

CHARTER TOWNSHIP OF GARFIELD

TOWNSHIP BOARD MEETING

Tuesday, September 12, 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 – August 22, 2023 regular meeting
August 29, 2023 study session
(Recommend Approval)

b. Bills -

(i) General Fund	\$429,056.43
(ii) Gourdie-Fraser	
Developer's Escrow Fund – Utility Plan Review,	
Oversight & Closeout	\$38,914.00
General Utilities	45,127.20
Park Funds / DNR Trust Fund	3,920.00
Total	\$87,961.20
(Recommend Approval)	

- c. Consideration of Resolution 2023-25-T to establish an intermunicipality committee for transportation planning in the Traverse study area (new form required by MDOT) (Recommend Approval)
- d. Introduction of Amendment to Grand Traverse Commons Development Regulations and schedule public hearing for October 10, 2023 (Recommend Approval)
- 4. **Items removed from the Consent Calendar**
- 5. **Correspondence**
- 6. **Reports**
 - a. County Commissioner's Report
 - b. Construction Report
 - c. Sheriff's Report
 - d. GT Metro Fire Report
 - e. Planning Department Report for September 2023
 - f. Parks & Rec Report
 - g. Clerk's Report
 - h. Supervisor's Report
- 7. **Unfinished Business**
 - a. Public Hearing – Consideration of the amount of property tax millage to levy for the 2024 General and Fire Fund accounts
 - b. Consideration of recommending approval for a Class C Liquor License to the following applicants:
 - I. High Tops request for Class C License, Resolution 2023-18-T
 - II. Curling Club request for Class C License, Resolution 2023-23-T
- 8. **New Business**
 - a. Consideration of upgrading the Township's elevator controller
- 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
August 22, 2023**

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on August 22, 2023 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Staff Present: John Sych, Planning Director

1. **Public Comment (6:01)**
Kevin Query and Kevin Bryne commented on behalf of the Traverse City Curling Club.

2. **Review and Approval of the Agenda - Conflict of Interest (6:03)**
Barsheff moved and Duell seconded to approve the agenda as presented.

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

3. **Consent Calendar (6:04)**
 - a. **Minutes**
August 8, 2023 Regular Meeting
(Recommend Approval)

 - b. **Bills**
General Fund \$102,937.17
(Recommend Approval)

 - c. **Consideration of Contractor's Change Order No. 3 to Elmer's for Cedar Run Water main extension (Recommend Approval)**

 - d. **Consideration of Contractor's Application for Payment No. 4 – Final to Elmer's for Cedar Run Watermain Extension (Recommend Approval)**

 - e. **Consideration of Cedar Run Watermain Extension Close-out and Turnover Documents (Recommend Approval)**

f. Consideration of issuing LaFranier Road Mid-Block Crossing Notification to Grand Traverse County Road Commission (Recommend Approval)

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

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

4. Items Removed from the Consent Calendar (6:06)

5. Correspondence (6:06)

6. Reports

a. MMR Report (6:06)

Director Amy Fairchild stated that the summer has been busy and they are increasing their staffing. MMR is still recruiting paramedics.

b. GT County Commissioner's Report (6:08)

County Commissioner Lauren Flynn reported that the county will enter into the PFAS lawsuit. She will be attending an opioid task force meeting in the coming days. The GT Pavilions will be discussed at future meetings.

c. GT County Road Commission Report (6:11)

Alan Leman from the Road Commission reported that construction has begun near Silver Lake. The new Road Commission garage is being constructed.

d. Supervisor's Report (6:16)

Supervisor Korn gave a short report on happenings in the township.

7. Unfinished Business (6:16)

a. Consideration of recommending approval for a Class C or Tavern Liquor License to the following applicants:

- I. High Tops request for Class C License, Resolution 2023-18-T**
- II. Curling Club request for Class C License, Resolution 2023-23-T**
- III. Two Brothers Dog Park Bar Inc. request for Tavern License Resolution 2023-24-T**

Each Applicant gave a short presentation to the board regarding their plans for the Class C Liquor License. Board members asked questions of each applicant. After hearing each applicant, board members discussed each plan.

Agostinelli moved and Schmuckal seconded to table a recommendation until the next meeting to gather more information on the licenses and the proposed businesses.

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

b. Consideration of Establishing Rates and Charges Pursuant to the Charter Township of Garfield Water Ordinance No. 15, Resolution 2023-22-T (7:17)

Board members discussed new rates for water.

Schmuckal moved and Macomber seconded to set water use charges at \$17.00 for a monthly minimum charge.

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

8. New Business

a. Consideration of 2023 Millage Rate to Fund 2024 Budget Year (7:25)

Board members discussed the millage rate and the fund balance. A budget meeting was set for Tuesday August 29th at 3pm.

Schmuckal moved and Barsheff seconded to set the public hearing to consider the 2023 millage rate for September 12, 2023.

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

b. Consideration of bids for repair of the Silver Lake Recreation Area walking loop (7:35)

Parks Steward Derek Morton stated that three bids were received in the Silver Lake Recreation Area asphalt seal cracking project. The topcoat and resealing is included in this bid package. Morton recommends that the board award the contract to Black Magic at a price of \$10,793.40.

Schmuckal moved and Duell seconded to award the contract to repair the Silver Lake Recreation Area walking loop to Black Magic in the amount of \$10,793.40.

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

9. Public Comment: (7:38)

None

10. Other Business (7:38)

Schmuckal inquired on a road project.

Agostinelli inquired about the fire millage.

Duell said Sight and Sounds on television station 9&10 was at Silver Lake Recreation area with a drone.

11. Adjournment

Korn adjourned the meeting at 7:43pm.

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

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD SPECIAL MEETING MINUTES
August 29, 2023**

ORDER OF BUSINESS

Call meeting to order

Supervisor Korn called the Township Board Study Session to order on Tuesday, August 29, 2023, at 3:04pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Roll call of Board Members

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

1. Business to come before the Board

a. Discussion regarding the 2024 Township Budget

The Board received the 2024 Township Budget. The Board discussed the budget in detail and asked questions.

2. Public Comment

There was no public comment.

3. Adjournment

Korn adjourned the meeting at 5:55pm

Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

RESOLUTION # 2023-22-T

**RESOLUTION ESTABLISHING RATES AND CHARGES
PURSUANT TO THE CHARTER TOWNSHIP OF GARFIELD
WATER ORDINANCE #15**

WHEREAS, Ordinance #15 of the Charter Township of Garfield, as amended, provides for the establishment of rates and charges applicable to the Township Water System, and

WHEREAS, the Township Board of the Charter Township of Garfield has determined that rates and charges applicable to the Township Water System need to be revised based on a financial analysis of current and future costs, and

NOW THEREFORE BE IT RESOLVED:

For the privilege of connecting to the Township Water System and receiving service therefrom there shall be paid, on behalf of each user/customer desiring service from the System, the following charges:

1. PERMIT AND INSPECTION FEES (New connections to the system)

Filing Fee: \$25.00
Inspection: \$50.00
Meter Fee: actual cost of meter plus 15%

2. CONNECTION CHARGES

Connection (Benefit) Fee is a minimum fee charged per unit according to the attached Schedule of Residential Benefits (REU).

Benefit Fee: \$3,500.00

3. USE CHARGES

(Availability & Commodity charges include a water allowance of 462 cubic feet/month)

Availability: \$17.00; the monthly minimum charge (includes 462 cuft)
Commodity: \$2.70 per 100 cuft; per each 100 cubic feet above minimum

4. Miscellaneous Fees

Turn On/Turn Off: \$50.00
Hydrant Permit/Use:
Permit: \$75.00
Hydrant Use: \$ 4.00 per 1,000 gallons

5. LATE PAYMENT AND INTEREST PROVISIONS

A one-time charge of 10% of the amount of the current bill will be applied to those payments that are made after the due date.

Effective Date: This Resolution shall be effective September 1, 2023.

Moved: Denise Schmuckal

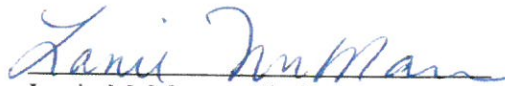
Supported: Chloe Macomber

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

Nays: None

Absent and Excused: None

By:



Lanie McManus, Clerk

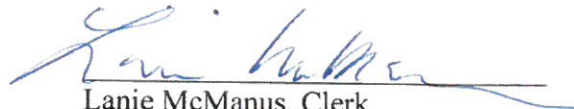
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2023-22-T which was adopted by the Township Board of the Charter Township of Garfield on the 22nd day of August, 2023.

Dated:

8-23-2023



Lanie McManus, Clerk

Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD
TABLE 1
SCHEDULE OF BENEFIT CHARGES

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

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

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

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 08/17/2023 - 09/06/2023
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/24/2023	GEN	41645	AFLAC	AFLAC	101-000-227.001	436.82
08/24/2023	GEN	41646	CONSUMERS ENERGY	100000311801	101-000-084.861	3,076.44
		41646		100000311801	101-448-920.005	3,728.58
						6,805.02
08/24/2023	GEN	41647	CONSUMERS ENERGY	103033456148	101-448-920.005	4,556.94
08/24/2023	GEN	41648	FIFTH THIRD BANK	EDUCATION	101-101-965.101	39.00
		41648		EDUCATION	101-215-960.000	2,166.32
						2,205.32
08/24/2023	GEN	41649	FIFTH THIRD BANK	OIL/LUBE/TRAIL SIGNS	308-000-935.000	1,705.47
08/24/2023	GEN	41650	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04
08/24/2023	GEN	41651	GRAND TRAVERSE COUNTY	3RD QTR LAW ENFORCEMENT	101-301-830.000	364,834.39
08/24/2023	GEN	41652	INTEGRITY BUSINESS SOLUTIONS	INK	101-101-726.000	99.99
08/24/2023	GEN	41653	KRAFT BUSINESS SYSTEMS	7.18-8.17 COPIER CONTRACT	101-101-726.002	430.26
08/24/2023	GEN	41654	SUPERFLEET	GAS	101-806-862.000	310.52
08/24/2023	GEN	41655	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	998.85
		41655		ADVERTISING	101-400-901.000	189.50
		41655		ADVERTISING	101-410-901.000	292.55
						1,480.90
08/24/2023	GEN	41656	UNITED WAY	UNITED WAY	101-000-238.000	90.00
08/24/2023	GEN	41657	VERIZON	PHONES	101-265-850.000	262.60
08/24/2023	GEN	41658	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,860.00
09/06/2023	GEN	41659	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	186.75
		41659		CONTRACTED SVCS	101-400-805.000	227.25
		41659		CONTRACTED SVCS	101-410-805.000	75.25
						489.25
09/06/2023	GEN	41660	ANNE WENDLING	CONTRACTED SVCS	308-000-805.000	75.25
09/06/2023	GEN	41661	CHERRYLAND ELECTRIC COOP.	ELECTRICITY	101-000-084.861	296.53
		41661		ELECTRICITY	101-265-920.603	1,137.60
		41661		ELECTRICITY	101-448-920.005	772.11
						2,206.24
09/06/2023	GEN	41662	CHERRYLAND ELECTRIC COOP.	ELECTRICITY	308-000-805.000	77.15

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/06/2023	GEN	41663	CONSUMERS ENERGY	100018131597	101-448-920.005	29.74
09/06/2023	GEN	41664	CONSUMERS ENERGY	103043977273	308-000-805.000	28.75
09/06/2023	GEN	41665	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
09/06/2023	GEN	41666	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-805.000	450.00
09/06/2023	GEN	41667	DTE ENERGY	910020833133	101-265-920.601	339.33
09/06/2023	GEN	41668	DTE ENERGY	910020833257	101-265-920.601	64.78
09/06/2023	GEN	41669	ELECTION SOURCE	TRANSFER BAG/DS200 ROLLING BAG	101-191-726.000	157.06
09/06/2023	GEN	41670	FIFTH THIRD BANK	36370-0APA MEMBERSHIP	101-171-960.000	22.74
		41670		36370-0APA MEMBERSHIP	101-401-965.000	609.00
						<hr/> 631.74
09/06/2023	GEN	41671	FIFTH THIRD BANK	3406-EDUCATION	101-253-960.000	798.00
09/06/2023	GEN	41672	FIFTH THIRD BANK	3406 - FERTILIZER	308-000-935.000	82.68
09/06/2023	GEN	41673	FLOCK SAFETY	CAMERAS	101-747-880.007	8,750.00
09/06/2023	GEN	41674	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	663.04
09/06/2023	GEN	41675	GRAND TRAVERSE COUNTY DPW	5590511	308-000-805.000	26.26
09/06/2023	GEN	41676	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	395.39
09/06/2023	GEN	41677	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.13
09/06/2023	GEN	41678	GT SUPPLY, LLC	TOILET TISSUE/PAPER TOWELING	101-265-726.003	161.95
09/06/2023	GEN	41679	HOME DEPOT CREDIT SERVICES	UTILITY KNIFE/WASP & HORNET/WEATHERSHIELD/PA	308-000-935.000	222.87
09/06/2023	GEN	41680	LAND INFORMATION ACCESS ASSOC	FRANCHISE FEES 2ND QTR 2023	101-747-880.011	21,684.58
09/06/2023	GEN	41681	LAUTNER IRRIGATION INC	LOGANS LANDING SVC	101-265-935.602	249.27
09/06/2023	GEN	41682	LINGO	PHONE	101-265-850.000	63.95
09/06/2023	GEN	41683	OTIS ELEVATOR	CONTRACT	101-265-935.608	100.00
09/06/2023	GEN	41684	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		41684		00104403-7	101-448-920.005	28.38
						<hr/> 695.12
09/06/2023	GEN	41685	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	345.80
		41685		ADVERTISING	101-400-901.000	188.25
						<hr/> 534.05

