

CHARTER TOWNSHIP OF GARFIELD

TOWNSHIP BOARD MEETING

Tuesday, July 26, 2022 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

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

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

3. Consent Calendar

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

a. Minutes – July 12, 2022 Regular Meeting
(Recommend Approval)

b. Bills -

(i) General Fund
(Recommend Approval)

\$65,060.70

(ii) Gourdie-Fraser	
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review, Oversight & Closeout	\$12,131.50
General Utilities	25,610.50
Park Funds / DNR Trust Fund	5,000.00
Total	\$42,742.00
(Recommend Approval)	

- c. Consideration of Change Order No. 2 to Elmers for River East Park Improvements – Phase I (Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

6. Reports

- a. Construction Report
- b. GT Metro Fire Report
- c. MMR Report
- d. County Commissioner's Report
- e. Supervisor's Report

7. Unfinished Business

- a. Public Hearing – Consideration of Resolution 2022-11-T, a resolution requesting approval of Payment in Lieu of Taxes for Hammond Road Apartments
- b. Consideration of NW Silver Lake Road Sewer Extension Proposal

8. New Business

- a. Consideration of an increase in salary for the election workers
- b. Grand Traverse Metro Emergency Services Authority Presentation

9. Public Comment

10. Other Business

11. Adjournment

Lanie McManus, Clerk

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

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
July 12, 2022

Clerk Lanie McManus called the Township Board Meeting to order at the Garfield Township Hall on July 12, 2022 at 6:00 p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Chuck Korn

Staff Present: John Sych, Planning Director

Schmuckal moved and Duell seconded to elect Chris Barsheff as Acting Chairperson for the meeting.

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

Nays: None

1. Public Comment (6:02)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:02)

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

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

Nays: None

3. Consent Calendar (6:03)

a. Minutes

June 14 2022 Regular Board Meeting
 (Recommend Approval)

b. Bills

General Fund \$1,403,554.62
 (Recommend Approval)

c. MTT Update (Receive and File)

- d. **Consideration of adopting the revised Poverty/Hardship Exemption Policy, Resolution 2022-10-T (Recommend Approval)**
- e. **Consideration of Change Order No. 1 to Grand Traverse Construction for Garfield Township Roof (Recommend Approval)**
- f. **Consideration of Change Order No. 4 to Elmer's for the Cedar Run PRV/Tank Abandonment Project (Recommend Approval)**
- g. **Consideration of Amended Resolution 2022-05-T correcting the name of applicant to Chef Lady Enterprises, LLC (Recommend Approval)**

Trustees asked to remove items 3b and 3e from the consent calendar to be dealt with under agenda item #4.

Agostinelli moved and Schmuckal seconded to adopt the Consent Calendar as amended with the removal of items 3b and 3e.

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

4. Items Removed from the Consent Calendar (6:07)

- a. **Bills**
General Fund \$1,403,554.62
(Recommend Approval)

After discussion, Schmuckal moved and Duell seconded to approve the bills as presented.

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

- b. **Consideration of Change Order No. 1 to Grand Traverse Construction for Garfield Township Roof (Recommend Approval)**

After questions, Duell moved and Schmuckal seconded to approve Change Order No. 1 to Grand Traverse Construction for Garfield Township Roof.

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

5. Correspondence (6:09)

- a. Letter dated June 17, 2022 from Michigan Liquor Control Commission to Mazatlan Mexican Bar & Grill

- b. Letter dated June 27, 2022 from Haggard's Plumbing and Heating regarding Life Story rezoning

6. Reports

a. County Commissioner's Report (6:10)

No report

b. Sheriff's Report (6:10)

Lt. Brinks cited statistics and said it has been busy thus far this summer. Bike patrols have been out and there will be another Coffee with a Cop soon. Active recruiting is still taking place.

c. Planning Department Report for July 2022 (6:12)

Planning Director John Sych reviewed the ongoing projects that were included in a report to trustees. He stated that the Planning Commission would be discussing a proposal from 7Brew coffee shop for a drive through on US 31 but there were concerns with traffic in the proposed location.

d. Parks and Rec Report (6:14)

Derek Morton, Parks Steward, stated that his department has been busy with park maintenance. Tennis courts in Silver Lake Park will be resurfaced soon and he continues to work with the county and with NMC regarding homeless encampments.

e. Clerk's Report (6:18)

McManus placed an amended report on trustee's desks which included revised accounting. She stated that there was a good turnout for election worker training.

