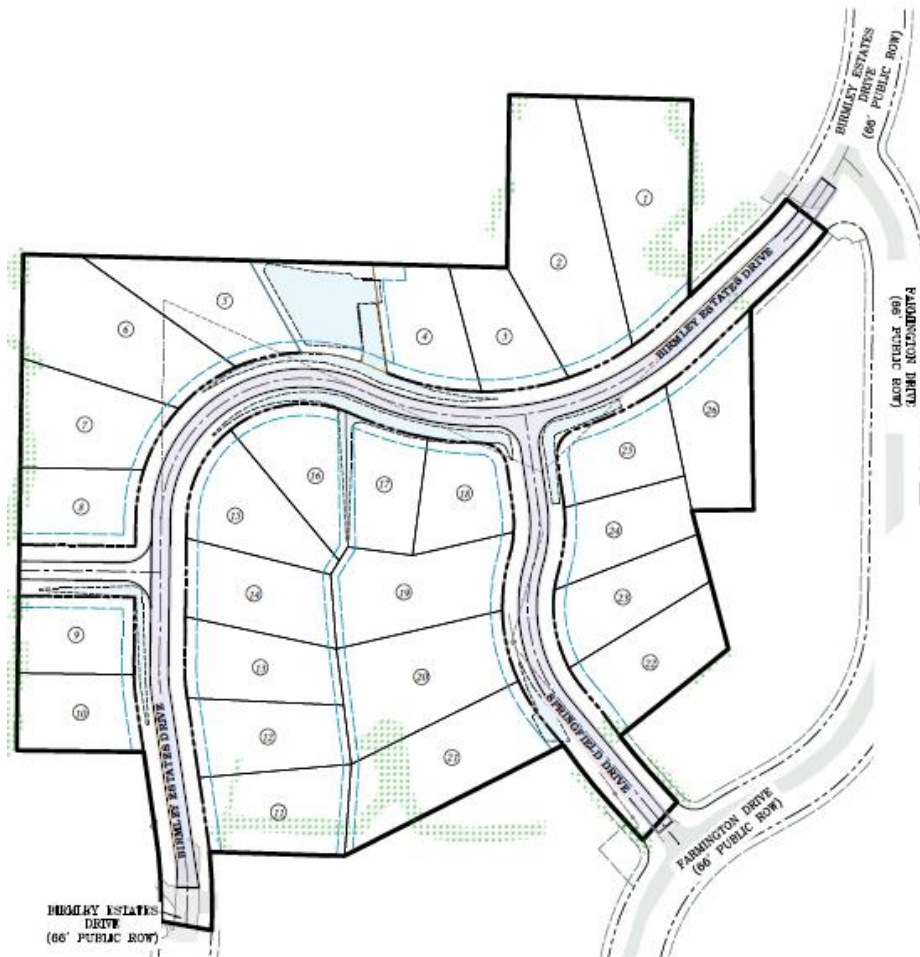
Dated 04/05/2023

STATEMENT OF PROPOSED USE

Birmley Meadows is a proposed 26 lot residential site condominium development on 16.02 acres located in Garfield Township's R-1 Residential zoning district. The Tax ID for the property is 05-026-020-33.

The property is part of the Southeast $\frac{1}{4}$ of Section 26, Township 27 North, Range 11 West and is located between two existing road stubs where Birmley Estates Drive (public) is discontinuous. This proposed development completes that thoroughfare via a new private section of Birmley Estates Drive and connects as originally planned to an existing road stub off Farmington Drive (public) via a new private road - Springfield Drive. The proposed private section of Birmley Estates Drive is approximately 1,616 feet long and the proposed Springfield Drive is approximately 595 feet long. An additional stub road section is provided to the west property line, as required by Garfield Township, which is approximately 183 feet long. All proposed roads in the development are within 66' road easements with additional 15' utility easements on both sides.

The lots in this proposed development are between 15,000 sf and 40,000 sf. The proposed development will be served by municipal water and sewer. All utilities will be underground. A monument sign is proposed for the entry at the northernmost end of Birmley Estates Drive.



IMPACT STATEMENT

**T & R Investments
841 Ashland Drive
Traverse City, MI 49696**

Contact: Steve Zakrajsek (231) 883-3766

Proposed Birmley Meadows 26 Lot Residential Site Condominium

Tax ID: 05-026-020-33

1.) PROJECT DESCRIPTION:

Birmley Meadows is a proposed 26 lot residential site condominium development located on 16.02 acres in Garfield Township's R-1 Residential zoning district.

The property is part of the Southeast $\frac{1}{4}$ of Section 26, Township 27 North, Range 11 West and is located between two existing road stubs where Birmley Estates Drive (public) is discontinuous. This proposed development completes that thoroughfare via a new private section of Birmley Estates Drive and connects as originally planned to an existing road stub off Farmington Drive (public) via a new private road - Springfield Drive. The Tax ID for the property is 05-026-020-30.

The lots in this proposed development are between 15,000 sf and 40,000 sf. The development will include 2 new 24' wide private roads which intersect and connect to Birmley Estates Drive and Farmington Drive as described. Both existing roads have partial extensions (stubs) where additional roads have previously been planned. The proposed private section of Birmley Estates Drive is approximately 1,616 ft long and the proposed Springfield Drive is approximately 595 ft long. The proposed development will be served by municipal water and sewer also extending from the same Birmley Estates roads. There is a Garfield Township elevated water storage tank in close uphill proximity to this proposed development. All utilities will be underground. The private road right-of-way easement is 66 feet wide with an additional 15-foot utility easement on each side. Garfield township and Grand Traverse County will have access to both easements as well as all other stormwater easements. There is a monument sign proposed for the entry at the northernmost end of the private section of Birmley Estates Drive. The road grades in this development range between 1.0% and 7.1%. The plans includes a stub road with water and sewer line stubs connecting to the adjacent westerly property line between proposed lots 8 and 9. Homes in the development are expected to average 1,800 square feet with some larger homes. There are a limited number of trees on the existing land, most of which is unmaintained grass. Stormwater will be handled with open ditches along the roadways and basins near the natural discharge locations in keeping with the character of the adjacent development. There is a break in the direction of the stormwater watershed midway through the property. A stormwater control plan has been engineered to meet Garfield Township stormwater regulations which includes detention and infiltration basins with sediment forebays.

2.) DEMAND ON COMMUNITY SERVICES:

- A.) The development will be served by municipal sewer which is expected to have capacity for these homes. The plans will be reviewed by the Grand Traverse County Department of Public Works
- B.) The development will be served by municipal water which is also expected to have capacity for these homes. There is an elevated storage tank feeding the system nearby and uphill from the development. The plans will be reviewed by the Grand Traverse County Department of Public Works.
- C.) According to the Institute of Transportation Engineers (ITE) publication for Trip Generation, 10th Edition, a Single-Family Detached home generates an Average Daily Traffic rate of 9.44 trips per day. This would amount to approximately 246 daily trips for the development. The Peak Hour traffic for this use would occur typically between the hours of 7:00am and 9:00 am with a rate of 0.74 trips per hour per household or 20 trips overall for the development, and between the hours of 4:00pm and 6:00 pm with a rate of 0.99 trips per hour per household or 26 trips overall for the development. These rates include inbound and outbound traffic with outbound traffic accounting for 75% of the morning trips (15 trips) and inbound traffic accounting for 63% of the evening trips (16 trips). Although these trips would be split between the three exit points of the development, all outbound and inbound traffic would use the portion of Birmley Estates Drive between the development and the intersection at Birmley Road. It is unlikely that a formal traffic study would find that this relatively small number of additional trips would reduce the Level of Service on the adjoining public roads. The plans will be reviewed by the Grand Traverse County Road Commission.
- D.) According to 2000 census data, this development may house approximately 65 people and add approximately 8 children to local schools.
- E.) The Grand Traverse Metro Fire Department will review the plans for this relatively simple residential development. Appropriate home spacing, road grades, paving, access routes, turning radii and fire hydrants are included in the design.

1.) ENVIRONMENTAL IMPACTS:

- A.) The Engineered Site Plan includes proposed grading and soil erosion control measures.
- B.) The Engineered Site Plan includes a Stormwater Runoff Control Plan which addresses stormwater runoff and control according to the Garfield Township requirements. A soil erosion and sediment control permit will be required for construction of the project.
- C.) This project does not border on the shoreline and there are no wetlands in the vicinity of the proposed development.
- D.) This project will not significantly disturb the existing forested areas of the property outside of homesites. It would not negatively affect wildlife habitats in those areas. Some tree clearing will be required to construct the improvements and create buildable lots but will be minimized to the extent possible.
- E.) This project will not significantly contribute to air pollution due to the fact that it is not a commercial type use and is replacing the same residential uses elsewhere.

- F.) It is not anticipated that water pollution will result from this development. Increased runoff due to impervious surfaces is mitigated according to the Stormwater Control Plan and infiltration is planned in what are mostly well draining sandy soils.
- G.) The proposed development can be expected to generate noise typical of a residential development which is not considered a harmful noise producing use.

This completes the impact statement for this project. If there are any questions regarding this statement or the project, please contact:

Boyne Engineering and Design - Ms. Carrie May, P.E. at (231) 499-8361.



BOYNE ENGINEERING AND DESIGN, PLLC.

PO BOX 94 Boyne City, MI 49712 (231) 499-8361 boyneeng@torchlake.com

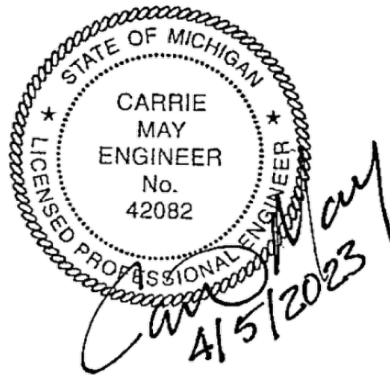
SUMMARY OF
STORMWATER RUNOFF CONTROL PLAN
FOR

BIRMLEY MEADOWS A SITE CONDOMINIUM

GARFIELD TOWNSHIP, MI

BED PROJECT NO: 22033

April 5, 2023



STORMWATER CONTROL PLAN

DESCRIPTION

Birmley Hills is a proposed 26 lot residential site condominium development located in Garfield Township's R-1 Residential zoning district.

The property is part of Southeast $\frac{1}{4}$ of Section 26, Township 27 North, Range 11 West and is located between two existing road stubs where Birmley Estates Drive (public) is discontinuous. The Tax ID for the property is 05-026-020-33.

Hydrology modeling and runoff calculations were performed by Boyne Engineering and Design using SCS TR-20 Method and Hydrocad software. Detailed model calculations are attached which correspond to the stormwater summary and watershed maps included on the engineered plans (See Sheet C2.1). The following parameters describe the site conditions and modeling assumptions.

WATERSHED

The overall watershed containing this 16.02 acre development is approximately 33 acres and contains three sub-watersheds draining to the north, south and east respectively. Much of the north sub-watershed (approximately 15 acres) is made up of existing upstream farmsteads. Runoff from those areas follows a natural course which passes through this proposed development. This pass-through runoff currently combines with runoff from the largest portion of the land in this development and follows a natural watercourse north towards the system of ditches and culverts running along and crossing under Birmley Road. This natural watercourse is maintained with the proposed development and retention/infiltration has been conservatively sized due to the residential nature of the surrounding land. The sub-watersheds draining to the south and east are confined within the proposed development. Runoff from these watersheds will be directed towards the existing system of retention/infiltration basins and ditches within the existing Birmley Estates subdivision which were originally designed to accommodate that flow. Additional retention/infiltration basins are also provided where feasible. There is no evidence of downstream flooding in the existing development and existing proximate finish floor elevations are above stormwater control facility high water elevations. The proposed developed areas are modeled as 1/3 ac residential, 1/2 ac residential and impervious paved surfaces according to the plan details.

SOILS AND TERRAIN

The USDA Soil Conservation maps of this area show that the soils can be expected to be sandy with the exception of an area shown on the watershed maps which may have a stratified layer of loamy sand. The design plans note that if this material is found in the location of the retention/infiltration basins, it is to be removed and replaced with sandy soil. Soil evaluations and infiltration tests were conducted by Boyne Engineering and GFA in various locations approximate to this development in 2022 and soils were found to be sandy loam and loamy sand with an infiltration

rate of 11.34 in/hr. The slopes on the site vary between 1% and 12% with limited steeper areas in locations which have previously been graded. The proposed drives have been profiled to follow the existing contours to the extent possible and to balance earthwork.

SOIL EROSION

The engineered Grading and Drainage plan (See Sheet C2.1) specifies temporary and permanent soil erosion measures including construction entrances, silt fence, minimum earth disturbance requirements, slope stabilization requirements, 3:1 and 4:1 maximum ditch and basin side slopes, stabilized overflows and level spreader outlets, and seeding requirements.

STORMWATER

REQUIREMENTS:

The following summarizes the stormwater control requirements of Garfield Township and the design components which satisfy those requirements (See the attached detailed calculations and Sheet C2.1 of the engineered plans for more information).

- Runoff generated from site improvements is retained on site in retention/infiltration basins designed to limit outflow from developed areas to less than 0.13 CFS per developed acre for a 25 year, 24 hr storm event.
- The storage volume provided exceeds the requirements which are calculated as the volume of runoff from the developed area for the 25 year, 24 hr storm event minus the volume of runoff from the existing area for the 2 year, 24 hr storm event minus the volume of infiltration over 24 hours in the designed basins for the 25 year, 24 hr storm event.
- Runoff from uncontrolled areas totaling 0.61 acres flows to existing stormwater basins designed to accommodate the flow.
- Basin slopes do not exceed 3:1.
- Snow storage is indicated on the plans.
- Erosion control measures such as check dams and outlet protection are included where anticipated flows exceed 4 fps and erosion control measures are specified for slopes and watercourses.
- The stormwater facilities are designed to safely pass a 100 year, 24 hr storm event without increasing downstream flooding.
- Basins are designed to drain through infiltration within 72 hours.

CALCULATIONS:

The following summarizes the stormwater calculations found in the attached Hydrocad reports.

SUMMARY OF STORMWATER CONTROL:

WATERSHED (33.06 AC)	ACREAGE	PASS-THROUGH AREA OR AREA CONTROLLED BY EXISTING SYSTEMS	DEVELOPED & CONTROLLED AREA	25 YEAR, 24 HR STORM ALLOWABLE OUTFLOW: 0.13 X DEV ACREAGE PLUS 25 YEAR, 24 HR STORM RUNOFF FROM PASS-THROUGH AREA	25 YR, 24 HR STORM DESIGNED OUTFLOW	REQUIRED STORAGE: 25YR DEV RUNOFF - 2 YR EX RUNOFF - 25 YR INFILTRATED RUNOFF	STORAGE PROVIDED
	AC	AC	AC	CFS	CFS	AF	AF
NORTH	28.57	14.66	13.91	$1.81 + 9.72 = 11.53$	5.93	*1.01	1.29
EAST	2.85	0.39	2.46	0.32	0.00	0 (100% INFILT)	0.06
SOUTH	1.64	0.22	1.42	0.18	0.16	0.01	0.09
TOTAL	33.06	15.27	17.79	12.03	6.09	1.02	1.44

* REDUCTION FOR INFILTRATION NOT TAKEN

ATTACHMENTS

1. NRCS soil report
2. Watershed maps
3. Hydrocad modeling and runoff calculations
4. Engineered Site Plans

GENERAL NOTES

- THIS CONSTRUCTION PROJECT SHALL AT ALL TIMES AND IN ALL SITUATIONS PROCEED IN A MANNER CONSISTENT WITH THE REQUIREMENTS OF THE GARFIELD TOWNSHIP ZONING ORDINANCE: PART 91 - SOIL EROSION AND SEDIMENTATION CONTROL OF THE NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT, 1994 PA 451, THE CURRENT GRAND TRAVERSE COUNTY CONSTRUCTION STANDARDS, AND ALL OTHER APPLICABLE RULES, REGULATIONS AND LAWS OF ANY OTHER AUTHORITY WITH JURISDICTION TO GOVERN SUCH CONSTRUCTION. THE CONTRACTOR SHALL KEEP A COPY OF THOSE REQUIREMENTS AND ALL CONSTRUCTION DOCUMENTS RELATED TO THIS PROJECT ON THE PROJECT AT ALL TIME AND REFERENCE SHALL BE MADE TO THEM FOR PROPER MATERIALS, METHODS, ETC. REGARDING CONSTRUCTION IMPROVEMENTS.
- THE CONTRACTOR SHALL CHECK THESE PLANS AND FIELD VERIFY EXISTING CONDITIONS PRIOR TO STARTING WORK ON ANY SEGMENT OF THE PROJECT. IF THE CONTRACTOR HAS ANY QUESTIONS OR SUSPECTS THERE IS AN ERROR OR OMISSION WITHIN THE PLANS OR THE CONSTRUCTION STAKES, HE OR SHE SHALL NOT PROCEED UNTIL THE ENGINEER OR HIS OR HER REPRESENTATIVE HAS BEEN FULLY NOTIFIED, HAS RESPONDED, AND HAS SPECIFICALLY STATED THE CONTRACTOR MAY PROCEED.
- EXISTING PUBLIC UTILITIES AND UNDERGROUND STRUCTURES SUCH AS PIPE LINES, ELECTRIC CONDUITS, SEWER AND WATER ARE IDENTIFIED BY THE BEST KNOWLEDGE OF THE SURVEYOR, HOWEVER, NEITHER THE CORRECTNESS NOR THE COMPLETENESS OF SUCH INFORMATION IS GUARANTEED. PRIOR TO THE START OF ANY WORK ON THE PROJECT, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES AND MISS DIG: (800) 482-7171. THE CONTRACTOR SHALL ENSURE THAT THE LOCATIONS OF ALL UTILITIES WITHIN THE VICINITY OF THE PROJECT ARE STAKED AND IDENTIFIED PRIOR TO PROCEEDING WITH WORK IN ANY AREA OF THE PROJECT. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR THE PROTECTION OR RELOCATION OF EXISTING UTILITIES AND STRUCTURES AND SHALL SAVE THOSE UTILITIES AND STRUCTURES HARMLESS FROM DAMAGE, WHETHER PUBLICLY OR PRIVATELY OWNED. THE CONTRACTOR SHALL REPAIR, AT HIS OR HER COST, ANY DAMAGE TO THOSE UTILITIES AND STRUCTURES. UTILITY POLES, ANCHORING CABLES AND UTILITY FOUNDATIONS SHALL NOT BE DISTURBED OR UNDERMINED. CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANY AND PROVIDE PROPER SUPPORT OF SUCH UTILITIES IN THE VICINITY OF THE WORK, AND IF NECESSARY, INSTALL TEMPORARY SHEETING OR TRENCH BOXES TO MINIMIZE EXCAVATION LIMITS.
- THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ANY DAMAGE CAUSED TO THIS OR ADJACENT PROPERTY, AND FOR INJURY TO ANY PERSON, OCCURRING DURING OR AS A RESULT OF THE CONSTRUCTION PROCESS, WHETHER SUCH DAMAGE OR INJURY RESULTS FROM ANY ACTION OR LACK OF ACTION BY PRINCIPALS OF THE COMPANY, EMPLOYEES, SUBCONTRACTORS, OR SUPPLIERS. THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS GOVERNING CONSTRUCTION SAFETY. THE CONTRACTOR SHALL ALSO FURNISH AND INSTALL ALL NECESSARY TEMPORARY SAFETY DEVICES, SAFEGUARDS, AND PROTECTIVE EQUIPMENT AND FOLLOW ALL ADVISABLE SAFETY PRACTICES NECESSARY TO PROTECT THE LIFE AND HEALTH OF EMPLOYEES AND THE PUBLIC DURING THE CONSTRUCTION PROCESS. NEITHER THE OWNER OR THE ENGINEER ASSUME ANY LIABILITY FOR MATTERS RELATING TO SAFETY AT THE CONSTRUCTION SITE.
- ANY DAMAGE TO IMPROVEMENTS NOT CAUSED BY THE OWNER, PRIOR TO FINAL PROJECT ACCEPTANCE BY THE ZONING ADMINISTRATOR AND THE OWNER, SHALL BE REPAIRED OR REPLACED AS NECESSARY TO CONFORM WITH THE DESIGN AT THE EXPENSE OF THE CONTRACTOR.
- THE CONTRACTOR SHALL NOTIFY THE GRAND TRAVERSE COUNTY CONSTRUCTION SUPERVISOR 3 DAYS PRIOR TO STARTING WORK AND SHALL FIRST PROVIDE ALL NECESSARY NOTICES, OBTAIN ALL REQUIRED PERMITS AND PAY ALL FEES ASSOCIATED WITH SUCCESSFULLY COMPLETING THE CONSTRUCTION PROCESS, INCLUDING ALL PUBLIC INSPECTION FEES.
- ALL STUMPS, LARGE ROCKS, CONCRETE, SCRAP MATERIALS, TRASH AND OTHER DELETERIOUS MATERIAL SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR AT NO ADDITIONAL EXPENSE TO THE OWNER.
- DURING CONSTRUCTION EXPOSE THE MINIMUM AREA OF SOIL FOR THE MINIMUM TIME POSSIBLE. SEE SOIL EROSION AND STORMWATER CONTROL NOTES.
- THROUGH TRAFFIC ON ADJACENT ROADWAYS SHALL NOT BE INTERRUPTED WITHOUT EXPLICIT PERMISSION FROM, AND COORDINATION WITH THE GRAND TRAVERSE COUNTY ROAD COMMISSION. ALL WORK WITHIN THE COUNTY RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH THE COUNTY ROAD COMMISSION CONSTRUCTION SPECIFICATIONS AND PERMIT REQUIREMENTS. PAVEMENT CUTS ARE TO BE MADE WITH A SAW, IMMEDIATELY PRIOR TO PAVING.
- ALL WORK IS TO BE PERFORMED WITHIN THE PROPERTY, WITHIN THE PUBLIC RIGHT-OF-WAY, OR WITHIN ESTABLISHED EASEMENTS. ALL WORK WITHIN EASEMENTS SHALL BE COORDINATED WITH THE EASEMENT HOLDER AND BE IN ACCORDANCE WITH THE LIMITATIONS AND RESTRICTIONS OF THOSE EASEMENTS. ANY WORK OUTSIDE OF THESE LIMITS SHALL BE COORDINATED AND APPROVED BY THE PROPERTY OWNER AFFECTED. DOCUMENTATION OF THIS ARRANGMENT SHALL BE PROVIDED TO THE ZONING AUTHORITY. ANY DISRUPTION CAUSED TO ADJACENT PROPERTIES OR TO THE PUBLIC RIGHT-OF-WAY SHALL BE PROPERLY RESTORED INCLUDING LAWNS, SIDEWALKS, DRIVEWAYS, PLANTINGS, SIGNS, MAILBOXES, ETC., AT NO ADDITIONAL COST TO THE OWNER.
- THE CONTRACTOR SHALL PROVIDE ADEQUATE ON-SITE SUPERVISION OF THE WORK AT ALL TIMES DURING THE CONSTRUCTION PROCESS. THERE SHALL BE ONE DESIGNATED ON-SITE SUPERVISOR AVAILABLE WHENEVER CONSTRUCTION IS UNDERWAY WHO HAS THE AUTHORITY TO ACT ON BEHALF OF THE CONTRACTOR.

