CHARTER TOWNSHIP OF GARFIELD TOWNSHIP BOARD MEETING

Tuesday, July 11, 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 – June 13, 2023 Regular Meeting (Recommend Approval)

b. Bills -

(i) General Fund

\$ 142,373,86

(ii) Gourdie-Fraser

Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review, Oversight & Closeout General Utilities

\$ 30,923.25

General Utilities
Total

21,448.50 \$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 Water Main Extension (Recommend Approval)
- e. Introduction of Ordinance 15 Amendment and schedule Public Hearing for August 8, 2023 (Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

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

6. Reports

- a. County Commissioner's Report
- b. Sheriff's Report
- c. GT Metro Fire Report
- d. Construction Report
- e. Planning Department Report for July 2023
- f. Parks and Rec Report
- g. Clerk's Report
- h. Supervisor's Report

7. Unfinished Business

8. New Business

- a. Presentation of Dennis, Gartland & Niergarth Auditor's Report
- b. Public Hearing Consideration of Oleson PUD Major Amendment
- c. Consideration of proposals for the Grand Traverse Commons Natural Area Wetland Delineation and Survey Work
- d. Consideration of agreement to form Metropolitan Planning Organization

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 June 13, 2023

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on June 13, 2023 at 6:02p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Steve Duell, Chuck Korn, Chloe Macomber and Denise Schmuckal

Absent and Excused: Chris Barsheff and Lanie McManus

Staff Present: Planning Director John Sych

1. Public Comment (6:03)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:03)

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

Yeas: Duell, Schmuckal, Agostinelli, Macomber, Korn

Nays: None

3. Consent Calendar (6:02)

a. Minutes

May 23, 2023 Regular Meeting (Recommend Approval)

b. Bills

(i)	General Fund	\$484,204.62
	(Recommend Approval)	

(ii) Gourdie-Fraser

Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review, Oversight

 & Closeout
 \$ 53,298.84

 General Utilities
 62,480.00

 Park Funds/DNR Trust Fund
 2,480.00

 Total
 \$118,258.84

(Recommend Approval)

c. MTT Update (Receive and File)

- d. Consideration of Proposed New Road Name of January Drive (Recommend Approval)
- e. Consideration of Nominating Tim Hughes to serve another 3-year term on the Traverse City and Garfield Township Recreational Authority Board (Recommend Approval)
- f. Consideration of Renewal of Public-Access and Government-Access Television Contract with LIAA (Recommend Approval)
- g. Consideration of donating \$3,500 to Boom-Boom Club for Independence Day fireworks (Recommend Approval)
- h. Motion to Introduce and set public hearing for July 11, 2023 for Oleson PUD Major Amendment (Recommend Approval)
- i. Consideration of Contractor's Change Order No. 1 to Elmer's for Cedar Run Watermain Extension (Recommend Approval)
- j. Consideration of Contractor's Application for Payment No. 2 to Elmer's for Cedar Run Watermain Extension (Recommend Approval)
- k. Consideration of Contractor's Application for Payment No. 2 to Walton Contracting, Inc. for River East Recreation Area Improvements Phase II (Recommend Approval)
- I. Consideration of Resolution 2023-08-T(a), Second Amended and Restated Ordinance No. 18 (Payment in Lieu of Taxes) (Recommend Approval)
- m. Consideration of Resolution 2023-09-T(a) regarding Tax exemption and Payment in Lieu of Taxes for the Flats of Carriage Commons (Recommend Approval)
- n. Consideration of Resolution 2023-10-T(a) regarding Tax Exemption and Payment in Lieu of Taxes for Hammond Road Apartments (Recommend Approval)

Board members removed consent item G to be dealt with under agenda item #4.

Duell moved and Agostinelli seconded to adopt the Consent Calendar as amended.

Yeas: Duell, Agostinelli, Schmuckal, Macomber, Korn

Nays: None

4. <u>Items Removed from the Consent Calendar</u> (6:09)

a. Consideration of donating \$3,500 to Boom-Boom Club for Independence Day fireworks

In light of donating the same amount for several years and other municipalities not being able to donate, it was suggested that Garfield Township donate \$5,000 to the Boom-Boom club for fireworks.

Schmuckal moved and Duell seconded to donate \$5,000 to the Boom-Boom Club for Independence Day fireworks.

Yeas: Schmuckal, Duell, Macomber, Agostinelli, Korn

Nays: None

5. Correspondence (6:09)

None

6. Reports

a. County Commissioner's Report (6:09)

County Commissioner Brad Jewett reported that the regional mental health facility is still being discussed and commissioners will have a study session to review the county facilities master plan. The airport fire service is going to be a private entity and the county is beginning to hand out ARPA funds. The county is still working with the DNR to reach an agreement on the roadkill issue and new contracts have been approved for county lawn care.

b. Sheriff's Report (6:13)

No report

c. GT Metro Fire Report (6:13)

Metro Fire Chief Pat Parker reported that there were 470 calls in the month of May. Grand Traverse Metro drafted the 2024 budget and staff received training in hazmat, marine rescues and elevator operations.

d. Grand Traverse County Road Commission Report (6:19)

Alan Leman, Road Commission Board member stated that traffic signals at Silver Lake and S. Airport are scheduled to be replaced this year. Joe Underwood added that there will be more public education in the future for major road projects.

e. Planning Department Report for June 2023 (6:22)

Planner John Sych submitted his report in writing and added that the Birmley Meadows site condo and Ridges Phases I-III and Phase IV would have a public hearing at the next meeting. Commissioners will also hear

an introduction for the Village at Garfield, a new 80-unit apartment complex at Hammond and Garfield.

e. Parks and Rec Report (6:24)

Schmuckal reported that the mountain bike group held a work bee at the Commons Area and stated that Garfield resident Dan Walters would like to donate a flagpole for Silver Lake Park. Schmuckal will gather more information regarding the lighting and the location of the flagpole.

f. Clerk's Report (6:26)

McManus submitted her report in writing.

g. Supervisor's Report (6:29)

Supervisor Korn stated that the township is moving closer to having an MPO. He talked about the new sidewalks in the Kensington neighborhood and some issues in the Carson Square neighborhood.

7. <u>Unfinished Business</u> (6:47)

None

8. New Business

a. Public Hearing – Consideration of Hickory Properties P-R Rezoning, Resolution 2023-17-T (6:32)

The Joint Recreation Authority is requesting rezoning the "Hickory Forest" parcel (#05-005-050-10) from A-Agricultural district to P-R Park and Recreation district via the Zoning Map Amendment process, without restriction. Upon review by Staff, it was suggested to include the three "Hickory Meadows" parcels to create consistent zoning of parkland in this area. These four parcels total 179.03 acres. Three of the subject parcels constitute the Hickory Meadows parkland, and one is the site of Hickory Forest, which is in the process of becoming parkland. All these parcels either are or will be managed by the City of Traverse City & Charter Township of Garfield Recreational Authority.

Korn opened the public hearing at 6:34pm and seeing no one wishing to speak, closed the public hearing.

Duell moved and Schmuckal seconded THAT the Planning Commission's recommended Findings of Fact for application Z-2023-01 as provided in PD Report 2023-63 and forming part of this motion BE APPROVED.

Yeas: Duell, Schmuckal, Agostinelli, Macomber, Korn

Nays: None

Duell moved and Schmuckal seconded THAT application Z-2023-01, submitted by City of Traverse City & Charter Township of Garfield Recreational Authority, to rezone Parcel 05-005-050-10 from its current

zoning of the A-Agricultural zoning district to the P-R Park and Recreation zoning district, and to rezone Parcels 05-004-003-60, 05-005-034-10, and 05-005-034-20 from their current zoning of the R-1 One-Family Residential zoning district to the P-R Park and Recreation zoning district and constituting Amendment No. 35 to Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in PD Report 2023-63.

Yeas: Duell, Schmuckal, Agostinelli, Macomber, Korn

Nays: None

Duell moved and Schmuckal seconded THAT Resolution 2023-17-T for adopting Amendment No. 35 to Garfield Township Ordinance No. 68, rezoning Parcel 05-005-050-10 from its current zoning of the A-Agricultural zoning district to the P-R Park and Recreation zoning district and rezoning Parcels 05-004-003-60, 05-005-034-10 and 05-005-034-20 from their current zoning of the R-1 One Family Residential zoning district to the P-R Park and Recreation zoning district, BE ADOPTED.

Yeas: Duell, Schmuckal, Agostinelli, Macomber, Korn

Nays: None

- b. Consideration of new rate structure for sewer and water (6:37)

 Dawn Lund of Utility Financial services gave a presentation on water and sewer rates in the township. She stated that currently, the township is operating at a loss for the water utility. She reviewed several figures that indicate healthy cash balances and proper planning and suggested that the township may want to move to a progressive rate system. Lund indicated that the sewer fund is doing well and operating in the black. Lund also suggested setting rates by ordinance for better efficiency when a rate increase is needed. Board of Public Works Director John DiVozzo also spoke about the systems and the rates.
- c. Consideration of revised agreement with the Traverse Area Pickleball Association (TAPA) for the pickleball courts at Boardman Valley Nature Preserve (BVNP) (7:26)

The last agreement expired and a new agreement was brought forth. The Parks Commission adjusted reservation times. Board members discussed pickleball courts in the area.

Schmuckal moved and Agostinelli seconded to approve the revised agreement with the Traverse Area Pickleball Association (TAPA) for the pickleball courts at Boardman Valley Nature Preserve.

Yeas: Schmuckal, Agostinelli, Macomber, Duell, Korn

Nays: None

d. Consideration of cost sharing driveway repair for YMCA/Pickleball/BVNP (7:33)

The YMCA recently contracted with Elmer's to repair Racquet Club Drive for a total cost of \$12,252.00. The cost will be split by the YMCA, the BVNP and Garfield Township.

Agostinelli moved and Duell seconded THAT a Township contribution in the amount of \$4,084.00 to the repairs of Racquet Club Drive BE APPROVED.

Yeas: Agostinelli, Duell, Schmuckal, Macomber, Korn

Nays: None

- 9. Public Comment: (7:37)
- 10. <u>Other Business</u> (7:38)
- 11. Adjournment

Korn adjourned the meeting at 7:38pm.

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

RESOLUTION 2023-08-T(a)

SECOND AMENDED AND RESTATED ORDINANCE NO 18 (PAYMENT IN LIEU OF TAXES)

A RESOLUTION TO AMEND AND RESTATE GARFIELD ORDINANCE NO 18 ("An Ordinance to provide for a service charge in lieu of taxes for housing projects for low-income persons and families financed with a federally-aided or Authority-aided Mortgage Loan or an advance or grant from the Authority pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, et seq (the "Act")).")

WHEREAS, the Charter Township of Garfield recognizes a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its limited-income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act; and,

WHEREAS, the Township is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any of all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act; and

WHEREAS, the Township acknowledges that the Township will be benefited and improved by such housing, and encourages the same by providing real estate tax exemption for such housing as a valid public purpose; and,

WHEREAS, the Township also acknowledges that the continuance of the provisions of this Second Amended and Restated Ordinance No 18 for tax exemption, the service charge in lieu of all ad valorem taxes and optional Municipal Service Agreement as stated in said Ordinance 18 are essential to the determination of economic feasibility of housing projects that are constructed or rehabilitated with financing extended in reliance of such tax exemption; and

WHEREAS, the Township further acknowledges that the reformatted and updated language of the Second Amended and Restated Ordinance No 18 was necessary to facilitate approvals of such projects through the Michigan State Housing Development Authority; and

WHEREAS, the Township adopted Ordinance No 18, "Payment In Lieu of Taxes".

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

SECOND AMENDED AND RESTATED CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO 18

That the entire Ordinance No 18, as amended, be replaced with the language contained in the 2023

Second Amended and Restated Ordinance No 18.

Upon roll call vote, the following voted:

Yeas: Steve Duell, Molly Agostinelli, Chloe Macomber, Denise Schmuckal and Chuck Korn

Nays: None

Abstain: None

Absent and Excused: Chris Barsheff and Lanie McManus

The Chairman declared the motion carried, and Resolution 2023-08-T(a) duly adopted.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, 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 Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on June 13, 2023, at which meeting (5) five 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 available as required by said Act.

Date: 4/14/2023

Lanie McManus, Township Clerk

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

An Ordinance to provide for a service charge in lieu of taxes for housing projects for low-income persons and families financed with a federally-aided or Authority-aided Mortgage Loan or an advance or grant from the Authority pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, et seq (the "Act")).

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. This Ordinance shall be known and cited as the "Charter Township of Garfield Tax Exemption Ordinance."

Section 2. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low-income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The Charter Township of Garfield is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the amount of taxes that would otherwise be paid in the absence of such exemption. It is further acknowledged that such housing for persons and families of low income is a public necessity, and as the Township will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad valorem* property taxes during the periods contemplated in this Ordinance are essential to the determination of economic feasibility of housing projects that are constructed or rehabilitated with financing extended in reliance on such tax exemption.

Section 3. Definitions.

- A. <u>Authority</u> means the Michigan State Housing Development Authority.
- B. <u>Annual Shelter Rent</u> means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.
- Contract Rents means the total Contract Rents (as defined by the US Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the US Housing Act of 1937, as amended) received in connection with the operation of a housing project during an agreed annual period, exclusive of Utilities.

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

- D. <u>Low Income Persons and Families</u> means persons and families eligible to move into a housing project.
- E. Mortgage Loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant made or to be made by the Authority, for the construction, rehabilitation, acquisition and/or permanent financing of a housing project, and secured by a mortgage on the housing project.
- F. Sponsor means any persons or entities that receive or assume a Mortgage Loan.
- **G.** <u>Utilities</u> means charges for gas, electric, water, sanitary sewer or other utilities furnished to the occupants that are paid by a housing project.

Section 4. Class of Housing Projects.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low Income Persons and Families that are financed with a Mortgage Loan.

Section 5. Property Tax Exemption.

Housing projects which qualify under Section 4 above may be granted the tax exemption provided in Subsection (1) of Section 15(a) of the Act (Section 125.1415(a)), provided the Sponsor of a housing project has complied with the Act, is current with all taxes and assessments on the subject property, and submits an audited financial statement for each previous calendar year to the Township Assessor by August 1st, annually.

Section 6. Establishment of Annual Service Charge.

Housing projects within the eligible Class set forth in Section 4 above and the property on which they are or will be located shall be exempt from all *ad valorem* property taxes from and after the commencement of construction or rehabilitation. The Township acknowledges that the Sponsor and the Authority, in the case of a Sponsor receiving an Authority-financed Mortgage Loan, or the Sponsor and the mortgage lender, in the case of a Sponsor receiving a Federally-aided Mortgage Loan, have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing projects for exemption from all *ad valorem* property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, the Township will accept payment of an annual service charge for the public services in lieu of all *ad valorem* property taxes. The annual service charge shall be equal to a percentage of the Annual Shelter Rents actually collected by the housing project during each operating year, as established by a Resolution adopted by the Township Board.

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

The service charge in lieu of property taxes shall be paid by the Sponsor as follows:

- (1) Housing projects approved for tax exemption under this Ordinance shall pay a service charge in the amount equal to ten (10) percent of Annual Shelter rent (defined in Section 3, above), except as provided in Subsections 2 or 3, below.
- (2) Housing projects approved for tax exemption under this Ordinance may request a lower service charge, which the Township may set as part of its Resolution of Approval provided for in Section 6. Projects previously approved under this Ordinance may also request a requalification of the service charge. The granting of requalification requests shall require the approval of the Township Board and would be effective on December 31st of the year in which the approval was granted for the subsequent tax year. The provisions of subsection 2(a) and (b) below only apply to projects requesting a lower service charge than that provided under Section 6(1) above.
 - (a) Housing projects requesting a lower service charge may be required to enter into a Municipal Services Agreement (hereinafter referred to as "MSA") with the Township. The MSA is intended to cover the additional costs for Police and Fire Protection due to the development of the housing project and the additional occupants now requiring such protection. The suggested MSA calculation follows:
 - (1) The initial market value of the property will be established between the Sponsor and the Township. The market value shall be used to determine the initial Assessed and Taxable Values (at 50% of the agreed upon market value) and shall become the basis of the MSA calculation. This is an agreed upon value for purposes of the MSA. It is not the official SEV. For each subsequent year, the previous year Taxable Value shall be increased by the lesser of 5%, or the CPI, as determined annually by the State Tax Commission in accordance with Proposal A of 1994, as amended; and
 - (2) An annual millage rate of 5 applied to the Taxable Value, as calculated above, shall be the MSA Payment, for the duration of the exemption; and
 - (3) The MSA payment shall be made by April 1st each year.
 - (b) Once the MSA is signed by the Sponsor and the Township, the Sponsor understands this removes their right to appeal any subsequent year value, as established by Subsection 2(a)(1) above, to the Michigan Tax Tribunal for the term of the MSA.

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

- (c) Notwithstanding the foregoing, the sum of the service charge and the MSA payments together shall not exceed 10% of the Annual Shelter rents.
- (3) Housing projects provided with rental assistance under Section 8 of the US Housing Act of 1937, as amended, shall pay a service charge in the amount equal to four (4) percent of the shelter rents collected in the preceding calendar year, exclusive of any charges for gas, electricity, heat, or other utilities furnished to the occupants.

For clarity, this Ordinance confirms that for each Qualified Project receiving a tax exemption under this Section, the Sponsor and the Township may, but shall not be required to, enter into an MSA (as defined in subsection 2(a) above) unless said project is requesting a lower service charge than that provided under Section 6(1) above.

Section 7. Resolution; Contractual Effect.

A Resolution of the Township Board granting tax exempt status and establishing the annual service charge, as provided in this Ordinance, shall be adopted for each housing project qualified under the terms and provisions of this Ordinance. Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the Township and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, will be effectuated upon adoption of such a Resolution by the Township Board.

Section 8. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of a housing project that is tax-exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

Section 9. Payment of Service Charge.

The annual service charge in lieu of taxes as determined under this Ordinance or the Resolution shall be payable in the same manner as general property taxes are payable to the Township and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before April 1st of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, et seq).

Section 10. Application Fee.

Applicant shall pay an application fee at the time of the initial request for a Payment In Lieu of Taxes, as approved annually by the Township Board in their Schedule of

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

Fees. At its discretion, the Township Board may consider deferring or waiving the application fee.

Section 11. Duration.

The tax-exempt status of a housing project approved for such status by Resolution of the Township Board shall remain in effect and shall not terminate for:

- A. so long as a Mortgage Loan for such housing project remains outstanding and unpaid; or
- B. such period of time as the housing project remains in the extended use period pursuant to the Low-Income Housing Tax Credit program;

but not to exceed fifty (50) years.

Notwithstanding anything in this Section 11 to the contrary, in no event shall the Term of the exemption be less than sixteen (16) years following the date that the last Building in a Qualified Project is placed in service (i.e., issuance of the last certificate of occupancy for the Qualified Project).

Section 12. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision declared to be unconstitutional or invalid.

Section 13. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

Section 14. Effective Date.

This Ordinance shall become effective after publication.

SECOND AMENDED AND RESTATED ORDINANCE NO. 18

(PAYMENT IN LIEU OF TAXES)

The following voted:

Yeas: Steve Duell, Molly Agostinelli, Chloe Macomber, Denise Schmuckal and Chuck Korn

Nays: None

Abstain: None

Absent: Chris Barsheff and Lanie McManus

CERTIFICATION

I hereby certify that the foregoing was duly adopted by the Township Board of the Garfield Charter Township, Grand Traverse County, Michigan, at its regular meeting on the 13th day of June, 2023 and that five (5) members of the Township Board were present and voted for the adoption of the Ordinance.

Lanie McManus, Township Clerk

Charter Township of Garfield

Introduced:

March 14, 2023

Adopted:

June 13, 2023

Published:

Effective:

June 18, 2023 June 18, 2023

RESOLUTION 2023-09-T(a) REGARDING TAX EXEMPTION AND PAYMENT TO BE MADE IN LIEU OF TAXES

Board member, Steve Duell, supported by Board member, Molly Agostinelli, made a motion to adopt the following amended Resolution:

RESOLUTION DESIGNATING THE MSHDA SUPPORTED HOUSING COMPONENT OF A(N) PROPOSED APPROXIMATELY 210 UNIT MULTI-FAMILY HOUSING DEVELOPMENT TO BE KNOWN AS THE FLATS AT CARRIAGE COMMONS, AN AFFORDABLE HOUSING COMMUNITY, LOCATED NEAR THE INTERSECTION OF W HAMMOND AND LAFRANIER ROADS ON PARCEL #28-05-023-042-40, TRAVERSE CITY, MI 49686, GARFIELD TOWNSHIP, MICHIGAN. (legally described as:

Part of the South half of the Southeast quarter Section 23, Town 27 North, Range 11 West; commencing at the South quarter corner Section 23; thence North 00 degrees 57 minutes 30 seconds East, 1241.84 feet to the place of beginning; thence South 88 degrees 18 minutes 28 seconds East, 1318.74 feet; thence South 88 degrees 17 minutes 12 seconds East, 1314.98 feet; thence South 01 degrees 03 minutes 09 seconds West, 325.23 feet; thence South 82 degrees 34 minutes 42 seconds West, 409.62 feet; thence South 57 degrees 30 minutes 46 seconds West, 512.86 feet; thence North 89 degrees 12 minutes 14 seconds West, 680.1 feet; thence South 00 degrees 07 minutes 20 seconds West, 228.03 feet; thence North 54 degrees 56 minutes 50 seconds West, 238.68 feet; thence North 42 degrees 07 minutes 21 seconds West, 90.69 feet; thence South 85 degrees 33 minutes 20 seconds West, 44.88 feet; thence North 76 degrees 54 minutes 36 seconds West, 513.94 feet; thence North 00 degrees 57 minutes 42 seconds East, 547.8 feet; thence North 88 degrees 17 minutes 53 seconds West 67.82 feet; thence South 01 degrees 21 minutes 07 seconds West, 53.77 feet; thence South 48 degrees 58 minutes 54 seconds West, 40.66 feet thence North 41 degrees 01 minutes 06 seconds West 25 feet; thence South 49 degrees 00 minutes 49 seconds West 62.36 feet; thence North 89 degrees 03 minute 38 seconds West, 23.84 feet; thence North 00 degrees 57 minutes 31 seconds East, 105.61 feet; thence North 88 degrees 17 minutes 53 seconds West, 130.98 feet; thence North 00 degrees 57 minutes 30 seconds East 76.01 feet to the point of beginning. Subject to road rights-of-way. Containing approximately 33.43 acres, more or less.