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/06/2023	GEN	41686	UNITED WAY	UNITED WAY	101-000-238.000	90.00
09/06/2023	GEN	41687	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,860.00
09/06/2023	GEN	41688	WAARA TECHNOLOGIES	SERVICE CALL	101-101-805.000	337.50
09/06/2023	GEN	41689	WEXFORD COUNTY SHERIFF'S OFFICE	SMALL CLAIMS	101-253-801.000	85.08
TOTAL - ALL FUNDS						429,056.43
TOTAL OF 45 CHECKS						429,056.43
--- GL TOTALS ---						
101-000-084.861				DUE FROM #861 STREET LIGHTS		4,039.71
101-000-227.000				DEFERRED COMP		3,720.00
101-000-227.001				AFLAC		436.82
101-000-237.000				HSA (FORMERLY FLEX)		1,326.08
101-000-238.000				UNITED WAY		180.00
101-101-726.000				SUPPLIES		99.99
101-101-726.002				SUPPLIES - COPIER MAINTENANCE		430.26
101-101-805.000				CONTRACTED AND OTHER SERVICES		524.25
101-101-901.000				ADVERTISING		1,344.65
101-101-965.101				DUES & PUBLICATIONS -TOWNBOAR		39.00
101-171-960.000				EDUCATION & TRAINING		22.74
101-191-726.000				SUPPLIES		157.06
101-215-960.000				EDUCATION & TRAINING		2,166.32
101-253-801.000				LEGAL SERVICES		85.08
101-253-960.000				EDUCATION & TRAINING		798.00
101-265-726.003				SUPPLIES-MAINTANCE		161.95
101-265-850.000				TELEPHONE		942.68
101-265-920.601				HEATING / GAS		404.11
101-265-920.602				WATER / SEWER		395.39
101-265-920.603				LIGHTS BUILDING		1,137.60
101-265-935.602				LAWN MAINTENANCE		249.27
101-265-935.603				CLEANING SERVICE		1,350.00
101-265-935.608				MAINTENANCE-OTHER		100.00
101-301-830.000				POLICE CONTRACT		364,834.39
101-400-805.000				CONTRACTED AND OTHER SERVICES		227.25
101-400-901.000				ADVERTISING		377.75
101-401-965.000				DUES & PUBLICATIONS		609.00
101-410-805.000				CONTRACTED AND OTHER SERVICES		75.25
101-410-901.000				ADVERTISING		292.55
101-448-920.005				STREET LIGHTS TOWNSHIP		9,115.75
101-747-880.007				COM. PROM. - COMMUNITY AWAREN		8,750.00
101-747-880.011				COM. PROM. - P.E.G.		21,684.58
101-806-862.000				GAS & CAR WASHES		310.52
308-000-805.000				CONTRACTED AND OTHER SERVICES		657.41
308-000-935.000				MAINTENANCE - MISC, EQUIP		2,011.02
TOTAL						429,056.43



Engineering
Surveying
Testing &
Operations

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

September 2, 2023

SUMMARY OF BILLINGS FOR APPROVAL FROM GARFIELD TOWNSHIP

I. Developer's Escrow Fund

A. 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. 2133409	1,225.00
2. Engineering plan review and overall capacity evaluation, construction services, project turnover South 22, Water / Sewer Extension, Escrow# 701-000-214.815	
Project# 22074 Invoice No. 2207407	11,934.00
3. Engineering plan review and overall capacity evaluation, construction services, project turnover Britten, Inc. New Building, Escrow# 214.823	
Project# 22243 Invoice No. 2224306	4,920.00
4. Engineering plan review and overall capacity evaluation, construction services, project turnover Birmley Hills Site Condominium	
Project# 22300 Invoice No. 2230004	13,545.00
5. Engineering plan review, construction services, project turnover Birmley Meadows Site Condominium, Escrow No. 215.839	
Project# 23120 Invoice No. 2312003	875.00
6. Engineering plan review, construction services, project turnover Eagleview Lot 21, Residential Home, Escrow No. 215.822	
Project# 23152 Invoice No. 2315202	3,250.00
7. Engineering plan review, construction services, project turnover Village at Garfield, MSHDA Housing Development	
Project# 23142 Invoice No. 2314201	3,165.00
Total A	<u>38,914.00</u>
Total Developer's Escrow Fund	<u>38,914.00</u>

II. General Utilities

1. Engineering design, permitting, bidding, construction services for water main extension Garfield to Long lake Township Consolidation, Water Main Extension	
Project# 21391 Invoice No. 2139111 FINAL	24,946.00
2. Engineering services for research and compilation/water reliability study, update, hydraulic analysis EGLE DWRP Project Plan, Capital Improvement Projects	
Project# 22280 Invoice No. 2228004	19,400.00
3. Engineering and survey services for design, permitting and construction engineering for sewer extension NW Silver Lake Road Sewer Extension	
Project# 22230 Invoice No. 2223004	781.20
Total Utility Receiving Fund	<u>45,127.20</u>

III. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase III	
Project# 23073 Invoice No. 2307302	3,920.00
Total Park Funds / DNR Trust Fund	<u>3,920.00</u>

GRAND TOTAL **\$87,961.20**

Invoice

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

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

September 02, 2023

Project No: 21334

Invoice No: 2133409

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

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

Additional Services:

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

Professional Services from July 30, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	9,500.00	100.00	9,500.00	9,500.00	0.00
Construction Observation	52,800.00	100.00	52,800.00	52,800.00	0.00
AS#1 Construction Observation	12,500.00	76.00	9,500.00	8,625.00	875.00
Proj. Turnover, Close Out	3,500.00	10.00	350.00	0.00	350.00
Total Fee	78,300.00		72,150.00	70,925.00	1,225.00
			Total Fee		1,225.00
				Total this Invoice	\$1,225.00

Invoice

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

September 02, 2023

Project No: 22074

Invoice No: 2207407

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 25, 2023 to September 02, 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	57.00	25,194.00	13,260.00	11,934.00
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	1,500.00	0.00
Total Fee	51,700.00		30,194.00	18,260.00	11,934.00
Total Fee					11,934.00
Total this Invoice					\$11,934.00

Invoice

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123 West Front Street, Suite A
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

September 06, 2023
Project No: 22243
Invoice No: 2224306

Re: Manufacturing Development, Britten Inc., Water / Sewer Extension, Escrow# 701-000-214.823

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

Additional Services:

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

Project Location: 2182 & 2200 Cass Road, Traverse City

Professional Services from July 30, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	12,750.00	100.00	12,750.00	12,750.00	0.00
AS#1 Construction Observation & Testing	20,500.00	87.00	17,835.00	12,915.00	4,920.00
Project Closeout & Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	38,250.00		34,085.00	29,165.00	4,920.00
Total Fee					4,920.00
Total this Invoice					\$4,920.00

Invoice

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

September 06, 2023
Project No: 22300
Invoice No: 2230004

Re: Birmley Hills Site Condominium, Utility Extension (Water, Sewer and Storm Water Plan Review)

Services Performed:

A. 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 findings and approval after several site modifications and supplemental reviews and communication with owner/ engineer

B.1 Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit and Part 41 assistance for the water main and sewer.

B.2 Full time construction observation for watermain/sanitary sewer testing and walk through with DPW.

B.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: South of Birmley Estates and Farmington Drive Traverse City

Professional Services from June 25, 2023 to September 02, 2023**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. Storm Water Review	3,395.00	100.00	3,395.00	3,395.00	0.00
B.1 Engineering Utility Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
B.2 Construction Observation & Testing	32,250.00	42.00	13,545.00	0.00	13,545.00
B.3 Project Close Out, Turnover	2,750.00	0.00	0.00	0.00	0.00
Total Fee	41,895.00		20,440.00	6,895.00	13,545.00
Total Fee					13,545.00
Total this Invoice					\$13,545.00

Invoice

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

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

September 02, 2023
Project No: 23120
Invoice No: 2312003

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

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

Professional Services from July 30, 2023 to September 02, 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	2,625.00	875.00
Construction Observation & Testing	12,750.00	0.00	0.00	0.00	0.00
Project Closeout & Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	17,750.00		3,500.00	2,625.00	875.00
Total Fee					875.00
Total this Invoice					\$875.00

Invoice

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

September 06, 2023
Project No: 23152
Invoice No: 2315202

Re: Eagleview Lot 21, Residential Home, Site Plan and Water Main, Escrow No. 215.822

Services Performed: Engineering services for review of plans, provide proposed water main adjustment plan, profile and submission of an Act 399 Permit. Full time construction observation for water main, testing and walk through with DPW. Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Professional Services from June 04, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Site Plan Review	6,500.00	100.00	6,500.00	3,250.00	3,250.00
Construction Observation & Testing	2,000.00	0.00	0.00	0.00	0.00
Project Turnover	1,000.00	0.00	0.00	0.00	0.00
Total Fee	9,500.00		6,500.00	3,250.00	3,250.00
			Total Fee		3,250.00
				Total this Invoice	\$3,250.00

Invoice

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123 West Front Street, Suite A
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

September 06, 2023
Project No: 23142
Invoice No: 2314201

Re Village at Garfield, MSHDA Housing Development (Water, Sewer & Storm Water Plan Review)

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. Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit assistance for the water main. Full time construction observation for watermain, testing and walk through with DPW. Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North of Hammond on Garfield Road, 2051 N. Garfield Road, Traverse City

Professional Services from June 25, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A.1 Water & Sewer Extension Review	3,500.00	75.00	2,625.00	0.00	2,625.00
A.2 Construction Observation, Walkthrough	13,500.00	0.00	0.00	0.00	0.00
A.3 Project Turnover	2,750.00	0.00	0.00	0.00	0.00
B.1 Storm Water Review	2,000.00	27.00	540.00	0.00	540.00
Total Fee	21,750.00		3,165.00	0.00	3,165.00
			Total Fee		3,165.00
				Total this Invoice	\$3,165.00

Invoice

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

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

September 06, 2023
 Project No: 21391
 Invoice No: 2139110FINAL

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

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

*Additional Services (Escrow Accounts):

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

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

Professional Services from July 30, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	33,000.00	100.00	33,000.00	33,000.00	0.00
Final Design	37,800.00	100.00	37,800.00	37,800.00	0.00
Bidding Services	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Admin.	38,500.00	100.00	38,500.00	38,500.00	0.00
Construction Observation	75,000.00	100.00	75,000.00	56,250.00	18,750.00
Project Closeout & Turnover	5,000.00	100.00	5,000.00	2,500.00	2,500.00
AS#1 Construction Observation	1,500.00	100.00	1,500.00	1,500.00	0.00
AS#2 Design / Permitting	11,000.00	100.00	11,000.00	11,000.00	0.00
AS#2 Construction Observation	20,000.00	50.98	10,196.00	10,000.00	196.00
AS#2 Construction Staking	1,500.00	100.00	1,500.00	1,500.00	0.00
AS#2 Construction Admin / Closeout	7,000.00	100.00	7,000.00	3,500.00	3,500.00
Total Fee	235,300.00		225,496.00	200,550.00	24,946.00

Project	21391	GARFIELD/WTR MAIN EXT,GARFIELD-LL TWP/GT	Invoice	2139110FINAL
Total Fee				24,946.00
Total this Invoice				\$24,946.00

Invoice

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

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

September 06, 2023
Project No: 22280
Invoice No: 2228004

Re: EGLE DWRF Project Plan, Capital Improvement Projects.

Services Performed: Civil engineering services for research and compilation/water reliability study update, water system hydraulic analysis/computer modeling, revenue system development, DWRF project plan and loan application as detailed in proposal letter dated August 17, 2022.