** ALL ELEVATIONS ARE BASED ON:
NAVD 88 DATUM REFERENCED TO THE TRAVERSE CITY CORS

PUBLIC AUTHORITIES

GARFIELD TOWNSHIP
3848 VETERANS DRIVE
TRAVERSE CITY, MI 49684
Telephone: (231) 941-1620

GRAND TRAVERSE COUNTY D.P.W.
2650 LAFRANIER ROAD
TRAVERSE CITY, MI 49686
Telephone: (231) 995-6039

GRAND TRAVERSE COUNTY ROAD COMMISSION
1881 LAFRANIER ROAD
TRAVERSE CITY, MI 49684
Telephone: (231) 922.4848

GRAND TRAVERSE COUNTY DRAIN COMMISSIONER
2650 LAFRANIER ROAD
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GRAND TRAVERSE COUNTY SOIL EROSION & SEDIMENTATION CONTROL
2650 LAFRANIER ROAD
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Telephone: (231) 995-6051

GRAND TRAVERSE COUNTY ENVIRONMENTAL HEALTH DEPARTMENT
2650 LAFRANIER ROAD
TRAVERSE CITY, MI
Telephone: (231) 995-6051

EGLE - CADILLAC
120 W CHAPIN STREET
CADILLAC, MI 49801
Telephone: (231) 775-3960

UTILITY AGENCIES

CONSUMERS ENERGY ELECTRIC
Telephone: (231) 929-6242

DTE ENERGY NATURAL GAS
Telephone: (231) 932-2823

CHARTER COMMUNICATIONS CABLE
Telephone: (231) 929-7012

AT&T MICHIGAN TELEPHONE
Telephone: (231) 941-2707

EMERGENCY SERVICES

EMERGENCY CALLS

AMBULANCE SERVICE / POLICE / FIRE: 911

GRAND TRAVERSE METRO FIRE DEPARTMENT: 231.947-3000

GRAND TRAVERSE COUNTY SHERIFF: 231.995-5000

MISS DIG: 1.800.482.7171

PLANS FOR:
BIRMLEY MEADOWS
SITE CONDOMINIUM

PART OF THE SOUTH EAST ¹/₄ OF SECTION 26, TOWNSHIP 27 NORTH,
RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY
MICHIGAN



LOCATION MAP

NOT TO SCALE

LEGAL DESCRIPTION

PT SE1/4 SEC 26 T27N R11W COM E1/4 COR TH N 89DEG 39'W 1772.02' TH S 00DEG 28'58"E 368.51' TO POB TH S 00 DEG 28'58"E 253.84' TH N 45DEG 10'45"E 119.53' TH 58.01' ALG CRV L (R=407' CHD=N 41DEG 05'46"E) TH S 52DEG 59'12"E 66' TH 67.41' ALG CRV RT (R=473' CHD=S 41DEG 05'46"W) TH S 45DEG 10'45"W 73' TH S 02DEG 05'30"E 260.42' TH S 88DEG 05'45"W 80' TH S 16DEG 00'09"E 185' TH S 49DEG 57'49"W 180' TH S'9' ALG CRV L (R=667' CHD= S 41DEG 02'29"E) TH S 43DEG 34'32"E 53.88' TH S 40DEG 51'11"W 66.31' TH N 43DEG 34'32"W 60.32' TH 100.08' ALG CRV RT (R=733' CHD=N 39DEG 39'51"W) TH S 61DEG 55'17"W 317.28' TH S 89DEG 31'02"W 25' TH N 89DEG 22'41"W 149.88' TH 101.68' ALG CRV RT (R=687.94' CHD=S 02DEG 54'20"E) TH N 81DEG 07'20"W 66.64' TH 119.01' ALG CRV L (R=621.94' CHD=N 04DEG 57'36"W) TH N 09DEG 39'43"W 101.3' TH S 89DEG 31'02"W 164.23' TH N 00DEG 28'58"W 641.52' TH S 89DEG 39'E 626.42' TH N 00DEG 28'58"W 223.38' TH S 89DEG 39'E 236.41' TO POB BOUNDARY ADJ ON 01/06/2020 FROM 05-026-020-31, 05-026-020-60;

INDEX OF DRAWINGS:

C0.0	COVER
C1.0	EXISTING CONDITIONS SURVEY
C2.0	OVERALL SITE ARRANGEMENT PLAN
C2.1	OVERALL SITE GRADING AND DRAINAGE PLAN
C3.0	SITE UTILITY PLAN
C4.0	BIRMLEY ESTATES DRIVE NE PLAN AND PROFILE
C4.1	BIRMLEY ESTATES DRIVE SW PLAN AND PROFILE
C4.2	SPRINGFIELD DRIVE PLAN AND PROFILE
C6.0	SITE DETAILS
C6.1	UTILITY DETAILS *(BY GRAND TRAVERSE COUNTY DPW)

OWNER / APPLICANT

T&R INVESTMENTS
841 ASHLAND DRIVE
TRAVERSE CITY, MI 49696

STEVE ZAKRAJSEK
(231) 883-3766

ENGINEER

BOYNE ENGINEERING AND DESIGN
PO BOX 94
BOYNE CITY, MI 49712
CONTACT CARRIE MAY, P.E.
PRINCIPAL ENGINEER
PHONE: (231) 499-8361

SURVEYOR

GOURDIE-FRASER
123 W FRONT ST
TRAVERSE CITY, MI 49684
PHONE: (231) 946-5874

PLAN APPROVAL

THESE CONSTRUCTION PLANS HAVE BEEN REVIEWED AND APPROVED BY THE GARFIELD TOWNSHIP WITH THE EXCEPTIONS, CONDITIONS AND MODIFICATIONS INDICATED BY ME ON THIS PLAN SET

GARFIELD TOWNSHIP PLANNER OR ZONING ADMINISTRATOR DATE



**BOYNE ENGINEERING
AND DESIGN**
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(231) 499-8361
boyneengineering.com

BIRMLEY MEADOWS SITE CONDOMINIUM

PREPARED FOR:
T&R INVESTMENTS

841 Ashland Drive
Traverse City, MI

REVISIONS

NO.	DATE	APP'D	ISSUE / REVISION DESCRIPTION

COVER

ORIGINAL ISSUE DATE:
04/05/2023

SCALE:

BED JOB NO. 22033

DRAWING NUMBER

C0.0

C:\USERS\CARRE.M\DOCUMENTS\BOYNE ENGINEERING\2022_08252023 BIRMLEY MEADOWS SURVEY\BORDER.DWG 04/05/23 12:21 PM CARRE MAY

W. 1/4 COR. SEC.
26, T27N, R11W

E - W 1/4 LINE SEC. 26

S88°25'53"E S262.46'

S88°25'53"E 1771.54'
S89°39'W 1772.02'(T)
E. 1/4 COR. SEC.
26, T27N, R11W

BM-B
SET BENCHMARK IN
N.E. SIDE 14" W.PINE
ELEV.= 735.54(NAVD88)

BM-A
SET BENCHMARK IN
N. SIDE 12" ELM
ELEV.= 742.00(NAVD88)

BM-C
SET BENCHMARK IN
N.E. SIDE 10" R.PINE
ELEV.= 735.27(NAVD88)

BM-D
SET BENCHMARK IN
S.W. 4x4 GUARD POST
FOR 8" PVC RISER
ELEV.= 735.67(NAVD88)

SURVEY LEGEND

- FND IRON (AS NOTED)
- FND MONUMENT (AS NOTED)
- GOVERNMENT CORNER (AS NOTED)
- BENCHMARK
- HYDRANT
- CURB STOP
- SAN MH (AS NOTED)
- UTILITY RISER
- TRANSFORMER
- 4 U/G SIGN (AS NOTED)
- MAIL BOX

- Gravel Surface
- Asphalt Surface

- INDICATES A LINE NOT DRAWN TO SCALE
- (T) TAX DESCRIPTION DIMENSION
- (M) MEASURED DIMENSION
- Sanitary Sewer Line
- Tree/Woods Line
- Fence Line (AS NOTED)
- Finish Floor

GRAPHIC SCALE: 1 inch = 60 feet
0 30 60 120 180

TOPOGRAPHIC SURVEY NOTES

THE PROPERTY DESCRIPTION WAS NOT FURNISHED, AND NO CHECK OF TITLE RELATIVE TO OWNERSHIP, GAPS, OVERLAPS, OR OCCUPATION HAS BEEN PERFORMED AS PART OF THIS TOPOGRAPHIC SURVEY.

THE SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE OR ANY FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.

BASIS OF BEARING

MICHIGAN STATE PLANE COORDINATE SYSTEM
CENTRAL ZONE - NAD83 (2011)
REFERENCED TO THE TRAVERSE CITY CORN

BASIS OF ELEVATION

NAVD 88 DATUM REFERENCED TO THE
TRAVERSE CITY CORN

GRADES OVER 25%

SURVEY BY:

GOURDIE-FRASER (GFA)
123 W FRONT ST
TRAVERSE CITY, MI 49684
PHONE: (231) 946-5874



**BOYNE ENGINEERING
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BIRMLEY MEADOWS SITE CONDOMINIUM

PREPARED FOR:
T&R INVESTMENTS

841 Ashland Drive
Traverse City, MI

REVISIONS
NO. DATE APP'D ISSUE / REVISION DESCRIPTION

EXISTING CONDITIONS

ORIGINAL ISSUE DATE:
04/05/2023

SCALE: 1"=50'

BED JOB NO. 22033

DRAWING NUMBER

C1.0

SOIL EROSION AND STORM WATER CONTROL NOTES

- THE CONTRACTOR IS ADVISED THAT ALL SOIL EROSION MEASURES AND STORMWATER FACILITIES SHALL BE CONSTRUCTED AT THE EARLIEST FEASIBLE SCHEDULE. NO OTHER CONSTRUCTION ACTIVITIES SHALL PROCEED WHICH DO NOT PHYSICALLY DRAIN TO THESE FACILITIES UNLESS ADDITIONAL TEMPORARY FACILITIES ARE INSTALLED, PRIOR TO ACCEPTANCE OF THE PROJECT, IF NOT COMPLETE. ALL PERMANENT STORMWATER FACILITIES USED DURING CONSTRUCTION SHALL BE RESTORED TO OPERATE IN THEIR DESIGNED CONDITION AT NO ADDITIONAL COST TO THE PROJECT.
- THE CONTRACTOR SHALL PROVIDE AND MAINTAIN TEMPORARY SOIL EROSION CONTROL MEASURES PER P.A. 451 AS AMENDED. WITH THE USE OF SILT FENCE AND OTHER TEMPORARY MEASURES THE CONTRACTOR SHALL PROTECT THE ADJACENT AREA FROM ACCELERATED EROSION AND SEDIMENTATION FLOWS RESULTING FROM CONSTRUCTION. THE CONTRACTOR SHALL INSTALL ADDITIONAL TEMPORARY SOIL EROSION CONTROL MEASURES, IF DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, AT NO ADDITIONAL COST TO THE PROJECT.
- SHOULD ADDITIONAL SOIL EROSION CONTROL MEASURES BE DETERMINED TO BE NECESSARY BY EITHER THE SOIL EROSION CONTROL OFFICER OR THE OWNER'S ENGINEER THEY SHALL BE IN PLACE NO LATER THAN 24 HOURS FROM THE TIME OF NOTIFICATION TO THE GENERAL CONTRACTOR FOR THE PROJECT. IF NOT PLACED IN 24 HOURS OR LESS ALL ON SITE CONSTRUCTION WILL BE HALTED UNTIL SUCH MEASURES ARE INSTALLED AND APPROVED BY EITHER THE SOIL EROSION CONTROL OFFICER OR THE OWNER'S ENGINEER.
- ALL DISTURBED NON-HARD SURFACE AREAS TO BE STABILIZED WITH TOPSOIL, SEEDING, FERTILIZED AND MULCHED. DISTURBED AREAS SHALL BE TOPSOILED TO A DEPTH NOT LESS THAN FOUR (4) INCHES. SLOPES WHICH ARE BETWEEN 3:1 AND 2:1 GRADE SHALL BE SOODED AND STAKED OR RECEIVE SEEDING IN COMBINATION WITH DOUBLE NET, BIODEGRADABLE EROSION CONTROL BLANKET (EXCEL CO-4 OR EQUAL), IN NO CASE SHALL CONSTRUCTED SLOPES IN EXCESS OF 2:1 BE ALLOWED ON THE PROJECT. ALL SLOPES GREATER THAN 3:1 GRADE AND SUBJECT TO CONCENTRATED FLOWS SHALL RECEIVE PERMANENT TURF REINFORCING MATTING (EXCEL PP5-10 OR EQUAL). INSTALLATION OF EROSION CONTROL BLANKETS AND TURF REINFORCING MATS SHALL BE INSTALLED PER MANUFACTURER'S INSTRUCTIONS. STORMWATER CHANNELS AND BASINS SHALL BE TREATED ACCORDING TO THE DESIGNATION ON THE PLANS AND DETAILS.
- CONTRACTOR SHALL STABILIZE DISTURBED EARTH IMMEDIATELY UPON ESTABLISHMENT OF FINAL GRADE AND SHALL BE SOLELY RESPONSIBLE FOR ESTABLISHMENT OF A HEALTHY STAND OF GRASS PRIOR TO THE ONSET OF COLD WEATHER. ALL PERMANENT SOIL EROSION CONTROL MEASURES SHALL BE IN PLACE WITHIN 5 DAYS OF COMPLETION OF EARTH CHANGES
- ALL NEW STORM DRAINAGE PIPE SHALL BE CORRUGATED GALVANIZED STEEL PIPE, SMOOTH LINEN CORRUGATED HOPE (CPE) OR APPROVED EQUAL. A MINIMUM OF TWO (2) FEET OF COVER FROM FINISHED ELEVATIONS SHALL BE MAINTAINED OVER ALL STORM DRAIN PIPES.
- ALL DRAINAGE PIPES THAT OUTLET AT GROUND SURFACE SHALL INCLUDE END SECTIONS.
- ALL EXISTING STORM DRAINS WITHIN THE CONSTRUCTION ZONE TO BE INSTALLED/MONITORED WITH SILT SACKS. SACKS TO BE PULLED AS NEEDED TO KEEP SEDIMENT OUT.
- EXISTING STORM DRAINAGE DITCHES SHALL BE REBUILT IF FILLED IN OR REMOVED DURING CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REPAIR OR REPLACE, AS REQUIRED, ALL DRAINAGE CULVERTS DAMAGED DURING CONSTRUCTION AND SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
- THE CONTRACTOR SHALL REMOVE ALL SEDIMENT OR SOILS THAT HAVE BEEN DROPPED, WASHED ONTO OR TRACKED OUT ONTO PUBLIC RIGHT-OF-WAY OR PRIVATE ROADS AT THE END OF EACH WORKING DAY OR AFTER EACH RAIN EVENT ON NON-WORK DAYS.
- ALL REMOVED TOPSOIL WILL BE STOCKPILED WITHIN THE PROJECT AREA. IF ADDITIONAL TOPSOIL IS AVAILABLE AFTER TOPSOILING THE CONSTRUCTION AREA, IT WILL BE STOCKPILED WITHIN 1000 FEET OF THE CONSTRUCTION AREA AS DIRECTED BY THE OWNER OR ENGINEER.
- THE CONTRACTOR SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AT NO ADDITIONAL COST TO THE OWNER.
- IF REQUESTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, A WATER TRUCK SHALL BE KEPT ON STAND-BY ON SITE DURING THE CONSTRUCTION PHASE OF THE PROJECT. THE WATER TRUCK SHALL BE USED AS DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER TO CONTROL DUST AND WIND EROSION.

BASIN B1A
SEDIMENT FOREBAY

TOP OF BASIN: EL = 731.25
BOTTOM OF BASIN: EL = 727.00
40' X 2' W
OVERFLOW WEIR: EL = 729.52
100 YEAR HW ELEV: EL = 730.58
VOLUME PROVIDED: 7,766 CF

BASIN B1B
RETENTION/INFILTRATION

TOP OF BASIN: EL = 731.25
BOTTOM OF BASIN: EL = 726.50
10' X 2' W LEVEL STABILIZED
OVERFLOW WEIR: EL = 730.00
20' LF OF 15" Ø CPE OUTLET
@ 2% - END SECTION 1 SIDE
TO RADIAL ENERGY DISSIPATING
DAM/LEVEL SPREADER
(SEE DETAIL SHEET C6.0)
EL = 730.58
VOLUME PROVIDED: 34,619 CF

BASIN B2
RETENTION/INFILTRATION

TOP OF BASIN: EL = 735.00
BOTTOM OF BASIN: EL = 731.25
80' LF OF 12" Ø CPE
OUTLET @ 6.25%
END SECTIONS 2 SIDES
100 YEAR HW ELEV: EL = 732.48
VOLUME PROVIDED: 2,785 CF

INFILTRATION BASINS I1, I26, I22
RETENTION/INFILTRATION

3 EA 70' LONG X 2' DEEP INFILTRATION
TRENCHES W/ 2' WIDE FLAT BOTTOM AND
3:1 OR SHALLOWER SIDE SLOPES
VOLUME PROVIDED: 1,240 CF EA
3,720 CF

STORMWATER CONTROL:

A STORM WATER DRAINAGE STUDY OF THE EXISTING AND PROPOSED DEVELOPED CONDITIONS FOR THIS SITE HAS BEEN PERFORMED USING THE SCS TR-20 METHOD AND HYDROCAD VERSION 10. STORM WATER CONTROL FACILITIES HAVE BEEN DESIGNED TO MEET THE GARFIELD TOWNSHIP STORM WATER CONTROL ORDINANCE - PER THAT CODE.