AS A "QUALIFIED PROJECT" UNDER THE CHARTER TOWNSHIP OF GARFIELD'S SECOND AMENDED AND RESTATED ORDINANCE NO. 18.

WHEREAS, the Township Board, pursuant to MCL 125.1401 *et seq.*, has received a request from Smith & Henzy Advisory Group, Inc and the Traverse City Housing Commission (the "Developers"), to recognize the affordable housing project known as The Flats at Carriage Commons (the "Development"), as a "Qualified Project" exempt from payment of *ad valorem* property taxes; and

WHEREAS, the Developers plan to construct new housing, improve the quality of life for the tenants, add community services and outreach, and preserve affordable housing in the Township, in return for the Township's agreement that a service charge to be paid to the Charter Township of Garfield in lieu of *ad valorem* property taxes in accordance with MCL 125.1415a through the term as specified in Section 11 of the Second Amended and Restated Ordinance No. 18; and

WHEREAS, the Township Board has determined that each Development is a "Qualified Project", as defined by Charter Township of Garfield's Second Amended and Restated Ordinance No. 18, and as such, the housing project is eligible for payment of a service charge in lieu of *ad valorem* property taxes in accordance with such Ordinance, and as otherwise provided by MCL 125.1415 *et seq.*;

NOW, THEREFORE, BE IT RESOLVED THAT:

Each Development is determined to be a "Qualified Project" as defined by Charter Township of Garfield Second Amended and Restated Ordinance No. 18, and shall pay to the Charter Township of Garfield a service charge in lieu of *ad valorem* property taxes in an amount equal to four percent (4%) of Annual Shelter Rents, along with a Municipal Services Assessment (MSA) as provided in said Second Amended and Restated Ordinance No. 18 for the term as defined in the Ordinance. Payment of both the service charge in lieu and MSA commence the calendar year in which the PILOT Agreement/Ordinance is effective and continuing annually on or before April 1 of each year for the term of the exemption.

BE IT FURTHER RESOLVED THAT:

By virtue of the adoption of this Resolution, subject to the conditions and limitations imposed under Second Amended and Restated Ordinance No. 18, a contract is deemed to exist between the Charter Township of Garfield and the Developers, with the Authority as third-party beneficiary under such agreement, for The Flats at Carriage Commons, a 210-unit affordable housing project. It shall be deemed a default under the Second Amended and Restated Ordinance 18, if the Development fails to meet the terms of a "Qualified Project" under said Ordinance, because the Development was not completed according to the agreement, is no longer subject to a Mortgage Loan, fails to remain eligible under MCL 125.1415a, or fails to comply with Second Amended and Restated Ordinance 18, for any other reason prior to the expiration of the exemption.

Upon roll call vote, the following voted:

Yeas: Duell, Agostinelli, Macomber, Schmuckal and Korn

Nays: None

Abstain: None

Absent and Excused: Barsheff and McManus

The Chairman declared the motion carried, and Resolution 2023-09-T(a) duly adopted.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, 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 Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on June 13, 2023, at which meeting (5) five 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 available as required by said Act.

Date: 4/14/2023

Lanie McManus, Township Clerk

RESOLUTION 2023-10-T(a) REGARDING TAX EXEMPTION AND PAYMENT TO BE MADE IN LIEU OF TAXES

Board member, Steve Duell, supported by Board member, Molly Agostinelli, made a motion to adopt the following amended Resolution:

RESOLUTION DESIGNATING THE MSHDA SUPPORTED HOUSING COMPONENT OF PROPOSED APPROXIMATELY 80 UNIT AFFORDABLE MULTIFAMILY HOUSING DEVELOPMENT TENTATIVELY TO BE KNOWN AS THE HAMMOND ROAD APARTMENTS, LOCATED NEAR THE INTERSECTION OF W HAMMOND AND GARFIELD RDS ON PARCEL #28-05-023-042-60, TRAVERSE CITY, MI 49686, GARFIELD TOWNSHIP, MICHIGAN, (legally described as: Part of the South half of the Southeast Quarter, Section 23, Town 27 North, Range 11 West, more fully described as commencing at the Southeast corner of said section 23; thence North 88 degrees 13 minutes 41 seconds West, along the South line of said section and the centerline of Hammond Road, 495.0 feet to the point of beginning; thence continuing along said South line, North 88 degrees 13 minutes 41 seconds West, 342.22 feet; thence North 00 degrees 52 minutes 52 seconds West, 113.71 feet; thence North 09 degrees 37 minutes 17 seconds West, 536.64 feet; thence South 89 degrees 12 minutes 14 seconds East, 104.27; thence North 57 degrees 30 minutes 46 seconds East, 512.86 feet; thence North 82 degrees 34 minutes 42 seconds East, 409.62 feet, to the centerline of Garfield Road; thence South 01 degrees 03 minutes 09 seconds West, 762.76 feet, along said centerline; thence North 88 degrees 13 minutes 41 seconds West, 495.0 feet; thence South 01 degrees 03 minutes 09 seconds West, 233.0 feet to the place of beginning) AS A "QUALIFIED PROJECT" UNDER THE CHARTER TOWNSHIP OF GARFIELD'S SECOND AMENDED & RESTATED ORDINANCE NO. 18.

WHEREAS, the Township Board, pursuant to MCL 125.1401 et seq., has received a request from Hammond LDHALP (the "Developers"), to recognize the affordable housing project known as The Hammond Road Apartments (the "Development"), as a "Qualified Project" exempt from payment of ad valorem property taxes; and

WHEREAS, the Developers plan to construct new housing, improve the quality of life for the tenants, add community services and outreach, and preserve affordable housing in the Township, in return for the Township's agreement that a service charge be paid to the Charter Township of Garfield in lieu of *ad valorem* property taxes in accordance with MCL 125.1415a through the term as specified in Section 11 of the Second Amended and Restated Ordinance No 18; and

WHEREAS, the Township Board has determined that each Development is a "Qualified Project", as defined by Charter Township of Garfield's Second Amended and Restated Ordinance No. 18, and as such, the housing project is eligible for payment of a service charge in lieu of ad valorem property taxes in accordance with such Second Amended and Restated

Ordinance No. 18, and as otherwise provided by MCL 125.1415 et seq.;

NOW, THEREFORE, BE IT RESOLVED THAT:

Each Development is determined to be a "Qualified Project" as defined by Charter Township of Garfield Second Amended and Restated Ordinance No. 18, and shall pay to the Charter Township of Garfield a service charge in lieu of *ad valorem* property taxes in an amount equal to four percent (4%) of Annual Shelter Rents, along with a Municipal Services Assessment (MSA) as provided in said Second Amended and Restated Ordinance No. 18 for the term as defined in the Ordinance. Payment of both the service charge in lieu and MSA commence the calendar year in which the PILOT Agreement/Ordinance is effective and continuing annually on or before April 1 of each year for the term of the exemption.

BE IT FURTHER RESOLVED THAT:

By virtue of the adoption of this Resolution, subject to the conditions and limitations imposed under Second Amended and Restated Ordinance No. 18, a contract is deemed to exist between the Charter Township of Garfield and the Developers, with the Authority as a third-party beneficiary under such contract, for the Hammond Road Apartments, an 80-unit affordable housing project. It shall be deemed a default under the Second Amended and Restated Ordinance 18, if the Development fails to meet the terms of a "Qualified Project" under said Ordinance, because the Development was not completed according to the agreement, is no longer subject to a Mortgage Loan, fails to remain eligible under MCL 125-1415a, or fails to comply with said Second Amended and Restated Ordinance 18, for any other reason prior to the expiration of the exemption.

Upon roll call vote, the following voted:

Yeas: Duell, Agostinelli, Macomber, Schmuckal and Korn

Nays: None

Abstain: None

Absent and Excused: Barsheff and McManus

The Chairman declared the motion carried, and Resolution 2023-10-T(a) duly adopted.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, 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 Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on June 13, 2023, at which meeting (5) five 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 available as required by said Act.

Date: 6/14/2023

Lanie McManus, Township Clerk

CHARTER TOWNSHIP OF GARFIELD GRAND TRAVERSE COUNTY, MICHIGAN

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 35

RESOLUTION #2023-17-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

WHEREAS the Charter Township of Garfield regulates the use and development of land pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended; and

WHEREAS application Z-2023-01 has been received to rezone approximately 179.03 acres of land ("subject properties") at Parcels 05-005-050-10, 05-004-003-60, 05-005-034-10, and 05-005-034-20; and

WHEREAS the request has been found to be justified based on criteria in the Garfield Township Zoning Ordinance listed in Section 421.E: Approval Criteria of Zoning Map Amendment; and

WHEREAS the Garfield Township Planning Commission, after conducting a public hearing on April 12, 2023 and adopting Findings of Fact on May 10, 2023, recommended approval of the application to the Township Board; and

WHEREAS the Township Board, following a public hearing on June 13, 2023, and having adopted Findings of Fact in support of approval of the application to rezone the subject property.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 35 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

At the request of the owners and their representatives of Parcels 05-005-050-10, 05-004-003-60, 05-005-034-10, and 05-005-034-20, situated in the Charter Township of Garfield, Grand Traverse County, Michigan, Parcel 05-005-050-10 has been rezoned by way of a map amendment from its current zoning of the A-Agricultural zoning district to the P-R Park and Recreation zoning district, and Parcels 05-004-003-60, 05-005-034-10, and 05-005-034-20 have been rezoned by way of a map amendment from their current zoning of the R-1 One-Family Residential zoning district to the P-R Park and Recreation zoning district.

Moved: Steve Duell Supported: Denise Schmuckal

Ayes: Duell, Schmuckal, Macomber, Agostinelli and Korn

Nays: None

Absent and Excused: Barsheff and McManus

Chuck Korn, Supervisor Charter Township of Garfield

By:

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 2023-17-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of June 2023. Amendment No. 35 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: 6/14/2023

Lanie McManus, Clerk

Charter Township of Garfield

Introduced: May 23, 2023

Adopted:

June 13, 2023 June 18, 2023

Published: Effective:

June 25, 2023

07/05/2023 08:59 AM User: BETTY

DB: Garfield

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD CHECK DATE FROM 06/09/2023 - 07/05/2023

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Amount 421,48 212.74 164.30 22.50 5,000.00 22,670.69 575.00 159.46 191.90 1,383.47 3,383.58 90.00 985.58 663.04 122.80 2,480.00 136.53 675.82 1,425.00 655.23 99.90 940.00 535.49 4,059.40 92.50 159.98 493.11 239.11 ** VOIDED 3.b.(i) 101-101-805.000 101-806-862.000 101-747-880.007 101-000-227.001 101-851-873.030 101-101-802.000 101-101-726,000 101-215-960.000 101-265-935.602 101-412-960,000 1319 TURBIDITY CURTAIN, STRAW, POSTS, CUTTER 308-000-935.000 101-000-237,000 308-000-805,000 101-265-935.604 308-000-970.000 101-265-850,000 101-265-726.003 308-000-805.000 101-101-726,000 308-000-805,000 101-851-873.030 101-851-873.040 101-253-801.000 101-258-935.016 101-265-935.608 101-000-238.000 GL ZONING ZONING ZONING ZONING PENS, STAPLES, STAMP PAD, BATTERY, ENVELOPE FLOWERS, SUPPLIES, SUPPLIES, SUPPLIES, SUPPLIES, FLOWERS, FLOWERS, FLOWERS, EMPLOYEE LIFE / HEALTH EMPLOYEE LIFE / HEALTH 1-3.2023 RETIREE HRA THE BOOM BOOM CLUB 04652347 POTS LINE THE BOOM BOOM CLUB 1319 - EDUCATION, 1319 - EDUCATION, 1319 - EDUCATION, 1319 - EDUCATION, SPRING MAITENANCE EMPLOYEE HEALTH NOZZLES, ROTORS GASB 87 LEASES TOILET TISSUE Description RIVER EAST LEGAL FEES UNITED WAY 002114259 002114258 BLUEGILL INTERNET AFLAC HSA GAS BLUE CROSS BLUE SHIELD OF MICHIGAN PRINCIPAL LIFE INSURANCE COMPANY BURNHAM & FLOWER OF MICHIGAN DENNIS, GARTLAND & NIERGARTH INTEGRITY BUSINESS SOLUTIONS HARRIETTA HILLS TROUT FARM GRANITE TELECOMMUNICATIONS GARFIELD CHARTER TOWNSHIP LAUTNER IRRIGATION INC SONDEE, RACINE, DOREN GOURDIE-FRASER, INC. TEMPERATURE CONTROL SPECTRUM ENTERPRISE THE BOOM BOOM CLUB THE BOOM BOOM CLUB GFL ENVIRONMENTAL GFL ENVIRONMENTAL FIFTH THIRD BANK FIFTH THIRD BANK GT SUPPLY, LLC SUPERFLEET UNITED WAY Payee AFLAC Check # 41498 41499 41500 41501 41502 41503 41506 41508 41509 41510 41513 41513 41515 41516 41518 41496 41497 41502 41502 41502 41504 41505 41512 41514 41517 41507 41511 Bank GEN Check Date 06/21/2023

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Check Date	Bank	Check #	Рауее	Description	GI #	Amount
06/21/2023	GEN	41519	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,830.00
06/21/2023	GEN	41520	WALTON CONTRACTING, INC.	RIVER EAST PAYMENT #2	308-000-970.000	83,669.45
06/28/2023	GEN	41521	BURNHAM & FLOWER OF MICHIGAN	HSA FEES	101-101-805.000	76.50
06/28/2023	GEN	41522	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04
06/28/2023	GEN	41523	GRAND TRAVERSE COUNTY	2023 TAX MAP UPDATES	101-101-726.000	200.58
06/28/2023	GEN	41524	GT SUPPLY, LLC	TOWELING/TOILET PAPER	101-265-726.003	302.00
06/28/2023	GEN	41525	HOME DEPOT CREDIT SERVICES	MOWER TOOLS	308-000-935.000	287.05
06/28/2023	GEN	41526	KRAFT BUSINESS SYSTEMS	MONTHLY SVC CONTRACT	101-101-726.002	394.59
06/28/2023	GEN	41527 41527	LANIE MCMANUS	CONFERENCE MILEAGE / PARKING CONFERENCE MILEAGE / PARKING	101-215-860.300 101-215-960.000	335.36
						451.36
06/28/2023	GEN	41528	LAUTNER IRRIGATION INC	SPRAY HEADS	308-000-935.000	13.66
06/28/2023	GEN	41529	MICHIGAN PIPE & VALVE	DRAIN/FITTINGS FOR WATER TANK	308-000-935.000	174.00
06/28/2023	GEN	41530	PREMIER OUTDOORS OF TRAVERSE CITY	MOWING	101-265-935.602	165.00
06/28/2023	GEN	41531	PREMIER OUTDOORS OF TRAVERSE CITY	LOGANS MEDIANS	101-265-935.602	220.00
06/28/2023	GEN	41532	PREMIER OUTDOORS OF TRAVERSE CITY	SILVER LAKE PARK	308-000-805.000	1,440.00
06/28/2023	GEN	41533	STEVE LESH	PARK RESERVATION REFUND	101-000-476.004	20.00
06/28/2023	GEN	41534	TRAVERSE CITY LIGHT & POWER	00104659-5	101-448-920.005	10.61
06/28/2023	GEN	41535	UNITED WAY	UNITED WAY	101-000-238.000	00.06
06/28/2023	GEN	41536	VERIZON	PHONES	101-265-850.000	251.69
06/28/2023	GEN	41537	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,860.00
07/05/2023	GEN	41538	ANNE WENDLING	CONTRACTED SVCS	308-000-805.000	00.89
07/05/2023	GEN	41539	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000 101-400-805.000	82.50
						260.50
07/05/2023	GEN	41540	CONSUMERS ENERGY	100018131597	101-448-920.005	29.88
07/05/2023	GEN	41541	CONSUMERS ENERGY	103043977273	101-448-920.005	75.43
07/05/2023	GEN	41542	CONTEMPORARY CLEANING	CLEANING SVC	308-000-805.000	450.00

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CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD CHECK DATE FROM 06/09/2023 - 07/05/2023

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Amount 22.74 54.28 70.26 10.59 55.06 28.38 49.00 18.93 243.41 142,373.86 1,350.00 383.09 3,000.00 424.41 309.06 666.74 695.12 101-265-935.603 101-171-960.000 101-253-960.000 308-000-805.000 101-265-920.602 308-000-805.000 308-000-805.000 101-265-850.000 101-101-726.000 101-253-726.000 101-101-726.001 101-371-726.000 101-448-920.005 101-000-084.861 GI # FOLDERS, PAPER, SOAP, SPEAKER, STAPLER, INK SOAP, SPEAKER, STAPLER, INK FOLDERS, PAPER, SOAP, SPEAKER, STAPLER, INK TOTAL OF 58 CHECKS (1 voided) PARK SPRAY HEAD/NOZZLE LEASE 4.30-7.29.20236 POPLARS IN DOG PARK 3637 - EDUCATION FOLDERS, PAPER, CLEANING SVC Description 00104403-7 00104403-7 POTS LINE EDUCATION 5590511 5105021 LEONARDO'S TREE SERVICE, INC TRAVERSE CITY LIGHT & POWER GRAND TRAVERSE COUNTY DPW GRAND TRAVERSE COUNTY DPW LAUTNER IRRIGATION INC CONTEMPORARY CLEANING TOTAL - ALL FUNDS FIFTH THIRD BANK FIFTH THIRD BANK PITNEY BOWES INC STAPLES Payee LINGO check # 41543 41544 41545 41546 41547 41548 41549 41550 41551 41552 41552 41552 41553 41553 Bank GEN Check Date 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023 07/05/2023

	666.74	3,690.00	655.23	1,326.08	180.00	20.00	1,104.58	424.41	394.59	575.00	181.50	22.74	335.36	275.46	10.59	92.50	49.00	159.98	401.90	458.48	383.09	597.74	1,350.00	122.80	
	DUE FROM #861 STREET LIGHTS	DEFERRED COMP	AFLAC	HSA (FORMERLY FLEX)	UNITED WAY	PARK USE FEES	SUPPLIES	POSTAGE	SUPPLIES - COPIER MAINTENANCE	AUDIT AND ACCOUNTING	CONTRACTED AND OTHER SERVICES	EDUCATION & TRAINING	MILEAGE - CLERK	EDUCATION & TRAINING	SUPPLIES	LEGAL SERVICES	EDUCATION & TRAINING	COMPUTER NETWORK	SUPPLIES-MAINTANCE	TELEPHONE	WATER / SEWER	LAWN MAINTENANCE	CLEANING SERVICE	RUBBISH REMOVAL	
GL TOTALS	101-000-084.861	101-000-227.000	101-000-227.001	101-000-237.000	101-000-238.000	101-000-476.004	101-101-726.000	101-101-726,001	101-101-726.002	101-101-802.000	101-101-805.000	101-171-960.000	101-215-860.300	101-215-960.000	101-253-726.000	101-253-801.000	101-253-960.000	101-258-935.016	101-265-726.003	101-265-850.000	101-265-920.602	101-265-935.602	101-265-935.603	101-265-935.604	

Amount

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GI # 6,999.81 1,858.18 86,149.45 142,373.86 1,425.00 55.06 178.00 191.90 144.30 5,000.00 26,054.27 675.82 Description INSURANCE - EMPLOYEE HEALTH INSURANCE - EMPLOYEE LIFE CONTRACTED AND OTHER SERVICES MAINTENANCE - MISC, EQUIP CAPITAL OUTLAY SUPPLIES CONTRACTED AND OTHER SERVICES EDUCATION & TRAINING STREET LIGHTS TOWNSHIP COM. PROM. - COMMUNITY AWAREN MAINTENANCE-OTHER GAS & CAR WASHES Payee check # Bank 101-265-935.608 101-371-726.000 101-400-805.000 101-412-960.000 101-448-920.005 101-747-880.007 101-865-862.000 101-851-873.040 308-000-805.000 308-000-935.000 Check Date



123 West Front Street
Traverse City, Michigan 49684
231.946.5874
231.946.3703

June 27, 2023

I.

11.

SUMMARY OF BILLINGS FOR APPROVAL FROM GARFIELD TOWNSHIP

Developer's Escrow Fund A. Storm Water Reviews 1. Engineering consulting services for storm water plan review.	
Birmley Meadows Site Condominium, Escrow No. 215.839 Project# 23131 Invoice No. 2313101 2. Engineering consulting services for storm water plan review. French Manor Terra Phase 2, Escrow No. 215.852	1,668.75
Project# 23140 Invoice No. 2314001	877.50
Total A	2,546.25
B. Utility Plan Review, Oversight & Closeout 1. Engineering plan review and overall capacity evaluation, construction services, project turnover Bata HQ Transit, Orientated Development PUD	
Project# 21334 Invoice No. 2133407 2. Engineering plan review and overall capacity evaluation, construction services, project turnover South 22, Water / Sewer Extension, Escrow# 701-000-214.815	17,952.00
Project# 22074 Invoice No. 2207406 3. Engineering plan review and overall capacity evaluation, construction services, project turnover Britten, Inc. New Building, Escrow# 214.821	1,500.00
Project# 22243 Invoice No. 2224304	8,925.00
Total B	28,377.00
Total Developer's Escrow Fund	30,923.25
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. 2139109 2. Engineering and survey services for design, permitting and construction engineering for sewer extension NW Silver Lake Road Sewer Extension	14,675.00
Project# 22230 Invoice No. 2223003	6,773.50
Total Utility Receiving Fund	21,448.50
GRAND TOTAL	\$52,371.75



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

June 27, 2023

Project No:

23131

Invoice No:

2313101

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

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: Traverse City

Professional Services from May 06, 2023 to June 24, 2023

Professional Personnel

Hours	Rate	Amount	
3.75	130.00	487.50	
11.25	105.00	1,181.25	
15.00		1,668.75	
			1
	3.75 11.25	3.75 130.00 11.25 105.00	3.75 130.00 487.50 11.25 105.00 1,181.25

1,668.75

Total this Invoice

\$1,668.75

Billings to Date

	Current	Prior	Total
Labor	1,668.75	0.00	1,668.75
Totals	1,668.75	0.00	1,668.75



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

June 27, 2023

Project No:

23140

Invoice No:

2314001

Re: French Manor Terra Phase 2 - Storm Water Review, Escrow No. 215.852

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 review.