Professional Services from July 30, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Water Reliability Study Update	26,500.00	40.00	10,600.00	10,600.00	0.00
Water System Hydraulic Analysis/Modeling	22,500.00	0.00	0.00	0.00	0.00
Revenue System Development	15,000.00	0.00	0.00	0.00	0.00
DWRF Project Plan & Loan Application	48,500.00	100.00	48,500.00	29,100.00	19,400.00
Total Fee	112,500.00		59,100.00	39,700.00	19,400.00
Total Fee					19,400.00
Total this Invoice					\$19,400.00

Invoice

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

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

September 02, 2023

Project No: 22230

Invoice No: 2223004

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 June 25, 2023 to September 02, 2023

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Design	21,850.00	100.00	21,850.00	21,850.00	0.00
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	21,850.00	0.00
Total Fee					0.00

Reimbursable Expenses

GRAND TRAVERSE COUNTY HEALTH DEPT					
8/14/2023	GRAND TRAVERSE COUNTY HEALTH DEPT	SOIL EROSION PERMIT FEE		575.00	
MITA					
6/30/2023	MITA	ADVERTISEMENT FOR BIDS		86.25	
TRAVERSE CITY RECORD EAGLE					
8/8/2023	TRAVERSE CITY RECORD EAGLE	ADVERTISEMENT FOR BIDS/LEGAL NOTICE		119.95	
Total Reimbursables				781.20	781.20
Total this Invoice					\$781.20

Invoice

Gourdie-Fraser, Inc.
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

September 06, 2023

Project No: 23073

Invoice No: 2307302

Re: River East Park Improvements, Phase III

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

Project Location: 2143 North Keystone Road

Professional Services from July 30, 2023 to September 02, 2023
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	2,500.00	100.00	2,500.00	2,500.00	0.00
Site Design	24,500.00	66.00	16,170.00	12,250.00	3,920.00
RFP and Bidding	3,500.00	0.00	0.00	0.00	0.00
Construction Staking and Layout	2,500.00	0.00	0.00	0.00	0.00
Const. Observation & Materials Testing	13,500.00	0.00	0.00	0.00	0.00
Construction Admin. and Engineering	5,000.00	0.00	0.00	0.00	0.00
Total Fee	51,500.00		18,670.00	14,750.00	3,920.00
Total Fee					3,920.00
Total this Invoice					\$3,920.00

Traverse Transportation Coordinating Initiative
Resolution # 2023-25-T
September 12, 2023

RESOLUTION TO ESTABLISH AN INTERMUNICIPALITY COMMITTEE UNDER MICHIGAN
PUBLIC ACT 200 OF 1957 FOR PURPOSES OF TRANSPORTATION PLANNING IN THE
TRAVERSE STUDY AREA

WHEREAS, the urban transportation planning regulations implementing sections of the Federal-Aid Highway Act of 1962, and the Urban Mass Transportation Act of 1964, as amended, require that each urbanized area, as a condition of receipt of Federal transportation capital or operating assistance, having a continuing, cooperative and comprehensive (3-C) transportation planning process that results in plans and programs consistent with the comprehensively plan development of the urbanized area; and

WHEREAS, Michigan Public Act 200 of 1957 provides for the creation, by two or more municipalities, of an Intermunicipality Committee for the purpose of studying area problems; and

WHEREAS, the Charter Township of Garfield elected to participate in the formation of the Metropolitan Planning Organization through participation in the Traverse Transportation Coordinating Initiative (TTCI), and

WHEREAS, the conditions for the participation of eligible entities and the requirements for formation of the MPO Policy Board and committees to the board, rules of procedure and overall operation of the collaborative body are contained within the attached referenced Traverse Transportation Coordinating Initiative Intergovernmental Agreement for Participants of the Metropolitan Planning Organization, and

WHEREAS, bylaws for TTCI have been drafted and are attached and referenced as the Traverse Transportation Coordinating Initiative (TTCI) Bylaws.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Garfield authorizes their participation as an eligible entity in the creation of what is hereinafter referred to as the Traverse Transportation Coordinating Initiative (TTCI) Metropolitan Planning Organization;

On a motion made by _____ seconded by _____, to adopt the Resolution in support of the establishment of an intermunicipality committee, under Michigan Public Act 200 of 1957, for the purposes of transportation planning in the Greater Traverse Study Area.

Roll call vote:


Ayes- _____
Nays- _____

CERTIFICATE

I, Lanie McManus, do hereby certify that the foregoing is a true copy of a resolution adopted by the Charter Township of Garfield Board, at a regular board meeting, held at the Garfield Township Hall on September 12, 2023.

Date

Lanie McManus
Charter Township of Garfield Clerk

 Charter Township of Garfield Planning Department Report No. 2023-107		
Prepared:	September 5, 2023	Pages: 4
Meeting:	September 12, 2023 – Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	Amendment to Grand Traverse Commons Development Regulations – Introduction and Schedule Public Hearing	
Applicant:	Charter Township of Garfield and City of Traverse City	

BACKGROUND:

The Grand Traverse Commons Joint Planning Commission oversees land use planning for the Grand Traverse Commons. The adopted Grand Traverse Commons Development Regulations (“Development Regulations”) regulates development with the Commons and compliance with the Grand Traverse Commons Master Plan. Any amendment to the Development Regulations requires approval by both the Township Board and the City Commission.

PROPOSED DEVELOPMENT REGULATIONS AMENDMENT:

The Minervini Group, LLC made a request for a text amendment to the Development Regulations related to the building height of the former central receiving building formerly in the front center of Building 50.

The Minervini Group has long planned and desired to replace the historic central receiving building that was previously demolished and replaced with the two-story annex building there today. The intent has been to replace the current structure with one of similar architectural style as the historic original building, along with scale and mass that is complimentary to the rest of Building 50. Two issues have been identified by the applicant in the Development Regulations that make this goal a nearly impossible task, and both have to do with building height.

Section 1.09 Definitions

The first part of the amendment has to do with how building height is measured as defined in Section 1.09. Building height is currently defined as follows:

Building Height means a vertical distance from the grade to the highest point on a mansard or flat roof, or the median height between the eaves and the ridge for gable, hip, and gambrel roofs.

The central receiving building had a mansard roof which is measured to the flat roof deck within the sloping sides. The rest of Building 50 has a hip roof that is measured at the midpoint between the eave and ridge. That means if two structures with each of these roof styles were side by side, as is the case of the central receiving building and the rest of Building 50, then one with the mansard roof could only go halfway up the roof line of the hip roofed building thus depressing the top of the mansard structure below the top of hip structure. The top of the central receiving building historically met the top ridge of the outer wings of the Building 50 roofs. The current regulations would not allow that historic representation; therefore, the applicant is requesting the definition be amended to read as follows (addition in bold):

*Building Height means a vertical distance from the grade to the highest point on a mansard or flat roof, or the median height between the eaves and the ridge for gable, hip, and gambrel roofs, **except for Village Subdistrict 3, in which buildings shall be measured from the grade to the highest point on any roof type.***

Section 5.15 Village District Subdistrict 3 - Design Standards

The second part of the amendment has to do with the design standards specific to Subdistrict V-3. Under Section 5.15, item C which currently reads:

C. Height. Principle buildings shall be measured by stories, as indicated in Illustration 5.15. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the SubDistrict. Accessory buildings shall be no more than twenty-five (25) feet in height.

Rather than feet, building height for the purpose of the Development Regulations is measured in stories, not feet. According to the Development Regulations, the maximum number of stories is four. The historic central receiving building was more than four stories, and it was intended to be exempted from this limitation. However, through the draft iteration process for the Development Regulations that exemption fell off and was not caught until after the Development Regulations were adopted. The applicant is requesting to amend Section 5.15 to include that exemption as intended to allow for the historic representation of the structure, and to read as follows (addition in bold):

*C. Height. Principle buildings shall be measured by stories, as indicated in Illustration 5.15. The height of the first floor above the sidewalk elevation of the primary entrance of the building should be consistent with that of the surrounding buildings within the SubDistrict. Accessory buildings shall be no more than twenty-five (25) feet in height. **Replacement of the historic Kirkbride center administration building shall be exempt from this provision.***

PROCESS:

After an introduction on July 19, 2023, a public hearing was held by the Joint Planning Commission on August 16, 2023, to gather input on the proposed amendment to the Grand Traverse Commons Development Regulations. For final adoption of the amendment, both the Township and City must adopt concurrent resolutions.

No action on the amendment is required at this time. This is an introduction and scheduling of the public hearing for the Township Board meeting on October 10, 2023.

ACTION REQUESTED:

Following Board review and discussion, the following motion is offered for consideration:

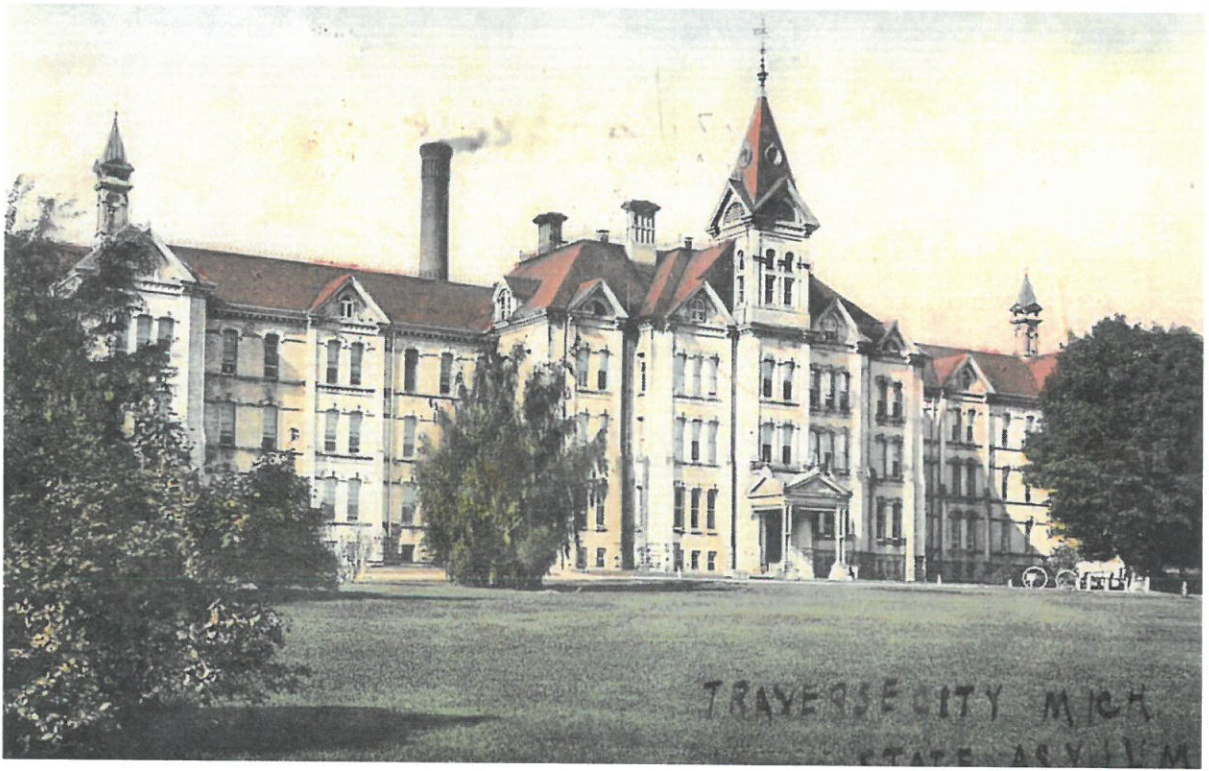
MOTION TO SCHEDULE a public hearing for the proposed amendment to Sections 1.09 and 5.15 of the Grand Traverse Commons Development Regulations for October 10, 2023.

The Board may make any modifications to the motion, including adding any conditions.

CURRENT IMAGES OF BUILDING 50:



HISTORIC IMAGES OF BUILDING 50:



Charter Township of Garfield

Engineering Report / Construction Update

September 6, 2023

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

Status below:

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

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

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

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

McCrae PRV: US31 / 37 Water Pressure Issues

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

Stone Ridge PRV Replacement

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

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

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

Tank Inspection

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

Birmley Tank Mixer

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

Sewer Projects

SAW Grant – US 31 Siphon Flow Monitoring

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

NW Silver Lake Sewer Extension

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

Birmley Estates

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

General Utilities

Sewer / Water City Contracts

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

Water Reliability Study

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

GIS Mapping

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

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

Water Service Expansion

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

Capital Improvement Projects

GFA continues working on capital improvement list and attended the February 23rd Joint Planning / Board meeting. The list will be utilized to assist with soliciting infrastructure funding that is upcoming. In addition, GFA has been monitoring the 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. GFA was recently requested to update the CIP list for water / sewer to be included in the CIP plan the Township is working on.