7. Unfinished Business (6:20)

a. Consideration of financing through the lateral charge process for a new sewer extension to Francisco's on Silver Lake Road

Tom Kern stated that he is assisting with this project on behalf of Francisco's Deli/Store. He added that he is hoping to secure some ARPA funding from Grand Traverse County for this project which would extend sewer to the deli/store on Silver Lake Road. Supervisor Korn has sent a letter to the county and the project will be included in a request for ARPA funds. Township Engineer Jennifer Graham stated that the township will front the funding for this project and then be reimbursed. Francisco's will pay for half of the sewer extension and other properties who want sewer extended to their homes would share in the cost. Graham is asking for board approval to move ahead with the lateral charge process.

Schmuckal moved and Agostinelli seconded to approve financing through the lateral charge process for a new sewer extension to Francisco's on Silver Lake Road.

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

8. New Business

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

Trina Ochs presented the Fiscal Year 2021 Audit and stated that the township had received a clean unmodified opinion which was the highest rating that a township could receive.

b. Public Hearing – Consideration of Article 3 Amendment to Grand Traverse Commons Development Regulations, Resolution No. 2022-13-T (7:05)

Acting Chair Barsheff opened the public hearing at 7:05 pm and seeing no one wishing to speak, closed the public comment.

Agostinelli moved and Duell seconded to adopt Amendment No. 2 to the Grand Traverse Commons Development Regulations, including proposed amendments to Article 3.

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

c. Public Hearing – Consideration of Life Story Crematorium I-G (7:07)

Acting Chair Barsheff opened the public hearing at 7:07pm.

Vaughn Seavolt, owner of Life Story, thanked the Planning Department for their work on this rezoning application.

Barsheff closed the public hearing at 7:08pm.

Schmuckal moved and Duell seconded THAT the Planning Commission's recommended Findings of Fact for the application Z-2022-01 as provided in PD Report 2022-59 and forming part of this motion, BE APPROVED.

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

Schmuckal moved and McManus seconded THAT application Z-2022-01, submitted by LMS Property, LLC (Life Story Funeral Home), to conditionally rezone Parcel No. 05-024-019-30 to I-G General Mixed-Use Business District subject to the applicant's proposed Statement of Conditions and constituting Amendment No. 32 to Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in PD Report 2022-59.

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

Schmuckal moved and Agostinelli seconded THAT Resolution 2022-12-T for adopting Amendment No. 32 to Garfield Township Ordinance No. 68, conditionally rezoning Parcel No. 05-024-019-30 to I-G General Mixed-Use Business District subject to the applicant's proposed Statement of Conditions, BE ADOPTED.

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

9. Public Comment: (7:13)

None

10. Other Business (7:13)

Duell stated that the Boardman Lake Loop is very nice.

Duell suggested that the Metro Fire Annual Report be placed on the next agenda.

11. Adjournment

Barsheff adjourned the meeting at 7:16pm.

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

RESOLUTION 2022-10-T

ADOPTION OF REVISED POVERTY/HARDSHIP EXEMPTION POLICY

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to annually adopt guidelines for such exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Garfield, Grand Traverse County, adopts the following 2022 Poverty/Hardship Exemption Policy (attached) for the Supervisor and Board of Review to implement.

The rules and regulations shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of, and occupy as a homestead, the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review (Exhibit "A"), accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. Or, if applicant is not required to file income taxes, complete and file with the Supervisor or Board of Review the Poverty Exemption Affidavit (Michigan Dept of Treasury form 4988 (Exhibit "B")).
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which and exemption is requested, *if requested*.
- 5) Annually complete an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (from 5739 – Exhibit "C").
- 6) Meet Garfield Township's Income Guidelines, as stated in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").
- 7) Meet additional eligibility requirements as determined by the Township Board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and Garfield Township Poverty Income guidelines in granting or denying an exemption. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

The foregoing resolution offered by Board Member Molly Agostinelli and supported by Board Member Denise Schmuckal.