Project Location: 1420 Terra Road, Traverse City

Professional Services from June 01, 2023 to June 24, 2023

Professional Personnel

		Hours	Rate	Amount	
Project Engineer II		6.75	130.00	877.50	
Totals		6.75		877.50	
Total La	abor				877.50
			Total this I	nvoice	\$877.50
Billings to Date					
	Current	Prior	Total		
Labor	877.50	0.00	877.50		
Totals	877.50	0.00	877.50		



LANIE MCMANUS 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, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

June 27, 2023

Project No:

21334

Invoice No:

2133407

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.

Professional Services from June 04, 2023 to June 24, 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	96.00	50,688.00	32,736.00	17,952.00	
Proj. Turnover, Close Out	3,500.00	0.00	0.00	0.00	0.00	
Total Fee	65,800.00		60,188.00	42,236.00	17,952.00	
		Total F	ee			17,952.00

Total this Invoice \$17,952.00



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, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

June 27, 2023

Project No:

22074

Invoice No:

2207406

Re: South 22, Water / Sewer Extension, Escrow# 701-000-214.815

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 residential housing complex located along Lafranier Road north of the intersection of Hammond Road. Housing complex is comprised of three apartment buildings and nine quadplex apartment buildings and a maintenance building.

Additional Services:

1. Engineering services for a second plan review and overall capacity evaluation to determine impact to the existing water and sewer system and the ability to services. The completion is due to SUP amendment and site plan/usage change. Act 399 and Part 41 permit assistance for watermain and sewer main extension. \$1,500.

Project Location: 1532 W. Hammond Road, Traverse City

Professional Services from June 04, 2023 to June 24, 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	44,200.00	30.00	13,260.00	13,260.00	0.00
Project Closeout & Turnover	2,500.00	0.00	0.00	0.00	0.00
Engineering 2nd Plan Review	1,500.00	100.00	1,500.00	0.00	1,500.00
Total Fee	51,700.00		18,260.00	16,760.00	1,500.00
			-		

Total Fee 1,500.00

Total this Invoice \$1,500.00



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

June 27, 2023

Project No:

22243

Invoice No:

2224304

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.

Project Location: 2182 & 2200 Cass Road, Traverse City

<u>Professional Services from June 04, 2023 to June 24, 2023</u> 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	3,825.00	8,925.00	
Project Closeout & Turnover	1,500.00	0.00	0.00	0.00	0.00	
Total Fee	17,750.00		16,250.00	7,325.00	8,925.00	
		Total	Fee			8,925.00
				Total this Invoice	e	\$8,925.00



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

June 27, 2023

Project No:

21391

Invoice No:

2139109

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.

<u>Professional Services from June 04, 2023 to June 24, 2023</u> 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	30.00	11,550.00	9,625.00	1,925.00
Construction Observation	75,000.00	59.00	44,250.00	33,000.00	11,250.00
Project Closeout & Turnover	5,000.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00
AS#2 Construction Staking	1,500.00	100.00	1,500.00	0.00	1,500.00
AS#2 Construction Admin / Closeout	7,000.00	0.00	0.00	0.00	0.00
Total Fee	235,300.00		145,600.00	130,925.00	14,675.00

Project	21391	GARFIELD/WTR MAIN EXT,GARFIELD-LL TWP/GT	Invoice	2139109
		Total Fee		14,675.00
		Total this Invoice		\$14,675.00

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, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

June 27, 2023

Project No:

22230

Invoice No:

2223003

Re: NW Silver Lake Road Sewer Extension

Project Description: Project consists of professional engineering services for the design, permitting and construction engineering for the extension of the 8" gravity sewer along Silver Lake Road to provide sanitary to the adjacent property owners. The extension would include approximately 1,800 feet of 8" gravity sewer to be extended to the limits of the parcel providing sanitary sewer service to five (5) parcels. The engineering fees would include design, permitting, bidding, construction observation and closeout. The project would be financed by the Township with costs reimbursed by the property owners (upon connection) as a Lateral Charge with financing options offered by the Township. This project supports the Township's goals and objectives to provide municipal infrastructure, hence preserving the health and safety of the public and environment.

Professional Services from April 01, 2023 to June 24, 2023 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Design	21,850.00	100.00	21,850.00	15,076.50	6,773.50
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	5,750.00	0.00	0.00	0.00	0.00
Construction Observation	28,500.00	0.00	0.00	0.00	0.00
Project Closeout and Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	62,600.00		21,850.00	15,076.50	6,773.50

Total Fee 6,773.50

Total this Invoice

\$6,773.50



			Chang	ge Order No	2
Date of Issuance: June 19, 2023		Effective D	Date:	June 19, 2023	
Owner: Charter Township of Ga	rfield	Owner's C	ontract No.:		
Contractor: Elmer's Crane and Doze	er	Contracto	r's Project No	.:	
Engineer: Gourdie-Fraser, Inc		Engineer's	Project No.:	21391	
Project: Cedar Run Watermain E	Extension	Contract N	lame:		
The Contract is modified as follows u	pon execution of this C	hange Order:			
Description: 1) Modifications to Black Bear (Brine Tanks and installing a unknown field conditions due	water service line for f to insufficient record o	uture sampling pur drawings and EGLE F	poses. Thes		
Attachments: Team Elmer's Email Pr			JANGE IN CO	NTRACT TIMES	
CHANGE IN CONTRA	CIPRICE	1		estones if applica	hlel
Original Contract Price:		Original Contract		estories ij applica	DIC]
on ginar contract mes				8, 2023 (90 Days)	
\$1,389,275.00				8, 2018 (180 Days	
				days or dates	
[Increase] [Decrease] from previous	sly approved Change	[Increase] [Decre	ase] from pre	viously approved	Change
Orders No. <u>1</u> to No. <u>2</u> :		Orders No to			
4-4		Substantial Comp			
\$21,793.00		Ready for Final Pa	ayment: <u>N/A</u>	1	
				days	
Contract Price prior to this Change (Order:	Contract Times p	rior to this Ch	ange Order:	
\$1,367,482.00		Ready for Final Pa	ayment:		
		<u> </u>		days or dates	35 100
[Increase] [Decrease] of this Change	Order:	[Increase] [Decre			
¢ 0 004 00					
\$ 8,804.00		Ready for Final Pa	ayment:		
				days or dates	
Contract Price incorporating this Ch	ange Order:	Contract Times w	ith all approv	ed Change Orders	s:
				8, 2023 (90 Days)	
\$ <u>1,376,286.00</u>		Ready for Final Pa	ayment: <u>July</u>	8, 2018 (180 Days	5)
				days or dates	
RECOMMENDED:		EPTED:	. /	ACCEPTED:	
By: graff	By:		_ By:	200	6:
Engineer (if required)	*	thorized Signature)		tractor (Authorized	signature
Title: Project Manager	Title:		_ Title:	Direct Mana	gor
Date: 6/19/2023	Date		Date :	119/23	

EJCDC° C-941, Change Order. Prepared and published 2013 by the Engineers Joint Contract Documents Committee.

Jennifer Hodges

From:

Nick Broad <nb1256@teamelmers.com>

Sent:

Friday, June 16, 2023 3:37 PM

To:

Jennifer Hodges

Subject:

RE: Black Bear Brine Tanks

Jennifer,

Below is the additional pricing for the items we discussed the other day:

- Installation of 1" copper water service with corp, curb stop and box from stub to existing treatment building -\$5,879
- Cut/Cap Brine Tank outlet line and fill tanks with pea stone \$2,925

Thank you!

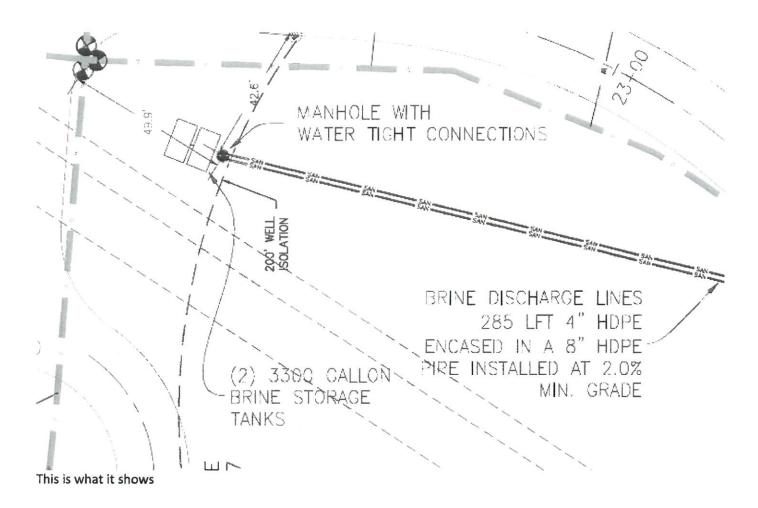
Nick Broad, P.E. Team Elmer's 231-499-3992

From: Jennifer Hodges <jennifer@gfa.tc> Sent: Friday, June 16, 2023 3:30 PM

To: Nick Broad <nb1256@teamelmers.com>; Josh Hall <jhall@operationsservices.com>

Subject: RE: Black Bear Brine Tanks

CAUTION: This email originated from outside of Team Elmers. Do not click links or open attachments unless you recognize the sender and know the content is safe.



From: Nick Broad <nb1256@teamelmers.com>

Sent: Friday, June 16, 2023 3:24 PM

To: Josh Hall < jhall@operationsservices.com > Cc: Jennifer Hodges < jennifer@gfa.tc > Subject: RE: Black Bear Brine Tanks

Josh,

This wont open for some reason...

Thanks!

Nick Broad, P.E. Team Elmer's 231-499-3992

From: Josh Hall < jhall@operationsservices.com>

Sent: Friday, June 16, 2023 3:13 PM

To: Nick Broad <<u>nb1256@teamelmers.com</u>>
Cc: Jennifer Hodges <<u>jennifer@gfa.tc</u>>
Subject: Re: Black Bear Brine Tanks

CAUTION: This email originated from outside of Team Elmers. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Happy Friday
On Fri, Jun 16, 2023, 15:09 Nick Broad < <u>nb1256@teamelmers.com</u> > wrote:
Josh,
Do you have a digital copy of the as-built of the brine tanks for black bear? Wondering how much peastone to plan on
Thanks!
Nick Broad, P.E.
Team Elmer's
Esphalt • Excavating • Concrete • Cranes
3600 Rennie School Rd
Traverse City, MI 49685
231-499-3992 • <u>nb1256@teamelmers.com</u>
What else can I do for you today?
www.TeamElmers.com

EJCDC	Contractor's Application for Payment No.	Payment No.	3
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE	Application 5/26/2023 - 6/25/2023 Period:	Application Date: 6/25	6/25/2023
To Garfield Township (Owner):	From (Contractor): Bimer's Crane & Dozer, Inc.	Via (Engineer); Gou	Gourdie Fraser, Inc.
Project: Cedar Run Water Main Extension	Contractor: 3600 Rennie School Rd, Traverse City, Mi Address: 49685	Engineer 12 Address:	123 West Front St., Traverse City, MI 49684
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 21391	16

Application For Payment Change Order Summary

	1. ORIGINAL CONTRACT PRICE \$ \$1,389,275.00	Net change by Change Orders \$ -\$12,989,00	3. Current Contract Price (Line 1 ± 2)	4. TOTAL COMPLETED AND STORED TO DATE	(Column F total on Progress Estimates) \$ \$1,164,079.00	5. RETAINAGE:	a. 5% X \$1,164,079.00 Work Completed \$58,203.95	b. X Stored Material \$	c. Total Retainage (Line 5.a + Line 5.b) \$ \$58,203.95	6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c) \$ \$1,105,875.05	7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application) \$ \$731,513.30	8. AMOUNT DUE THIS APPLICATION	(Column G total on Progress Estimates + Line 5.c above)	Three Hundred and Seventy Four Thousand, Three Hundred and Sixty Payment of: \$ One Dollars and Seventy-Five Cents	(Line 8 or other - attach explanation of the other amount)	is recommended by: 57.1. 57.1. 6128/2023	(Date)	Three Hundred and Seventy Four Thousand, Three Hundred and Sixty Payment of: \$ One Dollars and Seventy-Five Cents	(Line 8 or other - attach explanation of the other amount)	is approved by:	(Owner) (Date)	Approved by: Funding or Financine Entity (if annicoslis) (Tasts)
r	1. OR	2. Net	3. Car	4. 70	<u>ত</u>	S. RE				6. AM	7. LES	8. AM 9. BAL	(Co	Paym	-	is rec				is app		V Vbb
		Deductions	\$21,793.00								\$21,793.00	-\$12,989.00		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	Work, or otherwise listed in or	vered by a bond acceptable to Owner	informatying Owner against any such Letts, security interest, or encumorances); and the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.				Date: 6/28/23
Change Order Summary		Additions		\$8,804.00							\$8,804.00	-\$12,9		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 w	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 mass to Owner at time of navment free and clear of all	Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner	indemutying Coverage against any such Liens, security interest, or encumbrances); and and the deverted by this Application for Payment is in accordance with the Com and is not defective.				
	Approved Change Orders	Number	1	2							TOTALS	NET CHANGE BY CHANGE ORDERS		Contractor's Certification The undersigned Contractor ce	(1) All previous progress payn have been applied on account	the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporced by this Application for Payment, will pass to	Liens, security interests, and er	(3) All the Work covered by the and is not defective.			Contractor Signature	By:

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Price
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		315015	5/26/2023 - 6/25/2023	5/2023				#####					
For (Contract):	3600 Rennie School Rd, Traverse City, Mi 49685	5890								Application Number:		3	
pplication Perio	Application Period 5/26/2023 - 6/25/2023									Application Date:	6/25/2023		
	¥				В		ر		D	in)	íz.		
	Item	L		Contract Information	rmation	ě	Vulne of	Qty	Value of	Value of Materials	Total Commisted	70	
Bid Item No.	Description	Item	Units	Unit Price	Total Value of Item (\$)	Instd	77	Instd This Period	> 1-	Presently Stored (not in C or D)	and Stored to Date (C + D+ E)	Complete (F / B)	Balance to Finish (B - F)
-	Water Main, 12" C900 (High Pressure)	5700	LF	\$113.00	\$644,100.00	4197	\$474,261.00	1445	\$163,285.00		\$637,546.00	%0.66	\$6,554.00
2	Water Main, 8" C900 (High Pressure)	350	LF	\$78.00	\$27,300.00	26	\$2,028.00	323	\$25,194.00		\$27,222.00	%1.66	\$78.00
3	Bore & Jack, In Place, 24"	09	LF	\$1,000.00	\$60,000.00			09	\$60,000.00		\$60,000.00	100.0%	
4	Gate and Valve Box, 12"	7	EA	\$4,200.00	\$29,400.00	9	\$25,200.00	-	\$4,200.00		\$29,400.00	100.0%	
5	Gate and Valve Box, 8"	3	EA	\$3,700.00	\$11,100.00	2	\$7,400.00	-	\$3,700.00		\$11,100.00	100.0%	
9	Tapping Sleeve and Valve, 6"	-	EA	\$4,450.00	\$4,450.00				\$4,450.00		\$4,450.00	100.0%	
7	Fire Hydrant Assembly	13	EA	\$7,350.00	\$95,550.00	∞	\$58,800.00	5	\$36,750.00		\$95,550.00	100.0%	
œ	Connect to Existing Water Main	-	EA	\$5,275.00	\$5,275.00	-	\$5,275.00				\$5,275.00	%0.001	
6	Asphalt, Drive Replacement	200	SY	\$81.50	\$40,750.00								\$40,750.00
10	Concrete, Drive Replacement	175	SY	\$84.00	\$14,700.00								\$14,700.00
111	Asphalt, Road Replacement	1600	SY	\$54.50	\$87,200.00								\$87,200.00
12	Concrete Curb	460	LF	\$40.00	\$18,400.00			110	\$4,400.00		\$4,400.00	23.9%	\$14,000.00
13	Traffic Control	-	LS	\$82,050.00	\$82,050.00	-	\$82,050.00				\$82,050.00	100.0%	
14	Restoration and Clean-up	-	rs	\$100,000.00	\$100,000.00	0.3	\$30,000.00	0.4	\$40,000.00		\$70,000.00	70.0%	\$30,000.00
15	Mobilization	-	LS	\$85,000.00	\$85,000.00	-	\$85,000.00				\$85,000.00	100.0%	
16	Water Well Abandonment	7	EA	\$8,000.00	\$16,000.00								\$16,000.00
17	Water Treatment Plant Abandonment	-	LS	\$30,000.00	\$30,000.00			-	\$30,000.00		\$30,000.00	100.0%	
18	Master Meter	-	EA	\$38,000.00	\$38,000.00			-	\$38,000.00		\$38,000.00	100.0%	
19	CO#1												
20	Fiber Optic	-	EA	88,987.00	\$8,987.00			-	\$8,987.00		\$8,987.00	100.0%	
21	Replace Bore/Jack with Dir Drill	-	EA	-\$30,780.00	-\$30,780.00			-	-\$30,780.00		-\$30,780.00	100.0%	
22	CO#2												
23	I" Copper Water Service	-	EA	\$5,879.00	\$5,879.00			-	\$5,879.00		\$5,879.00	100.0%	
24	Cut, cap & fill brine tank outlet line	-	EA	\$2,925.00	\$2,925.00								\$2,925.00
25													
26													
	Totale	-										A COLUMN TWO IS NOT THE OWNER, TH	

CHARTER TOWNSHIP OF GARFIELD

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

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:

<u>Section 1.</u> 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.

<u>Section 2.</u> 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.

<u>Section 3</u>: 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. 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:

Benefit Charge This charge will be it January 1, 2007, and (2) years after that the displayed in the table	then by \$100 carough the year	ning every two	,800.00
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 1st 462 cu.ft. and \$1.70 per 100 cu.ft. over
January 1, 2008	\$10.35 1st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2009	\$11.50 1st 462 cu.ft. and \$1.75 per 100 cu.ft. over
January 1, 2010	\$11.50 1st 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. <u>Building Service</u> (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) dates 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) <u>Interest</u>

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

<u>Section 5.</u> 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.

<u>Section 6.</u> 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.

<u>Section 7</u>. 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 Find 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 sumsufficient 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) <u>CONTRACT PAYMENT FUND</u>

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) <u>IMPROVEMENT FUND</u>

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.

<u>Section 9.</u> 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.

<u>Section 11.</u> 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.

<u>Section 12.</u> 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.

<u>Section 13.</u> 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 shall become effective immediately upon its adoption.

Amendment to replace highlighted section above with:

<u>Section 4A.</u> 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.

Ref: 1. To consider of application from Brad Oleson for a SUP for amendment of Oleson PUD. Applicant is proposing converting 6,960 sqf of second floor office space into six apartments for multi-family residential use.

- 2. To consider application submitted by Gosling Czubak Engineering service, INC for a SUP for proposed 80- unit multifamily housing development.
- 3. Consideration of application submitted by Jamie Kirschner and Nicole Martin for a proposed new photography studio in existing multi tenet building at 716 boon street.

To Whom It May Concern,

Upon reviewing the above notice, I would like to express my view on the above request. Haggard's Plumbing & Heating is not opposed to the changes of the property and or the request. If a property owner is fortunate enough to have the ability and the resources in this time to either build and or improve their existing property, it would only help the economy continue to grow. It would prove positive for the local, county and state to do all we can to improve and promote in any way possible.

Sincerely,

John Haggard

Haggard's Plumbing & Heating

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

June 2023

Ocation	Citations		Traffic Crashes	S	Arre	Arrests	Traffic
		Fatal	PIA	PDA	OWI	Criminal	Crasn Totals
01 Acme	7	0	_	14	3	4	15
02 Blair	41	0	3	23	2	13	26
03 East Bay	69	1	4	26	0	15	31
04 Fife Lake	2	0	2	9	0	3	8
05 Garfield	66	0	11	84	10	65	95
06 Grant	_	0	0	4	-	0	4
07 Green Lake	13	0	3	6	_	3	12
08 Long Lake	15	0	2	5	0	7	7
09 Mayfield	9	0	0	9	0	0	9
10 Peninsula	10	0	2	3	0	-	5
11 Paradise	10	0		13	_	0	14
12 Union	2	0	1	2	0	0	3
13 Whitewater	3	0	_	10	0	_	11
29 Fife Lake Vlg	0	0	0	0	0	_	0
30 Kingsley Vlg	8	0	_	0	0	2	_
66 Traverse City	5	0	0	0	2	38	0
84 Out of County	0	0	0	0	0	21	0
Totals	291	_	32	205	20	174	238
% of Garfield Twp.	34.0%	%0.0	34.4%	41.0%	20.0%	37.4%	39.9%

Ticket stats are based on what District Court has entered as of 6/30/23.

Arrest stats are as of 7/02/23.