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. Township implemented a water rate increase last month.

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. GFA prepared the pay reimbursement for the Cedar Run Watermain and submitted earlier this week to the County.

II. Parks & Recreation

East River Park – Capital Improvements

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2023 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved to proceed with the phase 3 of this project

including sidewalk and bathroom. Phase I and II have been completed and GFA has been approved to proceed with Phase III. Phase III is 80% complete and plan to issue for bids next month.

Copper Ridge – Trailhead Parking

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

Utility Plan Reviews

Windy Hills (60 Acre Herkner Parcel) – Phase II

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

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

Fox Run

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

Chelsea Park West – Phase II

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

BATA Facility

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

Marengo 31

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

South 22

An amended drawing set was submitted and reviewed by GFA to submit for permit amendments. Permits have been issued and project started 2 weeks ago. GFA is onsite providing full time inspection.

Britten, New Buildings (Cass Road)

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

Birmley Hills Condo

EGLE Permits have been issued and construction started 2 weeks ago. GFA is providing full time inspection.

Birmley Meadows

GFA has completed a final review of the plans related to water main and sewer extension to service development. GFA received updated plans and submitted to EGLE for permitting earlier this week.

Villages at Garfield

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

2021 through 2023 Storm Water & Private Road Plan Reviews

*list represents those still outstanding / not approved

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 -DONE
Pine Grove - (Crain Engineering LLC)	Initial review sent 3/21
UPS	Review letter sent 4/7/23, Final review sent 5/5/23- add curves, Curves attend 5/8/23- DONE
Unit 31 HIC Drayton Builders	Final letter sent 5/2/23 - DONE
Morgan Farms	Initial email sent 5/22/23, Follow up RFI email sent to JH on 5/25, DL review 6/8, Final letter out 7/6
Cedar Run Annex Sidewalk	Phone calls and emails on 8/21 to responded to 8/16 RFI . No grades on plans to review.
Brimely Meadows Site Condo	RS draft review 6/1, MWM sent CM comments on 7/11
French Manor II	Initial grading review approved 6/5 per email, Final letter out 6/22/23
Creekside Church	Letter sent 7/14 - DONE
Bish's RV	Initial review sent 7/24, received info 8/4
SW 2023-24-13803 Bluff Rd	additional info req 7/20, in review, initial review sent 8/2, met on 8/4 builder is collecting add info
Boon	
1661 Lake DriveDriveway	Plans received on 7/26, initial review sent 8/2
Village at Garfield: Findings of Fact and Utility/SW Plan Review Set	Initial review by AB on 8/4 for MM QA. Sent out 8/14. Done
Ridge 45	Waiting on calcs from SJ.

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

August 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	11	0	2	19	0	5	21
02 Blair	47	1	0	14	4	22	15
03 East Bay	47	1	11	32	1	12	44
04 Fife Lake	3	0	0	3	0	3	3
05 Garfield	115	0	12	75	13	58	87
06 Grant	2	0	0	2	0	0	2
07 Green Lake	11	0	1	9	0	8	10
08 Long Lake	5	0	1	8	3	4	9
09 Mayfield	4	0	1	6	0	4	7
10 Peninsula	5	0	1	2	0	2	3
11 Paradise	1	0	0	4	0	1	4
12 Union	0	0	0	4	0	0	4
13 Whitewater	4	0	2	7	0	0	9
29 Fife Lake Vlg	0	0	0	1	0	0	1
30 Kingsley Vlg	6	0	0	0	0	0	0
66 Traverse City	6	0	0	1	2	58	1
84 Out of County	0	0	0	0	0	19	0
Totals	267	2	31	187	23	196	220
% of Garfield Twp.	43.1%	0.0%	38.7%	40.1%	56.5%	29.6%	39.5%

Ticket stats are based on what District Court has entered as of 9/01/23.

Arrest stats are as of 9/02/23.



GRAND TRAVERSE METRO FIRE DEPARTMENT

6.d.

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 Township NFIRS Incidents - August 2023

Incident Type	Total
Medical assist, assist EMS crew	264
Emergency medical service, other	41
Dispatched and cancelled en route	33
Motor vehicle accident with injuries	11
Alarm system activation, no fire - unintentional	4
No incident found on arrival at dispatch address	4
Water Flow Alarm - unintentional	4
Alarm system sounded due to malfunction	3
Smoke detector activation due to malfunction	2
Smoke scare, odor of smoke	2
Unauthorized burning	2
Arcing, shorted electrical equipment	1
Assist invalid	1
Assist police or other governmental agency	1
Building fire	1
Carbon monoxide detector activation, no CO	1
Carbon monoxide incident	1
CO detector activation due to malfunction	1
Defective elevator, no occupants	1
Gas leak (natural gas or LPG)	1
Motor vehicle accident with no injuries.	1
Oil or other combustible liquid spill	1
Passenger vehicle fire	1
Power line down	1
Trash or rubbish fire, contained	1
Tree Down onto High Voltage Lines	1
Tree Down onto Low Voltage Lines	1
Vehicle accident, general cleanup	1
Grand Total	387



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Garfield Township EMS Incidents - August 2023

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	11	27	36	74
Difficulty Breathing / SOB	20	5	2	27
General Weakness	8		17	25
Medical Alarm	1	12	10	23
Cardiac Issues (Chest Pain)	16		4	20
Vehicle Accident	16		3	19
Abdominal Pain	6	1	9	16
Invalid Assist/Lift Assist		1	15	16
Seizure	10		4	14
Back Pain (Non-Traumatic)	4		7	11
Diabetic Emergency	1	6	3	10
No Other Appropriate Choice	2	1	7	10
Altered LOC	9			9
Stroke/CVA	7		1	8
Hemorrhage/Laceration	3	2	2	7
Overdose - Unintentional	7			7
Psychiatric Problem/Suicide Attempt	1	3	3	7
Syncope/near-fainting	5		1	6
Unresponsive	5	1		6
Traumatic Injury			5	5
Alcohol intoxication		1	3	4
Hypotension / hypertension	1		3	4
Infection	1		3	4
Urinary problem			4	4
Allergic Reaction / Stings	2		1	3
Cardiac Issues - No Chest Pain	3			3
Nausea/Vomiting	1		2	3
Welfare Check		1	2	3
Assault			2	2
Epistaxis (Nosebleed)		2		2
Eye Problem/Injury		1	1	2
Lower Limb Swelling			2	2
CPR	1			1
Death - Priority 5			1	1
Fever			1	1
GI Bleed			1	1
Headache			1	1
Grand Total	141	64	156	360



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GTMESSA NFIRS Incidents - August 2023

Incident Type	Count
Medical assist, assist EMS crew	377
Emergency medical service, other	59
Dispatched and cancelled en route	43
Motor vehicle accident with injuries	18
Alarm system activation, no fire - unintentional	10
Water Flow Alarm - unintentional	9
No incident found on arrival at dispatch address	6
Unauthorized burning	6
Carbon monoxide detector activation, no CO	5
Motor vehicle accident with no injuries.	5
Alarm system sounded due to malfunction	3
Assist invalid	3
Building fire	3
Power line down	3
Smoke detector activation, no fire - unintentional	3
Tree Down onto High Voltage Lines	3
Tree Down onto Low Voltage Lines	3
Assist police or other governmental agency	2
Defective elevator, no occupants	2
Gas leak (natural gas or LPG)	2
Passenger vehicle fire	2
Smoke detector activation due to malfunction	2
Smoke scare, odor of smoke	2
Animal rescue	1
Arcing, shorted electrical equipment	1
Bad Incident # - Wrongful Dispatch	1
Carbon monoxide incident	1
CO detector activation due to malfunction	1
Electrical wiring/equipment problem, other	1
Extrication of victim(s) from vehicle	1
Gasoline or other flammable liquid spill	1
HazMat release investigation w/no HazMat	1
Low-voltage line down	1
LP or Natural Gas Odor with no leak/gas found.	1
Motor vehicle/pedestrian accident (MV Ped)	1
Oil or other combustible liquid spill	1
Steam, other gas mistaken for smoke, other	1
Steam, vapor, fog or dust thought to be smoke	1



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Trash or rubbish fire, contained	1
Tree Down	1
Vehicle accident, general cleanup	1
Vicinity alarm (incident in other location)	1
Total	590



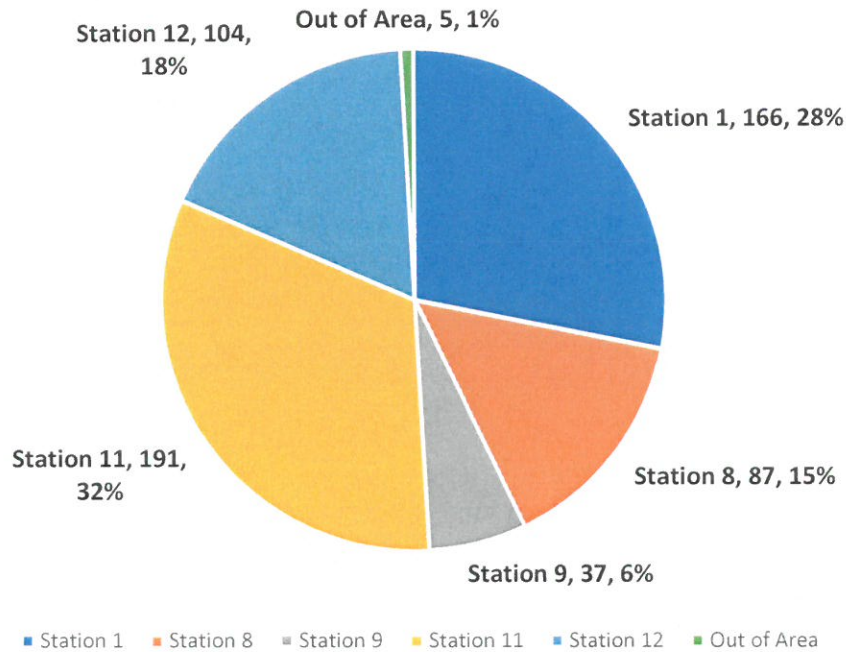
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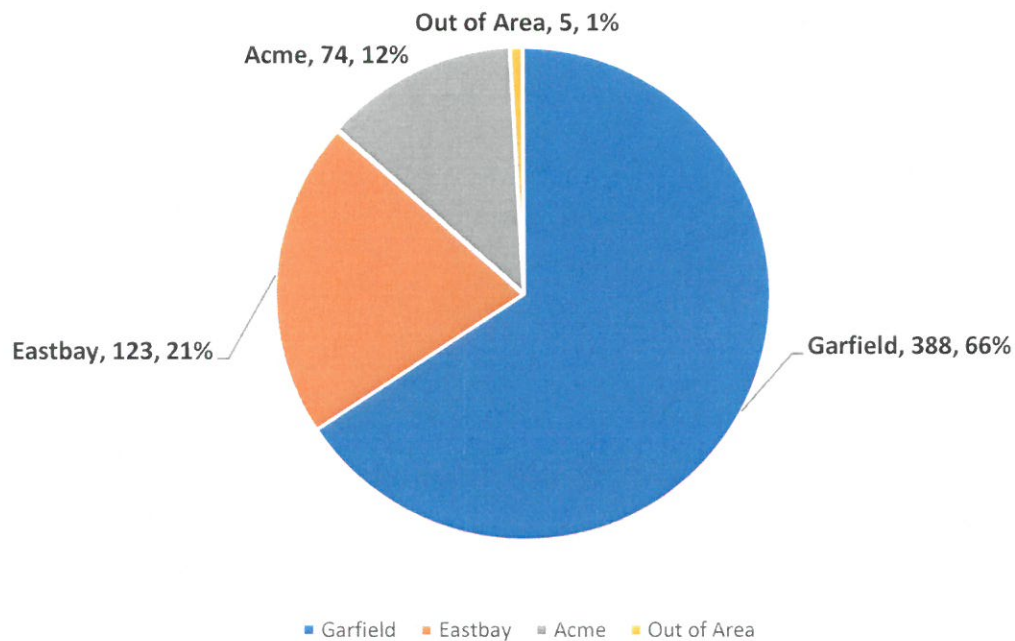
GTMESSA - August 2023 Incidents by Station


590 Total



GTMESSA - August 2023 Incidents

590 Total



 Charter Township of Garfield Planning Department Report No. 2023-106			
Prepared:	September 5, 2023	Pages:	2
Meeting:	September 12, 2023 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – September 2023		

PURPOSE:

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

DEVELOPMENTS:

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

Birmley Meadows – Site Condominium

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

Professional Photography Studio at 716 Boon Street – Special Use Permit

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

Village at Garfield – Special Use Permit

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

Bish's RV – Site Plan Review and Access Review

- *Location:* 705 N US-31 South at Meadowlane Drive
- *Development Description:* Proposed business expansion and additional access drive.
- *Status:* Additional access drive denied at the 8/9/2023 Planning Commission meeting, and site plan approved with conditions at the 8/9/2023 Planning Commission meeting.