Upon roll call vote, the following voted:

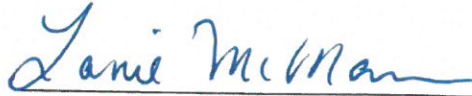
Yeas: Agostinelli, Schmuckal, Macomber, Duell, McManus, Barsheff

Nays: None

Abstain: None

Absent and Excused: Korn

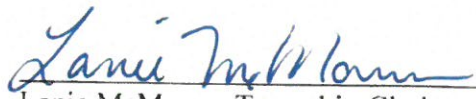
The Chairman declared the motion carried, and Resolution 2022-10-T duly adopted.


Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on July 12, 2022, at which meeting (6) six members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: 7-13-2022


Lanie McManus, Township Clerk

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

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 32

RESOLUTION #2022-12-T

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

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

WHEREAS application Z-2022-01 has been received to rezone approximately 5.5 acres of land ("subject property") at Parcel No. 05-024-019-30; and

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

WHEREAS the Garfield Township Planning Commission, after conducting a public hearing on May 11, 2022 and adopting Findings of Fact on June 8, 2022, recommended the approval of the application to the Township Board; and

WHEREAS the Township Board, following a public hearing on July 12, 2022, and having adopted Findings of Fact in support of approval of the application to rezone the subject property.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 32 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

At the request of the owners and their representatives of Parcel No. 05-024-019-30, situated in the Charter Township of Garfield, Grand Traverse County, Michigan has been conditionally rezoned by way of a map amendment from its current zoning of the C-G General Commercial zoning district with restrictions to the I-G General Mixed-Use Industrial Business zoning district with new restrictions, subject to the execution of the Conditional Rezoning Agreement between the owners and the Township.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

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

Nays: None

Absent and Excused: Korn

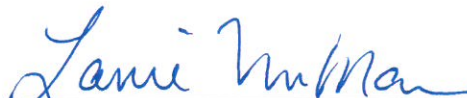
By:

Chuck Korn, Supervisor
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 2022-12-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of July, 2022. Amendment No. 32 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: 7-13-2022


Lanie McManus, Clerk
Charter Township of Garfield

Introduced: June 14, 2022
Adopted: July 12, 2022
Published: July 17, 2022
Effective: July 24, 2022

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

GRAND TRAVERSE COMMONS DEVELOPMENT REGULATIONS: AMENDMENT NO. 2

RESOLUTION #2022-13-T

A RESOLUTION TO AMEND THE GRAND TRAVERSE COMMONS DEVELOPMENT REGULATIONS, in accordance with the provisions of Act 110 of the Public Acts of 2006, as amended.

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

WHEREAS the Garfield Township Board of Trustees, following their July 12, 2022 public hearing, finds that an amendment to the Grand Traverse Commons Development Regulations is necessary to incorporate the changes to Section 3.02 Membership: Terms of Office for the Zoning Board of Appeals.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 2 TO GRAND TRAVERSE COMMONS DEVELOPMENT REGULATIONS:

That Section 3.02 Membership: Terms of Office of the Grand Traverse Commons Development Regulations be amended to read in its entirety as follows:

Article 3: Zoning Board of Appeals

Section 3.01 Establishment

The Zoning Board of Appeals is established in accordance with Article VI. of Public Act 110 of 2006 (M.C.L. 125.3101 et seq.). The Board shall perform its duties and exercise its powers as provided by state law and this Zoning Ordinance such that the intent of this Zoning Ordinance is observed and the health, safety and welfare of the public are secured.