- 3 DEVELOPED WATERSHEDS ARE EVALUATED: NORTH, EAST AND SOUTH (SEE TABLE OF VALUES BELOW)
- RUNOFF GENERATED FROM SITE IMPROVEMENTS IS RETAINED ON SITE IN RETENTION/INFILTRATION BASINS DESIGNED TO LIMIT OUTFLOW FROM DEVELOPED AREAS TO LESS THAN 0.13 CFS PER DEVELOPED ACRE FOR A 25 YEAR, 24HR STORM EVENT
- THE STORAGE VOLUME PROVIDED EXCEEDS REQUIREMENTS (*INFILTRATION DEDUCTION NOT TAKEN ON NORTH WATERSHED)
- RUNOFF FROM UNCONTROLLED AREAS TOTALING 0.61 AC FLOWS TO EXISTING STORMWATER BASINS DESIGNED TO ACCOMMODATE THAT FLOW
- THERE IS NO EVIDENCE OF DOWNSTREAM FLOODING IN THE EXISTING DEVELOPMENT AND EXISTING PROXIMATE FINISH FLOOR ELEVATIONS ARE ABOVE STORMWATER CONTROL FACILITY HIGH WATER ELEVATIONS
- BASIN SLOPES DO NOT EXCEED 3:1. NO SLOPES EXCEEDING 2:1
- SNOW STORAGE AREAS ARE INDICATED ON PLAN
- CHECK DAMS ARE PROVIDED AT DITCH LOCATIONS WITH ANTICIPATED FLOWS > 4FT/S AND EROSION CONTROL ON BASINS AND SLOPES IS SPECIFIED
- THE STORMWATER FACILITIES ARE DESIGNED TO SAFELY PASS A 100 YEAR, 24HR STORM EVENT WITHOUT INCREASING DOWNSTREAM FLOODING
- BASINS ARE DESIGNED TO DRAIN THROUGH INFILTRATION WITHIN 72 HOURS

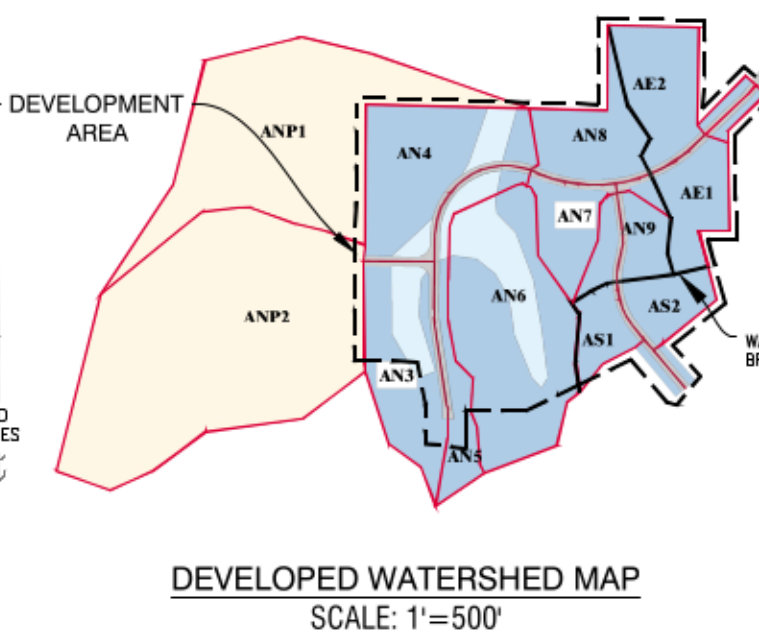
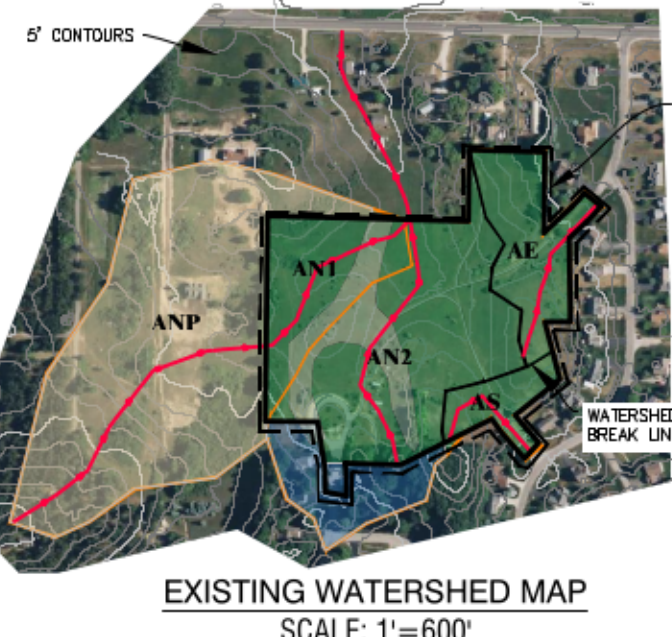
SUMMARY OF STORMWATER CONTROL:

WATERSHED (33.06 AC)	ACREAGE	PASS-THROUGH AREA OR AREA CONTROLLED BY EXISTING SYSTEMS	DEVELOPED & CONTROLLED AREA	25 YEAR, 24 HR STORM ALLOWABLE PLUS: 0.13 X DEV ACREAGE PLUS: 25 YEAR, 24 HR STORM RUNOFF FROM PASS-THROUGH AREA	REQUIRED STORAGE: 25YR DEV RUNOFF - 2 YR EX RUNOFF - 25 YR INFILTRATED RUNOFF	STORAGE PROVIDED
	AC	AC	AC	CFS	CFS	AF
NORTH	28.57	14.66	13.91	1.81 + 9.72 = 11.53	5.93	*1.01
EAST	2.85	0.39	2.46	0.32	0.00	0 (100% INFILT)
SOUTH	1.64	0.22	1.42	0.18	0.16	0.01
TOTAL	33.06	15.27	17.79	12.03	6.09	1.02

* REDUCTION FOR INFILTRATION NOT TAKEN

ROAD CONSTRUCTION NOTES

- ALL WORK PERFORMED AND ALL MATERIALS SUPPLIED SHALL BE IN ACCORDANCE WITH THE CURRENT M.D.O.T. STANDARD SPECIFICATIONS AND CURRENT GRAND TRAVERSE COUNTY ROAD COMMISSION STANDARDS AND SPECIFICATIONS UNLESS OTHERWISE INDICATED ON THE PLANS AND CONTRACT DOCUMENTS. THE CONTRACTOR IS REQUIRED TO FAMILIARIZE HIMSELF/HERSELF WITH THESE SPECIFICATIONS.
- THE ENGINEER SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO BITUMINOUS PAVING.
- THE PREPARED SUBBASE MUST BE TESTED AND APPROVED PRIOR TO PLACEMENT OF BASE.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO ENSURE THAT THE GRAVEL TO BE USED ON THIS PROJECT IS APPROVED PRIOR TO PLACEMENT.
- THE PREPARED GRAVEL WIDTH, DEPTH, AND COMPACTION MUST BE REVIEWED AND APPROVED BY THE OWNERS ENGINEER PRIOR TO BITUMINOUS PAVING.
- ALL CONSTRUCTION SIGNING SHALL MEET M.M.U.T.C.D. STANDARDS.
- THROUGH TRAFFIC ON CONNECTING ROADS MUST BE MAINTAINED AT ALL TIMES. ANY LANE CLOSURE MUST BE APPROVED BY THE GRAND TRAVERSE COUNTY ROAD COMMISSION AT NO ADDITIONAL COST TO THE PROJECT.
- ALL PAVEMENT CUTS ARE TO BE MADE WITH SAW, IMMEDIATELY PRIOR TO PAVING.
- THE CONTRACTOR SHALL NOTIFY RESIDENTS 24 HOURS (EXCLUDING SATURDAYS AND SUNDAYS) IN ADVANCE OF DISRUPTION TO SERVICE, SUCH AS DRIVEWAY CLOSING.
- PAVEMENT MARKING SHALL MEET M.D.O.T. SPECIFICATION AND STANDARDS.



- KEY
- BLUES: RESIDENTIAL SOIL A/
RESIDENTIAL SOIL B/D
 - GREENS: MEADOW SOIL A/
MEADOW SOIL B/D
 - TANS: EX FARMSTEAD SOIL A/ NA
 - GRAYS: PAVED/GRAVEL
- * DETAILED STORM WATER CALCULATIONS ARE PROVIDED SEPARATELY AND REFERENCE WATERSHED MAPS AND AREA NUMBERS SHOWN ON THIS SHEET

GRAPHIC SCALE: 1 inch = 50 feet

BOYNE ENGINEERING
AND DESIGN
P.O. Box 94
Boyne City, MI 49727
(231) 499-8361
boyneengineering.com

BIRMLEY MEADOWS SITE CONDOMINIUM
PREPARED FOR:
T&R INVESTMENTS

Traverse City, MI
841 Ashland Drive

REVISIONS		ISSUE / REVISION DESCRIPTION	
NO:	DATE	APP'D	DESCRIPTION

OVERALL SITE
GRADING AND DRAINAGE PLAN

ORIGINAL ISSUE DATE:
04/05/2023
SCALE: 1"=50'
BED JOB NO. 22033
DRAWING NUMBER

C2.1

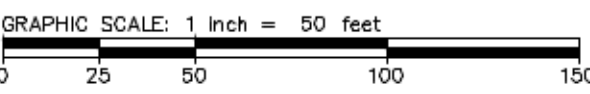
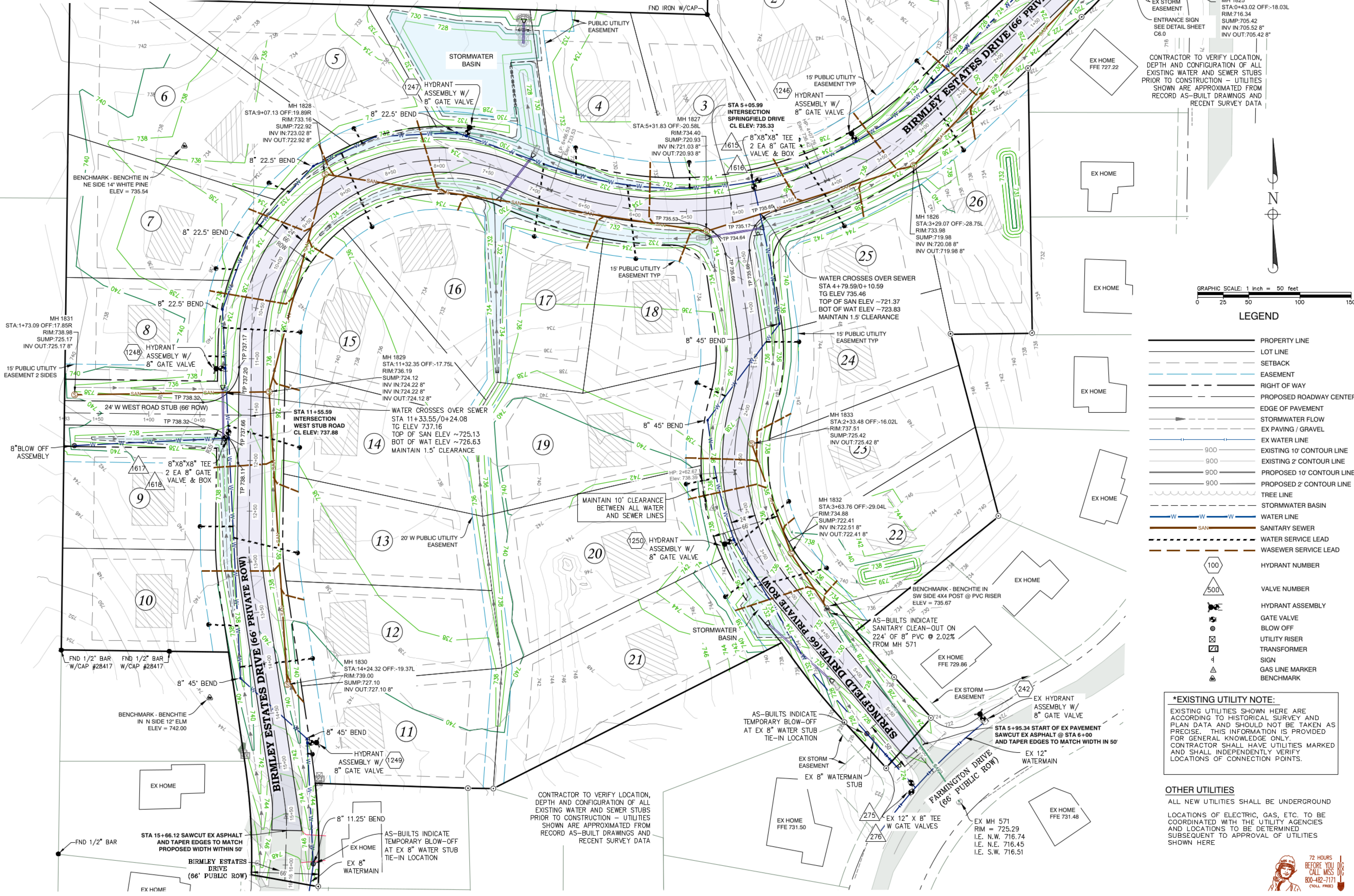
C:\USERS\CARIE_MAY\DOCUMENTS\BOYNE ENGINEERING\2022_2023\2023 BIRMLEY MEADOWS SOWING\04/05/23 10:40 AM CARIE.MAY

WATERMAIN NOTES

- ALL CONSTRUCTION MATERIALS AND PROCEDURES MUST CONFORM WITH CURRENT DPW STANDARDS, SPECIFICATIONS AND DETAILS.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER 48 HOURS PRIOR TO THE START OF CONSTRUCTION OF THE WATER MAIN. CONTRACTOR SHALL ISSUE A WORK SCHEDULE TO THE ENGINEER PRIOR TO THE START OF WATER MAIN CONSTRUCTION.
- ALL WATER MAIN SHALL BE DR 18 C900 PVC MEETING CURRENT AWWA STANDARDS.
- WATER MAIN SHALL HAVE A MINIMUM OF SIX (6) FEET OF COVER BELOW EXISTING OR PROPOSED GRADE, UNLESS NOTED OTHERWISE ON THE PLANS.
- THE ALIGNMENT OF THE PROPOSED WATER MAIN IS PROVIDED FOR REFERENCE ONLY. CONTRACTOR MAY DEVIATE/DEFLECT AS NECESSARY TO AVOID CONFLICTS FOR EASIER CONSTRUCTION. COST FOR ADDITIONAL PIPE, FITTINGS, ETC. ARE INCLUDED IN THE COST OF THE PROJECT.
- LENGTH OF WATER MAIN SHALL BE DETERMINED ON A CASE BY CASE BASIS IN ORDER TO CONSTRUCT ACCORDING TO THE PLANS AND SPECIFICATIONS. COSTS FOR THE MAIN ARE INCLUDED IN THE COSTS OF THE PROJECT.
- RETAINER GLANDS SHALL BE USED ON ALL MECHANICAL JOINT FITTINGS.
- BURLAP, PLASTIC OR POLY (20 MILLS) OR APPROVED EQUAL SHALL BE PLACED BETWEEN THE CONCRETE THRUST BLOCK AND DEAD-END MAINS OR DEAD-END PLUGS, TEES, HYDRANTS AND CROSSES TO FACILITATE THE REMOVAL OF THE THRUST BLOCK FOR FUTURE EXTENSION AND MAINTENANCE.
- A PHYSICAL GAP SHALL BE MAINTAINED BETWEEN THE PROPOSED WATER MAIN AND THE EXISTING WATER MAIN UNTIL ALL WATER MAIN TESTING HAS BEEN COMPLETED AND APPROVED BY THE ENGINEER AND THE DPW.
- THE CONTRACTOR SHALL COORDINATE THE CONNECTION TO THE EXISTING WATER MAIN WITH THE DPW AND THE ENGINEER. THE DPW SHALL BE GIVEN A MINIMUM OF 24 HOURS NOTICE PRIOR TO ANY CONNECTIONS.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN WATER FOR FLUSHING AND TESTING PURPOSES. CONTRACTOR SHALL COORDINATE WITH THE DPW, IF WATER IS OBTAINED FROM THE CITY/VILLAGE/TOWNSHIP WATER SYSTEM, THE DPW SHALL BE GIVEN 24 HOURS NOTICE PRIOR TO USING ANY WATER FROM THE TOWNSHIP WATER SYSTEM.
- TO FACILITATE WATER SAMPLING, THE CONTRACTOR MAY INSTALL TWO (2) INCH CORPORATION STOPS AND TYPE K COPPER TUBE FROM THE TWO (2) INCH CORPORATION TO APPROXIMATELY FOUR (4) FEET ABOVE THE FINISH GRADE IN LOCATIONS APPROVED BY THE FIELD ENGINEER. AFTER THE WATER MAIN HAS BEEN FLUSHED AND SATISFACTORY BACTERIOLOGICAL ANALYSIS TESTS HAVE PASSED, THE TYPE 'K' COPPER TUBE SHALL BE REMOVED AND THE TWO (2) INCH CORPORATION WILL BE CLOSED. CONTRACTOR WILL INFORM THE FIELD REPRESENTATIVE/CONSTRUCTION REPRESENTATIVE TO ALLOW HIM TO WITNESS THE REMOVING OF THE COPPER TUBING AND THE CLOSING OF THE CORPORATION.
- PRIOR TO PIGGING AND FLUSHING ALL LINES SHALL BE CHARGED WITH WATER.
- ALL PERMANENT BLOW-OFF ASSEMBLIES SHALL BE CUT OFF BELOW GRADE AFTER TESTING IS COMPLETE. THE STANDING WATER WITHIN THE BLOW-OFF SHALL BE PUMPED OUT OF THE RISER CAPPED, BOLTED AND BURIED.
- CONTRACTOR SHALL PROPERLY DISPOSE OF CHLORINATED WATER USED IN TESTING OPERATIONS.
- ACTUAL WATER MAIN, HYDRANT AND GATE VALVE LOCATIONS SHALL BE FIELD STAKED PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE FIRE HYDRANTS AND VALVE BOXES TO THE FINISHED GRADE.
- THE CONTRACTOR MUST OBTAIN APPROVAL BEFORE DIRECTING ANY FLUSHING AND TESTING WATERS TO ANY COUNTY STORM WATER DRAINAGE DITCH SYSTEM. CONTRACTOR SHALL PROTECT THE DITCH FROM EROSION WHICH MAY REQUIRE THE USE AN ENERGY DISSIPATER ON THE DISCHARGE OF THE FLUSHING VALVE. ALL FLUSHING WATERS SHALL BE CONTAINED WITHIN THE DITCH AND SHALL NOT IMPACT THE ROADWAY OR ADJACENT LANDOWNERS. IF NOT APPROVED, AN ALTERNATE METHOD MUST BE DETERMINED AND APPROVED. ALL COSTS ASSOCIATED WITH FLUSHING, TESTING, AND DISCHARGING ARE INCLUDED IN THE COST OF THE PROJECT.
- WATER SERVICE LEADS SHOWN ARE FOR REFERENCE ONLY. ACTUAL LOCATIONS SHALL BE DETERMINED BY THE DPW AND ENGINEER PRIOR TO PLACEMENT, IF APPLICABLE.
- CONTRACTOR MUST MAINTAIN A MINIMUM HORIZONTAL SEPARATION OF TEN (10) FEET FROM ALL SANITARY SEWER AND STORM SEWER WHEN INSTALLING THE WATER MAIN, AS MEASURED FROM OUTSIDE TO OUTSIDE.
- CONTRACTOR MUST MAINTAIN A MINIMUM VERTICAL SEPARATION OF EIGHTEEN (18) INCHES AT ALL SANITARY SEWER AND STORM SEWER CROSSINGS WHEN INSTALLING THE WATER MAIN, AS MEASURED FROM OUTSIDE TO OUTSIDE.
- IT WILL BE REQUIRED THAT THE CONTRACTOR INSTALL ALL NEW WATER MAIN BELOW EXISTING WATER MAIN WHEN A CROSSING IS ENCOUNTERED. MAINTAIN A MINIMUM SIX (6) INCH SEPARATION FROM EXISTING WATER MAIN WITH PROPER BACKFILL/COMPACTION.
- FIRE HYDRANT ASSEMBLY SHALL CONSIST OF:
1-8"X6" TEE OR 1-8"X6" REDUCER
1-6" GATE VALVE
1-FIRE HYDRANT
- CONTRACTOR TO MAINTAIN WATER SERVICE TO CUSTOMERS AT ALL TIME WITH THE EXCEPTION OF LEAD TRANSFERS, IF APPLICABLE.
- CONTRACTOR TO PROTECT EXISTING WATER MAIN AND SERVICES DURING THE INSTALLATION OF THE PROPOSED WATER MAIN. IF EXISTING WATER MAIN IS DAMAGED, CONTRACTOR IS TO REPAIR TO MAINTAIN SERVICE TO RESIDENCE. ALL COST FOR THIS ARE INCLUDED IN THE COST OF THE PROJECT.
- ALL OPERATIONS OF EXISTING EQUIPMENT, VALVES, ETC. TO BE PERFORMED BY THE DPW STAFF ONLY.
- CONTRACTOR TO SUBMIT A CONSTRUCTION SCHEDULE AND SEQUENCE FOR APPROVAL PRIOR TO PERFORMING ANY WORK.