Cherryland Center Sign Proposal – Sign Review

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

Portable Storage Solutions – Special Use Permit Review

- *Location:* 2550 Cass Road, north of Hartman Road
- *Development Description:* Proposed shipping container sales operation.
- *Status:* Introduced at the 8/9/2023 Planning Commission meeting, and a public hearing is scheduled for the 9/13/2023 Planning Commission meeting.

Durga Rezoning – Zoning Map Amendment

- *Location:* 2624 Hartman Road, west of Cass Road
- *Development Description:* Rezoning from R-R Rural Residential to R-3 Multi-Family Residential
- *Status:* Introduced at the 8/9/2023 Planning Commission meeting, and a public hearing is scheduled for the 9/13/2023 Planning Commission meeting.

PLANNING:

Other Planning Department activities include the following:

- For their August study session, the Planning Commission reviewed a draft map and language for Districts, Nodes, and Corridors. Identifying these districts, nodes, and corridors allows for specific future needs to be identified by area such as future land uses, future street extensions or connections, water or sewer extensions, non-motorized connections, and more. These designations will also support the Future Land Use map. The Planning Commission also reviewed how the proposed districts, nodes, and corridors compare to the future land use map in the current Master Plan, and which areas of the future land use map should be considered for change. For the September study session, Commissioners will review a proposed Future Land Use map and Master Street Plan.
- Information, including draft text, about the planning process underway for the Master Plan may be found here: <https://www.garfield-twp.com/masterplan.asp>.
- At their August 22, 2023 meeting, the Township Board motioned to issue a notification to the Grand Traverse County Road Commission for construction of a pedestrian crossing on LaFranier Road to connect the BATA / Traverse City Housing Commission PUD and Ridge45 PUD developments, as required by the conditions of approval for each project.
- The Grand Traverse Commons Joint Planning Commission recommended an amendment to the Grand Traverse Commons Development Regulations regarding building height to support reconstruction of the historic front center portion of Building 50. The amendment requires approval by both the Township Board and the City Commission.

STAFF:

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Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

The Dog Park pavilion has been repaired along with a picnic table and handicap parking sign that were damaged by a vehicle where the driver was having a medical emergency.

Black Magic Sealing will be out this week (weather permitting) to start the repairs and sealing of the paved walking trail.

Replaced one bench at baseball field that had been broken from being old. Will replace the second one as time allows.

Commons

We will be meeting with Copper Ridge staff this week to discuss potential locations for the new trail head location.

Some graffiti continues, however encampments don't seem to be as prevalent due to staff making routine visits to the park.

ECT conducted a wetlands delineation survey recently.

Carsonite Posts have been delivered for the mountain bike trail. Signage has been completed, & we are waiting to schedule work bee for mountain bike group.

4 Front has a scheduled volunteer clean up in two weeks.

River East

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

Walton's came back and seeded with straw mats outside of the dog park fence.

Working with GFA and next phase of development.

Boardman Valley

Been in contact with Conservation District regarding replacement lumber for scenic overlooks and fencing along Boardman Valley Trail. Plans have been made to secure a load of lumber in the next week or two in order to start replacing sections that are getting old and broken down.

Repair a few boards on boardwalk.

Planning to add kiosk at parking lot.

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.

Trimmed and pruned trail.

CPO's assisted in moving along two encampments.

Kid's Creek

Removed down trees from recent storm.

Trimming and mowing to be conducted this week.

Buffalo Ridge Trail

Assisted TART with volunteer group that was starting to remove Autumn Olive bushes that are an invasive species.

Also been dealing with a few hornets nest on the trail.

All trimming and mowing has been completed.

We have a tree inspection scheduled for this week with Releaf Michigan from the planting that we did last fall.

With the exception of one of the trees, the rest look pretty healthy.

Additional Information

None

Submitted Sept. 6, 2023

Derek Morton

Sean Kehoe

Clerk's Report

For August 31, 2023

Submitted 9/6/2023

To The Garfield Township Board,

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

For the month of August in the General Fund, you will find that we had a total of \$427,541.85 Revenues and \$560,061.43 Expenditures. For the year we have a total of \$3,906,990.05 Revenues and 3,391,361.53 Expenditures.

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

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2023	2023	YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/2023	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,294,418.00	2,294,418.00	1,940,951.57	25.00	353,466.43
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	5,595.74	0.00	(5,095.74)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protected PRE Interest	1,000.00	1,000.00	932.77	0.00	67.23
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	6,115.00	766.50	2,885.00
101-000-441.000	Local Community Stabilization Share Tax	45,000.00	45,000.00	33,907.88	0.00	11,092.12
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	7,758.00	0.00	(3,758.00)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	156,921.00	10,399.00	43,079.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	15,280.00	400.00	(5,280.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	2,500.00	0.00	2,500.00
101-000-476.003	TREASURER FEES	100.00	100.00	0.00	0.00	100.00
101-000-476.004	PARK USE FEES	0.00	0.00	5,170.00	640.00	(5,170.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	15,210.00	3,140.00	(210.00)
101-000-574.000	STATE SHARED REVENUE	2,011,454.00	2,011,454.00	1,340,964.00	331,064.00	670,490.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	18,500.00	18,500.00	371.25	0.00	18,128.75
101-000-574.002	EVIP DISTRIBUTION	62,144.00	62,144.00	41,431.00	10,360.00	20,713.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	3,500.00	3,500.00	1,946.49	337.11	1,553.51
101-000-627.000	TAX COLLECTION FEES	18,000.00	18,000.00	18,817.50	0.00	(817.50)
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	66.67	0.00	433.33
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	77,444.30	403.45	(37,444.30)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	193,465.67	63,874.81	56,534.33
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	18,572.70	6,131.98	3,427.30
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	5,216.08	0.00	(5,216.08)
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	1,558.79	0.00	(1,458.79)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	418.18	0.00	(318.18)
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	16,375.46	0.00	624.54
101-000-695.100	ALLOCATED FUND BALANCE	51,163.36	51,163.36	0.00	0.00	51,163.36

Fund 101 - GENERAL OPERATING FUND:
TOTAL REVENUES

427,541.85

1,171,589.31

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,750.00	13,750.00	6,900.00	775.00	6,850.00	50.18
101-101-701.101	WAGES - FILE CLERK	44,925.89	44,925.89	29,376.00	3,456.00	15,549.89	65.39
101-101-701.102	WAGES - TRUSTEE	13,750.00	13,750.00	6,950.00	650.00	6,800.00	50.55
101-101-701.103	WAGES - TRUSTEE	13,750.00	13,750.00	7,400.00	900.00	6,350.00	53.82
101-101-701.104	WAGES - TRUSTEE	13,750.00	13,750.00	6,425.00	775.00	7,325.00	46.73
101-101-701.105	WAGES - OFFICE COORDINATOR	41,835.49	41,835.49	27,349.65	3,217.60	14,485.84	65.37
101-101-726.000	SUPPLIES	6,000.00	6,000.00	4,663.08	705.76	1,336.92	77.72
101-101-726.001	POSTAGE	10,000.00	10,000.00	4,997.09	0.00	5,002.91	49.97
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	3,505.78	430.26	3,994.22	46.74
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	701.13	0.00	9,298.87	7.01
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	30,000.00	30,000.00	28,450.00	0.00	1,550.00	94.83
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	3,563.89	1,561.50	3,936.11	47.52
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	2,613.24	0.00	886.76	74.66
101-101-901.000	ADVERTISING	7,500.00	7,500.00	3,390.50	998.85	4,109.50	45.21
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	38.27	0.00	3,961.73	0.96
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	662.23	39.00	2,337.77	22.07
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	8,521.00	0.00	(1,521.00)	121.73
Total Dept 101 - TOWNBOARD		248,261.38	248,261.38	145,506.86	13,508.97	102,754.52	58.61
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	90,610.39	90,610.39	59,245.34	6,970.04	31,365.05	65.38
101-171-701.202	WAGES - APPRAISER II	47,716.86	47,716.86	31,198.40	3,670.40	16,518.46	65.38
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	11,340.00	1,260.00	(6,340.00)	226.80
101-171-701.204	WAGES - APPRAISER III	63,103.21	63,103.21	41,330.49	4,862.40	21,772.72	65.50
101-171-701.205	WAGES - ASSESSOR	111,875.11	111,875.11	73,149.13	8,605.78	38,725.98	65.38
101-171-726.000	SUPPLIES	2,000.00	2,000.00	110.23	0.00	1,889.77	5.51
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,818.90	0.00	(318.90)	109.11
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	13,976.25	0.00	18,523.75	43.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	276.73	0.00	723.27	27.67
101-171-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	2,789.75	0.00	210.25	92.99
101-171-901.000	ADVERTISING	500.00	500.00	49.31	0.00	450.69	9.86
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	2,576.81	1,099.67	5,173.19	33.25
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	659.89	0.00	340.11	65.99
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	3,249.53	2,493.60	750.47	81.24
Total Dept 171 - TOWNSHIP SUPERVISOR		374,555.57	374,555.57	243,770.76	28,961.89	130,784.81	65.08
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	40,000.00	40,000.00	2,835.00	162.75	37,165.00	7.09
101-191-726.000	SUPPLIES	10,000.00	10,000.00	150.03	0.00	9,849.97	1.50
101-191-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-191-860.000	MILEAGE	200.00	200.00	0.00	0.00	200.00	0.00
101-191-901.000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	7,223.00	0.00	(4,223.00)	240.77
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 191 - ELECTIONS		64,500.00	64,500.00	10,208.03	162.75	54,291.97	15.83

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	90,610.39	90,610.39	59,245.34	6,970.04	31,365.05	65.38
101-215-701.302	WAGES - DEPUTY CLERK	58,521.51	58,521.51	38,264.11	4,501.66	20,257.40	65.38
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	281.67	0.00	1,218.33	18.78
101-215-860.300	MILEAGE - CLERK	400.00	400.00	335.36	0.00	64.64	83.84
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	7,148.51	2,166.32	(1,148.51)	119.14
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	380.00	0.00	320.00	54.29
Total Dept 215 - TOWNSHIP CLERK		164,631.90	164,631.90	105,654.99	13,638.02	58,976.91	64.18
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	750.00	125.00	750.00	50.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,500.00	250.00	0.00	100.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	2,250.00	375.00	3,950.00	36.29
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	90,610.69	90,610.69	59,245.34	6,970.04	31,365.35	65.38
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	58,521.51	58,521.51	38,264.11	4,501.66	20,257.40	65.38
101-253-726.000	SUPPLIES	2,500.00	2,500.00	346.54	0.00	2,153.46	13.86
101-253-726.001	POSTAGE	6,000.00	6,000.00	4,425.68	0.00	1,574.32	73.76
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	1,530.50	120.00	1,469.50	51.02
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	138.08	0.00	361.92	27.62
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,501.24	0.00	498.76	75.06
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,082.33	0.00	2,417.67	46.27
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - TOWNSHIP TREASURER		174,232.20	174,232.20	107,533.82	11,591.70	66,698.38	61.72
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	10.06	0.00	2,989.94	0.34
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	24,596.28	619.50	15,403.72	61.49
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	1,259.84	159.98	740.16	62.99
Total Dept 258 - COMPUTER SUPPORT		45,000.00	45,000.00	25,866.18	779.48	19,133.82	57.48
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	1,304.99	132.90	2,695.01	32.62
101-265-850.000	TELEPHONE	18,000.00	18,000.00	8,735.18	1,093.48	9,264.82	48.53
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	8,311.14	330.73	3,688.86	69.26

PERIOD ENDING 08/31/2023

2023

ACTIVITY FOR MONTH

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 08/31/2023	MONTH 08/31/23	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	1,801.01	378.47	4,198.99	30.02
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	6,720.88	1,123.68	7,279.12	48.01
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	5,350.00	0.00	4,650.00	53.50
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	4,471.55	1,602.00	5,528.45	44.72
101-265-935.603	CLEANING SERVICE	28,000.00	28,000.00	9,450.00	1,350.00	18,550.00	33.75
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	982.40	122.80	217.60	81.87
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,129.14	0.00	370.86	75.28
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	8,559.44	0.00	11,440.56	42.80