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

Second Quarter Totals April - June 2023

Location	Citations	-	Traffic Crashes	S	Arr	Arrests	Traffic
		Fatal	PIA	PDA	OWI	Criminal	Totals
01 Acme	26	-	3	27	5	16	31
02 Blair	111	-	4	49	7	50	54
03 East Bay	135	_	თ	55	က	31	65
04 Fife Lake	7	0	4	16	0	9	20
05 Garfield	265	0	20	170	29	185	190
06 Grant	2	0	-	10	2	0	11
07 Green Lake	47	0	4	17	5	13	21
08 Long Lake	18	0	5	19	2	13	24
09 Mayfield	29	0	3	14	0	က	17
10 Peninsula	12	0	2	7	0	4	6
11 Paradise	23	0	က	20	2	5	23
12 Union	3	0	_	80	0	0	6
13 Whitewater	5	0	Э	17	0	5	20
29 Fife Lake VIg	0	0	0	_	0	_	_
30 Kingsley VIg	14	0	_	2	0	10	3
66 Traverse City	6	0	0	0	3	122	0
84 Out of County	0	0	0	0	_	48	0
Totals	706	3	63	432	59	512	498
% of Garfield Twp.	37.5%	%0.0	31.7%	39.4%	49.2%	36.1%	38.2%

Ticket stats are based on what District Court has entered as of 6/30/23.

Arrest stats are as of 7/02/23.



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

Garfield NFIRS Incidents - June 2023

Garriela IVI IVIS Illelaelles Saile 2025	Sales Colored
Incident Type	Count
Medical assist, assist EMS crew	224
Emergency medical service, other	26
Dispatched and cancelled en route	18
Motor vehicle accident with injuries	5
Motor vehicle accident with no injuries.	5
False alarm or false call, other	4
Alarm system activation, no fire - unintentional	3
Smoke detector activation due to malfunction	3
Accident, potential accident, other	2
Carbon monoxide incident	2
Forest, woods or wildland fire	2
Smoke detector activation, no fire - unintentional	2
Unauthorized burning	2
Alarm system sounded due to malfunction	1
Animal rescue	1
Arcing, shorted electrical equipment	1
Assist police or other governmental agency	1
Brush or brush-and-grass mixture fire	1
Detector activation, no fire - unintentional	1
Gasoline or other flammable liquid spill	1
Grass fire	1
Low Hanging Power Line	1
Low-voltage line down	1
LP or Natural Gas Odor with no leak/gas found.	1
Motor vehicle/pedestrian accident (MV Ped)	1
Municipal alarm system, malicious false alarm	1
Natural vegetation fire, other	1
No incident found on arrival at dispatch address	1
Overheated motor / belt issue	1
Passenger vehicle fire	1
Public service	1
Public service assistance, other	1
Severe weather - Tree removal	1
Smoke scare, odor of smoke	1
Water Flow Alarm - unintentional	1
Grand Total	320



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Garfield EMS Incidents - June 2023

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	5	9	17	31
General Weakness	7		18	25
Invalid Assist/Lift Assist		1	17	18
Cardiac Issues (Chest Pain)	16	1		17
Medical Alarm	1	9	6	16
Difficulty Breathing / SOB	10	2	1	13
Altered LOC	7		5	12
Diabetic Emergency	4	2	5	11
Unresponsive	10	1		11
Psychiatric Problem/Suicide Attempt	3	1	6	10
Seizure	7		3	10
Syncope/near-fainting	5	1	4	10
Traumatic Injury	3	2	4	9
Nausea/Vomiting	4	1	3	8
No Other Appropriate Choice	3	1	4	8
Hemorrhage/Laceration	3	1	3	7
Abdominal Pain	2	1	3	6
Back Pain (Non-Traumatic)	2		4	6
Stroke/CVA	5		1	6
Urinary problem			6	6
Vehicle Accident	5		1	6
Hypotension / hypertension	3		2	5
Death - Priority 5			4	4
Assault		1	2	3
Alcohol intoxication		1	1	2
Carbon Monoxide	2			2
Choking	1		1	2
Infection			2	2
Pregnancy/Childbirth/Miscarriage	2			2
Welfare Check			2	2
Airway Obstruction	1			1
Allergic Reaction / Stings	1			1
Assist Other Agency			1	1
Cardiac Issues - No Chest Pain		1		1
CPR	1			1
Epistaxis (Nosebleed)		1		1
GI Bleed		1		1
Headache			1	1
Grand Total	113	38	127	278

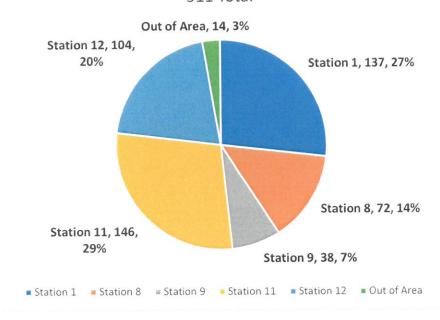


FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

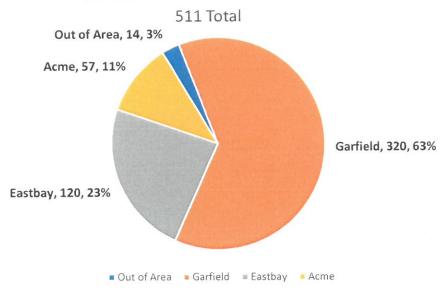
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GTMESA - June 2023 Incidents by Station

511 Total



GTMESA - June 2023 Incidents





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GTMESA NFIRS Incidents - June 2023

Incident Type	Count
Medical assist, assist EMS crew	375
Dispatched and cancelled en route	39
Motor vehicle accident with injuries	12
Alarm system activation, no fire - unintentional	7
Motor vehicle accident with no injuries.	6
False alarm or false call, other	5
Unauthorized burning	5
Smoke scare, odor of smoke	4
Alarm system sounded due to malfunction	3
Attempted burning, illegal action, other	3
Low-voltage line down	3
Public service	3
Smoke detector activation due to malfunction	3
Accident, potential accident, other	2
Assist police or other governmental agency	2
Brush or brush-and-grass mixture fire	2
Carbon monoxide detector activation, no CO	2
Carbon monoxide incident	2
Detector activation, no fire - unintentional	2
Forest, woods or wildland fire	2
LP or Natural Gas Odor with no leak/gas found.	2
No incident found on arrival at dispatch address	2
Smoke detector activation, no fire - unintentional	2
Water Flow Alarm - unintentional	2
Animal rescue	1
Arcing, shorted electrical equipment	1
Building Fire - Charring only - No Flame Damage	1
Chemical hazard (no spill or leak)	1
Electrical wiring/equipment problem, other	1
Gasoline or other flammable liquid spill	1
Grass fire	1
Low Hanging Power Line	1
Motor vehicle/pedestrian accident (MV Ped)	1
Municipal alarm system, malicious false alarm	1
Natural vegetation fire, other	1
Outside equipment fire	1
Outside rubbish, trash or waste fire	1
Overheated motor / belt issue	1



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Passenger vehicle fire	1
Power line down	1
Public service assistance, other	1
Ring or jewelry removal	1
Severe weather - Tree removal	1
Tree Down onto Low Voltage Lines	1
Water problem, other	1
Grand Total	511



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GTMESA EMS Incidents - June 2023

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	9	20	33	62
Invalid Assist/Lift Assist		1	35	36
General Weakness	11		22	33
Cardiac Issues (Chest Pain)	27	2		29
Medical Alarm	1	12	8	21
Difficulty Breathing / SOB	17	2	1	20
Altered LOC	14		5	19
Vehicle Accident	8	2	8	18
Syncope/near-fainting	11	1	5	17
Unresponsive	15	2		17
Seizure	11		5	16
Diabetic Emergency	5	2	5	12
Nausea/Vomiting	4	1	7	12
Psychiatric Problem/Suicide Attempt	4	1	7	12
Traumatic Injury	4	3	4	11
Hemorrhage/Laceration	5	1	4	10
Stroke/CVA	9		1	10
Abdominal Pain	2	1	6	9
Assault		3	6	9
Back Pain (Non-Traumatic)	2		6	8
No Other Appropriate Choice	3	1	4	8
Hypotension / hypertension	3		3	6
Urinary problem			6	6
Welfare Check		1	5	6
Death - Priority 5			4	4
Alcohol intoxication		1	2	3
CPR	3			3
Allergic Reaction / Stings	2			2
Carbon Monoxide	2			2
Choking	1		1	2
Infection			2	2
Pregnancy/Childbirth/Miscarriage	2			2
Airway Obstruction	1			1
Assist Other Agency			1	1
Cardiac Issues - No Chest Pain		1		1
Driver Request	1			1



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Epistaxis (Nosebleed)		1		1
Fever	1			1
GI Bleed		1		1
Headache			1	1
Patient Assist Only			1	1
Grand Total	178	60	198	436

Charter Township of Garfield

Engineering Report / Construction Update

June 21, 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. 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 McCrea groundwater tank which services the US31/37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea 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 their 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 this past Monday without issue. Currently completing demolition of BB water treatment system and punchlist items. Change Order #2 is in your packet for consideration.

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. McRae / 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. Design has been completed and sewer permit issued. Project will be posted for bids next week with a fall 2023 construction.

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 and award information is slated to be released in August.

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 pursing 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 exists (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 are currently 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 IIJA 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 has been completed and GFA has been approved to proceed with Phase III.

GFA has been retained by the Township and currently working on Phase 2 of the park to include dog park and irrigation. Project was awarded to Walton Contracting. Project is complete and Walton is working on final punchlist items. Phase III is currently in design with plans to bid in fall 2023.

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.

<u>Ashland Park - Phase 2 & 3</u> 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 has been providing onsite construction inspection with all utilities installed. GFA is working with contractor on closeout paperwork / record drawings.

BATA Facility

All permits have been issued and project is currently under construction. GFA will be providing full time inspection.

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. 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 GFA is waiting on a construction schedule.

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.

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, Cursory 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. Cursory review remains -DON'T
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
Cedar Run Annex Sidewalk	In Review
ICRC- Salt Barns	Initial email sent 5/19, Final ltr out 6/19
Brimely Meadows Site Condo	In review
French Manor II	Initial grading review approved 6/5 per email



C PI	harter Township of Garfield anning Department Report No. 2	d 023-80
Prepared:	July 5, 2023	Pages: 2
Meeting:	July 11, 2023 Township Board	Attachments:
Subject:	Planning Department Monthly Report –	July 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:

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: A public hearing is scheduled for the 7/11/2023 Township Board meeting.

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: A public hearing was held at the 6/14/2023 Planning Commission meeting. Findings of fact will be considered at the 7/12/2023 Planning Commission 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: A public hearing was held at the 6/14/2023 Planning Commission meeting. Findings of fact will be considered at the 7/12/2023 Planning Commission 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: The application was introduced at the 6/14/2023 Planning Commission meeting. A public hearing is scheduled for the 7/12/2023 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: The application was introduced at the 6/14/2023 Planning Commission meeting. A public hearing is scheduled for the 7/12/2023 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: The application is under review and is scheduled to be introduced at the 7/12/2023 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: The application is under review and may be introduced at the 8/9/2023 Planning Commission meeting.

PLANNING:

Other Planning Department activities include the following:

- For their June study session, the Planning Commission focused on reviewing draft goals and objectives for Housing, Economic Development, and Public Safety to be included in the new Master Plan. Commissioners also continued discussion on proposed the community engagement for the Master Plan in 2023. Staff will facilitate a "pop-up community engagement" event on July 15, 2023 at Silver Lake Recreation Area. For the July study session, the Planning Commission will review development principles and objectives for Nodes, Corridors, and Districts around the Township.
- On June 30, Staff met with key property owners of the Cherryland Center to discuss the combined agreement
 for stormwater, cross access, and shared parking. Also discussed were signs and updating the comprehensive
 development plan for the site.
- Staff continues to facilitate the mountain biking subcommittee of the Parks and Recreation Commission to
 guide implementation of the mountain biking portion of the Commons Natural Area Design Plan. A
 memorandum of understanding has been developed with the Northern Michigan Mountain Bike Association
 (NMMBA) to facilitate fundraising for the construction of mountain biking features in accordance with the
 Design Plan.

STAFF:

John Sych, AICP, Planning Director Email: jsych@garfield-twp.com Direct Line: (231) 225-3155 Stephen Hannon, AICP, Deputy Planning Director

Email: shannon@garfield-twp.com Direct Line: (231) 225-3156



Charter Township of Garfield Parks Report

Silver Lake Recreation Area

Park staff removed several downed branches and a few trees in the dog park from a recent storm.

Leonardo's Tree Service was able to come in and remove other trees in the dog park that posed a danger and needed to be taken out.

Users have expressed thanks for taking out the bad trees.

Several sprinkler heads have been replaced due to old ones aging out. Most of the heads replaced were originals.

Broken line in the water fountain was spraying water everywhere. Staff was able to shut off water and make necessary repairs.

Commons

Trail has been created in different area of Copper Ridge to hopefully alleviate parking issues at West Front Medical.

Met with Gordie Frasier staff to investigate possibilities of putting in permanent trail head parking near storm water retention areas.

Mountain Bike Sub Committee active with sign estimations & work bees.

Rescheduling walk through with DNR Rep. for grant application involving Phase 1 loop.

River East

Phase 2 almost complete. Watering stations being installed the week of May 29th. Hydroseed completed along with irrigation, dog park fencing, and concrete sidewalks.

Removed two encampments with approx. four individuals with help from CPO's. Also assisted businesses on Keystone Rd.

Have been running remainder of materials for tree planting over to Buffalo Ridge trail from barn. Almost completed.

Boardman Valley

TAPA agreement has been updated and we have been notified of two co-presidents that will be serving their board.

Door to the permanent out house has been re-keyed and will be used for storage for pickle ball nets, etc. in the winter. Working on moving the damaged kiosk closer to the parking lot. Identifying areas of boardwalk that are in need of repair.

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

Stocked 400 bluegill in kids fishing pond.

Turbidity curtains and straw bales seem to be working as pond is staying clear.

Buffalo Ridge Trail

Have been trying to water new trees due to lack of rain to minimize loss from drought. CRA is investigating possible additional funding for a re-plant in the fall if need be at no additional cost to the township.

Additional Information

None

Submitted July 3, 2023

Derek Morton

Sean Kehoe

Clerk's Report

For June 30, 2023
Submitted 7/03/23

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 as long as 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 June in the General Fund, you will find that we had a total of \$395,332.01 Revenues and \$583,837.19 Expenditures. For the year we have a total of \$3,452,847.64 Revenues and \$2,683,128.14 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

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REVENUE REPORT FOR GARFIELD TOWNSHIP

Page: 1/1

PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	ACTIVITY FOR MONTH 06/30/2023	AVAILABLE BALANCE
Fund 101 - GENERAL	GENERAL OPERATING FUND					
Revenues						
Dept 000	CHURCH URGEROOM TREE BURGARIO		00 818	73 200 040 1	15 075 50	252 101 13
101-000-403.000	CURRENT REAL FROPERTY TAKES DET DERSONAT DROP TAXES	500.000	00.014,462,2	0.00	00.00	. 0
101-000-407	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	00.00	50.00
101-000-414.000	Drotested DRF Interest	1.000.00	1,000.00	594.74	00.0	405.26
101-000-423.000	TRAILER PARK FEES	00.000,6	00.000,6	4,581.00	764.00	4,419.00
101-000-441.000	Local Community Stabilization Share Tax	45,000.00	45,000.00	33,907.88	00.00	11,092.12
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	5,936.38	00.00	(1,936.38)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	128,692.00	7,872.00	71,308.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	13,480.00	1,600.00	(3,480.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	2,500.00	00.00	2,500.00
101-000-476.003	TREASURER FEES	100.00	100.00	00.0	00.00	100.00
101-000-476.004	PARK USE FEES	00.00	00.00	3,960.00	550.00	(3,960.00)
101-000-476.005	ZONING FEES		15,000.00	10,320.00	1,990.00	4,680.00
101-000-574.000	STATE SHARED REVENUE	2,011,454.00	2,011,454.00	1,009,900.00	340,347.00	1,001,554.00
101-000-574.001	STATE SHARED REV LIQUOR LA	18,500.00	18,500.00	371.25	00.0	18,128.75
101-000-574.002	EVIP DISTRIBUTION	62,144.00	62,144.00	31,071.00	10,357.00	31,073.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	3,500.00	3,500.00	1,609.38	150.00	1,890.62
101-000-627.000	TAX COLLECTION FEES	18,000.00	18,000.00	00.00	00.0	18,000.00
101-000-656.000	Ordinance Enforcement Fees	500.00	200.00	00.00	00.0	200.00
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	59,870.53	151.08	(19,870.53)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	129,590.86	00.0	120,409.14
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	12,440.72	00.0	9,559.28
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	00.00	00.00	45,161.08	00.00	(45,161.08)
101-000-673.000	SALE OF FIXED ASSETS	50.00	20.00	00.00	00.0	20.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	1,558.79	88.66	(1,458.79)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	00.00	0	100.00
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	16,375.46	16,375.46	624.54
101-000-695.100	ALLOCATED FUND BALANCE	51,163.36	51,163.36	00.00	00.0	51,163.36
Total Dept 000		5,078,579.36	5,078,579.36	3,452,847.64	395,332.01	1,625,731.72
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TOTAL REVENUES		5,078,579.36	5,078,579.36	3, 452, 847.64	395, 332.01	1,625,731.72
Fund 101 - GENERAL	- GENERAL OPERATING FUND:	2 0 C 2 8 C 0 2	F 078 570 36	3 452 847 64	395 332 01	1 625 731 72
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DB: Garfield

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

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PERIOD ENDING 06/30/2023

USED 43.45 36.36 49.99 61.90 45.73 35.73 7.01 0.00 85.25 24.28 0.00 40.89 28.33 29.33 109.11 43.00 0.00 27.67 92.99 9.86 18.77 65.99 BDGT 6.52 1.50 0.00 0.00 240.77 38.91 50.00 41.09 50.00 50.00 174.30 50.09 50.09 50.54 47.03 15.48 AVAILABLE BALANCE 31, 497.52, 55, 937.54 1,889.77 (318.90) 18,523.75 1,000.00 723.27 210.25 450.69 6,295.60 344.07 8,400.00 22,461.89 8,100.00 7,775.00 8,750.00 20,921.04 2,286.09 5,427.32 4,850.93 9,850.93 10,000.00 4,425.00 5,679.11 2,668.95 5,679.11 2,068.95 5,784.23) 7,000.00 45,305.13 23,859.26 (3,715.00) 37,390.75 9,849.97 6,000.00 200.00 300.00 (4,223.00) 5,000.00 131,496.70 185,243.06 54,517.72 ACTIVITY FOR 06/30/23 394.59 255.63 0.00 575.00 1,150.00 5,184.00 950.00 1,150.00 1,200.00 4,826.41 1,278.60 10,455.06 5,505.60 1,830.00 7,293.62 12,908.67 0.00 0.00 7,223.00 0.00 99.00 00.0 00.0 00.0 000000 37.49 0.00 00.0 25,584.23 7,553.75 38,421.34 YTD BALANCE 06/30/2023 701.13 5,350.00 22,464.00 5,650.00 5,975.00 5,000.00 3,713.91 4,572.68 2,649.07 110.23 3,818.90 13,976.25 0.00 00.0 1,431.05 2,125.00 38.27 8,784.23 0.00 31,605.69 659.89 0.00 0.00 7,223.00 1,820.89 116,764.68 8,715.00 2,789.75 23,857.60 276.73 49.31 2,609.25 150.03 9,982.28 2023 BUDGET 5,000.00 63,103.21 1111,875.11 2,000.00 3,500.00 1,000.00 1,000.00 3,000.00 3,000.00 13, 750.00
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14, 000.00 63, 103.21 111, 875.11 2,000.00 3,500.00 32,500.00 1,000.00 ORIGINAL 90,610.39 47,716.86 5,000.00 200.00 300.00 3,000.00 5,000.00 7,750.00 10,000.00 248,261.38 1,000.00 40,000.00 3,000.00 500.00 64,500.00 4,000.00 374,555.57 SUPPLIES - COPIER MAINTENANCE DUES & PUBLICATIONS -TOWNBOAR DUES - MICHIGAN TOWNSHIP ASSO CONTRACTED AND OTHER SERVICES CONTRACTED AND OTHER SERVICES LEGAL SERVICES - TOWNBOARD WAGES - OFFICE COORDINATOR COMPUTER SUPPORT SYSTEMS EDUCATION - SUPERVISOR PRINTING & PUBLISHING WAGES - APPRAISER III PRINTING & PUBLISHING AUDIT AND ACCOUNTING EDUCATION & TRAINING MILEAGE - SUPERVISOR WAGES - APPRAISER II EDUCATION & TRAINING LEGAL -Tax Tribunal DUES & PUBLICATIONS MACHINE MAINTENANCE WAGES - FILE CLERK WAGES - SUPERVISOR MILEAGE - ASSESSOR WAGES - ASSESSOR Fotal Dept 171 - TOWNSHIP SUPERVISOR - TRUSTEE WAGES - TRUSTEE WAGES - TRUSTEE WAGES - TRUSTEE Fund 101 - GENERAL OPERATING FUND ADVERTISING WAGES - GIS ADVERTISING ADVERTISING DESCRIPTION SUPERVISOR SUPPLIES SUPPLIES SUPPLIES POSTAGE MILEAGE POSTAGE POSTAGE MILEAGE - TOWNBOARD WAGES rotal Dept 191 - ELECTIONS WAGES Dept 101 - TOWNBOARD - ELECTIONS Dept 171 - TOWNSHIP 101-191-860.000 101-191-901.000 101-191-935.010 101-191-935.015 101-101-726.000 101-101-726.001 101-101-726.002 101-171-726.000 101-171-726.001 101-171-805.000 101-101-701.103 101-101-701.101 101-101-701.102 101-101-701.100 101-101-801.002 101-101-802,000 .01-101-901,000 .01-171-701.203 .01-171-701.204 .01-171-901.000 101-101-701.104 .01-101-701,105 101-101-801.004 101-101-805,000 .01-101-860.000 .01-101-900.000 .01-101-960,000 [01-101-965,101 [01-101-965,102 101-171-701.201 .01-171-701.202 .01-171-701.205 .01-171-860.200 01-171-900.000 .01-171-960.000 01-171-960.200 01-171-965.000 101-191-701,000 .01-191-726.000 .01-191-726.001 rotal Dept 101 .01-171-860.201 Expenditures NUMBER Dept 191