Section 3.02 Membership: Terms of Office

A. The Zoning Board of appeals shall consist of five (5) members.

1. The City Commission shall appoint two (2) members from the City Board of Zoning Appeals
2. The Township Board shall appoint two (2) members from the Township Zoning Board of Appeals
3. One member of the Zoning Board of Appeals shall be appointed jointly by the City Commission and Township Board and shall be a registered elector of the City or Township residing within the zoning jurisdiction of the Grand Traverse Commons. The members elected shall be representative of the population distribution of the various interests present in the local unit of Government.

B. Terms shall be overlapping to provide for the appointment of an equal number of members each year. A successor member must be appointed within one month following the expiration of the previous term. Terms shall be three (3) years in length.

C. The City Commission and Township Board shall also each appoint one (1) alternate member for terms of three (3) years each. An alternate member may be called by the Chairperson of the Board, the Planning Directors or the Zoning Administrators to sit as a regular member of the Board in the absence of a regular member if a regular member is unable to attend a regularly scheduled meeting, or if a regular member has abstained from a decision for reason of conflict of interest. The alternate members shall be registered electors of the City or Township residing within the zoning jurisdiction of the Grand Traverse Commons.

D. An alternate member appointed to hear an appeal shall serve on the appeal until a final decision has been made. Such alternate member shall have the same voting rights as a regular member of the Board.

E. Absence, inability to attend, or abstention because of a conflict of interest may be established by communication of a Board member at least twenty-four (24) hours prior to the regularly scheduled Board meeting.

Section 3.03 Meetings

Meetings of the Zoning Board of Appeals shall be held at the call of the Chairperson and at such other times as the Board may determine. There shall be a fixed place of meeting and all meetings shall be open to the public. The Board shall adopt its own rules of procedure and shall keep a public record of its proceedings showing the action of the Board and the vote of each member upon each question considered. The presence of three (3) members shall be necessary to constitute a quorum and a majority vote of the members of the Board shall be necessary to reverse an order, requirement, decision or determination of an administrative official, or to decide in favor of the applicant in the case of a variance, exception or interpretation.

Section 3.04 Rules of Procedure

The Zoning Board of Appeals shall follow such procedures as are established by statute, ordinance and resolution of the Board. These procedures shall include:

A. Appeals, Generally. For purposes of these rules of procedure, an appeal shall include all applications for appeals, interpretations, variances, exceptions and matters involving nonconforming uses.

B. Initiating Appeals. Appeals shall be filed with each of the Zoning Administrators within twenty-one (21) days after written notice has been given of the action being appealed. Following receipt of a written appeal request, the Zoning Board of Appeals shall fix a reasonable time for the hearing of the request.

C. Application Contents. In addition to all other requirements of this statute and ordinance, applications shall be in a form determined by the Zoning Administrators and shall contain such information as the Zoning Administrators shall direct. Such applications shall also include the following:

1. A site plan or site diagram reflecting accurate dimensions of the property, the location of structures on the property and the location of buildings on adjacent properties. If requested by the Board or the Zoning Administrators, such drawing shall be a survey performed by a registered land surveyor;
2. The name, address and telephone number of the applicant and all authorized agents of the applicant;
3. An application signed by the owner or someone acting upon written consent of the owner, whose written consent must be submitted with the application; and
4. A listing of all previous appeals involving the property noted on the application as to the subject, date and outcome of the appeal.

D. Filing Fee. The filing fee for appeals shall be established by joint resolution of the City Commission and Township Board.

E. Notices. Notice of an appeal will be given pursuant to State statute. Such notice shall be mailed or delivered at least fifteen (15) days prior to the first meeting of the Board at which time the appeal will be formally considered.

F. Advertisements. One advertisement in a local newspaper of general circulation indicating the nature of the appeal and the date of the hearing will be placed at least 15 days before the hearing. A minor deviation in the notice published in the newspaper or in the time of appearance of such notice in the newspaper shall not affect the validity of the proceedings of the Board unless there is a clear demonstration of prejudice as a result of such minor deviation.