Total Dept 265 - TOWNSHIP HALL 134,800.00 134,800.00 56,815.73 6,134.06 77,984.27 42.15

Dept 301 - POLICE SERVICES
101-301-830.000 POLICE CONTRACT 1,600,000.00 1,600,000.00 1,094,503.17 364,834.39 505,496.83 68.41

Total Dept 301 - POLICE SERVICES 1,600,000.00 1,600,000.00 1,094,503.17 364,834.39 505,496.83 68.41

Dept 371 - TOWNSHIP BUILDING INSPECTOR
101-371-701.702 WAGES BUILDING ASSISTANT 18,926.50 18,926.50 12,631.66 1,486.10 6,294.84 66.74
101-371-701.703 WAGES - BUILDING OFFICIAL 93,634.42 93,634.42 61,222.44 7,202.64 32,411.98 65.38
101-371-701.704 WAGES - BUILDING INSPECTOR 27,552.50 27,552.50 13,931.43 1,840.94 13,621.07 50.56
101-371-701.705 WAGES - CONSTRUCTION BOARD 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
101-371-701.706 WAGES - BUILDING INTERN 10,000.00 10,000.00 0.00 0.00 10,000.00 0.00
101-371-701.707 WAGES-SOIL & EROSION 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
101-371-726.000 SUPPLIES 1,000.00 1,000.00 827.64 0.00 172.36 82.76
101-371-960.000 EDUCATION & TRAINING 1,000.00 1,000.00 190.00 0.00 810.00 19.00
101-371-965.000 DUES & PUBLICATIONS 1,000.00 1,000.00 345.00 0.00 655.00 34.50

Total Dept 371 - TOWNSHIP BUILDING INSPECTOR 155,113.42 155,113.42 89,148.17 10,529.68 65,965.25 57.47

Dept 400 - PLANNING COMMISSION
101-400-701.800 WAGES - PLANNING 3,200.00 3,200.00 1,750.00 125.00 1,450.00 54.69
101-400-701.801 WAGES - PLANNING 3,200.00 3,200.00 1,875.00 125.00 1,325.00 58.59
101-400-701.802 WAGES - PLANNING 3,200.00 3,200.00 1,750.00 250.00 1,450.00 54.69
101-400-701.804 WAGES - PLANNING 3,200.00 3,200.00 1,500.00 250.00 1,700.00 46.88
101-400-701.805 WAGES - PLANNING 3,200.00 3,200.00 1,875.00 250.00 1,325.00 58.59
101-400-701.806 WAGES - PLANNING 3,200.00 3,200.00 1,750.00 250.00 1,450.00 54.69
101-400-701.808 WAGES - PLANNING 3,200.00 3,200.00 2,125.00 250.00 1,075.00 66.41
101-400-801.000 LEGAL SERVICES 25,000.00 25,000.00 924.00 0.00 24,076.00 3.70
101-400-805.000 CONTRACTED AND OTHER SERVICES 6,000.00 6,000.00 1,462.25 667.75 4,537.75 24.37
101-400-900.000 PRINTING & PUBLISHING 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
101-400-901.000 ADVERTISING 2,000.00 2,000.00 789.65 189.50 1,210.35 39.48
101-400-960.000 EDUCATION & TRAINING 2,000.00 2,000.00 80.00 0.00 1,920.00 4.00
101-400-965.000 DUES & PUBLICATIONS 1,000.00 1,000.00 725.00 0.00 275.00 72.50

Total Dept 400 - PLANNING COMMISSION 59,400.00 59,400.00 16,605.90 2,357.25 42,794.10 27.96

Dept 401 - TOWNSHIP PLANNER
101-401-701.900 WAGES - DIRECTOR OF PLANNING 88,575.82 88,575.82 57,914.92 6,813.52 30,660.90 65.38
101-401-701.901 WAGES - DEPUTY PLANNER 63,203.23 63,203.23 41,166.09 4,861.78 22,037.14 65.13
101-401-701.902 WAGES -PLANNER ASSISTANT 14,684.23 14,684.23 9,473.77 1,114.56 5,210.46 64.52
101-401-701.903 WAGES - GIS 5,000.00 5,000.00 0.00 0.00 5,000.00 0.00

PERIOD ENDING 08/31/2023

2023

ACTIVITY FOR

ORIGINAL

2023

YTD BALANCE

MONTH

AVAILABLE

% BDGT

GL NUMBER DESCRIPTION

2023

BUDGET

AMENDED BUDGET

08/31/2023

08/31/23

BALANCE

USED

Fund 101 - GENERAL OPERATING FUND

Expenditures

101-401-726.000 SUPPLIES
 101-401-860.900 MILEAGE - TOWNSHIP PLANNER
 101-401-860.901 MILEAGE - DEPUTY PLANNER
 101-401-900.000 PRINTING & PUBLISHING
 101-401-960.000 EDUCATION & TRAINING
 101-401-965.000 DUES & PUBLICATIONS

1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
 300.00 300.00 0.00 0.00 300.00 0.00
 300.00 300.00 0.00 0.00 300.00 0.00
 2,000.00 2,000.00 0.00 0.00 2,000.00 0.00
 5,000.00 5,000.00 0.00 0.00 5,000.00 0.00
 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00

Total Dept 401 - TOWNSHIP PLANNER

181,063.28 181,063.28 108,554.78 12,789.86 72,508.50 59.95

Dept 410 - ZONING BOARD OF APPEALS

101-410-701.001 WAGES - ZONING
 101-410-701.002 WAGES - ZONING
 101-410-701.003 WAGES - ZONING
 101-410-701.004 WAGES - ZONING
 101-410-701.005 WAGES - ZONING
 101-410-801.000 LEGAL SERVICES
 101-410-805.000 CONTRACTED AND OTHER SERVICES
 101-410-901.000 ADVERTISING
 101-410-960.000 EDUCATION & TRAINING

1,200.00 1,200.00 125.00 0.00 1,075.00 10.42
 1,200.00 1,200.00 125.00 0.00 1,075.00 10.42
 1,200.00 1,200.00 125.00 0.00 1,075.00 10.42
 1,200.00 1,200.00 125.00 0.00 1,075.00 10.42
 1,200.00 1,200.00 125.00 0.00 1,075.00 10.42
 10,000.00 10,000.00 32.96 0.00 9,967.04 0.33
 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
 2,000.00 2,000.00 292.55 292.55 1,707.45 14.63
 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00

Total Dept 410 - ZONING BOARD OF APPEALS

20,000.00 20,000.00 950.51 292.55 19,049.49 4.75

Dept 412 - ZONING ADMINISTRATOR

101-412-701.601 WAGES - ZONING ADMINISTRATOR
 101-412-701.602 WAGES - ZONING CODE ENFORCER
 101-412-701.603 WAGES ZONING ASSISTANT
 101-412-701.604 WAGES -ZONING CODE ENFORCER
 101-412-701.606 WAGES -ZONING INTERN
 101-412-726.000 SUPPLIES
 101-412-860.601 MILEAGE - ZONING ADMIN
 101-412-860.602 MILEAGE - DEPT ZONING
 101-412-960.000 EDUCATION & TRAINING
 101-412-965.000 DUES & PUBLICATIONS

63,203.23 63,203.23 41,325.13 4,861.78 21,878.10 65.38
 29,756.27 29,756.27 19,454.82 2,288.81 10,301.45 65.38
 14,684.23 14,684.23 9,473.77 1,114.54 5,210.46 64.52
 23,635.87 23,635.87 15,456.40 1,818.47 8,179.47 65.39
 5,000.00 5,000.00 0.00 0.00 5,000.00 0.00
 1,000.00 1,000.00 367.90 0.00 632.10 36.79
 150.00 150.00 0.00 0.00 150.00 0.00
 150.00 150.00 0.00 0.00 150.00 0.00
 2,000.00 2,000.00 286.90 0.00 1,713.10 14.35
 500.00 500.00 0.00 0.00 500.00 0.00

Total Dept 412 - ZONING ADMINISTRATOR

140,079.60 140,079.60 86,364.92 10,083.53 53,714.68 61.65

Dept 448 - STREET LIGHTS - TOWNSHIP

101-448-920.005 STREET LIGHTS TOWNSHIP

96,000.00 96,000.00 37,050.56 9,165.21 58,949.44 38.59

Total Dept 448 - STREET LIGHTS - TOWNSHIP

96,000.00 96,000.00 37,050.56 9,165.21 58,949.44 38.59

Dept 747 - COMMUNITY PROMOTIONS

101-747-880.003 COM. PROM. - ECONOMIC DEVELOPMENT
 101-747-880.004 COM. PROM. - TC-TALUS
 101-747-880.007 COM. PROM. - COMMUNITY AWAREN
 101-747-880.008 COM. PROM. - CONTRACTED SERVI
 101-747-880.009 COM. PROM. - TREE CARE
 101-747-880.011 COM. PROM. - P.E.G.

1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
 3,000.00 3,000.00 3,000.00 0.00 0.00 100.00
 20,000.00 20,000.00 29,572.89 23,072.89 (9,572.89) 147.86
 50.00 50.00 0.00 0.00 50.00 0.00
 1,000.00 1,000.00 0.00 0.00 1,000.00 0.00
 100,000.00 100,000.00 42,548.37 20,924.89 57,451.63 42.55

Total Dept 747 - COMMUNITY PROMOTIONS

125,050.00 125,050.00 75,121.26 43,997.78 49,928.74 60.07

GL NUMBER	DESCRIPTION	2023	2023	YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	1,593.06	322.52	1,406.94	53.10
101-806-863.000	OIL CHANGES	500.00	500.00	251.31	0.00	248.69	50.26
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES				1,844.37	322.52	3,155.63	36.89
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	6,000.96	750.12	3,099.04	65.94
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	130,000.00	130,000.00	119,648.00	0.00	10,352.00	92.04
101-851-873.010	SOCIAL SECURITY - EMPLOYER	95,000.00	95,000.00	60,638.77	7,115.98	34,361.23	63.83
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	1,156.15	0.00	(156.15)	115.62
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	430,000.00	430,000.00	335,705.56	22,670.69	94,294.44	78.07
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,395.07	0.00	5,604.93	43.95
101-851-912.001	INSURANCE - LIABILITY	16,743.00	16,743.00	16,743.00	0.00	0.00	100.00
101-851-912.002	INSURANCE - WORKMENS COMP.	10,000.00	10,000.00	6,975.00	0.00	3,025.00	69.75
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES				551,262.51	30,536.79	154,580.49	78.10
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY				0.00	0.00	147,500.00	0.00
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.206	TRANSFER TO #206 FIRE FUND	153,845.10	153,845.10	153,845.10	0.00	0.00	100.00
101-965-990.308	TRANSFERS TO #308 PARK SYS	478,503.91	478,503.91	478,503.91	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS				632,349.01	0.00	0.00	100.00
TOTAL EXPENDITURES				3,391,361.53	560,061.43	1,688,217.83	66.76
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES				3,391,361.53	560,061.43	1,688,217.83	66.76

PERIOD ENDING 08/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 08/31/2023	ACTIVITY FOR MONTH 08/31/23	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	3,625.00	0.00	1,575.00	69.71
308-000-701.906	Parks Steward	29,765.27	29,765.27	19,454.82	2,288.81	10,310.45	65.36
308-000-701.907	Park Steward 2	23,635.87	23,635.87	15,456.40	1,818.40	8,179.47	65.39
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	71,080.00	71,080.00	36,833.24	6,960.04	34,246.76	51.82
308-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	2,872.77	2,872.77	0.00	0.00	2,872.77	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	6,279.73	1,872.57	18,720.27	25.12
308-000-970.000	CAPITAL OUTLAY	474,000.00	474,000.00	213,420.92	44,664.12	260,579.08	45.03

Total Dept 000	638,353.91	638,353.91	295,070.11	57,603.94	343,283.80	46.22
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Dept 851 - EMPLOYEE BENEFITS & INSURANCES
308-851-873.010 SOCIAL SECURITY - EMPLOYER

	5,150.00	5,150.00	2,904.43	308.99	2,245.57	56.40
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Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES

	5,150.00	5,150.00	2,904.43	308.99	2,245.57	56.40
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TOTAL EXPENDITURES

	643,503.91	643,503.91	297,974.54	57,912.93	345,529.37	46.31
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Fund 308 - PARK SYSTEM FUND:
TOTAL EXPENDITURES

	643,503.91	643,503.91	297,974.54	57,912.93	345,529.37	46.31
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Carefully ready the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes	2023 Taxable Value of ALL Properties in the Unit as of 5-	-23,

County(ies) Where the Local Government Unit Levies Taxes	2023 Taxable Value of ALL Properties in the Unit as of 5- -23.
Grand Traverse	
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2023 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
Garfield Charter Township	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2022 tax roll.