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		ACTIVITY FOR MONTH	
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R GARFIELD TOWNSP	06/30/2023	2023 AMENDED BUDGET	The same of the sa
EXPENDITURE REPORT FOR GARFIELD TOWNSHIP	PERIOD ENDING 06/30/2023	2023 ORIGINAL BIDGET	1
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GL NUMBER	DESCRIPTION	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	ACTIVITY FOR MONTH 06/30/23	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL Expenditures Dept 215 - TOWNSHIP 101-215-701.302 101-215-701.303 101-215-701.304 101-215-701.304 101-215-860.301 101-215-860.301 101-215-965.000 101-215-965.000 101-215-965.000 101-215-965.000	GENERAL OPERATING FUND strong wages - CLERK .300 wages - CLERK .301 wages - CLERK .302 wages - DEPUTY CLERK .303 wages - ACCOUNTANT .304 wages - ACCOUNTANT .304 wages - CLERK ASSISTANT .300 MILEAGE - CLERK .301 MILEAGE - DEPUTY CLERK .301 MILEAGE - DEPUTY CLERK .301 MILEAGE - DEPUTY CLERK .300 DUES & PUBLICATIONS	90, 610.39 58,521.51 5,000.00 1,000.00 1,500.00 400.00 500.00 6,000.00	90,610.39 58,521.51 5,000.00 1,000.00 1,500.00 400.00 500.00 6,000.00	45,305.26 29,260.79 0.00 281.67 335.36 0.00 3,319.23	10,455.06 6,752.49 0.00 37.13 335.36 0.00 0.00 0.00	45,305.13 29,260.72 5,000.00 1,000.00 1,218.33 64.64 400.00 500.00 2,680.77 680.00	50.00 50.00 0.00 0.00 18.78 83.84 0.00 0.00 55.32 2.86
Total Dept 215 - 1	TOWNSHIP CLERK	164,631.90	164,631.90	78,522.31	17,855.50	86,109.59	47.70
Dept 247 - BOARD C 101-247-701.400 101-247-701.401 101-247-701.402 101-247-701.403	OF REVIEW WAGES - B OF R EDUCATION & TRAINING	1,500.00 1,500.00 1,500.00 1,500.00	1,500.00 1,500.00 1,500.00 1,500.00	625.00 0.00 0.00 1,250.00	000000	875.00 1,500.00 1,500.00 250.00	41.67 0.00 0.00 83.33 0.00
Total Dept 247 - E	BOARD OF REVIEW	6,200.00	6,200.00	1,875.00	00.0	4,325.00	30.24
Dept 253 - TOWNSHIP 101-253-701.500 101-253-701.501 101-253-701.501 101-253-726.000 101-253-726.001 101-253-801.000 101-253-800.500 101-253-800.000 101-253-900.000 101-253-960.000 101-253-960.000	TP TREASURER WAGES - TREASURER WAGES - ASSISTANT WAGES - DEPUTY TREASURER SUPPLIES POSTAGE LEGAL SERVICES Bank Fees MILEAGE - TREASURER MILEAGE - DEPUTY TREASURER PRINTING & PUBLISHING EDUCATION & TRAINING DUES & PUBLICATIONS	90,610.69 5,000.00 5,000.00 2,500.00 3,000.00 3,000.00 700.00 700.00 2,000.00 4,500.00 500.00	90,610.69 5,000.00 58,521.51 2,500.00 6,000.00 3,000.00 700.00 700.00 2,000.00 100.00 4,500.00	45,305.26 0.00 0.00 29,260.79 335.95 3,156.17 1,410.50 0.00 138.08 0.00 2,033.33	10,455.06 0.00 6,752.49 0.00 3,156.17 92.50 0.00 0.00 0.00 0.00 533.70	45,305.43 5,000.00 29,260.72 2,164.05 2,843.83 1,589.50 300.00 700.00 361.92 2,000.00 2,466.67 500.00	50.00 0.00 50.00 113.44 52.60 47.02 0.00 0.00 45.19 0.00
Total Dept 253 - I	TOWNSHIP TREASURER	174,232.20	174,232.20	81,640.08	20,989.92	92,592.12	46.86
Dept 258 - COMPUTER 101-258-726.000 101-258-935.015 101-258-935.016	SR SUPPORT SUPPLIES COMPUTER SUPPORT SYSTEMS COMPUTER NETWORK	3,000.00	3,000.00 40,000.00 2,000.00	10.06 23,723.28 939.88	0.00 0.00 159.98	2,989.94 16,276.72 1,060.12	0.34 59.31 46.99
Total Dept 258 - C	COMPUTER SUPPORT	45,000.00	45,000.00	24,673.22	159.98	20,326.78	54.83
Dept 265 - TOWNSHIP 101-265-701.011 101-265-726.003 101-265-850.000 101-265-920.601	P HALL Maintenance Wages SUPPLIES-MAINTANCE TELEPHONE HEATING / GAS	100.00 4,000.00 18,000.00 12,000.00	100.00 4,000.00 18,000.00 12,000.00	0.00 1,172.09 6,581.65 7,473.25	0.00 424.84 1,348.27 572.96	100.00 2,827.91 11,418.35 4,526.75	0.00 29.30 36.56 62.28

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% BDGT USED	17.32 32.56 53.50 19.52 24.11 61.40 0.00 50.18	30.09	45.60	45.60	51.04 50.00 38.16 0.00 0.00 0.00 177.26 134.50	44.03	42.97 46.88 39.06 35.16 42.97 10.28 10.28 19.11 72.50	20.59	50.00 49.75 49.34 0.00
AVAILABLE BALANCE	4,960.55 9,441.78 4,650.00 8,047.61 21,250.00 10,000.00	94,237.99	870,331.22	870,331.22	9,267.00 46,817.26 17,037.59 1,000.00 1,000.00 227.42 810.00	86,814.27	1,825.00 1,700.00 2,075.00 1,825.00 1,825.00 1,575.00 24,076.00 5,383.50 1,000.00 1,920.00	47,172.25	44,287.94 31,760.70 7,439.57 5,000.00
ACTIVITY FOR MONTH 06/30/23	407.73 832.38 0.00 597.74 1,350.00 122.80 0.00 0.00	7,282.47	364,834.39	364,834.39	2,229.11 10,803.96 2,189.23 0.00 0.00 57.07	15,279.37	250.00 250.00 250.00 250.00 250.00 924.00 0.00	2,549.00	10,220.28 7,292.67 1,671.86 0.00
YTD BALANCE 06/30/2023	1,039.45 4,558.22 5,350.00 1,952.39 6,750.00 736.80 752.77	40,562.01	729,668.78	729,668.78	9,659.50 46,817.16 10,514.91 0.00 0.00 772.58 190.00	68,299.15	1,375.00 1,500.00 1,250.00 1,125.00 1,375.00 1,250.00 1,625.00 924.00 616.50 616.50 882.25 80.00	12,227.75	44,287.88 31,442.53 7,244.66
2023 AMENDED BUDGET	6,000.00 14,000.00 10,000.00 10,000.00 28,000.00 1,200.00 10,000.00 1,500.00	134,800.00	1,600,000.00	1,600,000.00	18,926.50 93,634.42 27,552.50 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00	155,113.42	3,200.00 3,200.00 3,200.00 3,200.00 3,200.00 3,200.00 1,000.00 1,000.00 1,000.00	59,400.00	88,575.82 63,203.23 14,684.23 5,000.00
2023 ORIGINAL BUDGET	6,000.00 14,000.00 10,000.00 10,000.00 28,000.00 1,200.00 1,500.00	134,800.00	1,600,000.00	1,600,000.00	18,926.50 93,634.42 27,552.50 1,000.00 10,000.00 1,000.00 1,000.00 1,000.00	155,113.42	3,200.00 3,200.00 3,200.00 3,200.00 3,200.00 3,200.00 6,000.00 1,000.00 1,000.00	59,400.00	88,575.82 63,203,23 14,684,23 5,000.00
GL NUMBER DESCRIPTION	Fund 101 - GENERAL OPERATING FUND Expenditures 101-265-920.602 WATER / SEWER 101-265-920.603 LIGHTS BUILDING 101-265-935.601 LAWN MAINTENANCE 101-265-935.602 LEANING SERVICE 101-265-935.604 RUBBISH REMOVAL 101-265-935.605 ELECTRONIC PROTECTION SYSTEM 101-265-935.608 MAINTENANCE-OTHER	Total Dept 265 - TOWNSHIP HALL	Dept 301 - POLICE SERVICES 101-301-830.000 POLICE CONTRACT	Total Dept 301 - POLICE SERVICES	Dept 371 - TOWNSHIP BUILDING INSPECTOR 101-371-701.702 WAGES BUILDING ASSISTANT 101-371-701.703 WAGES - BUILDING OFFICIAL 101-371-701.704 WAGES - BUILDING INSPECTOR 101-371-701.705 WAGES - BUILDING INSPECTOR 101-371-701.706 WAGES - BUILDING INTERN 101-371-701.707 WAGES - BUILDING INTERN 101-371-706.000 SUPPLIES 101-371-960.000 EDUCATION & TRAINING 101-371-965.000 DUES & PUBLICATIONS	Total Dept 371 - TOWNSHIP BUILDING INSPECTOR	Dept 400 - PLANNING COMMISSION 101-400-701.800 WAGES - PLANNING 101-400-701.801 WAGES - PLANNING 101-400-701.802 WAGES - PLANNING 101-400-701.804 WAGES - PLANNING 101-400-701.805 WAGES - PLANNING 101-400-701.806 WAGES - PLANNING 101-400-801.000 WAGES - PLANNING 101-400-805.000 CONTRACTED AND OTHER SERVICES 101-400-901.000 PRINTING & PUBLISHING 101-400-901.000 EDUCATION & TRAINING 101-400-965.000 DUES & PUBLICATIONS	Total Dept 400 - PLANNING COMMISSION	Dept 401 - TOWNSHIP PLANNER 101-401-701.900 WAGES - DIRECTOR OF PLANNING 101-401-701.901 WAGES - DEPUTY PLANNER 101-401-701.902 WAGES - PLANNER ASSISTANT 101-401-701.903 WAGES - GIS

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MBER	DESCRIPT	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	ACTIVITY FOR MONTH 06/30/23	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL Expenditures 101-401-726.000 101-401-860.900 101-401-860.901 101-401-900.000 101-401-965.000	SUPPLIES MILEAGE - TOWNSHIP PLANNER MILEAGE - DEPLTY PLANNER PRINTING & PUBLISHING EDUCATION & TRAINING DUES & PUBLICATIONS	1,000.00 300.00 2,000.00 5,000.00	1,000.00 300.00 300.00 2,000.00 5,000.00 1,000.00	000000	000000000000000000000000000000000000000	1,000.00 300.00 300.00 2,000.00 5,000.00 1,000.00	
Total Dept 401 - T	TOWNSHIP PLANNER	181,063.28	181,063.28	82,975.07	19,184.81	98,088.21	
Dept 410 - ZONING 101-410-701.001 101-410-701.002 101-410-701.003 101-410-701.004 101-410-801.000 101-410-801.000 101-410-805.000 101-410-901.000	BOARD OF APPEALS WAGES - ZONING LEGAL SERVICES CONTRACTED AND OTHER SERVICES ADVERTISING EDUCATION & TRAINING	1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,000.00 1,000.00	1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,000.00 1,000.00 1,000.00	125.00 125.00 125.00 125.00 125.00 0.00	000000000000000000000000000000000000000	1,075.00 1,075.00 1,075.00 1,075.00 1,075.00 2,000.00	
Total Dept 410 - Z	ZONING BOARD OF APPEALS	20,000.00	20,000.00	657.96	00.0	19,342.04	
Dept 412 - ZONING 101-412-701.601 101-412-701.602 101-412-701.603 101-412-701.604 101-412-701.606 101-412-701.606 101-412-726.000 101-412-860.601 101-412-860.602 101-412-960.000	ADMINISTRATOR WAGES - ZONING ADMINISTRATOR WAGES - ZONING CODE ENFORCER WAGES ZONING ASSISTANT WAGES - ZONING CODE ENFORCER WAGES - ZONING INTERN SUPPLIES MILEAGE - ZONING ADMIN MILEAGE - DEPT ZONING EDUCATION & TRAINING DUES & PUBLICATIONS	63,203.23 29,756.27 14,684.23 23,635.87 5,000.00 1,000.00 150.00 2,000.00	63,203.23 29,756.27 14,684.23 23,635.87 5,000.00 1,000.00 1,000.00 150.00 2,000.00	31,601.57 14,877.21 7,244.64 11,819.60 0.00 367.90 0.00 191.90	7,292.67 3,433.20 1,671.83 2,727.60 0.00 0.00 0.00 0.00 0.00	31,601.66 14,879.06 7,439.59 11,816.27 5,000.00 632.10 150.00 1,808.10	0040 W
Total Dept 412 - Z	ZONING ADMINISTRATOR	140,079.60	140,079.60	66,102.82	15,317.20	73,976.78	47
Dept 448 - STREET 101-448-920.005	STREET LIGHTS - TOWNSHIP .005 STREET LIGHTS TOWNSHIP	00.000.00	00.000.96	26,968.94	5,683.37	69,031.06	2
Total Dept 448 - S	STREET LIGHTS - TOWNSHIP	96,000.00	00.000,06	26,968.94	5,683.37	69,031.06	2
Dept 747 - COMMUNI 101-747-880.003 101-747-880.004 101-747-880.007 101-747-880.008 101-747-880.009 101-747-880.009	COMMUNITY PROMOTIONS .003 COM. PROM ECONOMIC DEVELOPMENT .004 COM. PROM TC-TALUS .007 COM. PROM COMMUNITY AWAREN .008 COM. PROM CONTRACTED SERVI .009 COM. PROM TREE CARE .1011 COM. PROM P.E.G.	1,000.00 3,000.00 20,000.00 50.00 1,000.00	1,000.00 3,000.00 20,000.00 50.00 1,000.00	3,000.00 6,500.00 0.00 21,623.48	5,000.00	1,000.00 0.00 13,500.00 50.00 1,000.00	33.33
Total Dept 747 - C	COMMUNITY PROMOTIONS	125,050.00	125,050.00	31,123.48	5,000.00	93,926.52	2

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PERIOD ENDING 06/30/2023

DESCRIPTION	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	ACTIVITY FOR MONTH 06/30/23	AVAILABLE BALANCE	% BDGT USED
TING FUND CLES & CAR WASHES CHANGES	3,000.00 500.00 1,500.00	3,000.00 500.00 1,500.00	935.22 251.31 0.00	164.30 0.00	2,064.78 248.69 1,500.00	31.17 50.26 0.00
1	5,000.00	5,000.00	1,186.53	164.30	3,813.47	23.73
WAGES WAGES WAGES WAGES WAGES WEMPLOYMENT JOHN HANCOCK 403B SOCIAL SECURITY - EMPLOYER VACATION & PERSONAL PAYOUT INSURANCE - EMPLOYEE HEALTH INSURANCE - EMPLOYEE LIFE INSURANCE - LIABILITY INSURANCE - LIABILITY INSURANCE - WORKMENS COMP.	9,100.00 4,000.00 130,000.00 95,000.00 1,000.00 10,000.00 16,743.00	9,100.00 4,000.00 130,000.00 95,000.00 1,000.00 10,000.00 16,743.00	4,500.72 0.00 119,648.00 46,484.14 1,156.15 288,672.39 4,057.16 16,743.00 6,975.00	750.12 0.00 0.00 10,497.35 0.00 26,054.27 675.82 0.00	4,599.28 4,000.00 10,352.00 48,515.86 (156.15) 141,327.61 5,942.84 3,025.00	49.46 0.00 92.04 48.93 115.62 67.13 40.57 100.00
INSURANCES	705,843.00	705,843.00	488,236.56	37,977.56	217,606.44	69.17
ELECTIONS TOWNSHIP HAL COMPUTER VEHICLES	2,500.00 100,000.00 15,000.00 30,000.00	2,500.00 100,000.00 15,000.00 30,000.00	00.00	00000	2,500.00 100,000.00 15,000.00 30,000.00	00000
	147,500.00	147,500.00	0.00	00.0	147,500.00	00.00
FIRE FUND PARK SYS	153,845.10	153,845.10 478,503.91	153,845.10 478,503.91	00.00	00.0	100.00
TRANSFERS TO OTHER FUNDS	632,349.01	632,349.01	632,349.01	00.0	00.00	100.00
ļ	5,079,579.36	5,079,579.36	2,683,128.14	583,837.19	2,396,451.22	52.82
•	5,079,579.36	5,079,579.36	2,683,128.14	583,837.19	2,396,451.22	52.82

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EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

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		2023 ORIGINAL	2023 AMENDED CETT	YTD BALANCE	ACTIVITY FOR MONTH	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	BODGET	- 1	00/30/2023	22/00/00	TOWNTHO	
Fund 308 - PARK S	SYSTEM FUND						
Expenditures							
Dept 000			0.00	1		4	(
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	3,250.00	200.00	1,950.00	62.50
308-000-701.906	Parks Steward	29,765.27	29,765.27	14,877.21	3,433.20	14,888.06	49.98
308-000-701.907	Park Steward 2	23,635.87	23,635.87	11,819.60	2,727.60	11,816.27	50.01
308-000-801,000	LEGAL SERVICES	1,000.00	1,000.00	00.0	00.00	1,000.00	00.00
308-000-805,000	CONTRACTED AND OTHER SERVICES	71,080.00	71,080.00	22,015.53	4,487.61	49,064.47	30.97
308-000-864,000	MISCELLANEOUS	100.00	100.00	00.0	00.00	100.00	00.00
308-000-880.001	COM. PROM SILVER LAKE PARK	100.00	100.00	00.0	00.00	100.00	00.00
308-000-880.006	COM. PROM BVNP (YMCA)	100.00	100.00	00.00	00.00	100.00	00.00
308-000-880,008	COM. PROM Cont. Serv GTCD	5,000.00	5,000.00	00.0	00.00	2,000.00	00.00
308-000-880.012	COM. PROM GT COMMONS	100.00	100.00	00.00	00.00	100.00	00.0
308-000-880,013	COM. PROM BOARDMAN RIVER	100.00	100.00	00.00	00.00	100.00	0.00
308-000-880.014	COM. PROM MILLER CREEK	100.00	100.00	00.0	00.00	100.00	00.0
308-000-880.016	PROM	100.00	100.00	00.0	00.00	100.00	00.00
308-000-880,019	RIVER EAST RECREATION AREA	100.00	100.00	00.0	00.00	100.00	00.0
308-000-890.000	CONTINGENCIES	2,872.77	2,872.77	00.00	00.00	2,872.77	00.00
308-000-935,000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	4,082.81	143.	20,917.19	0
308-000-970.000	CAPITAL OUTLAY	474,000.00	474,000.00	168,756.80	86,149.45	305,243.20	35.60
Total Dept 000		638,353.91	638,353.91	224,801.95	99,441.18	413,551.96	35.22
Dept 851 - EMPLOY 308-851-873.010	Dept 851 - EMPLOYEE BENEFITS & INSURANCES 308-851-873.010 SOCIAL SECURITY - EMPLOYER	5,150.00	5,150.00	2,257.78	501.74	2,892.22	43.84
1 1 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2 1 2	PMDIOVER RENEFITS & INSURANCES	5.150.00	5,150,00	2,257.78	501.74	2,892.22	43.84
nepr out	B		000				
TOTAL EXPENDITURES	ω	643,503.91	643,503.91	227,059.73	99,942.92	416,444.18	35.28
Fund 308 - PARK SYSTEM FUND: TOTAL EXPENDITURES	YSTEM FUND: S	643,503.91	643,503.91	227,059.73	99,942.92	416,444.18	35.28

Ch Pla	narter Township of Garfield Anning Department Report No. 202	23-79	
Prepared:	July 5, 2023	Pages:	5
Meeting:	July 11, 2023 Planning Commission	Attachments:	\boxtimes
Subject:	Oleson PUD Major Amendment - Public I	Hearing/Findings of Fa	act
Applicant:	Brad Oleson, Oleson's Food Stores		
Owner:	G.D.O. Investments		
Agent:	Brad Oleson, Oleson's Food Stores		
File No.	SUP-1997-06-F		
Parcel No.	05-009-001-00	201 - H. C	

PURPOSE OF APPLICATION:

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 two public hearings, 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 five two-bedroom units and one three-bedroom unit.

SUBJECT PROPERTY:

The PUD is located at the corner of North Long Lake and Cedar Run Roads and comprises 21.15 acres of land.

Aerial image of the subject property (property lines highlighted in blue):



Page 1 of 5

Enlarged portion of aerial image of the subject property:



SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:

Since the proposed amendment is a conversion of an office into multi-family residential and no building construction will be occurring, most requirements are currently met by the current development. However, staff does offer the following comments regarding site design and compliance with the Zoning Ordinance related to the new residential use:

Written Consent:

With an application to amend an approved PUD, the application shall include written consent to the application by the owner(s) of at least sixty (60) percent of approved development sites or land area within the planned development. In this case, there is only one owner, and it is the owner making the application. Therefore, written consent is not applicable.

Useable Open Space

By incorporating in residential uses, the review criteria for a PUD requires useable open space. Section 426.A(4) of the Zoning Ordinance states that a "Planned Unit Development shall be designed to incorporate a minimum of 20% useable open space to supplement the residents of the PUD and/or Garfield Township. These areas are anticipated to provide recreational opportunities such as parks, trails, playgrounds, and other similar opportunities." To meet this requirement, the applicant is proposing several sidewalk and trail improvements to create access to the open space on the subject site.

Vehicular Parking:

Based on the following analysis, the demand for parking and the required parking will be less with the conversion from office to multi-family residential.