SANITARY SEWER/FORCE MAIN NOTES

- ALL CONSTRUCTION MATERIALS AND PROCEDURES MUST CONFORM WITH CURRENT DPW STANDARDS, SPECIFICATIONS AND DETAILS.
- ALL SANITARY SEWER SHALL BE SDR-35 PVC UNLESS DEEPER THAN 16 FT. SANITARY SEWER DEEPER THAN 16 FT SHALL BE SDR-26 AND MEET THE ASTM D 3034 REQUIREMENTS UNLESS OTHERWISE NOTED.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER 48 HOURS PRIOR TO THE START OF CONSTRUCTION OF THE SANITARY SEWER. CONTRACTOR SHALL ISSUE A WORK SCHEDULE TO THE ENGINEER PRIOR TO THE START OF SANITARY SEWER CONSTRUCTION.
- NO CONNECTION RECEIVING STORM WATER OR GROUND WATER SHALL BE MADE TO SANITARY SEWERS.
- NO CONNECTION TO THE EXISTING SANITARY SEWER SHALL BE MADE UNTIL THE NEW SEWER HAS BEEN INSTALLED, TESTED, INSPECTED, AND APPROVED BY THE ENGINEER AND THE DPW.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING THE MANHOLE RIMS TO THE FINISH GRADE ELEVATIONS. THE ELEVATIONS SHOWN ARE BASED UPON PLAN GRADES AND ARE SUBJECT TO CHANGE.
- THE ALIGNMENT OF THE PROPOSED SANITARY SEWER/FORCE MAIN IS SHOWN FOR REFERENCE ONLY. CONTRACTOR MAY DEVIATE/DEFLECT AS NECESSARY TO AVOID CONFLICTS FOR EASIER CONSTRUCTION. COSTS FOR ADDITIONAL PIPING, FITTINGS, ETC. SHALL BE INCLUDED IN THE COST OF THE PROJECT.
- CONTRACTOR MUST MAINTAIN A MINIMUM HORIZONTAL SEPARATION OF TEN (10) FEET FROM ALL WATER MAIN WHEN INSTALLING THE SANITARY SEWER/FORCE MAIN, AS MEASURED FROM OUTSIDE TO OUTSIDE.
- CONTRACTOR MUST MAINTAIN A MINIMUM VERTICAL SEPARATION OF EIGHTEEN (18) INCHES AT ALL WATER MAIN CROSSINGS WHEN INSTALLING THE SANITARY SEWER/FORCE MAIN, AS MEASURED FROM OUTSIDE TO OUTSIDE.
- CONTRACTOR SHALL MAINTAIN A MINIMUM FIVE (5) FEET OF COVER OVER GRAVITY SANITARY SEWER AND SIX (6) FEET OF COVER OVER FORCE MAIN.
- IF THE CONTRACTOR CREATES HIGH POINTS IN THE FORCE MAIN DUE TO CONSTRUCTION METHODS, THE CONTRACTOR IS TO INSTALL ADDITIONAL AIR RELEASE STRUCTURES, AS PER SPECIFICATIONS, AT NO ADDITIONAL COST TO THE PROJECT.
- CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING EXISTING SANITARY SEWER/FORCE MAIN PRIOR TO MAKING ANY CONNECTIONS.
- CONTRACTOR SHALL MAINTAIN SEWER FLOWS AT ALL TIMES. PUMPING AND HAULING MAY BE REQUIRED TO TRANSFER FLOWS TO NEW LIFT STATION DURING CONNECTION TO EXISTING SANITARY SEWER/FORCE MAIN. STATION EXPERIENCES PEAK HOUR FLOWS UP TO XXX GPM AND EXISTING WET WELL HAS AVAILABLE HOLDING CAPACITY OF XXXX GALLONS. CONTRACTOR MUST VERIFY RATES. ALL COSTS FOR HAULING/TRANSFERRING FLOWS ARE TO BE INCLUDED IN THE COST OF THE PROJECT.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PERFORMING ANY BY-PASS PUMPING AT NO ADDITIONAL COST TO PROJECT. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR HAVING A BACKUP METHOD IN THE EVENT THE PRIMARY BY-PASS PUMPING METHOD FAILS.
- ALL WORK TO BE COORDINATED WITH THE DPW AND ENGINEER.
- CONTRACTOR TO SUBMIT A CONSTRUCTION SCHEDULE AND SEQUENCE FOR APPROVAL PRIOR TO PERFORMING ANY WORK.



LEGEND

- PROPERTY LINE
- LOT LINE
- SETBACK
- EASEMENT
- RIGHT OF WAY
- PROPOSED ROADWAY CENTER
- EDGE OF PAVEMENT
- STORMWATER FLOW
- EX PAVING / GRAVEL
- EX WATER LINE
- EXISTING 10' CONTOUR LINE
- EXISTING 2' CONTOUR LINE
- PROPOSED 10' CONTOUR LINE
- PROPOSED 2' CONTOUR LINE
- TREE LINE
- STORMWATER BASIN
- WATER LINE
- SANITARY SEWER
- WATER SERVICE LEAD
- WASTEWATER SERVICE LEAD
- HYDRANT NUMBER
- VALVE NUMBER
- HYDRANT ASSEMBLY
- GATE VALVE
- BLOW OFF
- UTILITY RISER
- TRANSFORMER
- SIGN
- GAS LINE MARKER
- BENCHMARK

***EXISTING UTILITY NOTE:**
EXISTING UTILITIES SHOWN HERE ARE ACCORDING TO HISTORICAL SURVEY AND PLAN DATA AND SHOULD NOT BE TAKEN AS PRECISE. THIS INFORMATION IS PROVIDED FOR GENERAL KNOWLEDGE ONLY. CONTRACTOR SHALL HAVE UTILITIES MARKED AND SHALL INDEPENDENTLY VERIFY LOCATIONS OF CONNECTION POINTS.

OTHER UTILITIES

ALL NEW UTILITIES SHALL BE UNDERGROUND
LOCATIONS OF ELECTRIC, GAS, ETC. TO BE COORDINATED WITH THE UTILITY AGENCIES AND LOCATIONS TO BE DETERMINED SUBSEQUENT TO APPROVAL OF UTILITIES SHOWN HERE



BOYNE ENGINEERING AND DESIGN
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(231) 499-8361
boyneengineering.com

BIRMLEY MEADOWS SITE CONDOMINIUM
PREPARED FOR:
T&R INVESTMENTS

841 Ashland Drive
Traverse City, MI

REVISIONS		ISSUE / REVISION DESCRIPTION	
NO.	DATE	APP'D	DATE

SITE UTILITY PLAN

ORIGINAL ISSUE DATE:
04/05/2023
SCALE: 1"=50'
BED JOB NO. 22033
DRAWING NUMBER

C3.0

C:\USERS\CARIE MAY\DOCUMENTS\BOYNE ENGINEERING\2022_JBBS\2023 BIRMLEY MEADOWS\WORKING CAD - CURRENT\22033 BIRMLEY MEADOWS SITE CONDOMINIUM.dwg (04/05/23 11:47 AM) CARIE MAY

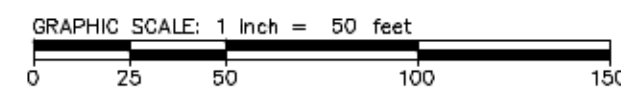
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AND SHALL INDEPENDENTLY VERIFY
LOCATIONS OF CONNECTION POINTS.

SEE PLAN SHEETS FOR ADDITIONAL NOTES:
SHEET C0.0 - GENERAL NOTES
SHEET C2.1 - SITE GRADING AND DRAINAGE
SHEET C3.0 - UTILITIES

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF
READINESS FOR THE FOLLOWING INSPECTIONS 48
HOURS IN ADVANCE:

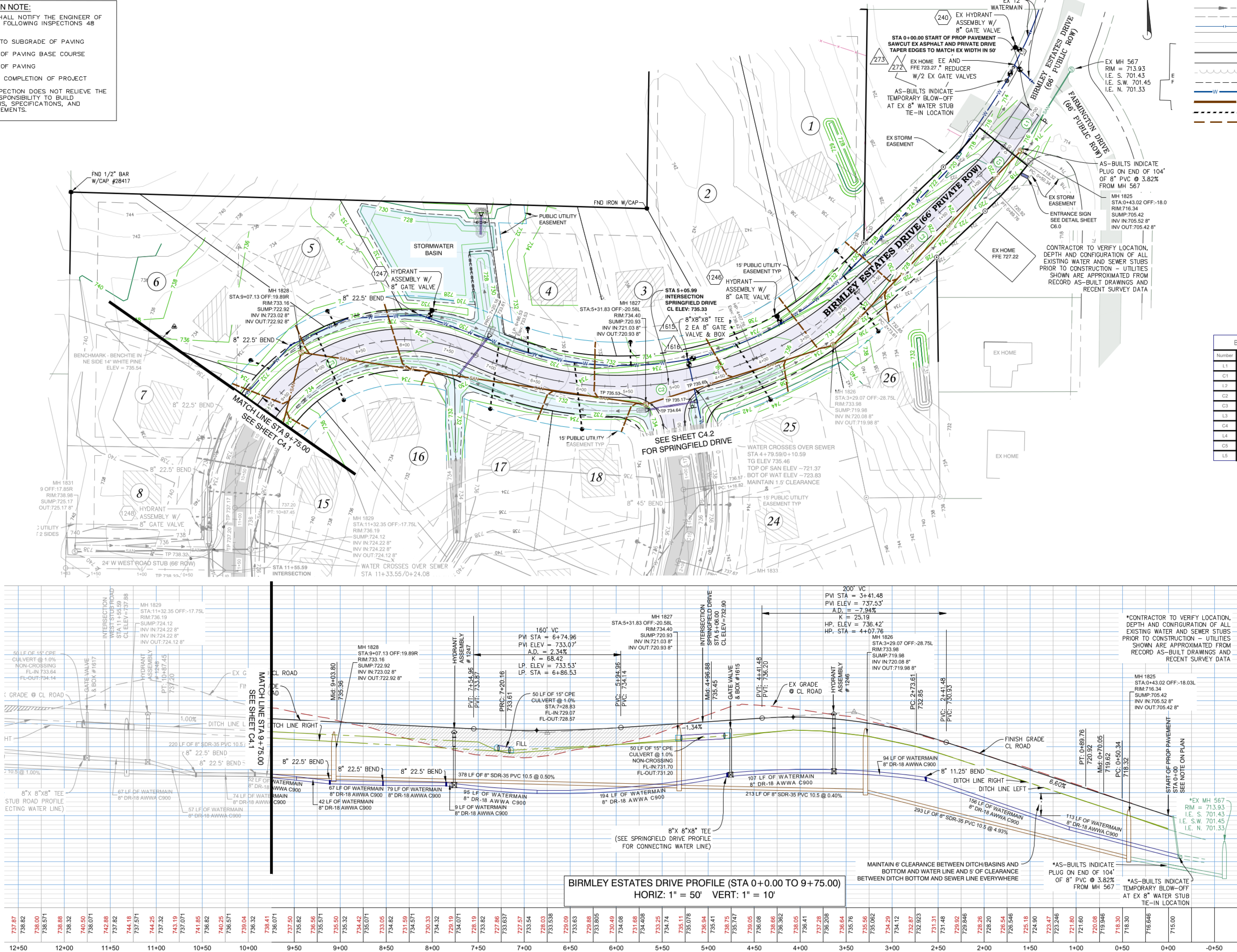
1. EXCAVATION TO SUBGRADE OF PAVING
2. COMPLETION OF PAVING BASE COURSE
3. COMPLETION OF PAVING
4. SUBSTANTIAL COMPLETION OF PROJECT

THE ENGINEER'S INSPECTION DOES NOT RELIEVE THE CONTRACTOR OF RESPONSIBILITY TO BUILD ACCORDING TO PLANS, SPECIFICATIONS, AND REGULATORY REQUIREMENTS.



	PROPERTY LINE
	LOT LINE
	SETBACK
	EASEMENT
	RIGHT OF WAY
	PROPOSED ROADWAY CENTER
	EDGE OF PAVEMENT
	STORMWATER FLOW
	EX PAVING / GRAVEL
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	PROPOSED 10' CONTOUR LINE
	PROPOSED 2' CONTOUR LINE
	TREE LINE
	STORMWATER BASIN
	WATER LINE
	SANITARY SEWER
	WATER SERVICE LEAD
	WASEWER SERVICE LEAD
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	VALVE NUMBER
	HYDRANT ASSEMBLY
	GATE VALVE
	BLOW OFF
	UTILITY RISER
	TRANSFORMER
	SIGN
	GAS LINE MARKER
	BENCHMARK

BIRMLEY ESTATES DRIVE PVT				
Number	Radius	Length	Line/Chord Direction	Start Station
L1		80.34	S34° 59' 02" 50"W	+0+30.00
C1	200.00	39.42	S40° 37' 48" 03"W	+0+30.34
L2		183.85	S48° 16' 33" 56"W	+0+89.76
C2	375.00	448.55	S80° 23' 24" 62"W	+2+73.61
C3	185.00	367.29	S57° 37' 35" 53"W	+7+20.16
L3		190.36	S0° 44' 59" 34"W	+10+87.45
C4	250.00	40.05	S3° 50' 23" 16"E	+12+77.81
L4		217.00	S8° 25' 45" 66"E	+13+17.86
C5	200.00	35.69	S3° 19' 02" 84"E	+15+34.86
L5		45.02	S1° 47' 39" 99"W	+16+70.54



**BOYNE ENGINEERING
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BIRMLEY MEADOWS SITE CONDOMINIUM

PREPARED FOR:
T&R INVESTMENTS

841 Ashland Drive
Traverse City, MI[illegible]

**BIRMINGHAM ESTATES DRIVE (NE)
PLAN & PROFILE**

ORIGINAL ISSUE DATE:

SCALE: 1"=50'

BED JOB NO. 22033

DRAWING NUMBER

C4.0

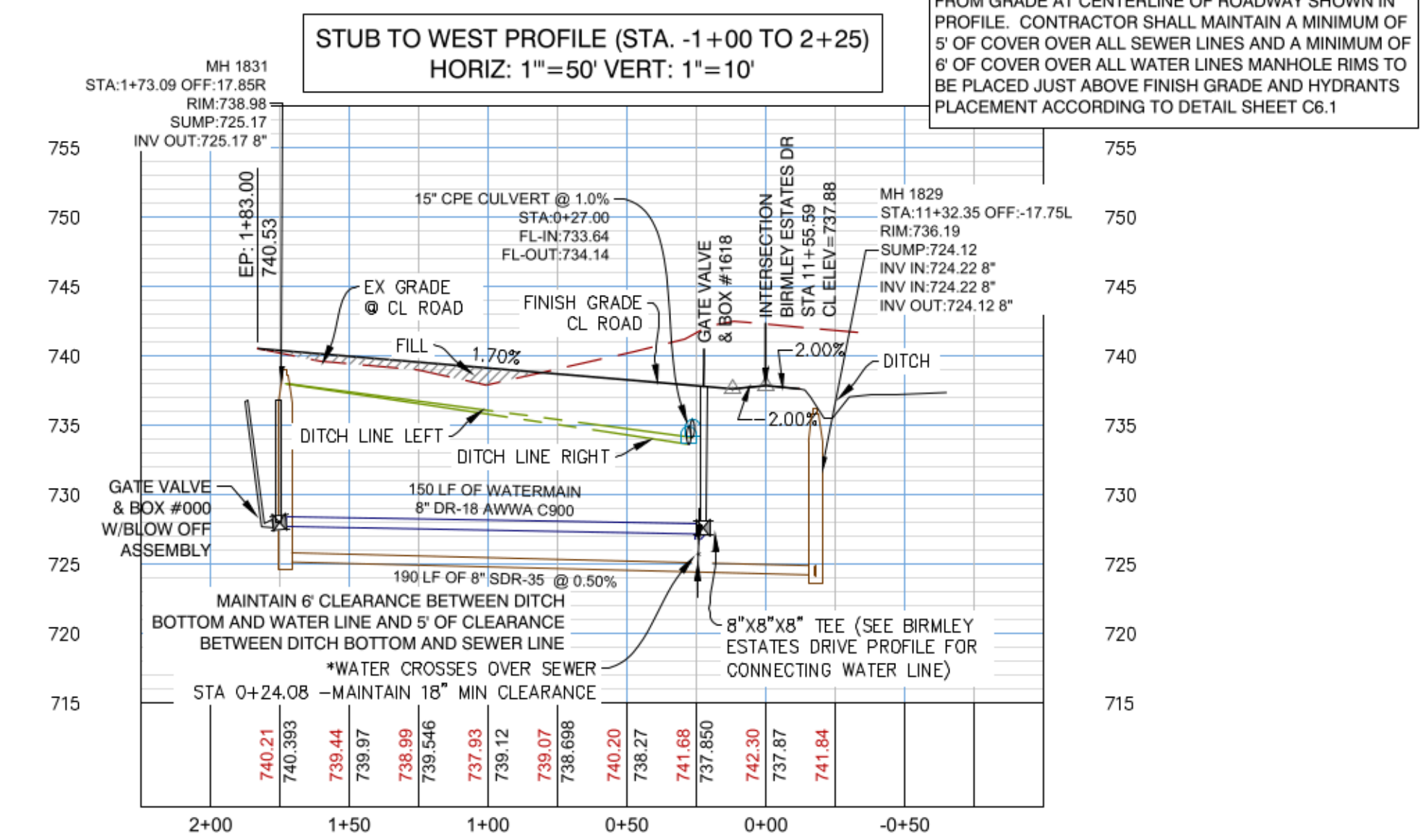
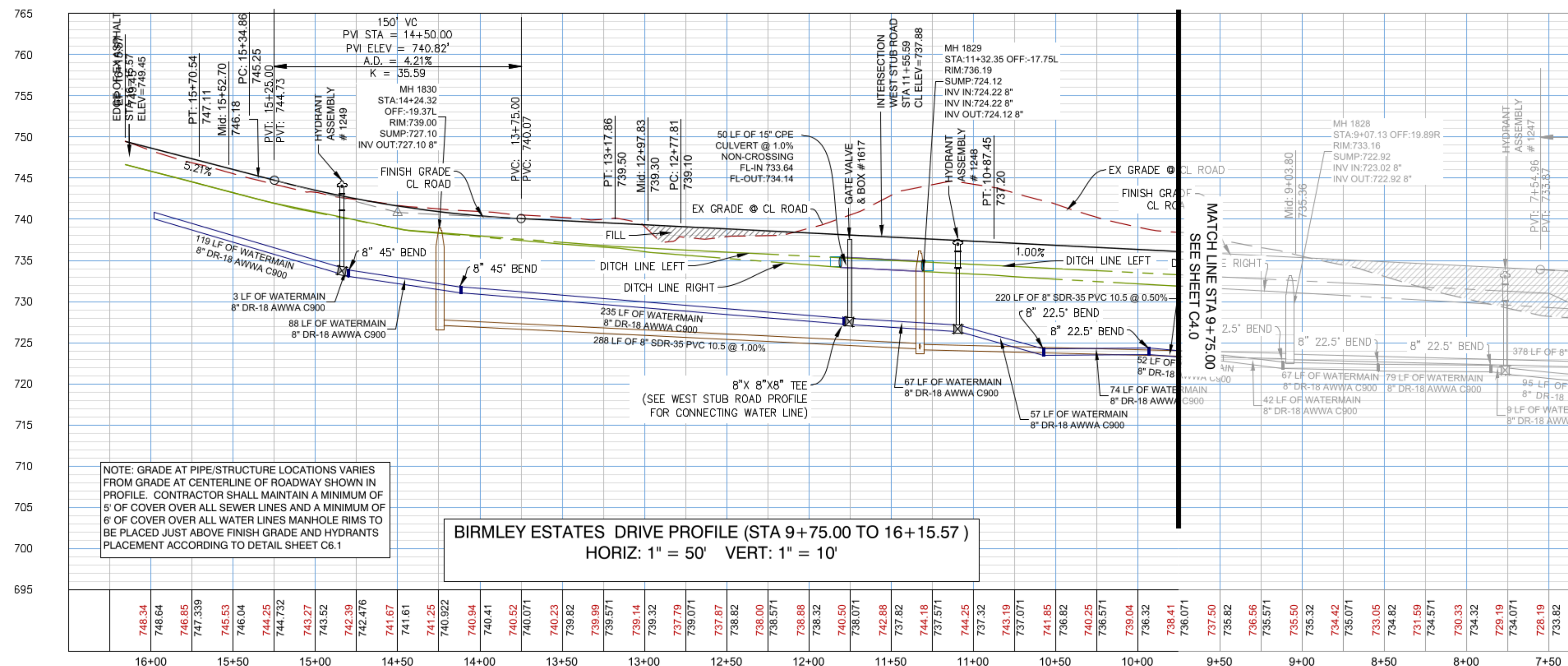
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LOCATIONS OF CONNECTION POINTS.