[illegible]

Prepared by	Telephone Number	Title of Preparer	Date
Amy L. DeHaan, MMAO (4)	(231) 941-1620	Township Assessor	September 6, 2023

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature		Print Name	Lanie McManus	Date	9/12/23
<input type="checkbox"/> Secretary						
<input checked="" type="checkbox"/> Chairperson	Signature		Print Name	Chuck Korn	Date	9/12/23
<input type="checkbox"/> President						

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

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2020 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

Charter Township of Garfield Operating Millage Rate Evaluation

Millage Rate History

Year	Operating Millage Rate
2017	2.0000
2018	2.0000
2019	2.0000
2020	2.0000
2021	2.0000
2022	2.0000
2023	2.0000

Historical General Unassigned Fund Balances

Year	General Fund Historic Increase	Unassigned General Fund Balance	% of total General Fund Expenditures
2017	\$ 273,438	\$ 7,387,687	255%
2018	\$ 785,631	\$ 8,173,318	281%
2019	\$ 337,567	\$ 8,510,885	267%
2020	\$ 293,301	\$ 8,804,186	250%
2021	\$ 1,048,089	\$ 9,852,275	238%
2022	\$ 600,789	\$ 10,453,064	258%
	\$ 300,000	Avg Increase w/o outliers	

*unassigned fund balance is available for spending at the Township's discretion

Historical Taxable Values and Proposed Millage Rates Changes

Tax Year	Total Taxable Value	Operating Millage Rate	Taxes Collected	Reduced Revenue from Millage Change	Fund balance Increase/Decrease from Average
2015	\$ 856,635,984	2.0000	\$ 1,713,272		
2016	\$ 868,631,645	2.0000	\$ 1,737,263	\$ 23,991	
2017	\$ 892,192,048	2.0000	\$ 1,784,384	\$ 47,121	
2018	\$ 921,387,628	2.0000	\$ 1,842,775	\$ 58,391	
2019	\$ 967,710,840	2.0000	\$ 1,935,422	\$ 92,646	
2020	\$ 1,018,965,268	2.0000	\$ 2,037,931	\$ 102,509	
2021	\$ 1,057,241,645	2.0000	\$ 2,114,483	\$ 76,553	
2022	\$ 1,145,700,080	2.0000	\$ 2,291,400	\$ 176,917	
2023	\$ 1,210,765,558	2.0000	\$ 2,421,531	\$ 130,131	
2023 Proposed	\$ 1,210,765,558	1.9000	\$ 2,300,455	\$ (121,076.56)	\$ 178,923.44
2023 Proposed	\$ 1,210,765,558	1.8500	\$ 2,239,916	\$ (81,614.83)	\$ 118,385.17
2023 Proposed	\$ 1,210,765,558	1.8000	\$ 2,179,378	\$ (242,153.11)	\$ 57,846.89
2023 Proposed	\$ 1,210,765,558	1.7500	\$ 2,118,840	\$ (302,691.39)	\$ (2,691.39)
2023 Proposed	\$ 1,210,765,558	1.7000	\$ 2,058,301	\$ (363,229.67)	\$ (63,229.67)

Would Recommend...

if Board would like to still add to fund balance, but less each year
 if Board would like to still add to fund balance, but less each year
 if Board would like to still add to fund balance, but less each year
 if Board would like to not add to or spend down fund balance
 if Board would like to spend down fund balance very conservatively

Savings for Taxpayers for \$100,000 in Home Value (\$50,000 Taxable Value) Per Year

Proposed Millage	Current Millage	Difference	Taxable Value	Savings per \$100,000
1.9000	2.0000	0.1000	\$ 50,000	\$ 5.00
1.8500	2.0000	0.1500	\$ 50,000	\$ 7.50
1.8000	2.0000	0.2000	\$ 50,000	\$ 10.00
1.7500	2.0000	0.2500	\$ 50,000	\$ 12.50
1.7000	2.0000	0.3000	\$ 50,000	\$ 15.00

Figures obtained from Charter Township of Garfield's audited financial statements and by the Township's Tax Rolls



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: **7.b.(i)**
Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2023-18-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

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

At a _____ regular _____ meeting of the _____ Charter Township of Garfield _____ council/board
(regular or special) (township, city, village)
called to order by _____ on September 12, 2023 at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from High Tops _____

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C _____

(list specific licenses requested)

to be located at: Grand Traverse Mall, 3200 W. South Airport Rd. #200, Traverse City, MI 49684

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

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

Print Name of Clerk

Signature of Clerk

Date

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

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

Michigan Liquor Control Commission

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

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

Garfield Township

To Whom It May Concern:

My name is Philip Beehler. I have been a builder for over 20 years. My daughter, Tristina Beehler currently manages and runs our hair salon Premier 31 in the Grand Traverse Mall. Prior to that both of us have had extensive experience in the food service industry.

It has been my lifelong dream to open an entertainment destination place, where people can go to unwind. For years I have looked for such a place to open our family business. My daughter and I are looking to make this dream come true at the Old Jonathan's B Pubs location, plus several of the adjacent spaces.

Our plan is to transform the space to accommodate day and evening activities. This would include Billiards, Dancing, Indoor cornhole and perhaps a Mechanical Bull! We would offer different events such as Karaoke, Comedy Night, and local Live Entertainment. With a full kitchen we will be able to offer anything from a simple menu to unique food experiences. The area is prominent and centrally located, with two entrances. One being at the main intersection in the mall and an independent entrance located aside from the mall itself. Not relying solely on mall traffic but will bring people to the area, as it will be a destination and located in the best area allowable in town.

We have been working with professionals in various areas of business expertise for years researching everything from financials, staffing, demographics, marketing areas, and design to ensure its success and offer uniqueness.

High Tops, the name of the new up upcoming hot spot. The place where everyone will want to be at. The name that has personal meaning to me.

Thank you for your time and consideration

Sincerely,

Philip Beehler



Tristina Beehler



premier31customhomeinteriors@yahoo.com

231 357-0234

COUNTY OF Grand Traverse
Bonnie Scheele
OFFICE OF THE Clerk
400 Boardman Ave
Traverse City, MI 49684
231-922-4760

FILE NUMBER: 2023A-0331
DATE FILED: 07/06/2023
DATE EXPIRES: 07/06/2028

ORIGINAL: ☒
RENEWAL: ☐
AMENDED: ☐

CERTIFICATE OF PERSONS CONDUCTING BUSINESS UNDER ASSUMED NAME

THE UNDERSIGNED do hereby certify, under the provisions of P.A. No. 101, P.A., of Mich. For the year 1907, as amended, now owns, carries on, conducts or transacts, or intends to own, carry on, conduct or transact a business or maintain an office or place of business in the County of Grand Traverse, State of Michigan, under the name designation or style set forth below.

1. Name of Business: HIGH TOPS Phone Number: 231-357-0234
2. Physical Address of Business: 3200 W SOUTH AIRPORT RD #200 TRAVERSE CITY MICHIGAN 49684
3. Mailing Address of Business: (if different)
4. Type of Business:
5. Name of Person(s) owning, conducting, transacting or composing the above business

Name of Person(s)	Residence Address (Street, City, State, Zip)
PHILIP BEEHLER	7525 CEDAR RUN RD TRAVERSE CITY MICHIGAN 49684
TRISTINA BEEHLER	3112 HAMMOND RD E TRAVERSE CITY MICHIGAN 49686

GENERAL PARTNERSHIP CERTIFICATE: The undersigned hereby certify under the provisions of Michigan State Annotated Sec. 20.111ff., that:

- (a) The Business mentioned herein IS ☒ or IS NOT ☐ a Co-Partnership
- (b) Length of time Partnership is to continue _____

6. SIGNATURES OF PERSON(S) must be signed before a Notary Public

(Signature) [Signature]

(Signature) [Signature]

STATE OF MICHIGAN
COUNTY OF Grand Traverse

Subscribed and sworn before me on this 6 day of July, 2023 by all persons listed above.



Print or Type Name of Notary

Rachel Jarrett
Notary Public, State of Michigan, County of Grand Traverse

My commission expires:

Acting in the County of:

Grand Traverse

Note: This Certificate is valid for (5) years from the date of filing. This office must be notified of any changes to your business address, if any persons listed above change, and/or if the business is discontinued.

State of Michigan
Grand Traverse

I, Bonnie Scheele, Clerk of the Circuit Court of Grand Traverse County do hereby certify that this document is a true copy of the record now on file in the office of the Clerk of said County and Court. BY TESTIMONY WHEREOF, I have hereunto set my hand and official seal at the city of Traverse City this 6 day of July AD: 2023.

Bonnie Scheele

Clerk

By

[Signature]

Deputy Clerk



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: 7.b.(ii)

Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2023-23-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

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

At a regular meeting of the Charter Township of Garfield council/board
(regular or special) (township, city, village)
called to order by _____ on September 12, 2023 at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Traverse City Curling Club, Inc.

(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C

(list specific licenses requested)

to be located at: 1712 S. Garfield Ave., Traverse City, MI 49686

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township
council/board at a regular meeting held on September 12, 2023
(regular or special) (date) (township, city, village)