• Current use: Office

o Minimum required spaces: 1 for each two hundred (200) square feet of floor area

o Maximum required spaces: 1 for each one hundred (150) square feet of floor area

o 6,960 square feet of office requires a minimum of 35 spaces and a maximum 46 spaces

Proposed use: Multi-family dwellings

Minimum required spaces:
 1.5 per dwelling unit

Maximum required spaces:
 2.0 per dwelling unit

o Six proposed dwelling units requires a minimum of 9 spaces and a maximum of 12 spaces

FINDINGS OF FACT:

- 1) An application has been received to convert existing office space into multi-family dwellings in an existing PUD on 21.15 acres at the corner of North Long Lake Road and Cedar Run Road.
- 2) The proposed development will convert 6,960 square feet of second-floor office space into six apartments. There are to be five two-bedroom units and one three-bedroom unit.

Section 426.E(4) Criteria

- (a) The uses will be compatible with the natural environment, and with adjacent and surrounding land uses and properties, and will not have an adverse economic, social or environmental impact on adjacent and surrounding land uses and properties;
 - <u>Finding</u>: The Planning Commission finds that this standard HAS BEEN MET because the application proposes new multi-family residential units in an existing commercial development resulting in less intense use. An existing forested area of the site possesses approximately 7 acres or 33% of the total parcel. Access to this area will be improved with new sidewalks and pathways for future residents as well as visitors to the site. Collectively, these uses and improvements create a mixed-use development with business and residential uses with a dedicated natural area. Since its construction over 20 years ago, this development has not had any adverse impact on surrounding land uses and properties.
- (b) The uses will be compatible with the capacity of existing public services and facilities, or of planned and feasible future public services and facilities, and such use is consistent with the public health, safety and welfare of the Township residents;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET. The proposed conversion is in an existing commercial PUD. The proposed use does not create any additional demand than what was previously approved for this location.
- (c) The uses and development are warranted by the design of additional amenities made possible with, and incorporated by, the development proposal;
 - <u>Finding</u>: The Planning Commission finds that this standard HAS BEEN MET. The use is part of a developed PUD. Additional sidewalks and pathways will be installed to complement the PUD and provide additional amenities.
- (d) Insofar as practicable, the landscape shall be preserved in its natural state by minimizing tree and soil disturbance and removal;

- <u>Finding</u>: The Planning Commission finds that this standard HAS BEEN MET because the proposed development does not alter any of the exterior areas. Existing landscaping is in place on the site and will be preserved.
- (e) Existing important natural, historical and architectural features within the development shall be preserved;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the proposed development does not alter any of the exterior areas. Wetlands on the site will not be disturbed. There are no known historical or architectural features on the site.
- (f) Proposed buildings shall be sited harmoniously to the terrain and to other buildings in the vicinity that have a visual relationship to the proposed buildings;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the proposed development does not alter any of the exterior areas.
- (g) With respect to vehicular and pedestrian circulation and parking, special attention shall be given to the location and number of access points to public streets, minimizing potential motorized/nonmotorized conflict points, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and the arrangement of parking areas that are safe and convenient and, insofar as is practicable, do not detract from the design of proposed structures and neighboring properties;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the
 existing roadways and drives are laid out in a cohesive manner, including safe and separate
 areas for pedestrians and vehicles. New sidewalks and pathways will be provided to
 improve access to the natural area on the site and to other neighboring locations such as
 Munson Medical Center.
- (h) Landscaping is provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and, where applicable, to create a pleasant pedestrian scale outdoor environment;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the proposed development does not alter any of the exterior areas. Existing landscaping is in place on the site and will be preserved.
- (i) The development consolidates and maximizes useable open space;
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because
 access to the natural area on site will be improved with new sidewalks and pathways for
 future residents as well as visitors to the site.
- (i) The benefits of the development are not achievable under any single zoning classification; and
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the
 application requests an amendment to an existing, mixed-use development which is not
 achievable under any single zoning district.

- (k) The development is compatible with the intent and purpose of the adopted master plan.
 - <u>Finding</u>: The Planning Commission finds that the standard HAS BEEN MET because the amended development plan remains consistent with the Master Plan designation for this area as commercial. The proposed use is suited for this designation as currently the Zoning Ordinance permits residential dwellings above commercial businesses.

ACTION REQUESTED:

The purpose of this item being placed on tonight's agenda is to hold a public hearing on the application. If, following tonight's public hearing, the Board is prepared to adopt the Planning Commission's recommended Findings of Fact included in this report and approve the requested amendment; the following two (2) separate motions are suggested:

MOTION 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.

MOTION 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) 11x17" 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.

Any additional information that the Board determines to be necessary should be added to this motion.

Attachments:

- 1. Project narrative received February 9, 2023
- 2. 11" X 17" floor plan provided by applicant dated May 12, 2023
- 3. 11" X 17" site plan provided by applicant dated June 22, 2023



Proposed buildout from office space to apartments

Site: 3850 N. Long lake road, suite B,C,D,E.

Dear John.

As you know with covid behind us and more people working from home the demand for office space is very low. We are seeing many office spaces vacant and no one to fill them. On the other hand, apartments are in extremely high demand and with close proximity to town, grocery stores and restaurants we feel this would be a great addition.

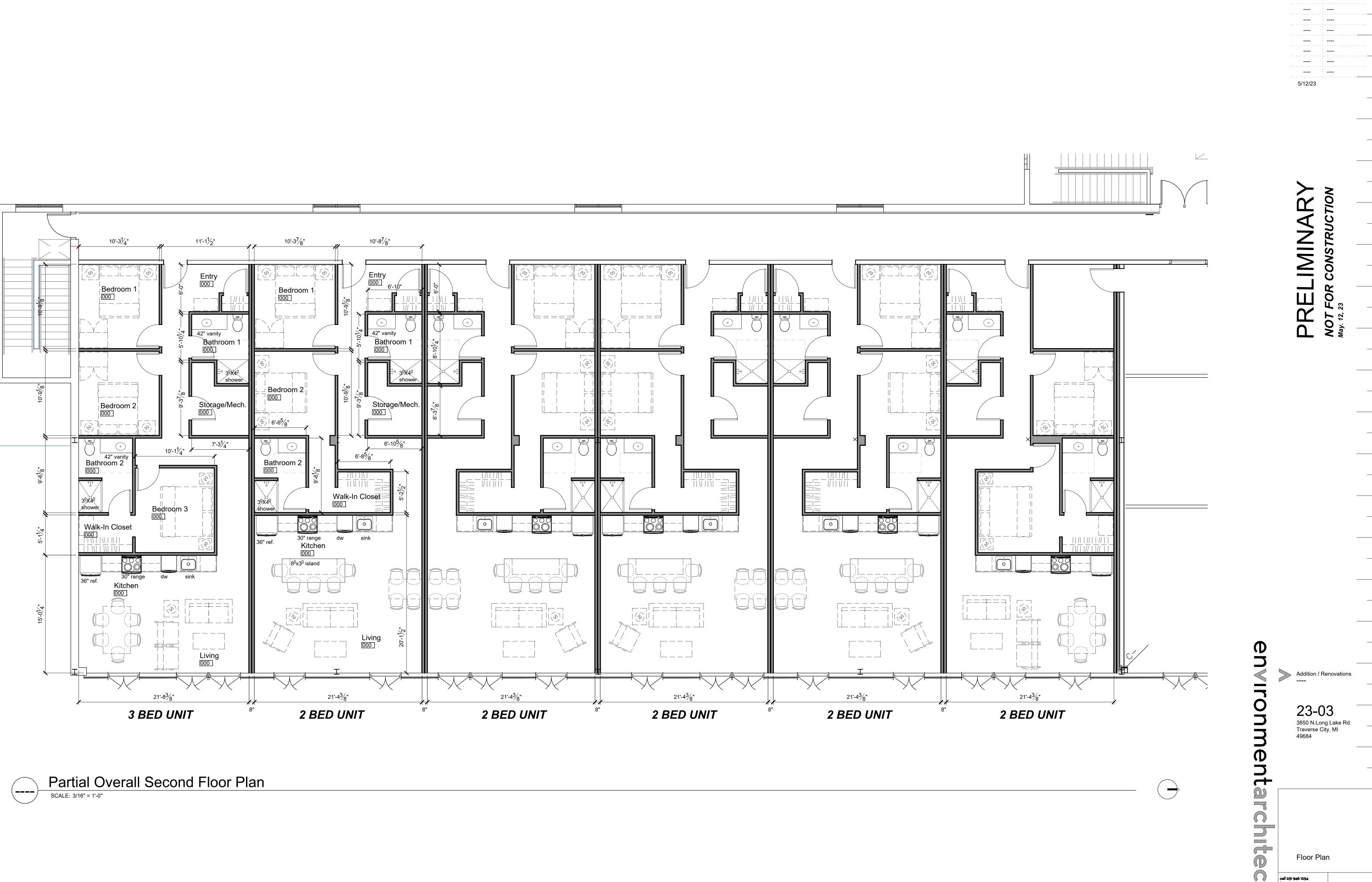
G.D.O. Investments is proposing Renovating 6960 square feet of office space over to 6 apartments. Five will be 1106 Square foot 3 bedroom, and one 900 square foot 2 bedroom. All will have two bathrooms.

This transition will not affect any exterior of the building, neighbors and minimal to downstairs commercial renters. We have ample parking, with two entrances to the apartments and all is ADA with and elevator at one end.

Sincerely,

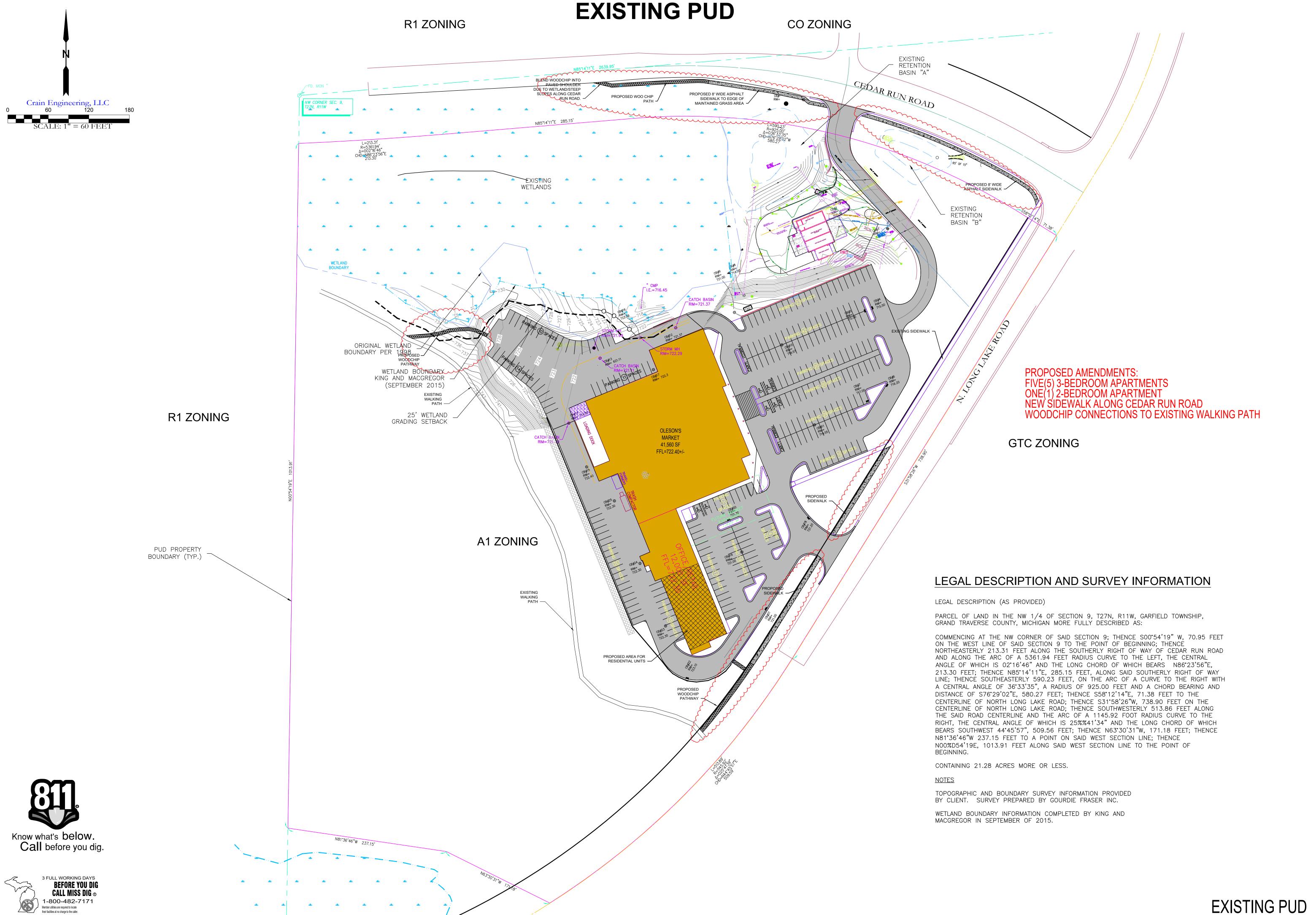
Brad Oleson

G.D.O. Investments,



Floor Plan call 231 946 1234 fax 231 421 5772 10241 e cherry bend road traverse city mi 49684 env-arch.com

A3.1



JOB NUMBER: 196923

	harter Township of Garfield anning Department Report No. 2023	3-81
Prepared:	July 5, 2023	Pages: 1
Meeting:	July 11, 2023 – Township Board	Attachments:
Subject:	Grand Traverse Commons Natural Area Wetl	and Delineation and Survey Work

BACKGROUND:

The Township Board adopted the Garfield Township 2023-2027 Parks and Recreation Master Plan, including the Grand Traverse Commons Natural Area Design Plan, at its meeting on January 10, 2023. The Plan was approved by the Michigan Department of Natural Resources (MDNR) in February 2023 and the Township has applied to the Michigan Natural Resources Trust Fund (MNRTF) for construction of an accessible trail. See attached map. Furthermore, Staff has been working towards implementation of trail improvements for mountain biking.

To prepare for construction of the accessible trail and mountain bike trail implementation activities associated with the Design Plan, the following preliminary work is needed:

- Wetland delineation and stream assessment. It's highly likely that a wetland permit will be required for some
 portions of the trail construction that cover wetlands and a stream. A wetland delineation is required to secure
 a permit from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
- Boundary survey work. Boundary survey work will help to facilitate location of the accessible trail, development of the Red Drive trailhead which serves the accessible trail and ensuring that the mountain bike trails at the west side of the site remain on Township parkland. See attached map that highlights the three locations for boundary survey work.

Requests for bids were issued. See attached responses. The Township received one bid for the wetland delineation and one for boundary survey work:

- Environmental Consulting & Technology, Inc. (ECT) presented a bid of \$8,305 for the wetland delineation.
- Gourdie-Fraser, Inc. (GFA) presented a bid of \$11,800 for the boundary survey work.

The 2023 Parks and Recreation budget has funds appropriated for site preparation activities (including these activities) for the Grand Traverse Commons Natural Area in anticipation of the implementation of the Design Plan.

ACTION REQUESTED:

Following discussion by the Township Board, if the Township Board is accepting of the proposals, then the following motions are offered for consideration:

MOTION 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.

MOTION 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.

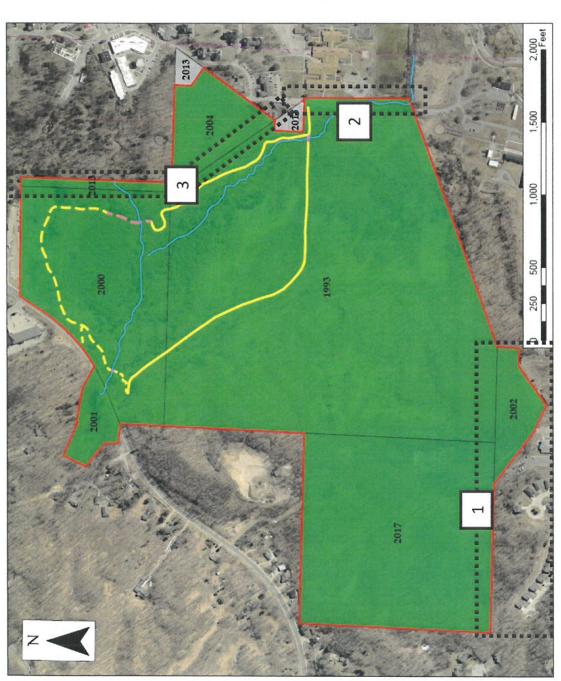
Any additional information deemed necessary by the Township Board should be added to these motions.

Attachments:

- 1. Grand Traverse Commons Natural Area Accessible Trail Site Plan
- 2. Grand Traverse Commons Natural Boundary Survey Work Locations Map
- 3. Proposal dated June 30, 2023 from ECT
- 4. Proposal No. 23-237 from GFA

UNIVERSAL ACCESS DESIGN FEATURES: STITING BENCHES TO BE PROVIDED WITH ARMREST, BACKS AND 4X4* SIFAEB BB EXISTING TRAILHEAD PARKING http://gfa.tc 231.946.5874 (p) 231.946.3703 (f) 9 RED OR PROPOSED FOOTBRIDGE OR BOARDWALK CROSSINGS PROPOSED 10' WIDE TRAIL (ADA COMPLIANT) 123 West Front Street Traverse City, MI 49684 **EXISTING FOOTBRIDGE** GRAND TRAVERSE COMMONS NATURAL AREA ACCESSIBLE TRAIL - SITE PLAN PROPOSED FOOTBRIDGE TRAIL REHABILITATION AND ENHANCEMENT (ADA COMPLIANT) 10' WIDE TRAIL EXISTING— TRAILHEAD PARKING

ENGINEERING SURVEYING TESTING & OPERATIONS



Natural Area Parcel History Grand Traverse Commons

1993: "Commons 100" or "Parcel RR" Acquired by Township from State of Michigan. Subject to deed restrictions.

2000: "Parcel VV"
Acquired by Township from Grand Traverse Commons Redevelopment Corporation. Subject to conservation easement. 2001: "Oleson" Acquired by Township from GDO Investments.

2002: "Copper Ridge" Acquired by Township from Copper Ridge LLC

2004: "Commons Addition" Acquired by Township from Grand Traverse

Subject to both conservation easement and Commons Redevelopment Corporation historic easement.

2013: "Minervini / Greenspire Land Swap' Acquired by Township from Sub Area 3 LLC as part of three-way land swap. Subject to historic easement.

2017: "State 40" Acquired by Township from State of Michigan.

Park Boundary (Township-owned parcels in green) Township Boundary

Proposed Materials

Existing Trail (existing footbridge and boardwalk)

Proposed New Trail (boardwalk with foot bridges for stream crossings) Existing Trail (to be improved with crushed gravel)

Proposed New Trail (crushed gravel)

Garfield Charter Townshi

Traverse City, MI 49684 Phone: 231.941.1620 Fax: 231.941.1688 www.garfield-twp.com 3848 Veterans Drive

NOT A LEGAL SURVEY

Boundary between Commons Natural Area and Copper Ridge

Boundary between Commons Natural Area and Traverse Bay ISD, Greenspire School, and South Commons Condominium

Boundary and Historic Easement between Commons Natural Area and West Commons Common Area/Sub Area 3 LLC S. June 30, 2023

John Sych, AICP Planning Director Charter Township of Garfield 3848 Veterans Drive Traverse City, MI 49684

Re: Proposal for Wetland Delineation Services, Grand Traverse Commons Natural Area

Dear Mr. Sych:

Environmental Consulting & Technology, Inc. (ECT) is pleased to provide this proposal to the Charter Township of Garfield (Client) for wetland delineation services at the Grand Traverse Commons Natural Area (Project Site) in Garfield Township, Grand Traverse County, Michigan.

PROJECT UNDERSTANDING

It is our understanding that the Client is seeking to conduct a wetland delineation for its proposed Accessible Trail project at the Project Site to better understand potential impacts. The newly proposed 10' wide trail alignment circumnavigates a known wetland area and will cross stream/creek areas in up to 4 locations within the Project Site. The area of interest consists of approximately 60-acres of forested and wetland areas on varying topography.

ECT will gather background information, conduct the on-site field review and analysis, and generate a Wetland Delineation and Stream Assessment Report with findings for use in future/potential permitting discussion with the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

For the purposes of this proposal, ECT anticipates the following tasks will be required:

- 1. Wetland Delineation and Stream Assessment
- 2. Wetland Delineation and Stream Assessment Report

ECT comes highly qualified to perform this work based on familiarity with the Project Site from previous professional experience and personal use of the park. We are confident lessons learned and previous design discussions through preliminary trail design efforts will help increase efficiencies moving forward. In addition, our team of wetland delineation specialists have performed similar services in scope and scale to this project around Michigan.

SCOPE OF WORK

The following scope of work describes ECT's responsibilities under this contract.

Task 1 - Wetland Delineation and Stream Assessment

ECT will conduct a wetland delineation specific to the Project Site to map and identify features subject to EGLE and U.S. Army Corps of Engineers (USACE) jurisdiction. The wetland delineation



Mr. John Sych Charter Township of Garfield June 30, 2023 Page 2

will include stream crossing impact assessment will follow the 1987 U.S. Army Corps of Engineers (USACE) Wetland Delineation Manual regional supplement and the statutory criteria of Part 301, Inland Lakes and Streams, Part 303, Wetlands Protection, and Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994, PA 451, as amended. This methodology calls for a review of vegetation, hydrology, and soils present within wetlands.

Task 2 - Wetland Delineation and Stream Assessment Report

ECT will prepare a Wetland Delineation and Stream Assessment Report. This report will summarize findings from the field delineation and assessment, regulatory opinion and potential permitting conclusions for water resources identified. ECT will provide the Client with a draft report and upon review and approval, a final copy will be provided within one week. This report will also include tables and figures that can be used for the EGLE/USACE Joint Permit Application (JPA).