SEE PLAN SHEETS FOR ADDITIONAL NOTES:
SHEET C0.0 - GENERAL NOTES
SHEET C2.1 - SITE GRADING AND DRAINAGE
SHEET C3.0 - UTILITIES

THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF READINESS FOR THE FOLLOWING INSPECTIONS 48 HOURS IN ADVANCE:

- THE ENGINEER'S INSPECTION DOES NOT RELIEVE THE CONTRACTOR OF RESPONSIBILITY TO BUILD ACCORDING TO PLANS, SPECIFICATIONS, AND REGULATORY REQUIREMENTS.

BIRMLEY ESTATES DRIVE PVT				
Number	Radius	Length	Line/Chord Direction	Start Station
L1		89.34	S34° 59' 02" 50"W	+0+30.00
C1	200.00	39.24	S40° 37' 48" 03"W	+0+50.34
L2		183.85	S48° 16' 33" 56"W	+0+89.76
C2	375.00	448.55	S89° 23' 22" 64"W	+2+73.61
C3	185.00	367.29	S57° 37' 35" 53"W	+7+20.16
L3		190.36	S0° 44' 59" 34"W	+10+87.45
C4	250.00	40.05	S3° 50' 23" 16"E	+12+77.81
L4		217.00	S8° 25' 45" 66"E	+13+17.86
C5	300.00	35.89	S3° 19' 02" 84"E	+15+34.86
L5		45.02	S1° 47' 39" 99"W	+15+70.54



BIRMINGHAM MEADOWS SITE CONDOMINIUM
PREPARED FOR:
T&R INVESTMENTS
841 Ashland Drive
Traverse City, MI

[illegible]

**BIRMINGHAM ESTATES DRIVE (SW)
PLAN & PROFILE**

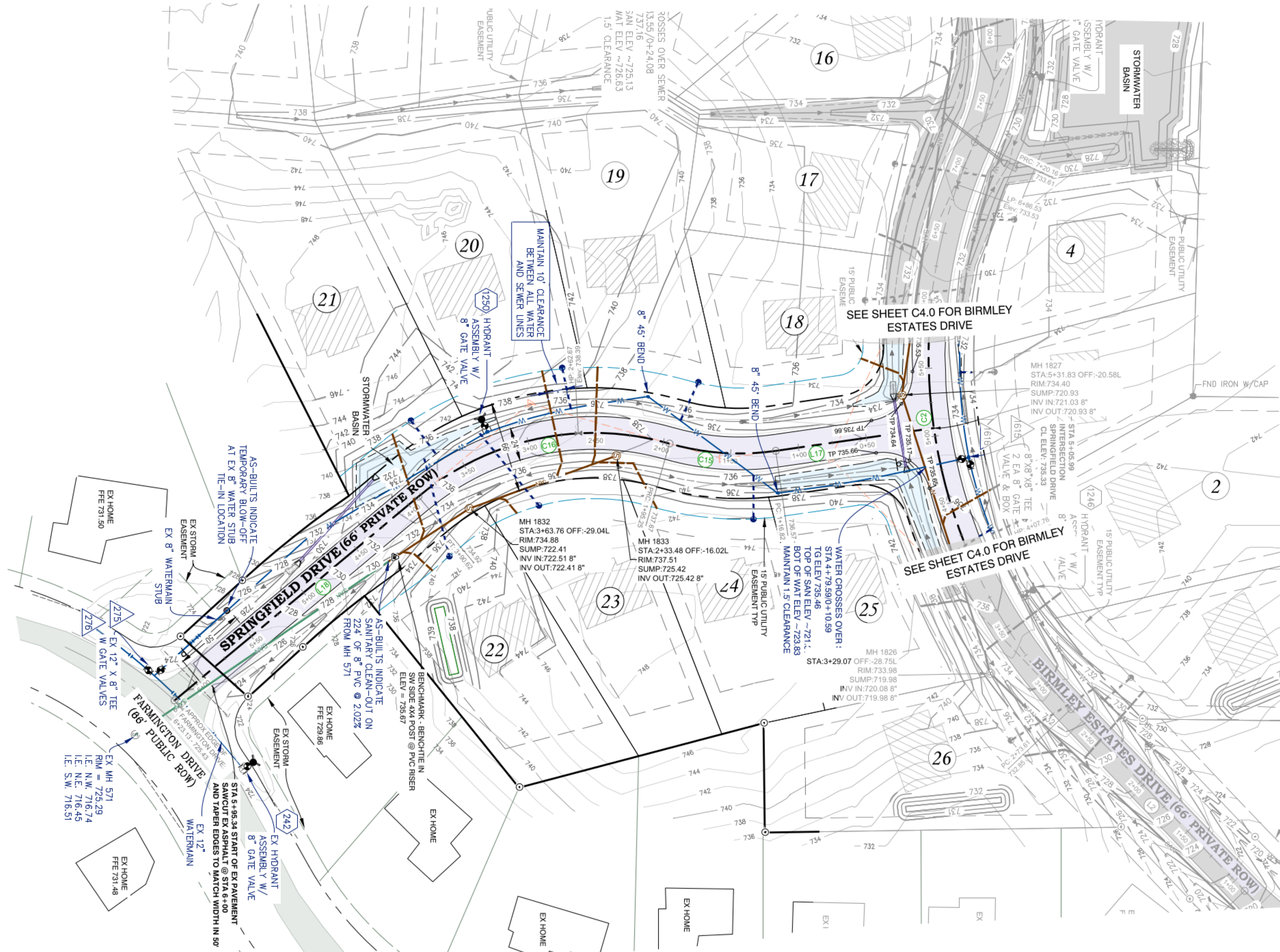
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SCALE: 1"=50'	
D JOB NO.	22033
DRAWING NUMBER	

C4.1

***EXISTING UTILITY NOTE:**
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CONTRACTOR SHALL HAVE UTILITIES MARKED
AND SHALL INDEPENDENTLY VERIFY
LOCATIONS OF CONNECTION POINTS.

ADDITIONAL NOTES:
SEE PLAN SHEETS FOR ADDITIONAL NOTES:
SHEET C0.0 - GENERAL NOTES
SHEET C2.1 - SITE GRADING AND DRAINAGE
SHEET C3.0 - UTILITIES

PAVING INSPECTION NOTE:
THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF
READINESS FOR THE FOLLOWING INSPECTIONS 48
HOURS IN ADVANCE:
1. EXCAVATION TO SUBGRADE OF PAVING
2. COMPLETION OF PAVING BASE COURSE
3. COMPLETION OF PAVING
4. SUBSTANTIAL COMPLETION OF PROJECT
THE ENGINEER'S INSPECTION DOES NOT RELIEVE THE
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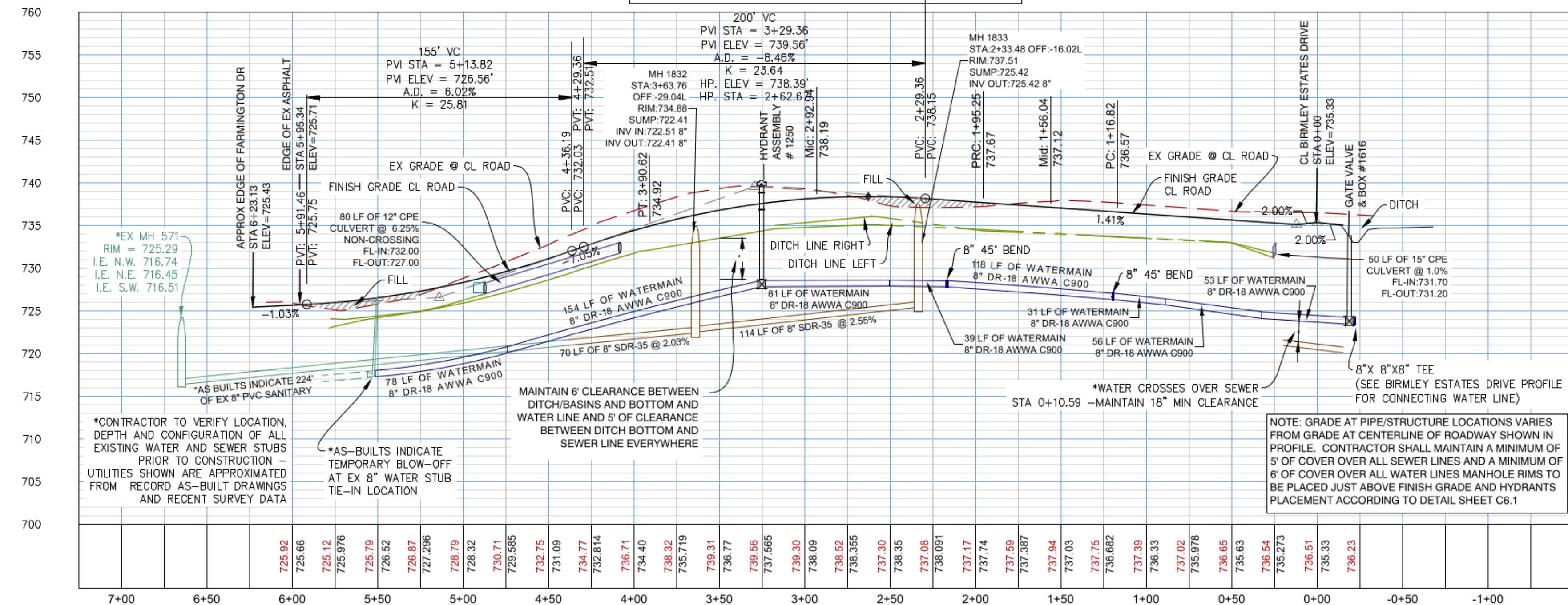
GRAPHIC SCALE: 1 inch = 50 feet

LEGEND

- PROPERTY LINE
- LOT LINE
- SETBACK
- EASEMENT
- RIGHT OF WAY
- PROPOSED ROADWAY CENTER
- EDGE OF PAVEMENT
- STORMWATER FLOW
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- GATE VALVE
- BLOW OFF
- UTILITY RISER
- TRANSFORMER
- SIGN
- GAS LINE MARKER
- BENCHMARK

SPRINGFIELD DRIVE				
Number	Radius	Length	Line/Chord Direction	Start Station
L17		149.82	S8° 13' 07.40"E	-0+33.00
C15	185.00	78.43	S3° 59' 57.12"W	1+16.82
C16	200.00	195.37	S11° 54' 42.53"E	1+95.25
L18		232.50	S39° 53' 46.68"E	3+90.62

SPRINGFIELD DRIVE PROFILE (STA. -1+50 TO 7+25)
HORIZ: 1"=50' VERT: 1"=10'



**BOYNE ENGINEERING
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BIRMLEY MEADOWS SITE CONDOMINIUM
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T&R INVESTMENTS
Traverse City, MI
841 Ashland Drive