Lanie McManus

Print Name of Clerk

Signature of Clerk

Date

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

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

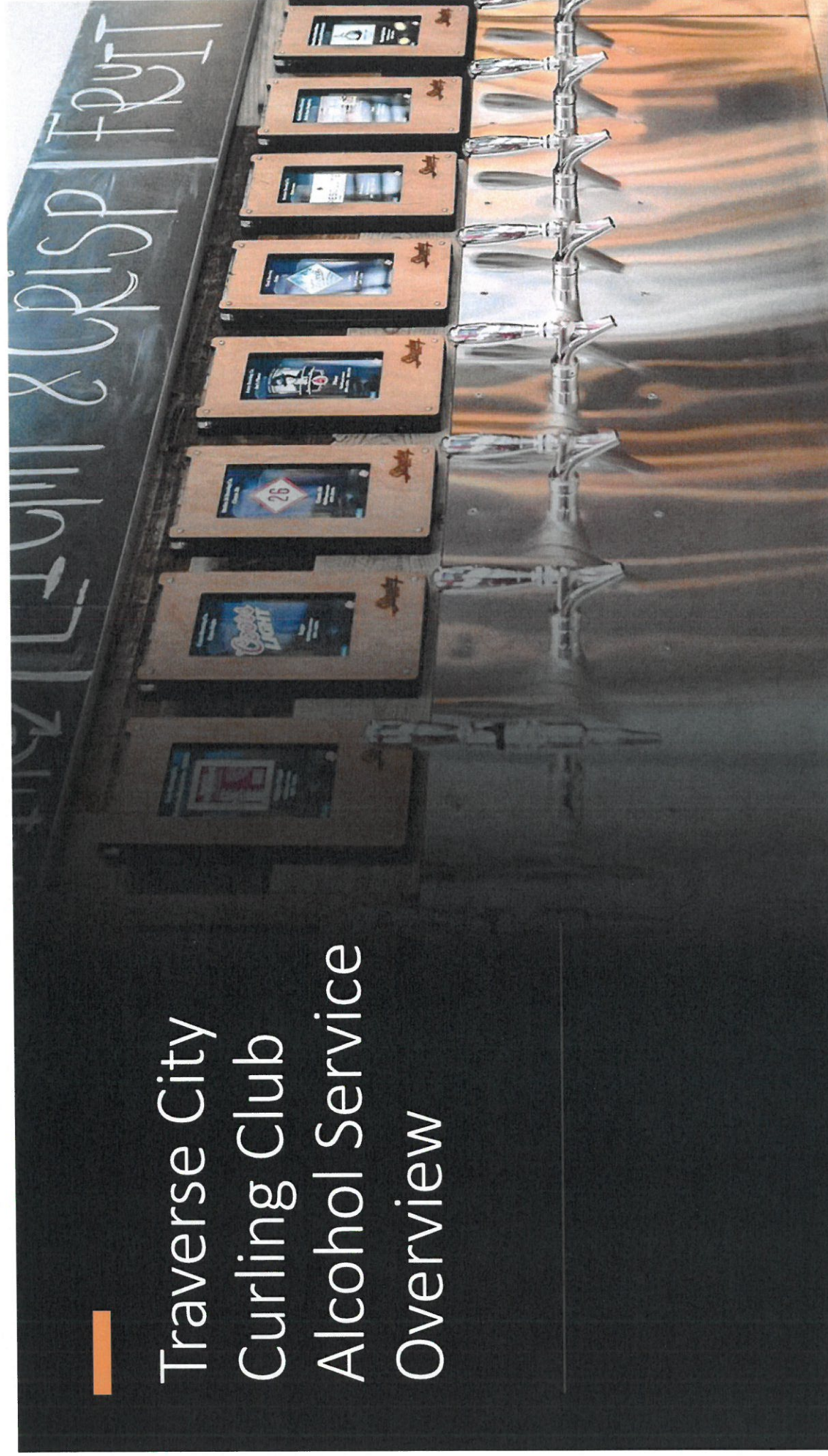
Michigan Liquor Control Commission

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

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

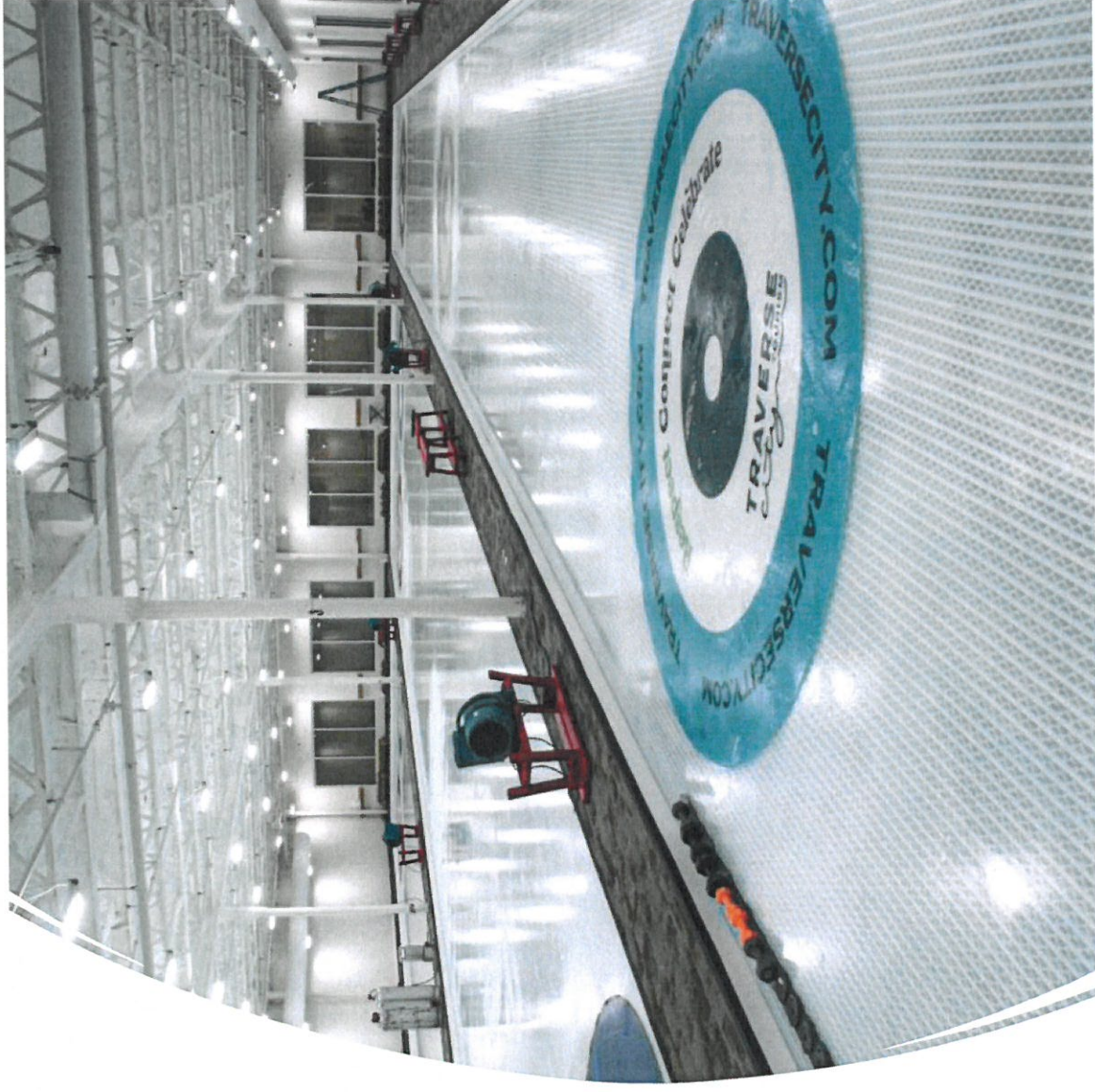
Fax to: 517-763-0059

Traverse City Curling Club Alcohol Service Overview



What does alcohol service look like at the Traverse City Curling Club with a Class C License?

- Members of the community will be able to purchase beer, wine & liquor.
- Alcohol will be dispensed under the supervision of TIPS-certified club members during our leagues, classes and events.
- Beer & wine will be dispensed through an iPourIt system



What is the iPourIt system?

- The iPourIt system is a state-of-the-art beer & wine distribution system that enables the Traverse City Curling Club to dispense alcohol in a manner that:
 - Confirms age & identity of user
 - Tracks dispensed alcohol amount (down to the ounce)
 - Allows for users to pay for alcohol from app on their phone, helps our accounting and security.
 - Multiple security measures that prevent unauthorized dispensing of alcohol

• The iPourit system DOES NOT:

- Allow anyone to just walk up and self-serve
- Allow minors to consume alcohol
- Allow for “heavy pours” or over-serving of alcohol
- Allow for more than 32oz of alcohol to be served without having a supervisor authorize additional ounces to be served.



Why is a Class C license important to the Curling Club?

- The class C license enables the club to:
 - Accommodate the entire community with alcohol service. As it stands now, we can serve only to members. We cannot serve guests and members of the public with a club license.
 - Provides the necessary additional income to support further development of the center, accessible rates for membership and leagues and to develop additional youth activities.
 - Enables the club to host local, regional, national and international curling tournaments. Garfield Township will be the destination for thousands of curlers (and their money) hailing from all parts of the world – without a class C license, a major cultural component of the sport of curling is missing for non-member curlers.



Why select the Traverse City Curling Club for the Class C license?

Existing Location	✓
Currently Operating	✓
Draft Systems Installed	✓
Profitable	✓
Local & State Support	✓



OTIS

HydroEnhance™ Upgrade

Mar 2, 2023

GARFIELD TOWNSHIP HALL
GARFIELD TOWNSHIP HALL
TRAVERSE CITY, Michigan
49686 US

FROM:

Michaela Watson
Michaela.Meek@otis.com

EQUIPMENT LOCATION:

3848 VETERANS DRIVE
TRAVERSE CITY, Michigan
49686

MACHINE NUMBER(S):

496246

INTENDED FOR:

Lanie McManus

While your Otis LVM 211 hydraulic elevator is recognized in the industry for its reliability and robustness, it has been out of production for many years and replacements for your LVM 211 control board are no longer available. To address this, Otis has created the HydroEnhance upgrade kit, a proactive solution that leverages Otis' latest technology to extend the life of your LVM 211 and improve the reliability and uptime of your elevators.

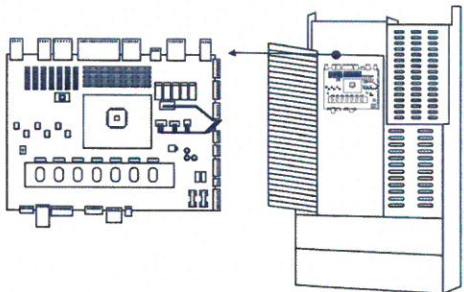
Otis will supply and install HydroEnhance upgrade to replace your current existing obsolete LVM 211 control board. This upgrade will provide the following below:

BENEFITS

- Extend the life of your elevator controller
- Enhance elevator safety by meeting the latest building code for door lock monitoring compliance
- Enable real-time equipment monitoring with our Otis ONE™ system
- Physically fits in existing controller cabinet eliminating the need for building modifications

UPGRADE KIT INCLUDES:

- Engineered adapter and mount kit
- Otis HydroAccel processor board
- Unit-specific software engineering



Number of Units	Total Price
1	\$19,800.00

The price is based on a percent (100%) downpayment in the amount of \$19,800.00.

NOTE: All work will be performed during the normal trade hours of Monday-Friday. Otis will make every attempt to accommodate customer scheduling. Any work performed outside of normal trade hours would require a revised proposal for overtime.

PAYMENT TERMS:

- The base proposal price is contingent upon receiving a down payment of 100% of the base contract amount.
- The down payment amount is due in full prior to Otis ordering material and/or mobilizing.

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

The standard method of invoice delivery is via email. Please provide your email address in the customer signature block below. Exceptions for traditional mail delivery may be accommodated by notifying your account manager.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by authorizing us to perform work for the project and our commencing such work.

CUSTOMER

Approved by Authorized Representative

OTIS ELEVATOR COMPANY

Approved by Authorized Representative

Lanie McManus

GARFIELD TOWNSHIP HALL

- ☐ Principal, Owner, or Authorized Representative
- ☐ Agent:

TERMS & CONDITIONS

1. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law.
2. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.
3. This quotation is subject to change or withdrawal by us prior to acceptance.
4. We warrant to you that the work performed by us hereunder shall be free from defects, not inherent in the quality required or permitted, in material and workmanship for one (1) year from the date of substantial completion. We used commercially reasonable efforts to ensure that the EMS Panorama 2.0 software provided to you is free from viruses and vulnerabilities that may be exploited by third parties. Our duty and your remedy under this warranty are limited to our correcting any such defect you report to us within the warranty period by, at our opinion, repair or replacement, provided all payments due under the terms of this contract have been made in full. All parts used for repair or replacement under this warranty shall be good quality and furnished on an exchange basis. Printed circuit boards used for replacement parts under this warranty may be refurbished boards. Exchanged parts become our property. This warranty shall be voided if said defect is caused by your breach or negligence or unauthorized access or manipulation of the system.
5. We shall perform the work during our regular working hours of our regular working days unless otherwise agreed in writing. You shall be responsible for providing suitable storage space at the site for our material.
6. You shall obtain title to all the equipment, excluding the software, furnished hereunder when final payment for such material is received by us.
7. Any drawings, illustrations or descriptive matter furnished with the proposal are submitted only to show the general style, arrangement and dimensions of the equipment.
8. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not timely issued shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
9. Any material removed by us in the performance of the work shall become our property.
10. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with adequate electrical power at no cost to us with a safe place in which to work, and we reserve the right to discontinue our work in the building whenever in our opinion working conditions are unsafe. If overtime work is mutually agreed upon and performed, an additional charge thereof, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our current labor rates.
11. We shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC-1 form or any other document reasonably requested by us for that purpose.
12. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
13. Neither you nor we shall be liable to the other party hereto for any loss, damage or delay due to any cause beyond your or our reasonable control, including, but not limited to, acts of government, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief or actors, or act of God; provided, however, that, should loss of or damage to our material or work occur at the site, you shall compensate us therefor unless such loss or damage results from our acts or omissions.
14. We do not agree under our warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any cause beyond our control.
15. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages, excluding special, consequential damages (INCLUDING DAMAGES FOR LOSS OF PROFITS, DAMAGES TO ANY COMPUTER, DEVICE, OR SYSTEM, LOSS OF DATA, GOODWILL, USE OR OTHER LOSSES), indirect damages, punitive damages, and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall at our option, (i) procure for you the right use of the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage or obsolescence.
16. Under no circumstances shall either party be liable for special, indirect, consequential or liquidated damages of any kind including, but not limited to, loss of goodwill, loss of business opportunity, additional financing costs or loss of use of any equipment or property. This limitation of liability also applies to indemnity of third-party claims.
17. THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE THE EXCLUSIVE WARRANTIES GIVEN: WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY, OF FITNESS FOR ANY PARTICULAR PURPOSE, OR THAT THE SOFTWARE IS FREE FROM VIRUSES OR VULNERABILITIES WHICH MAY BE EXPLOITED BY A THIRD PARTY; AND THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.
18. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort, in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
19. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code. By accepting delivery of parts incorporating software you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.
20. Our work shall not include the identification, detection, abatement, encapsulation or removal of asbestos, polychlorinated biphenyl (PCB), or products or materials containing asbestos, PCB's or other hazardous substances. In the event we encounter any such product or materials in the course of performing work, we shall have the right to discontinue our work and remove our employees from the project until you have taken the appropriate action to abate, encapsulate or remove such products or materials, and any hazards connected therewith, or until it is determined that no hazard exists (as the case may require). We shall receive an extension of time to complete the work hereunder and compensation for delays encountered as a result of such situation.
21. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document, and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party. Both parties agree that any form issued by you that contains any terms that are inconsistent with those contained herein shall not modify this Agreement, nor shall it constitute an acceptance of any additional terms.