PROJECT ASSUMPTIONS, SCHEDULE & BUDGET

This scope of work will be conducted on a time and materials not-to-exceed (NTE) basis. The cost estimate for this proposal is presented in Table 1, and is based on the following assumptions:

Project Assumptions

- This proposal is valid for a period of 60 days from the date of this proposal.
- All survey and related work necessary to mark the proposed Accessible Trail alignment prior to commencing work will be completed by the Client. If the Client prefers survey staking be included by ECT, we will provide additional cost to complete.
- Desktop and field efforts will be limited to the Project Site and appropriate buffer, provided to ECT. These areas can be seen in the Grand Traverse Commons Natural Area Accessible Trail – Site Plan provided with the RFB.
- Site access will be provided by Client prior to field work.
- Delineations will be conducted by two delineators, all of whom will be onsite for no more than two business days.
- Field dates are dependent on weather and may be affected by this, or other unforeseen circumstances.
- This proposal does not include EGLE permitting support services. This can be provided at any additional cost to the Client.
- ECT will provide a dedicated project manager and consistent team of professionals throughout the performance of the work.



Mr. John Sych Charter Township of Garfield June 30, 2023 Page 3

Table 1. Cost Estimate

Phase	Task Description	Fee	Туре
1.0	Wetland Delineation and Stream Assessment	\$5,095	T&M - NTE
2.0	Wetland Delineation and Stream Assessment Report	\$3,210	T&M- NTE
TOTAL I	ESTIMATED FEES	\$8,305	EST

T&M - NTE = Time and Materials - Not to Exceed

Should the use of a Subcontractor be necessary, expenses will include a 10% markup. All other project-related reimbursable expenses, including vehicle mileage, lodging, travel, travel time, computer time, outside data reports, postage, shipping, reproductions, etc. will be billed at cost.

Project Schedule

ECT is prepared to commence work once written authorization is provided by the Client. ECT will organize a kickoff call upon project authorization and schedule Task 1 as expeditiously as possible within the 2023 field season.

ECT appreciates the opportunity to continue assisting Garfield Township with this very important Accessible Trail project. If there are any questions regarding this proposal, please contact me at 231.676.3024 or tlewandowski@ectinc.com.

We look forward hearing back.

Sincerely,

ENVIRONMENTAL CONSULTING & TECHNOLOGY, INC.

Tonya Lewandowski, PE

Sonya M Cash.

Senior Engineer

Water Resources

Michelle Post, PLA Landscape Architect Water Resources





123 West Front Street Traverse City, Michigan 49684 231 946 5874

231 946 3703

Proposal No.	23-237
--------------	--------

Pro	ect	No.	

AGREEMENT FOR SERVICES

By way of this agreement between GFA and the Client/Owner named below, GFA will perform the following professional services subject to the terms and conditions of Exhibit 1.

CLIENT/CLIENT TYPE/OWNER:

Charter Township of Garfield

PROJECT DESCRIPTION:

Grand Traverse Commons Natural Area
Part of Sections 8 & 9, T27N, R11W, Garfield Township, Grand Traverse County

SERVICES TO BE PERFORMED BY GFA:

Please refer to attached Exhibit 2 which indicates Areas 1, 2, and 3 referenced below.

In Area 1 (as defined in Exhibit 2), the boundary between GT Commons Natural Area and Copper Ridge will be staked. The property corners will be verified for correct location if found or set with a ½" diameter steel rod topped with a Professional Surveyor's cap if missing. In addition, wood stakes will be set at approximate 100' intervals between property corners to assist with ease of visibility.

In Area 2 (as defined in Exhibit 2), the boundary between GT Commons Natural Area and Traverse Bay ISD, Greenspire School (including the full extent of the south, west and north common property lines), and South Commons Condominium will be staked. The property corners will be verified for correct location if found or set with a ½" diameter steel rod topped with a Professional Surveyor's cap if missing. In addition, wood stakes will be set at approximate 100' intervals between property corners to assist with ease of visibility. A drawing will be prepared for this area which will include the property lines, the location of Red Drive, and the location of the parking area along Red Drive near the existing trailhead.

In Area 3 (as defined in Exhibit 2), the boundary between GT Commons Natural Area and West Commons Common Area/Sub Area 3 LLC will be staked. The property corners will be verified for correct location if found or set with a ½" diameter steel rod topped with a Professional Surveyor's cap if missing. In addition, wood stakes will be set at approximate 100' intervals between property corners to assist with ease of visibility. Also, the limits of the historic preservation easement will be staked along the westerly line of the area designated as "2013: Minervini/Greenspire Land Swap" and along the westerly line of the area designated as "2004: Commons Addition". Wood stakes will be set at approximate 100' intervals along these lines (which should define the westerly limits of the historic preservation easement as recorded in Liber 36, Page 555 of Grand Traverse County Records).



SCHEDULE:

It is estimated that the project would be completed within three weeks of receipt of a signed agreement.

FEE: Lump sum fee of \$11,800.00

For authorization to proceed, please sign below, initial last page of Exhibit 1, and return copy to GFA.

GFA CONSULTANT		Charter Township of Garfield CLIENT/OWNER
Christopher L. Lester, P.S.	11 700	John Sych, AICP
Director of Surveying	=12	Planning Director
		3848 Veterans Drive
		Traverse City, MI 49684
(231) 932-5556 direct		(231) 225-3155
ChrisL@gfa.tc	4 00 0 0	jsych@garfield-twp.com

Attachments: Exhibit 1 – Standard Terms and Conditions

Exhibit 2 - Map defining Areas 1, 2, and 3 as provided by Charter Township of Garfield

1) Basic Services

The Consultant will provide, or directly or via subcontractor, the services set forth in the attached Proposal Letter and any subsequent services set forth in Client/Owner approved Authorization for Additional Services. Client/Owner shall pay the Consultant for such services in accordance with this Agreement.

2) Client/Owner Responsibility

The Client/Owner shall provide the Consultant with all available criteria and information regarding the Client/Owner's requirements for the Project including design objectives and performance requirements. The Client/Owner shall furnish copies of any documentation standards, if any, along with the required information noted in the Proposal Letter. The Client/Owner shall provide for safe access to the Project site and make provisions for access to public and private property as required for the Consultant to perform the stated services. The Client/Owner shall provide examination of information from the Consultant and render timely decisions pertaining thereto.

The Consultant shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client/Owner, including services and information provided by other design professionals or consultants directly to the Client/Owner. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings and legal information.

3) Time for Rendering Services

Exhibit 1 - Standard Terms & Conditions

This Agreement shall remain in effect until terminated as provided herein. The time for performing services or providing deliverables will be as stated in the Proposal Letter or as adjusted by subsequent Authorizations. For the purposes of this Agreement the term "day" means a calendar day of 24 hours. The time for a Consultant's performance will be extended to the extent performance was delayed by causes beyond the control of the Consultant.

4) Termination or Suspension

If the Consultant's services are delayed or suspended by the Client/Owner for more than 30 days, through no fault of the Consultant, the Consultant shall be entitled to adjustments in rates or amounts of compensation to reflect incremental costs incurred due to the delay.

Either party may terminate this Agreement upon 30 days' notice of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. The Agreement will remain in effect if the party receiving such notice begins to correct its failure within seven days of receiving such notice and proceeds diligently to cure such failure within no more than sixty days.

If the Client/Owner fails to make payments to the Consultant in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Consultant's option, cause for suspension of performance of services under this Agreement. If the Consultant elects to suspend services, prior to suspension of services, the Consultant shall give seven days written notice to the Client/Owner. In the event of suspension of services, the Consultant shall have no liability to the Client/Owner for delay or damage caused the Client/Owner because of such suspension of services. Before resuming services, the Consultant shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted.

5) Payments to Consultant

The Consultant shall prepare invoices for the Consultant's services in conjunction with the Project. Invoices will be prepared using the Consultant's standard format at least monthly and/or at the end of the Project. Invoices will include fees for reimbursable expenses at a rate of cost plus fifteen percent (15%). Invoices are due and payable upon receipt. If Client/Owner fails to make payment within 15 days of the invoice date, the amount due to the Consultant will increase 1½% per month (18% per annum) or the maximum rate allowed by law.

In the event of disputed or contested invoices only the contested portion shall be withheld from payment; the undisputed portion shall be paid. In the event of termination, the Consultant shall be paid for all authorized services performed or furnished and all reimbursable expenses incurred up to the effective date of termination.

In the event of legislative action that imposes taxes, fees or costs on the Consultant, the Client/Owner shall be invoiced those taxes, fees or costs in addition to the Consultant's fees and reimbursables.

6) Standard of Performance

The standard of care for all professional Consultant and related services performed or furnished by the Consultant under this Agreement will be the care and skill ordinarily used by members of the Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied under this Agreement or otherwise, in connection with Consultant's services.

The Consultant shall serve as Client/Owner's prime professional under this Agreement. Consultant may employ such sub-consultants as Consultant deems necessary to assist in the performance of the services stated herein. Consultant shall not be required to employ any sub-consultant unacceptable to Consultant.

During the construction phase of the project, the Consultant shall not supervise, direct, or have control over a Contractor's work. The Consultant shall not have authority over the means, methods, techniques, sequences, or procedures of construction selected by the Contractor. The Consultant shall not have authority over the safety precautions and programs of a Contractor nor for any failure of a Contractor to comply with Laws and Regulations applicable to a Contractor's furnishing and performing work associated with Project. Consultant shall not guarantee the performance of any Contractor with regard to the Contract Documents.

The Consultant shall not be responsible for the Contractor's failure to perform the construction work in accordance with the requirements of the plans and specifications prepared by the Consultant. The Consultant shall not have control over or charge of, and shall not be responsible for, acts of omissions of the Contractor or of any other persons or entities performing portions of the construction work.

It is understood that if the Consultant is not under authorization for supplying Construction Phase services that the Client/Owner assumes all responsibility for interpretations of the Contract Documents and waives any claims against the Consultant connected thereto.

7) Contractor Submittals

Exhibit 1 – Standard Terms & Conditions

The Consultant may review the contractor's submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the plan and specifications issued by the Consultant. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. The Consultant's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Consultant, of any construction means, methods, techniques, sequences or procedures. The Consultant's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

8) Construction Observation

If requested, the Consultant shall visit the project construction site to generally observe the construction work and answer any questions that the Client/Owner may have. However, the Consultant shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents. If the Client/Owner desires the Consultant to perform more frequent or

comprehensive observations of the construction work, this Agreement shall be amended to specifically state the additional scope of service, along with the additional compensation to be paid the Consultant for performing such service.

9) Jobsite Safety

Neither the performance of the services by the Consultant, nor the presence of the Consultant at a project construction site, shall impose any duty on the Consultant, nor relieve the construction contractor of its obligations, duties, and responsibilities, including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing. superintending and coordinating the construction work in accordance with plans and specifications and any health or safety precautions required by any regulatory agencies or applicable law. The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client/Owner agrees that the construction contractor shall be solely responsible for jobsite and worker safety.

10) Responsibility for Construction

Evaluations of the Client/Owner's project budget, the preliminary estimate of construction cost and detailed estimates of construction cost, if any, prepared by the Consultant, represent the Consultant's judgement as a design professional familiar with the construction industry. It is recognized, however, that neither the Consultant nor the Client/Owner has control over the cost of labor, materials or equipment, over the contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the Consultant cannot and does not warrant or represent that bids or negotiated prices will not vary from the Client/Owner's project budget or from any estimate of construction cost or evaluation prepared or agreed to by the Consultant.

11) Use of Documents

All Documents are instruments of service. Consultant shall retain copyright ownership therein (including right of reuse at the discretion of the Consultant) whether or not the Project is completed.

Digital project documents may be available to the Client/Owner in .pdf or .dwg formats using the Consultant's current software. Release of any digital Documents requires the Client/Owner to accept the terms and conditions stated in the Consultants "Digital Information Release Agreement".

The Client/Owner may make and retain copies of Documents for information and reference in connection the Project. Such documents are not to be used by

Agreement Between Client/Owner and Consultant for Professional Services



Client/Owner or others on extensions of the project for which they were prepared or on any other project. Any such reuse or modification, without written verification or adaptation by Consultant will be at the Client/Owner's sole risk and without liability or legal exposure to Consultant or Consultant's sub-consultants.

12) Controlling Law

This Agreement is governed by, and subject to, the laws of the State of Michigan. For purposes of litigating any dispute that arises directly or indirectly from the relationship of the parties evidenced by this Agreement, the parties hereby submit and consent to the exclusive jurisdiction of the State of Michigan and agree that such litigation shall be conducted only in the courts of Grand Traverse County, Michigan and no other courts, where this Agreement is made or performed or where the parties may reside.

13) Successors, Assigns, and Beneficiaries

The Client/Owner and Consultant each is hereby bound and the partners, successors, executors, administrators, and legal representatives of each are hereby bound to this Agreement. Neither the Client/Owner nor Consultant may assign, sublet, or transfer any rights under or interest in this Agreement without written consent of the other unless such assignment, subletting or transfer is mandated or restricted by law.

14) Dispute Resolution

The Client/Owner and Consultant agree to negotiate all disputes between them in good faith for a period not to exceed 30 days from the date of notice.

Any claims or disputes made during design, construction or post-construction between the Client/Owner and Consultant shall be submitted to non-binding mediation. Client/Owner and Consultant agree to include similar mediation agreement with all contractors, subcontractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. The mediation shall be governed by the then current Construction Industry Mediation Rules of the American Arbitration Association ("AAA"). Mediation shall be a condition precedent to the initiation of any other dispute resolution process, including court actions.

15) Allocation of Risk

To the fullest extent permitted by law, Client/Owner and Consultant:

- (1) waive against each other, and the other's employees, offices, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and
- (2) agree that Consultant's total liability to Client/Owner under this Agreement shall be limited to

the amount of the Consultant's fee. Consultant's liability shall be limited only to those damages resulting directly from Consultant's negligence.

The parties acknowledge that Consultant's scope of services does not include any services related to hazardous environmental conditions. If such conditions are encountered the Consultant may, without liability, suspend services.

16) Waiver of Consequential Damages

The Consultant and Client/Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either due to either party's termination of this agreement.

17) Waiver of Subrogation

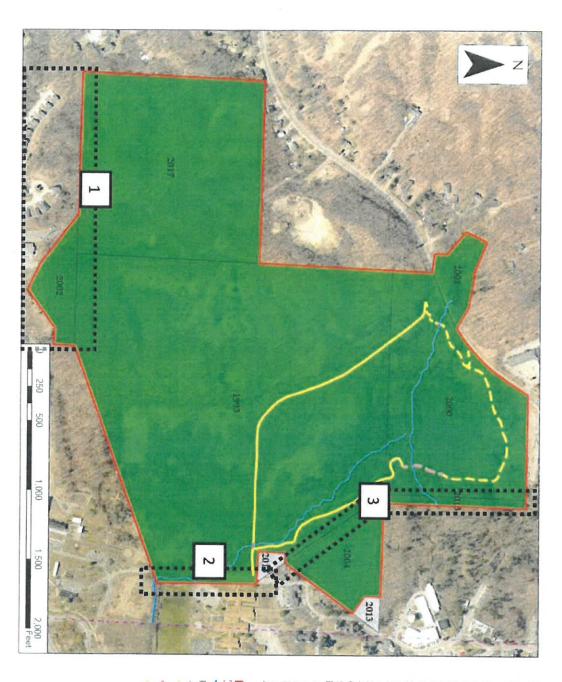
The Consultant and Client/Owner waive all rights against each other and any of their contractors, subcontractors, consultants, agents and employees, each of the other, for damages caused by fire, or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work. The Consultant and Client/Owner, as appropriate, shall require of their contractors, subcontractors, consultants, agents and employees, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policy shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

18) Applicability of Continuing Agreement

The terms and conditions set forth in this Agreement apply to each future authorization for services unless specifically modified. In the event of conflict between language herein and future authorization language, the authorization language shall take precedence for that authorization. Modifications to this Agreement shall be made in writing and copied to all parties. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding. Such stricken provision with one that is enforceable and is as close as possible to expressing the intention of the original.

(Owner's	Initials)	
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Exhibit 2



Natural Area Parcel History Grand Traverse Commons

Subject to deed restrictions 1993: "Commons 100" or "Parcel RR" Acquired by Township from State of Michigan

2000: "Parcel VV"
Acquired by Township from Grand Traverse Subject to conservation exement Commons Redevelopment Corporation

2002: "Copper Ridge"
Avquared by Township from Copper Ridge LLC 2001: "Oleson" Acquired by Township from GDO Investments

2004: "Commons Addition"
Acquired by Township from Grand Traverse

Subject to both conservation easement and Commons Redevelopment Corporation

as part of three-way land swap. Subject to 2013: 'Minervini / Greenspire Land Swap'
Acquired by Township from Sub Area 3 LLC

historic easement

2017: "State 40"
Acquired by Township from State of Michigan

Park Boundary (Tow _ 1 Township Boundary

Proposed Materials Streams

Existing Trull (to be improved with crushed gravel) Existing Trail (existing footbridge and boardwalk)

Proposed New Trail (crushed gravel)

Proposed New Trail (boardwalk with foot bridges for

NOT A LEGAL SURVED



Boundary between Commons Natural Area and Copper Ridge

- Boundary between Commons Natural Area and Traverse Bay ISD, Greenspire School, and South Commons Condominium
- Boundary and Historic Easement between Commons Natural Area and West Commons Common Area/Sub Area 3 LLC

Traverse Transportation Coordinating Initiative (TTCI)

Intergovernmental Agreement for Participants of the Metropolitan Planning Organization

Article I. Name

The name of the inter-municipality committee formed under this agreement shall be the Traverse Transportation Coordinating Initiative, hereafter referred to as TTCI. The formation of this body replaces any former committee which was organized as a precursor to the formal establishment of the Metropolitan Planning Organization.

Section 1.01 Transfer of Balance of Funds

All funds held under the control of the committee established as the Traverse Transportation Coordinating Initiative previous to the execution of this agreement shall be transferred under the control of the entity named in Article I.

Article II. Purpose and Authority

Michigan Public Act 200 of 1957 provides for the creation, by two or more municipalities, of an inter-municipality committee for the purpose of studying area transportation issues of mutual interest and concern. TTCI shall operate and act in compliance with and under the authority of Michigan Public Act 200 of 1957 and shall have the duties, privileges and rights prescribed in that Act.

Article III. Fiscal Year

The fiscal year for TTCI shall be October 1st through September 30th of the following year.

Article IV. Duties of TTCI

The duties of TTCI shall be broad objectives that will encompass, but are not limited to the following:

- Develop transportation plans and programs and establish processes for the continuing review of plans, recommendations, and programs to facilitate the movement of persons and goods in the TTCI Study Area.
- 2. Design and carry out the assembling and analysis of information pertaining to transportation with the study area.
- 3. Coordinate transportation facility implementation and operation within the TTCI Study Area.

- Review and evaluate the planning and programming of transportation related activities, projects and programs within the TTCI Study Area, as they may impact the transportation system.
- Assist in project implementation where such projects require organizational, functional
 and operational analysis and/or to undertake those implementation functions not
 reserved to other agencies or as may be appropriately delegated by such other
 agencies.
- 6. Establish and implement a continuing program of public information regarding transportation planning, programs and projects.

Article V. TTCI MPO Organization

TTCI shall be the established transportation planning body for the Census Designated Traverse City-Garfield Urbanized Area and TTCI Metropolitan Planning Area. Representation from transportation agencies, transit agencies and units of government which constitute a minimum of seventy-five percent (75%) of the US Census defined urbanized area shall meet the legislative requirements to seek TTCI MPO establishment; when they have agreed to participate in the formation of the inter-municipality committee through the approval and adoption of this intergovernmental agreement.

Section 5.01 Census Defined Urbanized Area and Metropolitan Planning Area

(a) Census Defined Urbanized Area:

The United States Census Bureau conducts decennial census every ten (10) years. Upon completion of the decennial census the US Census Bureau conducts a review of data which supports the designation of urbanized areas. Following each decennial census, TTCI shall work with the Michigan Department of Transportation to ascertain changes to urbanized area boundaries, and shall make necessary revisions to meet the requirements of Michigan Public Act 200 of 1957. See *Attachment A* for a map of the urbanized area prescribed by the 2020 US Decennial Census. This attachment shall be updated following each decennial census.

(b) Metropolitan Planning Area:

The Metropolitan Planning Area (MPA) is the designated geographic boundary within which the planning processes prescribed in 23 CFR 450 and 49 CFR 613 is to be carried out. The Metropolitan Planning Area shall include all geographic boundaries which contain census designated urbanized areas and shall also contain geographic unit boundaries of areas which are forecasted to become urbanized within the next twenty (20) years. MDOT shall make recommendation on MPA boundaries following each decennial census with the final MPA designated by the TTCI Policy Board. A geographic boundary is defined as a Township, Village and City civil division boundaries. See *Attachment B* for a map of the MPA. This attachment shall be updated following each decennial census or as necessary to include expansion of the planning area boundary.

Section 5.02 Eligibility

All transportation agencies, transit agencies and local units of government, which include within their respective service area or civil division boundary, a portion of the defined urbanized area or MPA; are eligible for inclusion and participation with TTCI and are referred to as Eligible Entities. A local unit of government is defined as a Village, City, Township or County. Eligibility shall solely be met through this section 5.02 and section 5.03 Member Conditions.

Section 5.03 Member Conditions

The following conditions are required of participating eligible entities.

(a) Voting Rights:

Participating eligible entities are each provided one (1) vote on the Policy Board. The single vote shall be administered by the primary or alternate Policy Board Member, and in no case shall both the primary and alternate Policy Board Member preside at the same meeting and in no case shall more than one (1) vote be cast by an individual eligible entity.

(b) Planning Organization Dues:

Each participating eligible entity shall pay planning dues in a sufficient amount to meet the required eighteen point fifteen percent (18.15%) of the Consolidated Planning Grant provided by MDOT. Planning due amounts are established in *Attachment C*, with the prescribed dues having been certified through approval of this agreement. Dues shall be paid by each participating eligible entity each fiscal year upon receiving the invoice, and payment shall be made within 45 days of the receipt of the invoice. Attachment C shall be updated each year following the release of the monetary amount of the consolidated planning grant by the Michigan Department of Transportation.