REVISIONS			
NO.	DATE	APP'D	ISSUE / REVISION DESCRIPTION

**SPRINGFIELD DRIVE
PLAN & PROFILE**

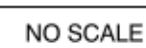
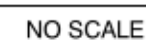
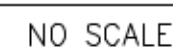
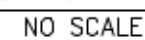
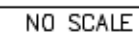
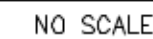
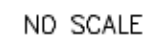
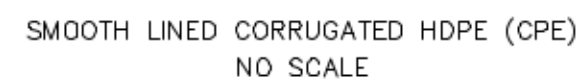
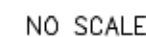
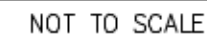
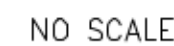
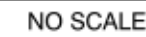
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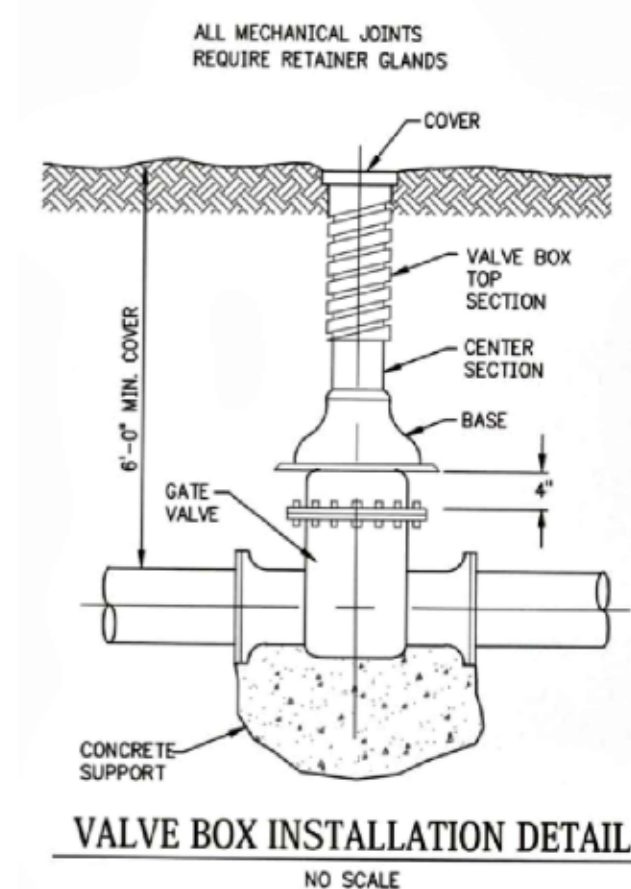
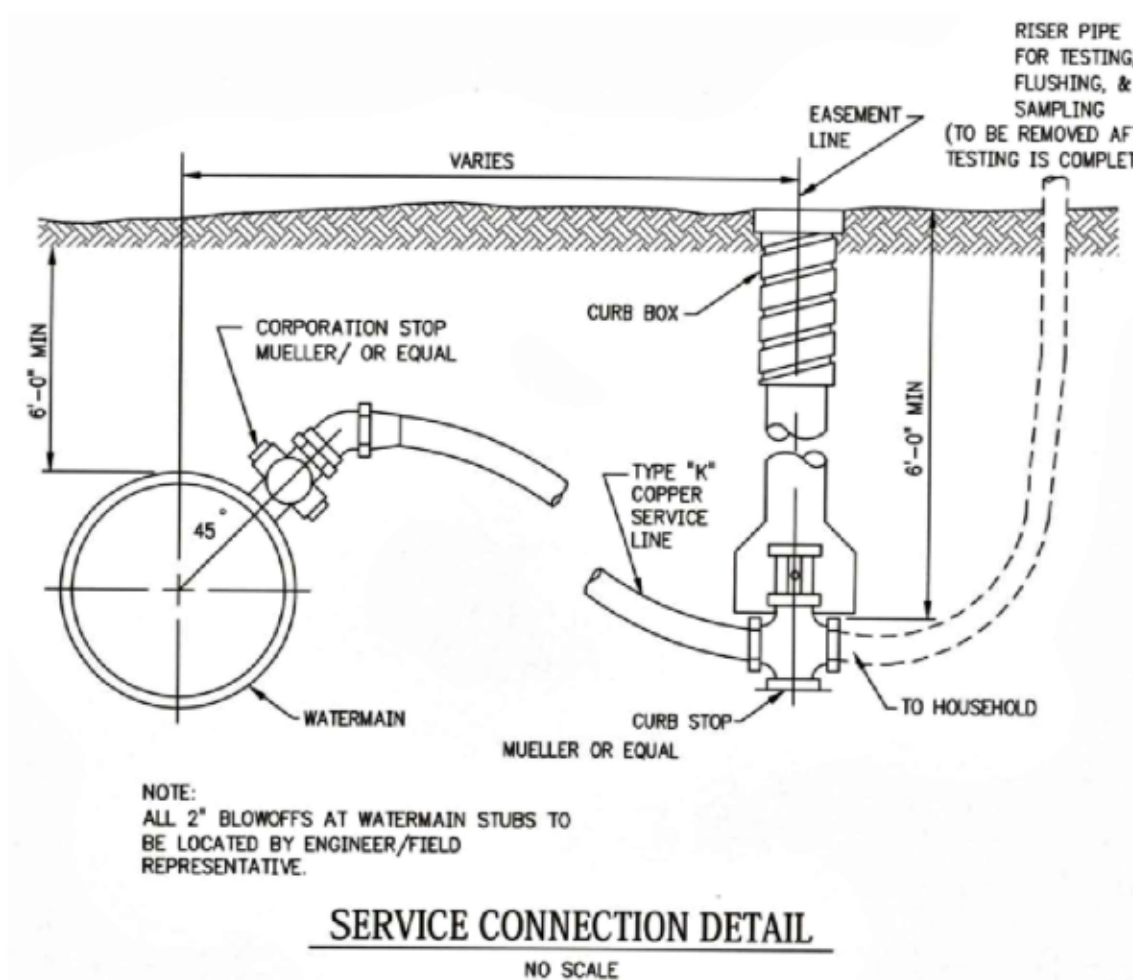
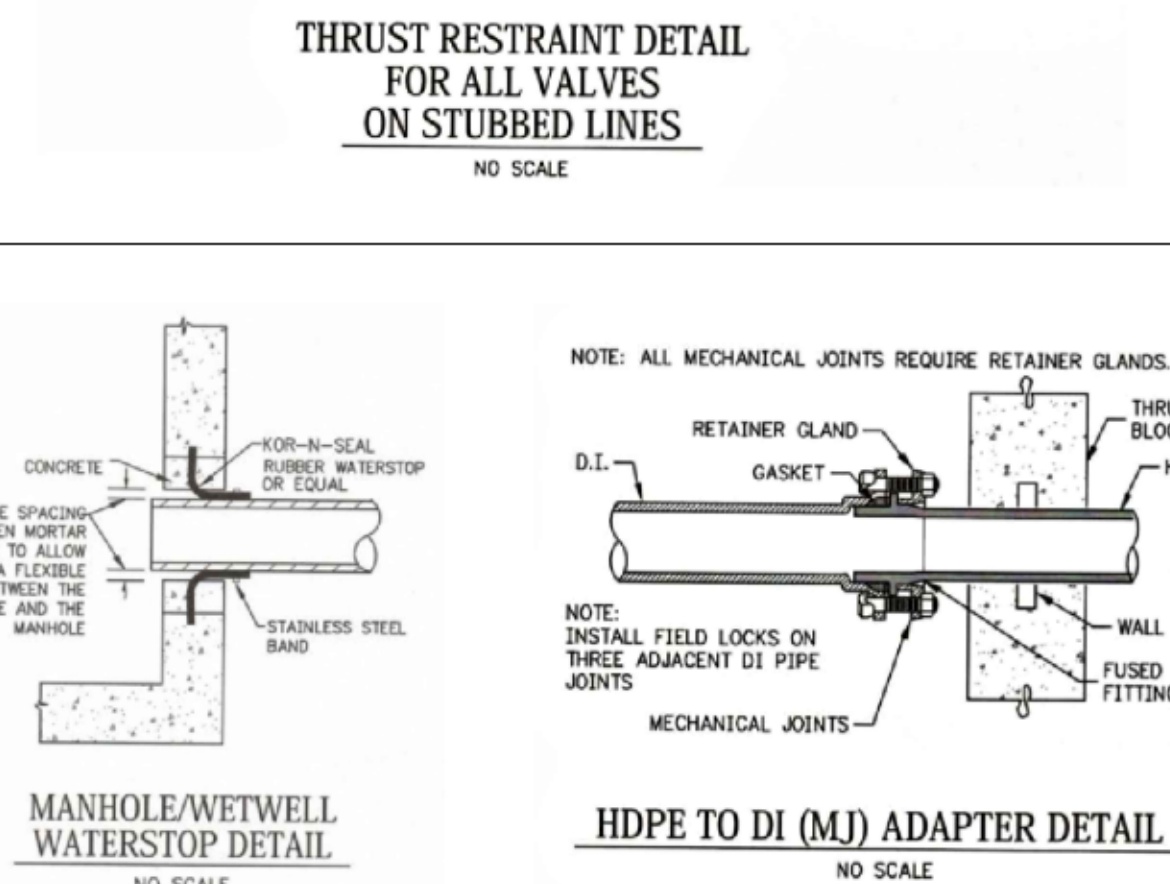
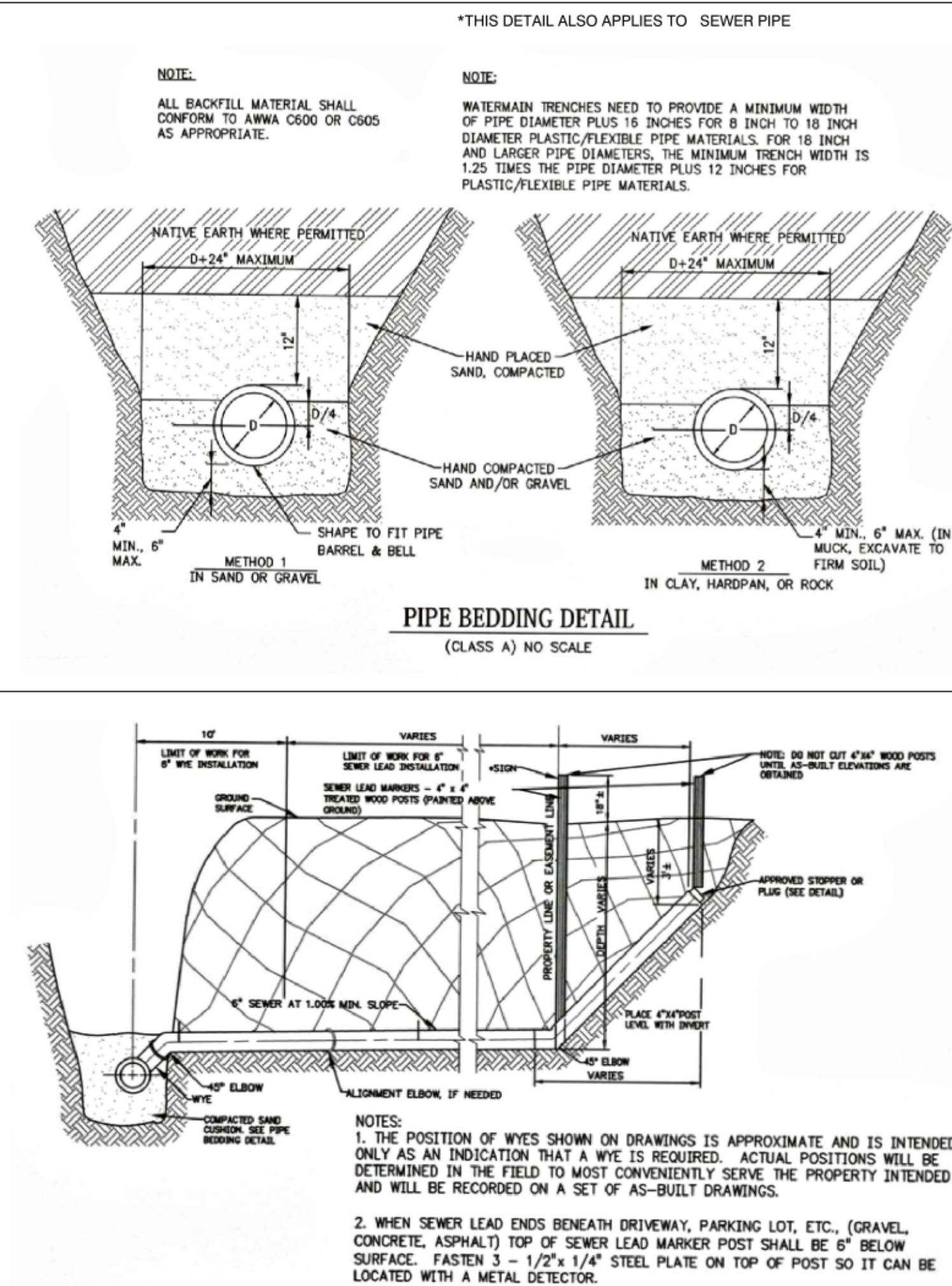
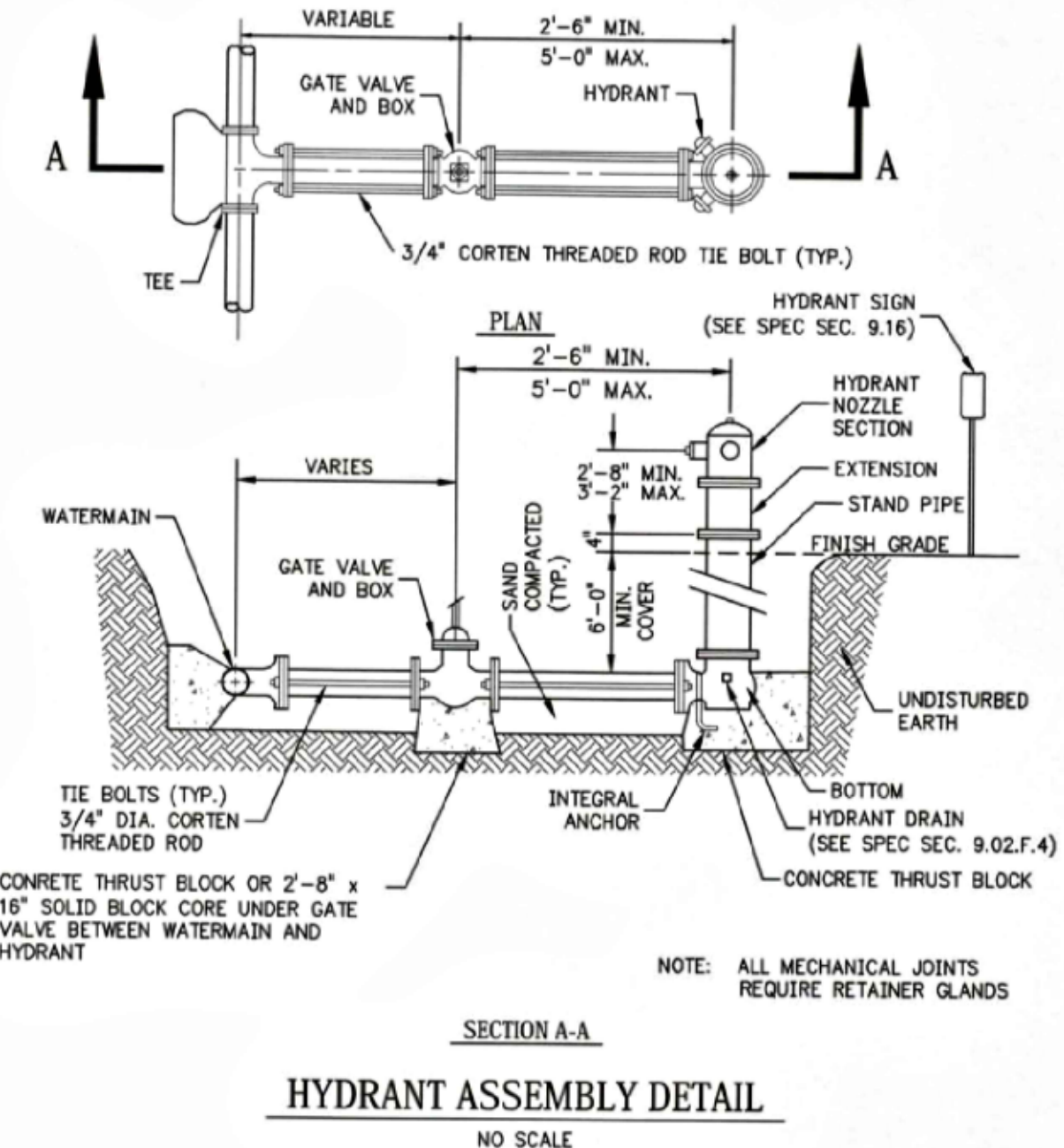
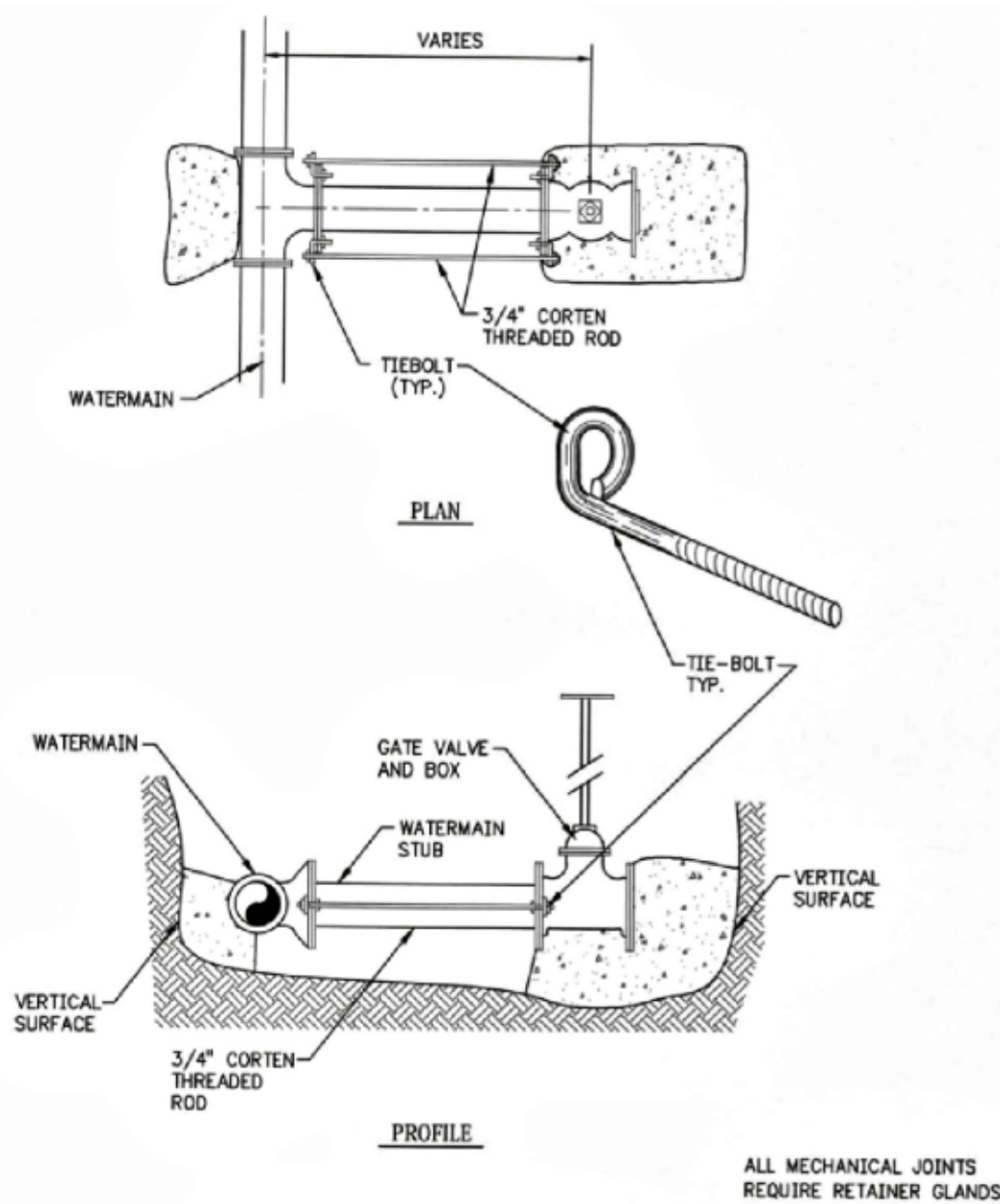
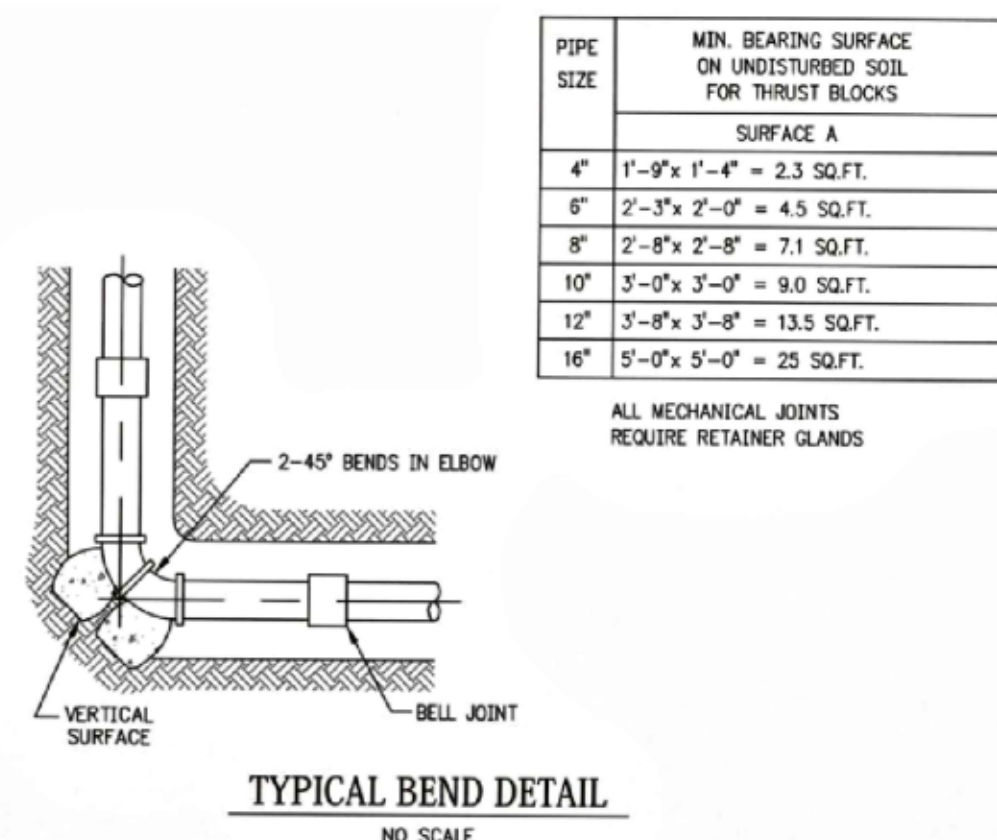
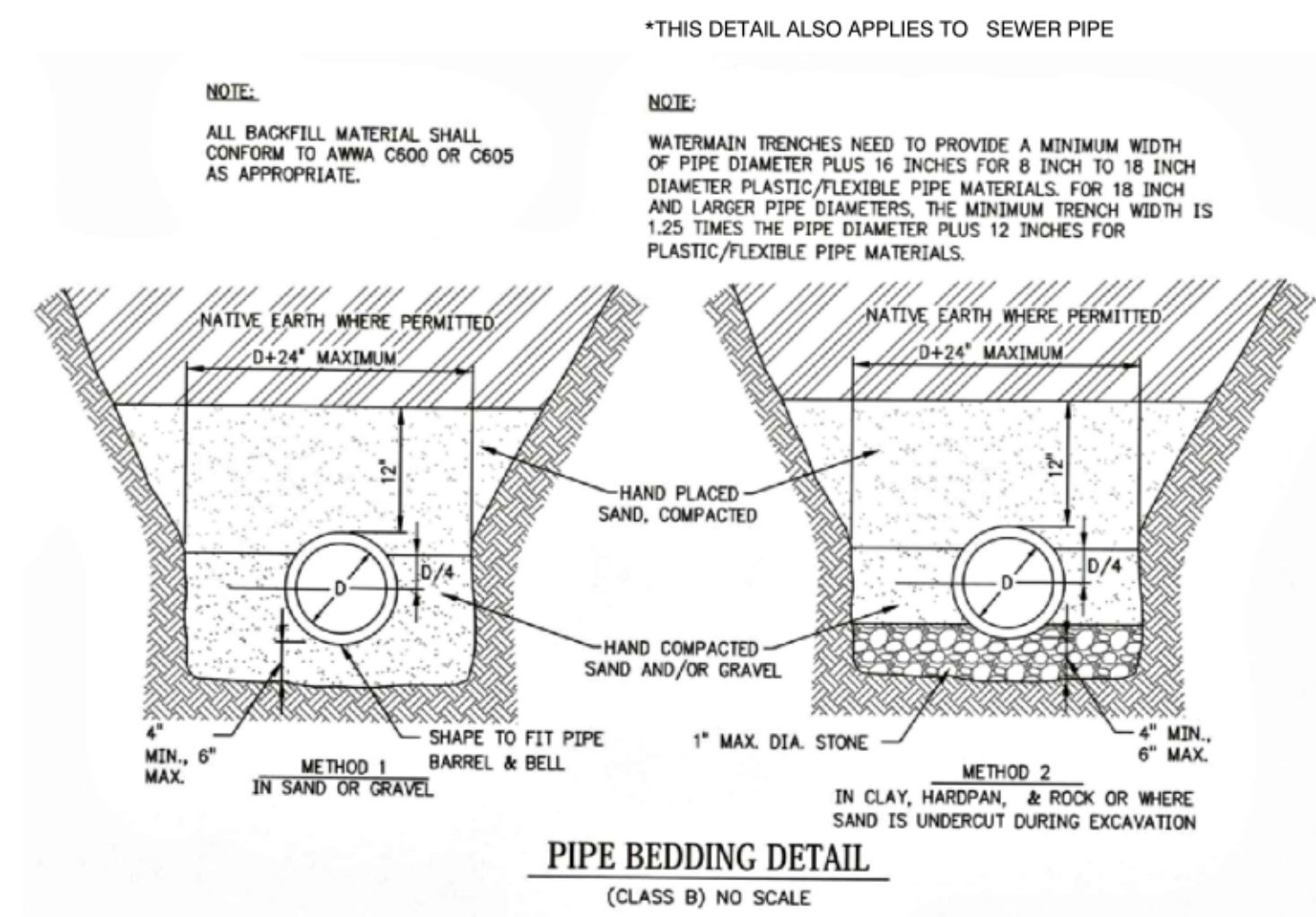
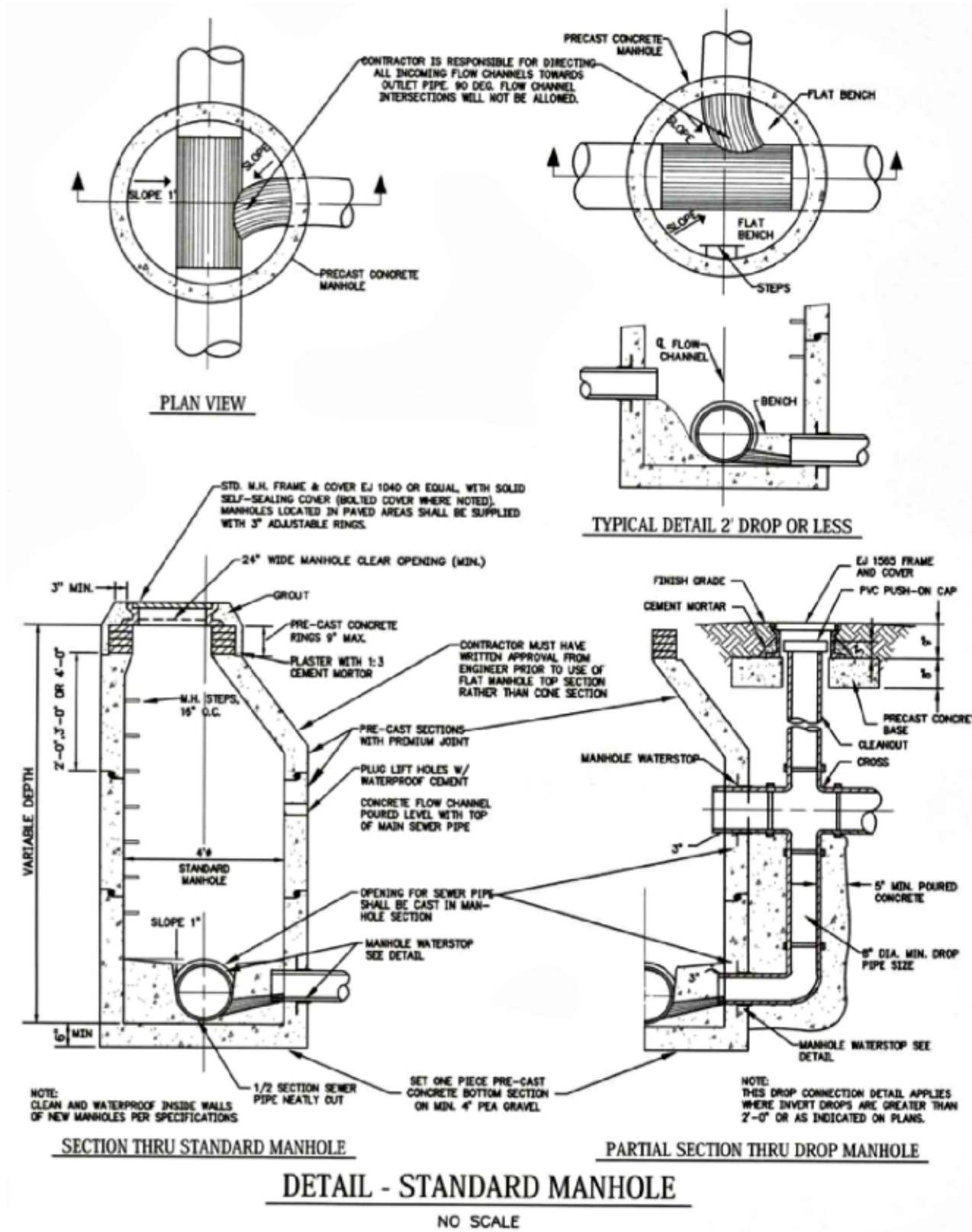
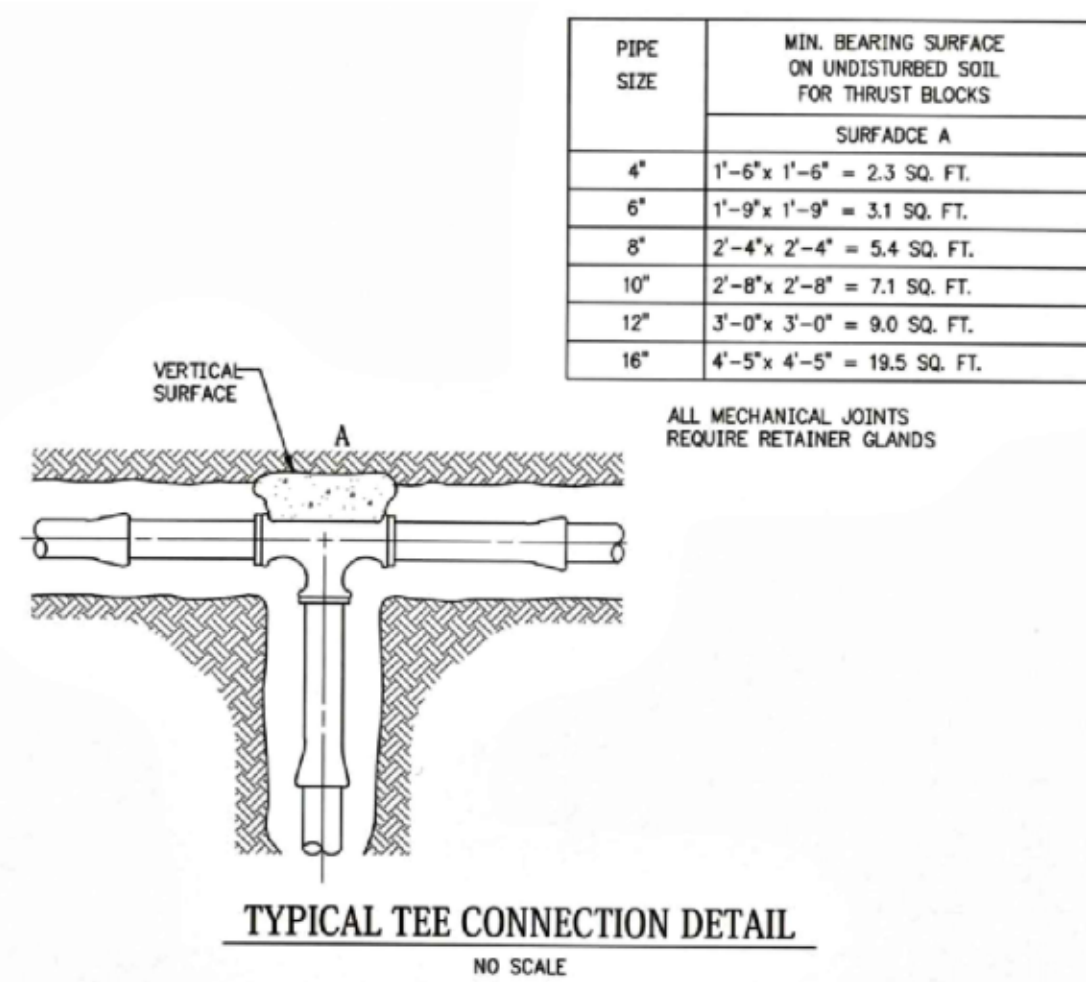
BED JOB NO. 22033