G. Regular Meetings. The Board's regular meeting schedule shall be adopted and published on an annual basis.

H. Exceptions to Regular Meeting Dates. If a quorum of the members is not present or anticipated, then the regular meeting may be canceled and the matter rescheduled to the next regularly scheduled meeting or to the earliest possible date as determined by the Chairperson of the Board. If no requests have been received 21 days prior to the date of a regularly scheduled meeting, the meeting may be canceled by the Zoning Administrators.

I. Conflict of Interest. Before deliberating any appeal, the Chairperson shall ask if any member has such a conflict of interest. A member shall disqualify himself or herself from a vote in which the member has a conflict of interest. Failure of a member to disqualify himself or herself from a vote in which the member has a conflict of interest constitutes malfeasance in office.

J. Representation at Hearing. The applicant or the applicant's authorized agent must be present at the public hearing to properly answer questions concerning the appeal. At the discretion of the Board, if the applicant or agent is not present the appeal may be deferred until the next meeting or dismissed.

K. Reconsideration. An applicant may re-appeal a decision after twelve (12) months from the decision of the Board. The Board will not reconsider any appeal within twelve (12) months from the date of the decision

unless the applicant can show that there have been substantially changed circumstances affecting the appeal, which circumstances were not known to the Board at the previous hearing. The substantial change in circumstances shall be described, in writing, by the applicant at the time of the application. Before rehearing the matter, the Board shall decide whether there is a substantial change in circumstances allowing the rehearing.

L. Instructions. The Zoning Administrators shall prepare a written description of the procedures of the Board and instructions to all potential applicants. Such written instruction shall be submitted to the Board for its approval prior to public distribution.

M. Other Rules. The Board may adopt such other rules to govern its procedure as it deems advisable, provided such rules are not in conflict with other existing statute or ordinance.

Section 3.05 Powers and Duties

A. Generally. The Zoning Board of Appeals shall not have the power to alter or change the zoning district classification of any property or make any change in the terms of intent of this Ordinance. The Board shall have the power to act on those matters where this Ordinance provides for an appeal, interpretation, variance or exception. The Zoning Board of Appeals shall not have the power to vary a standard for a Special Land Use Permit.

B. Appeals. The Board shall hear and decide appeals where it is alleged by the applicant that there is an error in any order, requirement, decision or determination made by the administrative official or body charged with the enforcement of this Ordinance.

C. Interpretations. Upon application by a City or Township official or person of interest in a specific affected parcel of land, when all other administrative appeals have been exhausted, the Board shall have the power to:

1. Interpret this Zoning Ordinance in such a way as to carry out its intent and purpose;
2. Determine the precise location of a zoning district and special area boundaries;
3. Classify a use which is not specifically mentioned, determine the district within which the use is permitted, and determine the necessary parking to support the use; and
4. Determine the off-street parking and loading requirements of this Zoning Ordinance.

D. Variances. The Board shall have the power to authorize specific variances or departures from this Ordinance if all of the basic conditions are satisfied and if there are practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this Ordinance. A variance from the dimensional requirements of this Ordinance may only be granted if it is determined that all basic conditions have been satisfied and that there is a practical difficulty in carrying out the requirement. A variance from the use requirements of this Ordinance shall be prohibited.

1. Basic Conditions. Any variance granted from the Zoning Ordinance shall meet the following basic conditions:

- a. The spirit of this Ordinance shall be observed, public safety secured and substantial justice done.
- b. There is no substantial adverse effect upon property values in the immediate vicinity or in the district in which the property of the applicant is located.
- c. The difficulty or hardship relating to the property is not so general or recurrent in nature that the formulation of a general regulation for such conditions is preferable.
- d. The practical difficulties or unnecessary hardships are unique to the property under consideration and not to the general neighborhood and shall apply only to property that is under the control of the applicant.
- e. It shall be necessary for the preservation of a substantial property right possessed by other properties in the same zoning district.
- f. There is a clear showing of an unnecessary hardship in that the property as a whole cannot reasonably be put to a use authorized by this Ordinance.
- g. The alleged hardship or difficulty is not solely economic and is based on the reasonable use of a particular parcel of land.
- h. It may be denied where the alleged practical difficulties or unnecessary hardships resulted from an act of the applicant, or a person in privity or in concert with the applicant.