(c) Participation:

Participating eligible entities shall make every effort to have their representative attend TTCI Policy Board, Executive Committee (*if applicable*), Technical Committee (*if applicable*), or Ad Hoc Committee meetings (*if applicable*). Participation is fundamental to the successful operation of the MPO Planning Process(es). Unexcused absences will be monitoring and relayed to respective eligible entity's governing board following the absence. Accumulation of three (3) unexcused absences within a single fiscal year will cause a formal request by the TTCI Policy Board for appointment of a new representative by the respective eligible entity.

Article VI. Meeting Standards, Policy Board, and Committees

Section 6.01 Quorum

A quorum is required for the conducting of business. The presence of a simple majority of the TTCI Policy Board Membership (as defined in Article VI, Section 6.03.(a) OR the presence of three-fifths (3/5) of transportation implementing agencies (BATA, City of Traverse City, GTCRC, LCRC, MDOT) and two (2) local units of government shall constitute a quorum for the purpose of

conducting business. Active voting members are those duly appointed representatives whose membership dues were paid in the prior budget year.

Section 6.02 Meeting Operation

Meeting parliamentary procedure and voting decision processes of the TTCI Policy Board, Executive, Technical and Ad Hoc Committees shall operate according to "Robert's Rules of Order". All meetings of the TTCI Policy Board and Technical Committee shall operate within the requirements of the Michigan Open Meetings Act (OMA), 1976 PA 267, MCL 15.261 et seq.

Section 6.03 TTCI Policy Board

(a) TTCI Policy Board Membership

Membership on the TTCI Policy Board shall consist of one (1) individual from each participating eligible entity, whom is designated by the respective entities governing body to serve as their representative. Representatives may be members of the governing board, executive staff or their designee. Eligible entities shall appoint one (1) primary member to the TTCI Policy Board and shall appoint a second alternate member to attend in the primary member's absence. Designations shall be made by each participating eligible entity at their first meeting of the calendar year and as otherwise outlined for replacement, with the exception of the initiation of the board under initial execution of this agreement. Designations shall be made in writing and by name provide a primary and alternative representative. Designations shall occur for each participating entity that have executed approval of this agreement, and shall include a representative from the Michigan Department of Transportation and the Federal Highway Administration as necessary. TTCI Policy Board Members are provided in *Attachment D*.

(b) Terms of TTCI Policy Board Members

Policy Board Members shall serve a term of two (2) years, or until their replacement is designated by the eligible entities governing body. Policy Board members, whom are elected officials for eligible local units of government or a member of a governing body of an eligible agency, shall not serve past the expiration of their elected office for the eligible entity or expiration of their appointment on the eligible entities governing body. Members of the Policy Board who are staff to a participating eligible agency or local unit of government shall not serve beyond their time of employment with such eligible entity. A participating eligible entity membership that has expired due to any of the factors above shall be notified and a new designee shall be named by the respective eligible entities governing board at that time.

(c) Officers

The TTCI Policy Board shall be served by an Executive Committee comprised of elected officers, which consist of a Chairperson, Vice-Chairperson, a Secretary and a Treasurer. The officers shall serve the duties outlined within the Policy Board by-laws. Officers shall be elected from TTCI Policy Board members who have served on the Policy Board from initial approval of this agreement or for a minimum of one (1) year. The four member Executive Committee shall have at least one (1) elected City, Village, Township or County representative and at least one (1)

representative of a transportation or transit agency. Offers shall be elected following a formal nomination from another member of the board, followed by a vote of the board; this shall occur for each respective officer position. Election of officers shall be at the first meeting of each calendar year or as soon as possible thereafter. Officers shall serve a term of one (1) year, or until a successor is elected. If a vacancy occurs then an election for that office shall occur at the next regular meeting of the Policy Board and that successor shall serve the remainder of the existing term.

(d) Meetings

The TTCI Policy Board shall hold meetings in accordance with the by-laws of the Policy Board.

Section 6.04 TTCI Executive Committee

(a) TTCI Executive Committee Established

The TTCI Executive Committee shall be established through representation of the officers of the TTCI Policy Board.

(b) TTCI Executive Committee Membership

Membership on the Executive Committee shall follow the procedure outlined in Section 6.03.(c).

(c) Terms of TTCI Executive Committee Members

TTCI Executive Committee terms shall follow the standards outlined in Section 6.03.(c).

(d) Executive Committee Meetings

TTCI Executive Committee Meetings shall be held and operate in accordance with the TTCI Policy Board By-laws.

Section 6.05 TTCI Technical Committee

(a) TTCI Technical Committee Established

The TTCI Technical Committee is hereby established and represented by professional staff of participating eligible entities of the TTCI Policy Board with inclusion of representation of other entities which are important to the areas transportation planning processes.

(b) TTCI Technical Committee Membership

Membership on the TTCI Technical Committee shall occur through designation of a representative by each participating eligible entity of the TTCI Policy Board. A representative shall also be included, but not limited to from each of the following entities; Northwestern Michigan College, Traverse City Area Public Schools, Traverse Connect, Cherry Capital Airport Authority, Michigan Department of Transportation, Grand Traverse Tribe of Ottawa and Chippewa Indians. TTCI Technical Committee members shall be designated through the process established in the TTCI Policy Board By-laws.

(c) Terms of TTCI Technical Committee Members

TTCI Technical Committee terms shall be in accordance with the TTCI Policy Board By-laws.

(d) TTCI Technical Committee Meetings

TTCI Technical Committee Meetings shall be held and operate in accordance with the TTCI Policy Board By-laws.

Section 6.06 Ad Hoc Committee

(a) TTCI Ad Hoc Committee Establishment

Ad Hoc Committees, special committees, and subcommittees may be established as deemed necessary by the TTCI Policy Board to further purposes in keeping with responsibilities and objectives.

(b) TTCI Ad Hoc Committee Membership

TTCI Ad Hoc Committees membership shall be in accordance with the TTCI Policy Board By-laws.

(c) Terms of TTCI Ad Hoc Committee Members

TTCI Ad Hoc Committee terms shall be in accordance with the TTCI Policy Board By-laws.

(d) TTCI Ad Hoc Committee Meetings

TTCI Ad Hoc Committee Meetings shall be held and operate in accordance with the TTCI Policy Board By-laws.

Section 6.07 Community Engagement

TTCI shall meet requirements for citizen input for the planning area through placement of a public comment agenda item on each meeting agenda for the TTCI Policy Board and TTCI Technical Committee meetings. Community Engagement events will also be scheduled a minimum of two (2) times per fiscal year. Events may consist of input sessions held at community halls or centers, pop-up sessions held in public spaces or through other interactive methods which gain public feedback. The actions outlined within this section shall be included in the Public Participation Plan (PPP) which will be updated as necessary through guidance of MDOT.

Section 6.08 Meeting Notices, Agendas and Minutes

(a) Meeting Notices

All TTCI Policy Board, TTCI Technical Committee and TTCI Ad Hoc Committee meetings shall be appropriately noticed in meeting the requirements of section 6.02.

(b) Meeting Agendas

All TTCI Policy Board, TTCI Technical Committee and TTCI Ad Hoc Committee meetings shall have an agenda provided to respective members no later than five (5) days prior to all regular meetings.

(c) Meeting Minutes

Minutes shall be taken and prepared for each TTCI Policy Board meeting, with the Draft minutes reviewed and voted upon for approval to a Final Copy of the Minutes at the next regular Board Meeting.

Article VII. Staffing and Support

Section 7.01 Staffing Arrangement

The TTCl Policy Board shall contract with the Northwest Michigan Council of Governments (dba. Networks Northwest) to coordinate and conduct administration and staffing related to its purpose, responsibilities and objectives. Personnel assigned to TTCl will adhere to a staffing plan outlined within each fiscal year's Unified Work Program, which is approved by the TTCl Policy Board.

Section 7.02 TTCI Board Autonomy

TTCI shall be a stand-alone entity autonomous from the Northwest Michigan Council of Governments (dba. Networks Northwest) Board.

Section 7.03 Supportive Services

TTCI may enter into agreements with other public and private agencies, including consultants, for all types of surveys and studies relating to its purpose, responsibilities and objectives. Such surveys and studies shall be identified and described in the annual Unified Work Program.

Article VIII. Unified Work Program Plan & Budget

Section 8.01 Unified Work Program (UWP)

A UWP shall be prepared prior to each fiscal year. The UWP shall meet all necessary State and Federal Planning requirements and focus areas. The UWP shall include all work to be undertaken within the fiscal year, outline necessary staffing and support, include action items and deliverables and work within a fiscally constrained context of the Consolidated Planning Grant. The UWP shall be reviewed and approved by the TTCI Policy Board prior to submittal to MDOT.

Section 8.02 Budget

A budget shall be prepared prior to each fiscal year. The budget shall detail the Consolidated Planning Grant (CPG) funds, and local matching funds provided for the required eighteen point fifteen percent (18.15%) match. The budget shall outline expenditures for staffing committed to the UWP action items. The budget shall be included within the UWP and voted upon by the TTCI Policy Board for approval.

Article IX. Bylaws

TTCI Policy Board shall operate under an agreed upon set of by-laws. By-laws shall uphold and not conflict with any provisions of this agreement. The provisions of this agreement shall always supersede the bylaws in guidance of board operation, the processes of the organization and all matters contained within this agreement.

Section 9.01 Adoption

Bylaws shall be adopted by a two-thirds (2/3) vote of the TTCI Policy Board Membership.

Section 9.02 Amendment

Bylaws may be altered, amended or replaced at any regular or special meeting of the Board by at least two-thirds (2/3) vote for the purpose of bylaw amendment. A copy of the proposed changes to the bylaws shall be filed with the Secretary at least ten (10) days prior to the meeting where such action is proposed to be taken and the secretary shall send a copy of the proposed change to each representative along with written notice of the time and place of such meeting. The Secretary shall also ensure that representatives received their notices at least five (5) days prior to such meeting.

Article X. Amendments to this Agreement

Section 10.01 Addition or Withdrawal of Eligible Entity

This intergovernmental agreement shall be amended for addition of any eligible entity and for the withdrawal of an eligible entity at any point during a fiscal year. This agreement shall not require approval of each respective participating entity for addition and removal of any eligible entity. *Attachment D* shall be updated to reflect any changes with eligible entity participation levels.

Section 10.02 Amendment to Update Attachment A (Census Urbanized Boundaries) and to Update Attachment B (Metropolitan Planning Area)

This intergovernmental agreement shall be amended following each decennial census upon the release of the updated Urbanized Area boundaries and whenever an adjustment is made to the Metropolitan Planning Area Boundary. The amendment shall only include updates to attachments A and B. This amendment shall require only a simple majority vote of the TTCI Policy Board.

Section 10.03 All Other Amendments

All other amendments to this agreement shall require approval of the TTCI Policy Board and the governing body of each participating entity. The process for amendments shall be:

 Desired amendments shall be brought forth and placed on a TTCI Policy Board Agenda for discussion and voting.

- 2. A simple majority vote of the TTCI Policy Board shall move to amend a draft of the agreement.
- 3. The amended draft agreement will be taken to each respective participating eligible entity's governing board for approval.
- Once approval from each respective participating eligible entity's governing board is received, the amended draft agreement will be voted upon by the TTCI Policy Board for adoption of the amendment.
- 5. A two-thirds (2/3) vote of the TTCI Policy Board shall be necessary for final approval of the amended agreement.

Article XI. Addition of Eligible Entities

Eligible entities as outlined in Section 5.02 with ability to comply with the conditions of Section 5.03 may be added to TTCI during any part of the fiscal year. The process for addition of an eligible entity is as follows:

- 1. The eligible entity shall petition in writing, directed to the TTCI Policy Board, a formal request to be included as an entity of TTCI.
- 2. TTCI Staff shall review the request and determine if the entity meets the eligibility requirements.
- The request shall then be placed on an upcoming regular meeting Agenda of the Board for the action to be considered, through the approval of an amendment to this agreement as outlined in Section 10.01.
- 4. The Amendment shall place the name of the eligible entity in *Attachment D* as outlined in Section 6.03.(a)
- 5. Upon TTCI Board approval of the amendment, the eligible entity to be added to TTCI must obtain approval of this agreement from their respective governing board.
- 6. Upon approval of the agreement by the respective governing board, the entity shall pay the required yearly dues as outlined in Section 5.03 (b) and *Attachment C* for the current fiscal year in which they will be added.
- 7. The eligible entity shall be considered a member of TTCI upon paying of the required due.
- 8. The bylaws shall be updated to include the eligible entity as a member of TTCI in accordance with Section 9.02 of this agreement.

Article XII. Withdrawal of Eligible Entities

An eligible entity may withdrawal from TTCI at any time during the fiscal year. An eligible entity, which withdrawals from TTCI shall not be reimbursed for any portion of their dues for any past and current fiscal year. The process for withdrawal of an eligible entity is as follows:

- 1. The eligible entity shall petition in writing, directed to the TTCI Policy Board, a formal request to withdrawal from TTCI.
- 2. The request for withdrawal shall be placed on the next upcoming regular meeting Agenda of the TTCI Policy Board, with action requested.
- 3. The TTCI Policy Board shall take action on the request and amend the agreement as outlined in Section 10.01.
- 4. The amendment shall include removal of the entity name from *Attachment D* under Section 6.03.(a).
- 5. The eligible entity shall be considered withdrawn from TTCI once the amendment has been approved.
- 6. The bylaws shall be updated in accordance with Section 9.02.

Article XIII. Removal of Entity

An entity which no longer meets the conditions of this agreement, and is considered an Inactive Member under Article XIV of this agreement, may be removed from TTCI by a simple majority vote of the TTCI Policy Board.

Article XIV. Inactive Membership Status

Any entity which is a member of TTCI and has not paid its annual dues in accordance with Section 5.03.(b) or no longer meets the eligibility requirements of 5.02 shall be considered an "Inactive Member", and shall no longer have authority to preside at TTCI Policy or any respective Committee meetings. The entity's "Inactive Member" status shall be referred to the Executive Committee for appropriate action. Appropriate action may include Removal of the Entity under Article XIII or a request to the entity to meet the condition of Sections 5.02 and 5.03.

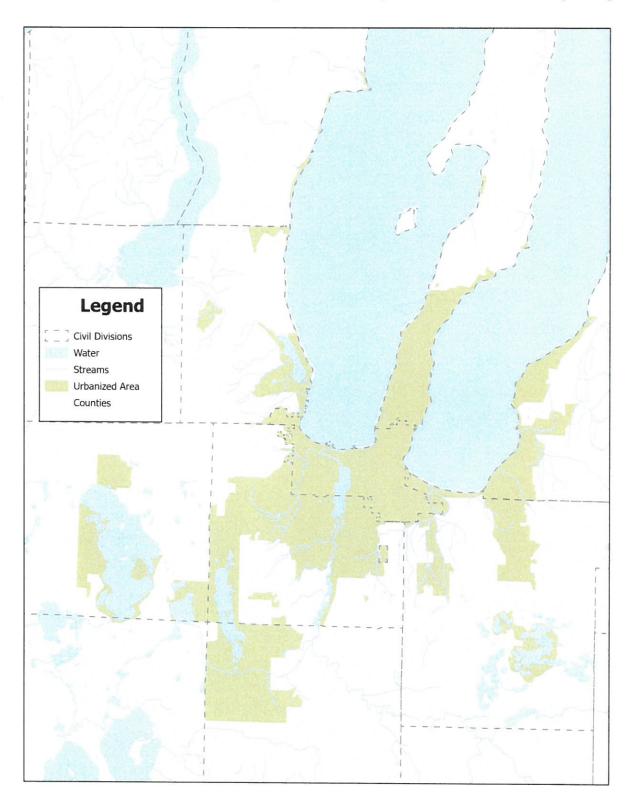
Article XV. Adoption

Upon original adoption of this Intergovernmental Agreement by the legislative body of each participating eligible entity as outlined in Section 5.02, such adoption shall be evidenced by an endorsement on this agreement under Article XVI Signatories by the Chief Elected Official and Secretary or Clerk of each respective eligible entities governing board at the time of execution of the agreement.

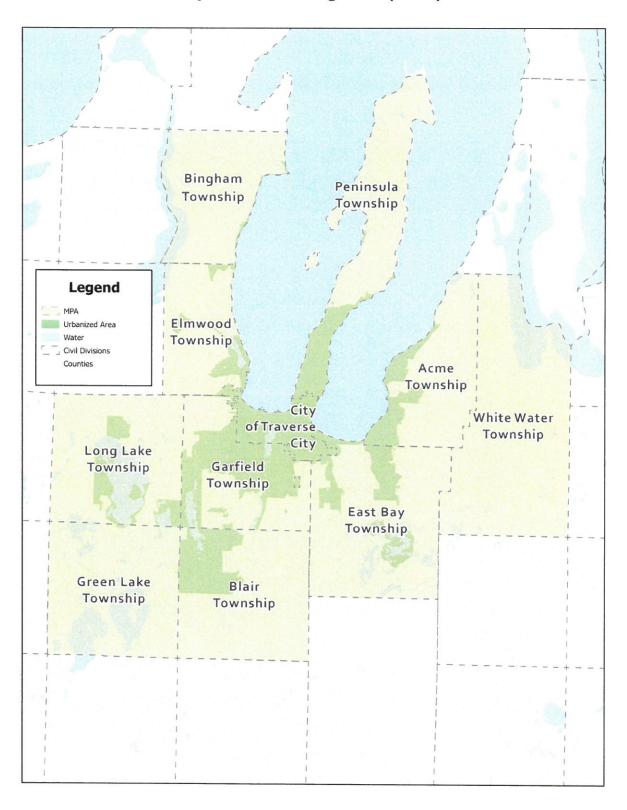
Article XVI. Signatories

This agreement is executed on the	day of	, 2023 by the	
having motioned for approval of the agree board.		d an affirmative vote of the go	overning
Board Chair/President (PRINT)	-		
Board Chair/President (SIGNATURE)	-	Date	
Clerk/Secretary (PRINT)	-		
Clerk/Secretary (SIGNATURE)	-		

Attachment A: U.S. Census Defined TC-Garfield Urbanized Area (2020)



Attachment B: Metropolitan Planning Area (2023)



Attachment C: Membership Due Calculations

Dues shall be set at an equal proportion of the required 18.15% match to be met by each participating eligible entity. The dues shall be calculated for the consolidated planning grant amount provided to TTCI by the Michigan Department of Transportation for each fiscal year. The Consolidated Planning Grant match required for Fiscal Year 2024 shall be \$50,672.98.

Example Calculation:

Fourteen (14) eligible entities sign onto the agreement:

\$50,672.98 / 14 = \$3,619.50

Each of the 14 participating eligible entities would match in the amount of \$3,619.50

Attachment D: TTCI Eligible Entity Membership

This section to be completed upon the execution of this agreement; through placing the name of each eligible entity participating on the TTCI MPO Policy Board.

TTCI POLICY BOARD	TTCI POLICY BOARD MEMBER LIST (DRAFT Eligible Entity Roster)				
Name	Title	Org	Email	Phone	Officers
Mark Wilson	Commissioner	Traverse City	mwilson@traversecitymi.gov	(231) 999-1436	
Brad Kluczynski	Managing Director	GT Cty Road Commission	bkluczynski@gtcrc.org	231-922-4848	Secretary
Kelly Dunham		ВАТА	dunhamk@bata.net	231-933-5544	Chair
Chuck Korn		Garfield Twp	ckorn@garfield-twp.com		Vice Chair
Brad Jewett	Commissioner	GT County	bjewett@gtcountymi.gov	231-633-9421	
Beth Friend	Supervisor	East Bay Twp	bfriend@eastbaγtwp.org	231-947-8719	Treasurer
Jeff Shaw	Supervisor	Elmwood Twp	supervisor@elmwoodmi.gov	231-946-0921	
Brendan Mullane	Manager	Leelanau Cty Road Commission bmullane@leelanauroads.org	bmullane@leelanauroads.org	231-271-3993	
Doug White	Supervisor	Acme Twp	dwhite@acmetownship.org	231-938-1350	
Dan Wagner	TC TSC Manager	MDOT	wagnerD2@michigan.gov	231-340-9295	
Ron Lemcool	Supervisor	Long Lake Township	Supervisor@LongLakeTownship.com		
Andy Marek	Treasurer	Green Lake Township	treasurer@greenlaketownship.org		
Isaiah Wunsch	Supervisor	Peninsula Township	supervisor@peninsulatownship.com		
Midge Werner	Supervisor	Bingham Township	jmw202@gmail.com		
Jeff Franklin	Supervisor, MPO Regional Services West Unit	MDOT	FranklinJ1@Michigan.gov		
Deborah Allen	Leelanau County Administrator	Leelanau County	dallen@leelanau.gov	12312568100	
Nicole Blonshine	Supervisor	Blair Township	supervisor@blairtownshipmi.gov		
Lynette Wolfgang	Clerk	Blair Township	clerk@blairtownship.org	(231) 276-9263	
Steve Brock	Interim City Manager	Traverse City	sbrock@traversecitymi.gov		
Haider Kazim	Road Commissioner (Vice Chair)	Grand Traverse County	hkazim@gtcrc.org	231-922-1888	
				1	

Alternatives				
Krista Phillips ME	MDOT TC TSC Operations Engineer	MDOT	philipski7@michigan.gov	989-245-2173
Craig Brown En	Engineer	Leelanau Cty Road Commission cbrown@leelanauroads.org	cbrown@leelanauroads.org	231-271-3993
Wayne Schoonover Co	County Highway Enginer	GTCRC	wschoonover@gtcrc.org	231-922-4848
Claire Karner Pla	Planner	East Bay Twp	ckarner@eastbaytwp.org	231-947-8681 x2
Eric Lingaur Co	Communications and Development Director	ВАТА	lingaure@bata.net	231-933-5534
Mitchell Treadwell Co	Commissioner	Traverse City	mtreadwell@traversecitymi.gov	(231) 409-4819
Rob Hentschel Co	Commissioner	Grand Traverse County	rhentschel@gtcountymi.gov	231-944-2868
John Sych Pla	Planning Director	Garfield Township	jsych@garfield-twp.com	231-225-3155
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Mark Bishop Ch	Chief Financial Officer	Cherry Capital Airport	mark.bishop@tvcairport.com	
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