DRAWING NUMBER
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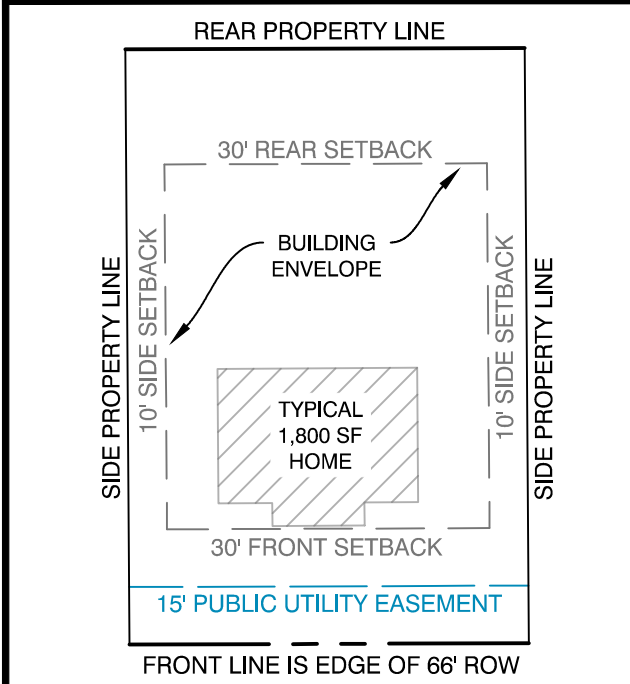
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C6.0



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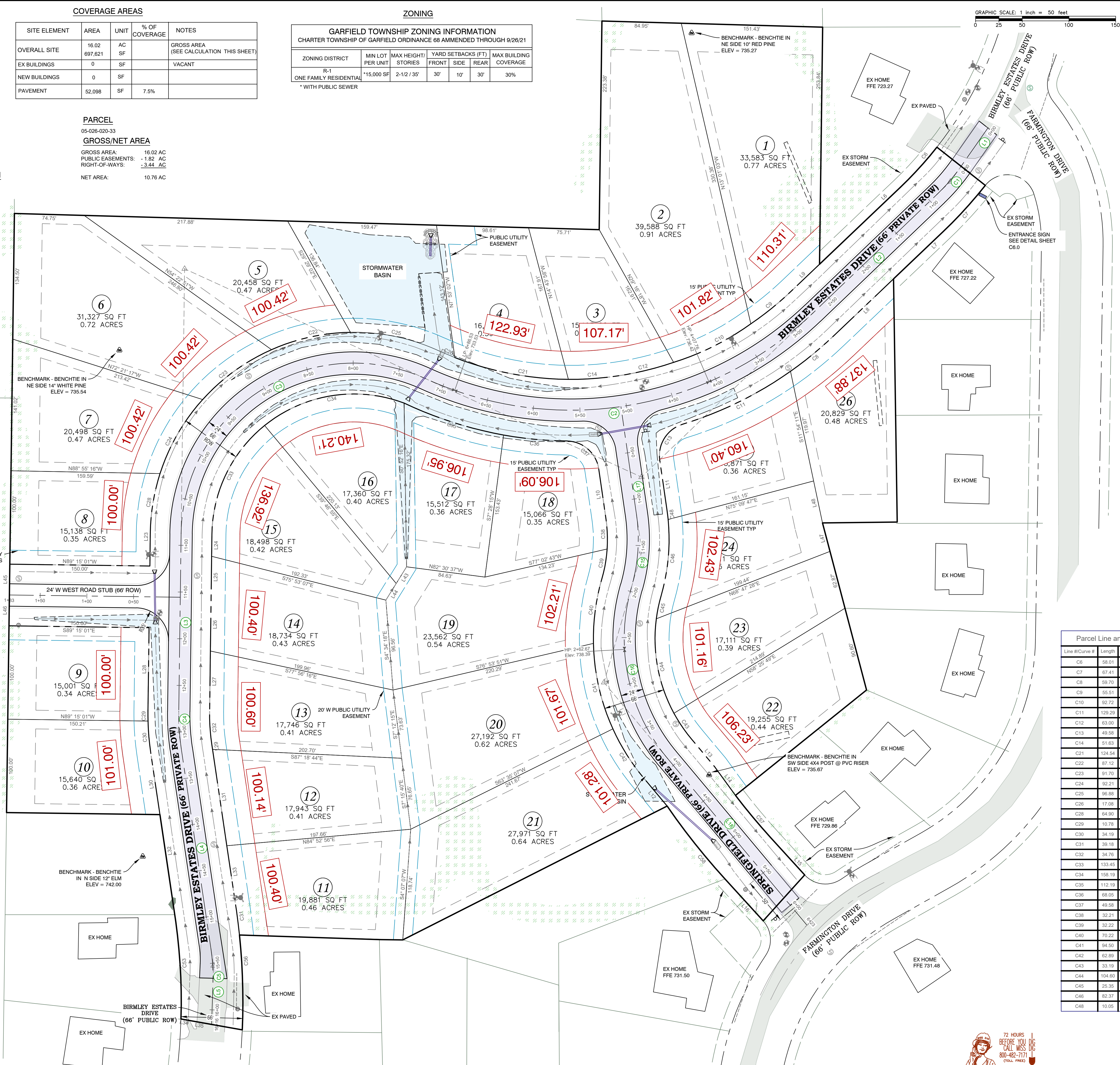


COVERAGE AREAS				
SITE ELEMENT	AREA	UNIT	% OF COVERAGE	NOTES
OVERALL SITE	16.02	AC	16.02	GROSS AREA (SEE CALCULATION THIS SHEET)
EX BUILDINGS	0	SF		VACANT
NEW BUILDINGS	0	SF		
PAVEMENT	52,098	SF	7.5%	

PARCEL
05-026-020-33
GROSS/NET AREA
GROSS AREA: 16.02 AC
PUBLIC EASEMENTS: -1.82 AC
RIGHT-OF-WAYS: -3.44 AC
NET AREA: 10.76 AC

ZONING						
GARFIELD TOWNSHIP ZONING INFORMATION						
CHARTER TOWNSHIP OF GARFIELD ORDINANCE 68 AMENDED THROUGH 9/26/21						
ZONING DISTRICT	MIN LOT PER UNIT	MAX HEIGHT/STORIES	YARD SETBACKS (FT)			MAX BUILDING COVERAGE
			FRONT	SIDE	REAR	
R-1 ONE FAMILY RESIDENTIAL * WITH PUBLIC SEWER	*15,000 SF	2-1/2 / 35'	30'	10'	30'	30%

Parcel Area Table		
Parcel #	SQ FT	ACRES
1	33582.61	0.77
2	39587.84	0.91
3	15192.93	0.35
4	16803.37	0.39
5	20458.03	0.47
6	31327.12	0.72
7	20498.39	0.47
8	15138.25	0.35
9	15000.74	0.34
10	15639.59	0.36
11	19880.57	0.46
12	17943.29	0.41
13	17745.55	0.41
14	18734.41	0.43
15	18497.80	0.42
16	17359.67	0.40
17	15511.58	0.36
18	15065.51	0.35
19	23562.10	0.54
20	27192.50	0.62
21	27971.32	0.64
22	19255.50	0.44
23	17111.13	0.39
24	15310.56	0.35
25	15871.32	0.36
26	20828.58	0.48



LEGEND	
	PROPERTY LINE
	LOT LINE
	SETBACK
	EASEMENT
	EXISTING EASEMENT
	RIGHT OF WAY
	PROP ROADWAY CENTER
	EDGE OF PAVEMENT
	STORMWATER FLOW
	TREE LINE
	EX PAVING / GRAVEL
	STORMWATER BASIN
	SOIL BORING
	BENCHMARK
	HYDRANT ASSEMBLY
	GATE VALVE
	BLOW OFF
	SANITARY MANHOLE
	LOT WIDTH @ SETBACK

SOILS
SOILS ON THIS PROPERTY HAVE BEEN OBSERVED TO BE SANDY - CONSISTENT WITH NRCS SOIL SURVEY MAPPING
SEE SHEET C2.1

LIGHTING
NO SITE LIGHTING IS PROPOSED FOR THIS DEVELOPMENT

PARKING
PARKING FOR THIS DEVELOPMENT WILL BE LOCATED ON INDIVIDUAL LOTS. NO ADDITIONAL PARKING AREAS ARE PROPOSED

BIRMLEY ESTATES DRIVE PVT				
Number	Radius	Length	Line/Chord Direction	Start Station
L1	80.34	534' 59" 02.50"W		+0+30.00
C1	200.00	39.42	S40° 37' 48.03"W	+0+50.34
L2	183.85	846' 16' 33.56"W		+0+99.78
C2	375.00	446.55	S80° 23' 22.64"W	+2+73.61
C3	185.00	367.29	S57° 37' 35.53"W	+7+20.16
L3	190.36	50° 44' 59.34"W		+10+87.45
C4	250.00	40.05	S3° 50' 23.16"E	+12+77.81
L4	217.00	58° 25' 45.66"E		+13+17.86
C5	200.00	35.89	S3° 19' 02.84"E	+15+34.86
L5	45.02	51° 47' 39.99"W		+15+70.54

SPRINGFIELD DRIVE				
Number	Radius	Length	Line/Chord Direction	Start Station
L17	149.82	58° 13' 07.40"E		+0+33.00
C15	185.00	78.43	S3° 59' 37.12"W	+1+16.82
C16	200.00	195.37	S11° 54' 42.53"E	+1+95.25
L18	232.50	S39° 53' 46.68"E		+3+90.62

Parcel Line and Curve Table			
Line #/Curve #	Length	Bearing/Delta	Radius
C6	58.01	8.17	407.00
C7	67.41	8.17	473.00
C8	59.70	8.38	408.00
C9	55.51	9.30	342.00
C10	92.72	18.33	289.83
C11	129.29	15.16	408.00
C12	63.00	10.55	342.00
C13	49.58	81.17	35.00
C14	51.63	8.65	342.00
C21	124.54	20.72	344.41
C22	87.12	22.90	218.00
C23	91.70	24.10	218.00
C24	92.21	24.23	218.00
C25	96.88	25.46	218.00
C26	17.08	0.01	144749.26
C28	64.90	17.06	218.00
C29	10.78	2.18	283.00
C30	34.19	6.92	283.00
C31	39.18	3.29	882.89
C32	34.76	9.16	217.00
C33	133.45	50.30	233.00
C34	158.19	59.49	152.36
C35	112.19	14.87	432.41
C36	66.05	9.56	408.00
C37	49.58	81.17	35.00
C38	32.21	11.22	104.56
C39	32.22	12.15	102.00
C40	70.22	17.27	233.00
C41	94.50	23.24	233.00
C42	62.89	15.46	233.00
C43	33.19	11.39	167.00
C44	104.60	35.89	107.00
C45	25.35	8.70	167.00
C46	82.37	21.05	218.00
C48	10.05	2.64	218.00

Parcel Line and Curve Table			
Line #/Curve #	Length	Bearing/Delta	Radius
C53	119.01	10.96	621.94
C56	101.68	8.47	687.94
C57	59.00	5.07	667.00
C58	100.08	7.82	733.00
L6	119.53	S46° 24' 42.34"W	
L7	73.00	N46° 24' 42.34"E	
L8	68.65	N46° 24' 58.92"E	
L9	42.12	S46° 24' 42.34"W	
L10	54.07	S8° 13' 07.40"E	
L11	54.07	N8° 13' 07.40"W	
L12	38.57	S39° 53' 46.68"E	
L13	38.57	S39° 53' 46.68"E	
L14	38.25	N38° 07' 52.44"W	
L15	53.88	N42° 20' 34.66"W	
L16	60.32	S42° 20' 34.66"E	
L23	35.14	S0° 44' 59.34"W	
L24	23.87	N0° 44' 59.34"E	
L25	44.26	N0° 44' 59.34"E	
L26	57.11	N0° 44' 59.34"E	
L27	65.11	N0° 44' 59.34"E	
L28	89.22	S0° 44' 59.34"W	
L29	5.64	N8° 25' 45.66"W	
L30	66.66	S8° 25' 45.66"E	
L31	104.30	N8° 25' 45.66"W	
L32	101.30	N8° 25' 45.66"W	
L33	37.41	N8° 25' 45.66"W	
L34	8.05	N79° 53' 22.66"W	
L35	25.27	N79° 53' 22.66"W	
L43	20.99	S31° 51' 50.84"W	
L44	20.99	S31° 51' 50.84"W	
L45	33.00	N0° 44' 59.34"E	
L46	33.00	N0° 44' 59.34"E	
L47	31.53	S14° 46' 11.86"E	
L48	45.95	S11° 54' 11.20"E	

BOYNE ENGINEERING
AND DESIGN
P.O. Box 94
Boyne City, MI 49727
(231) 499-8361
boyneengineering.com

BIRMLEY MEADOWS SITE CONDOMINIUM
PREPARED FOR:
T&R INVESTMENTS

REVISIONS
NO. DATE APPD ISSUE / REVISION DESCRIPTION

**LOT WIDTH AT SETBACKS
ARRANGEMENT PLAN**

ORIGINAL ISSUE DATE:
5/30/2023
SCALE: 1"=50'
BED JOB NO. 22033
DRAWING NUMBER

C2.0A

841 Ashland Drive
Traverse City, MI



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: info@gtfire.org

SITE PLAN REVIEW RECORD

ID # M7400

DATE: 5/12/2023

PROJECT NAME: Birmley Meadows Site Condo

PROJECT ADDRESS: 841 Ashland Dr.

TOWNSHIP: Garfield

APPLICANT NAME: Carrie May

APPLICANT COMPANY: Boyne Engineering & Design

APPLICANT ADDRESS:

APPLICANT CITY: STATE: ZIP:

APPLICANT PHONE: 231-499-8361 FAX #

REVIEW FEE: \$75.00

Reviewed By: Kathy Fordyce, Plan Reviewer

This review is based solely on the materials submitted for review and does not encompass any outstanding information. Compliance with all applicable code provisions is required and is the responsibility of the permit holder. Items not listed on the review do not negate any requirements of the code nor the compliance with same. Inspection requests must be made a minimum of 48 hours prior to needed inspection. This plan review is based on the 2015 International Fire Code, as adopted.



GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE PREVENTION BUREAU

897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 922-2077 Fax: (231) 922-4918 ~ Website: www.gtfire.org Email: info@gtfire.org

SITE PLAN REVIEW

ID # M7400

DATE: 5/12/2023

1. 505.1 Address identification.

New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

2. 505.2 Street or road signs.

Streets and roads shall be identified with approved signs. Temporary signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles. Signs shall be of an approved size, weather resistant and be maintained until replaced by permanent signs.

3. 503.4 Obstruction of fire apparatus access roads.

Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Sections 503.2.1 and 503.2.2 shall be maintained at all times.

Project may proceed with township approval process.

Steve Hannon

From: Steve Barry <sbarry@gtcrc.org>
Sent: Wednesday, May 24, 2023 9:50 AM
To: boyneeng@torchlake.com
Subject: RE: Conceptual Review Birmley Meadows

Carrie,

GTCRC approves of Birley Meadows Development. Be advised you will need to apply for permits prior to start of work.

Thank you,

Steve Barry
GTCRC Permit and Violations Agent
231-922-4849 EXT 205

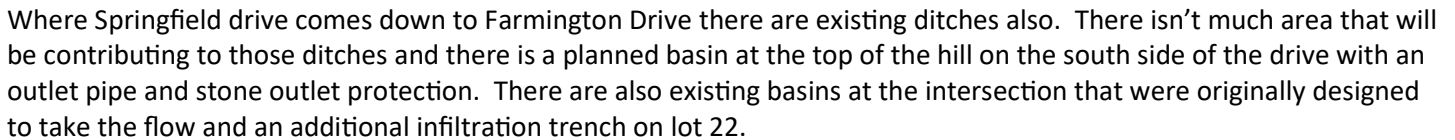
From: boyneeng@torchlake.com <boyneeng@torchlake.com>
Sent: Monday, May 8, 2023 11:17 AM
To: Steve Barry <sbarry@gtcrc.org>
Cc: Wayne Schoonover <wschoonover@gtcrc.org>; Derek Weichlein <DWeichlein@gtcrc.org>
Subject: RE: Conceptual Review Birmley Meadows

Steve,

Thank you for the review. No problem moving the sign. We can coordinate to location and installation with you moving forward. Here's a quick pic of the intersection:



Sheet C2.1 on the plan shows the ditches where Birmley Estates Drive (PVT) comes down to Farmington Drive. There will be check dams in those existing ditches as noted and there are existing basins at the bottom of the hill originally designed to take that water. We've also included some localized infiltration trenches downstream of planned home construction on lots 1 and 26 just as an additional measure. Did you get a copy of the stormwater control plan with the hydrology calculations? If not, I can email it to you.





Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231.946.5874 
231.946.3703 

June 12, 2023

Mr. Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

RE: Birmley Meadows Site Condominium – T&R Investments
Water Main and Sanitary Sewer Extension, Plan Review
GFA No. 23120

Dear Mr. Korn,

We have reviewed the plans for the proposed water and sewer system improvements associated with the above referenced project. The review was based on the current standards adopted by Garfield Township in conjunction with the Grand Traverse County Department of Public Works as well as Michigan Department of Environmental Quality requirements, Ten State Standards and accepted engineering practice for this area. The plans were prepared by Boyne Engineering & Design dated 4-5-2023. Based upon our review on behalf of Garfield Township with respect to utilities, I offer the following comments.

DESCRIPTION OF THE PROPOSED PROJECT

Water System

The proposed water system extension consists of a scaled quantity of approximately 2,300 linear feet of 8-inch PVC C900 water main to service the proposed development with one (1) extension. The system incorporates three (3) connections that loop back to the water system and provide increased reliability to this service area. The development will be served by the Lower Pressure zone of the Birmley District.

Sanitary Sewer System

The proposed sanitary sewer system extension consists of a scaled quantity of approximately 1,800 linear feet of 8-inch PVC sanitary sewer and eight (8) manholes to service the proposed development extension. The system incorporates two (2) connections to the existing sanitary sewer system.

IMPACT ON THE EXISTING SYSTEM

Sanitary Sewer System

The Garfield Township sanitary sewer collection system is divided up into eight (8) distinct service areas, designated by name according to the primary trunkline running along the respective road. In this case the proposed development would be immediately serviced by the Garfield Road Service District. The development proposes to connect to the existing sanitary sewer system at two (2) existing structures; MH #571 and MH #567. Sewer flow will follow the gravity sewer system to Birmley Road, and north along Garfield Road to Garfield Lift Station No. 1. The design peak flows for the developments ultimate



buildout are estimated to be 25 GPM, however basis of design information was not submitted to confirm. Garfield Lift Station No. 1 was upgraded in 2005 to increase firm capacity to 2,700 gpm. The lift station is currently experiencing peak flows of approximately 1,032 gpm. Based on our review, the existing lift station is capable of handling the anticipated peak flows from the development. One segment of sanitary sewer (8" line between Manhole 565 and 565G) is the restrictive segment and will be at or near 60% capacity with full build out at permit flow values. Sewer review does not account for ability to provide basement service and only finish floor.

Water System

The Garfield Township water distribution system is divided up into four (4) distinct service districts with the limits defined by the existing infrastructure that services the users. In this case the proposed developed would be immediately serviced by the Birmley District. The development proposes to connect to the Birmley Primary Lower Pressure Zone receiving its supply directly from the City of Traverse City's four (4) million gallon storage tank on LaFranier road. Pressure is supplied by the Birmley Estates Elevated Storage Tank and maintained by Booster Station #2 having a rated firm capacity of 1,440 gpm. This portion of the development proposes to connect to existing water main at three (3) locations. All locations are within previously constructed phases of the development. Based upon information obtained from the 2011 Water Reliability Study and hydrant test data conducted by GFA, operating pressures are range from 45 to 65 psi with an available fire flow of approximately 1,800 gpm at 20 psi. It is estimated that the design maximum domestic demands for the development cannot be determined as REU data was not provided, once made available system analysis will be completed and determined adequacy of system pressure will be provided. GFA has requested a recent hydrant test report from the DPW and awaiting results. Finish Floor Elevations are not provided however to comply should be at or below 770 and should be provided to review

COMMENTS ON THE PLANS

General Comments

1. All design standards and specifications shall comply with the Current Standards adopted by Grand Traverse County Sewer and Water Systems (2017). Copies may be obtained from the Grand Traverse County Department of Public Works.
2. Please ensure all local regulatory permits including Soil Erosion and EGLE NPDES Permits are obtained. Please ensure Township receives copies of issued permits.
3. Please ensure all easements have been obtained and recorded with the Township prior to final acceptance of the utilities
4. Please ensure the Grand Traverse County DPW and Fire Department has reviewed the proposed plans and accepted.
5. The installation of water main, sewer main, hydrants, valves, and manholes shall not be installed within proposed sidewalk, and/or asphalt that would inhibit access by the DPW. Please ensure that there are no obstructions that would prohibit access. If this cannot be complied with, please note the DPW is not responsible for any costs associated with replacement of such infrastructure such as the landscaping, drives.



6. Incorrect hydrant # shown near sta. 5+50, sheet 4.2, shall be updated to reflect: 241
7. Please also note the following: In order for a developer to obtain their building permit and begin site work all permits must be issued including benefit fee payment to the DPW. However the DPW cannot accept this payment unless the infrastructure is either in place (water / sewer main) or a bond is provided by the developer equivalent to 100% of the cost of the utility. Please contact the DPW if you need further clarification, etc.
8. The applicant / design engineer is responsible to verify and confirm adequate water and sewer lead design (size and slope) are adequate to meet demands.
9. Two (2) benchmarks shall be provided on each utility sheet.
10. Applicant shall confirm that all water main and lines maintain 18" vertical and 10' horizontal separation from existing and proposed sewer (storm and sanitary) mains and leads.
11. Water and sewer stubs shall be installed to the limits of the property to facilitate future connections and provided on the proposed west road stub.

Water Main Plan and Profile Comments

1. Please note that C900 DR 18 is a minimum requirement and DR 14 is proposed.
2. Hydrant bonnets should be noted or shown to face the roadway or nearest curb.
3. Watermain shall maintain minimum of 18" vertical separation from all storm water ditches / basins and 10' horizontal.
4. Verify distance between proposed hydrant #1249 and existing hydrant #245 is less than 400' separation.
5. Drawings indicate a total of four (4) hydrants numbered 1246-1249. Our records indicate a total of 5 hydrant numbers allocated to Birmley Meadows. Please verify Hydrant numbers 1246-1249 will be assigned with this project.

Sanitary Sewer Plan and Profile Comments

1. The proposed slope between proposed MH#1826 and proposed MH #1827 is 0.399%. The minimum slope required by Ten States Standards for 8" pipe is 0.4% to ensure 2 feet per second.
2. Manholes in the profile appear to be below/above existing grade in all locations, the manhole rim should at or slightly above proposed grade as to not impede on regular maintenance activities such as plowing, mowing.
3. Drawings indicate a total of seven (7) manholes numbered 1825-1831. Our records indicate a total of 9 manholes numbers allocated to Birmley Meadows. Please verify manhole numbers 1825-1831 will be assigned with this project

COMMENTS ON THE PERMIT APPLICATIONS

EGLE Part 41 and Act 399 Please provide word document draft of the permit application with items 1 - 19 filled out.

1. Technical specifications need to be provided and are available on the GTC DPWs website. Please prepare three (3) copies submitted, signed and sealed.
2. Please provide basis of design for the project. A typical REU usage value 350 GPD/REU and a maximum of 4 peaking factor should be applied for sewer and 200 GPD/ REU and a maximum peaking factor of 3.0 for water.



At this point we expect that the design engineer will be making the above revisions and re-submitting the plans and permit applications for a minor second review. We will provide the subsequent review to verify the appropriate revisions have been made. Assuming the appropriate corrections have been made we will make recommendation to the Township for submission of permit application. At such time, four (4) copies of plans and specifications (signed/ sealed) including an Act 399 Permit Application will need to be provided for submission.

We appreciate the opportunity to assist the Township during the approval of this project. If you have any questions, please don't hesitate to contact me at (231) 946-5874.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jennifer Graham'.

Jennifer Graham, P.E.
Project Manager

CC: John Divozzo, Director, GTC DPW
Carrie May, P.E., Boyne Engineering & Design



Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2023-18-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Charter Township of Garfield council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from High Tops
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C
(list specific licenses requested)

to be located at: Grand Traverse Mall, 3200 W. South Airport Rd. #200, Traverse City, MI 49684

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

Garfield Township

To Whom It May Concern:

My name is Philip Beehler. I have been a builder for over 20 years. My daughter, Tristina Beehler currently manages and runs our hair salon Premier 31 in the Grand Traverse Mall. Prior to that both of us have had extensive experience in the food service industry.

It has been my lifelong dream to open an entertainment destination place, where people can go to unwind. For years I have looked for such a place to open our family business. My daughter and I are looking to make this dream come true at the Old Jonathan's B Pubs location, plus several of the adjacent spaces.

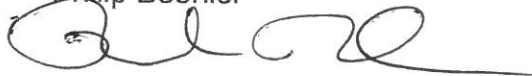
Our plan is to transform the space to accommodate day and evening activities. This would include Billiards, Dancing, Indoor cornhole and perhaps a Mechanical Bull! We would offer different events such as Karaoke, Comedy Night, and local Live Entertainment. With a full kitchen we will be able to offer anything from a simple menu to unique food experiences. The area is prominent and centrally located, with two entrances. One being at the main intersection in the mall and an independent entrance located aside from the mall itself. Not relying solely on mall traffic but will bring people to the area, as it will be a destination and located in the best area allowable in town.

We have been working with professionals in various areas of business expertise for years researching everything from financials, staffing, demographics, marketing areas, and design to ensure its success and offer uniqueness.

High Tops, the name of the new up upcoming hot spot. The place where everyone will want to be at. The name that has personal meaning to me.

Thank you for your time and consideration

Sincerely,
Philip Beehler




Tristina Beehler



premiercustomhomestc@yahoo.com
231 357-0234

COUNTY OF Grand Traverse
Bonnie Scheele
OFFICE OF THE Clerk
400 Boardman Ave
Traverse City, MI 49684
231-922-4760

FILE NUMBER: 2023A-0331
DATE FILED: 07/06/2023
DATE EXPIRES: 07/06/2028

ORIGINAL: 
RENEWAL:
AMENDED:

CERTIFICATE OF PERSONS CONDUCTING BUSINESS UNDER ASSUMED NAME

THE UNDERSIGNED do hereby certify, under the provisions of P.A. No. 101, P.A., of Mich. For the year 1907, as amended, now owns, carries on, conducts or transacts, or intends to own, carry on, conduct or transact a business or maintain an office or place of business in the County of Grand Traverse, State of Michigan, under the name designation or style set forth below.

1. Name of Business: HIGH TOPS

Phone Number: 231-357-0234

2. Physical Address of Business: 3200 W SOUTH AIRPORT RD #200 TRAVERSE CITY MICHIGAN 49684

3. Mailing Address of Business: (if different)

4. Type of Business:

5. Name of Person(s) owning, conducting, transacting or composing the above business

Name of Person(s)	Residence Address (Street, City, State, Zip)
PHILIP BEEHLER	7525 CEDAR RUN RD TRAVERSE CITY MICHIGAN 49684
TRISTINA BEEHLER	3112 HAMMOND RD E TRAVERSE CITY MICHIGAN 49686

GENERAL PARTNERSHIP CERTIFICATE: The undersigned hereby certify under the provisions of Michigan State Annotated Sec. 20.111ff, that:

(a) The Business mentioned herein IS ☒ or IS NOT ☐ a Co-Partnership

(b) Length of time Partnership is to continue _____

6. SIGNATURES OF PERSON(S) must be signed before a Notary Public

(Signature) 

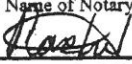

(Signature) 

STATE OF MICHIGAN
COUNTY OF ~~Grand Traverse~~

Subscribed and sworn before me on this 6 day of July, 2023 by all persons listed above.



Print or Type Name of Notary

 
Notary Public, State of Michigan, County of Grand Traverse

My commission expires: _____

Acting in the County of: Grand Traverse

Note: This Certificate expires (5) years from the date of filing. This office must be notified of any changes to your business address, if any persons listed above change, and/or if the business is discontinued.

State of Michigan
Grand Traverse

I, Bonnie Scheele, Clerk of the Circuit Court of Grand Traverse County do hereby certify that this document is a true copy of the record now on file in the office of the Clerk of said County and Court. IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal at the city of Traverse City this 6 day of July AD-2023.

Bonnie Scheele

Clerk

By , Deputy Clerk

To whom it may concern at Garfield Township,

July 19, 2023

Our association, Kensington West Condominiums, is requesting two streets lights for our neighborhood: at the corner of Woodward Ave and Carson St and at the corner of Linden and Carson St. In the past several years, the traffic has increased on these streets and we think there is a safety issue with these dark corners. The Kensington West HOA will accept the responsibility of billing and the payment of the lights on an annual basis.

Thank you for your prompt attention to this matter.

Sincerely,

Carolyn Strand
Carolyn Strand
President of Kensington West HOA

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
FILING ENDORSEMENT

This is to Certify that the 2022 ANNUAL REPORT

for

KENSINGTON WEST CONDOMINIUM ASSOCIATION

ID Number: 800901884

received by electronic transmission on January 23, 2023 ***, is hereby endorsed.***

Filed on January 23, 2023 ***, by the Administrator.***

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 23rd day of January, 2023.

Linda Clegg

Linda Clegg, Director
Corporations, Securities & Commercial Licensing Bureau

LARA Corporations
Online Filing System
Department of Licensing and Regulatory Affairs

Form Revision Date 07/2016

ANNUAL REPORT
For use by **DOMESTIC NONPROFIT CORPORATION**
(Required by Section 911, Act 162, Public Act of 1982)

The identification number assigned by the Bureau is: 800901884

Annual Report Filing Year: 2022

1. Corporation Name:

KENSINGTON WEST CONDOMINIUM ASSOCIATION

2. The street address of the corporation's registered office and the name of the resident agent at that office:

1. Resident Agent Name: CAROLYN STRAND

2. Street Address: 1756 WOODWARD AVE

Apt/Suite/Other:

City: TRAVERSE CITY

State: MI

Zip Code: 49686

3. Mailing address of the corporation's registered office:

P.O. Box or Street Address: 1756 WOODWARD AVE

Apt/Suite/Other:

City: TRAVERSE CITY

State: MI

Zip Code: 49686

5. Provide the names and business or residence addresses of the corporation's board of directors and its president, treasurer, and secretary:

Title	Name	Residence or Business Address
PRESIDENT	CAROLYN STRAND	1756 WOODWARD AVE, TRAVERSE CITY, MI 49686 USA
TREASURER	CAROLYN STRAND	1756 WOODWARD AVE, TRAVERSE CITY, MI 49686 USA
SECRETARY	SHARYL NICHOLSON	1742 WOODWARD AVE, TRAVERSE CITY, MI 49686 USA
DIRECTOR	SHARYL NICHOLSON	1742 WOODWARD AVE, TRAVERSE CITY, MI 49686 USA
DIRECTOR	CAROLYN STRAND	3617 LAS COLINAS DR, #A, AUSTIN, TX 78731 USA
DIRECTOR	ALEX BETHKE	1722 WOODWARD AVE., TRAVERSE CITY, MI 49686 USA

6. Describe the purposes and general nature and kind of business in which the corporation engaged in during the year covered by this report:

CONDOMINIUM ASSOCIATION.

Signed this 23rd Day of January, 2023 by:

Signature	Title	Title if "Other" was selected
Carolyn Strand	President	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

☐ Decline ☒ Accept