2. Practical Difficulties and Unnecessary Hardships. In order to determine if there are practical difficulties or unnecessary hardships which prevent carrying out the strict letter of this Ordinance the following shall apply:

- a. Dimensional Variance. A practical difficulty shall exist where there are exceptional or extraordinary circumstances or physical conditions, such as narrowness, shallowness, shape or topography of the property involved, that do not generally apply to other property or uses in the same zoning district.
- b. Use Variance. An unnecessary hardship shall exist where the property considered in combination with other land owned by the applicant adjacent thereto has no reasonable value as zoned.

E. Exceptions. The Board shall have the power to grant the following exceptions:

1. Extend a district where the boundary line of a district divides a lot of record in single ownership at the time of adoption of this Ordinance.
2. Interpret or apply the Ordinance where the street layout on the ground actually varies from the street layout as shown on the District Map.
3. Permit the alteration or enlargement of an existing building associated with a building associated with Class I. nonconforming use (*as defined in Article 13 of this Ordinance*), or permit the increase in intensity of use of a Class I. nonconforming use, where:
 - a. The change will not unreasonably delay future probability of compliance with this Ordinance.
 - b. There will be greater compliance with this Ordinance or, in the alternative, with the Building Code or other applicable ordinances if the change is permitted, and such compliance is the maximum which can be reasonably expected.

- c. The change will not detract from any historical or unique architectural qualities of the building.
 - d. The change will not be detrimental or tend to alter the character of the campus.
4. Permit a change in use of a Class I. nonconforming use (*as defined in Article 13 of this Ordinance*) to another nonconforming use which is more nearly conforming to the use restrictions of this Ordinance. Such a change in use may be permitted only where:
- a. The change in use will not unreasonably delay future probability of compliance with this Ordinance.
 - b. There will be greater compliance with this Ordinance if the change is permitted, and such compliance is the maximum which can reasonably be expected.
 - c. The change will not be detrimental to the campus or tend to alter the character of the campus.

After a change in use has been permitted, the use shall not be changed back to the former nonconforming use or to any less conforming use.

Section 3.06 Time Limitations of Orders

A. Building Alterations. An order of the Zoning Board of Appeals permitting the erection or alteration of a building is valid for no longer than one (1) year, unless a building permit for such erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

B. Uses. An order of the Board permitting the use of a premises is valid for no longer than one (1) year unless such use is established within such period. However, where such permitted use is dependent upon the erection or alteration of a building, such order shall continue in force and effect if a building permit for such erection or alteration is obtained within such period and as such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

C. Modification. Time limits established by this section may be lengthened or shortened by the Board as a condition imposed under the standards for conditions set forth in this Ordinance.

D. Expiration. In addition to any expiration provision contained in an order itself, an order of the Zoning Board of Appeals may be declared by the Zoning Administrators to be expired where there has been a change in a material circumstance of facts such as, but not limited to, destruction of a building or natural feature, vacation of a street or a change in topography upon which the order was issued. Before so declaring an order expired, the Zoning Administrators shall notify the landowner and, if requested, shall conduct a hearing with notice and procedures as practical.

Section 3.07 Court Review

A. Circuit Court Review. A decision of the Zoning Board of Appeals shall be final. However, any party having a substantial interest affected by an order, determination or decision of the Zoning Board of

Appeals may appeal to the Circuit Court if the appeal is made to the Court within thirty (30) days after the Zoning Board of Appeals certifies its decision in writing signed by the Chairperson or within twenty-one (21) days after the Zoning Board of Appeals approves the minutes of its decision or upon a grant by the Court of leave to appeal.

B. Standards for Review. The Circuit Court shall review the record and decision of the Board of Zoning Appeals to ensure that the decision:

1. Complies with the constitution and laws of the State;
2. Is based upon proper procedure;
3. Is supported by competent, material, and substantial evidence on the record; and
4. Represents the reasonable exercise of discretion granted by the law to the Zoning Board of Appeals.

C. Inadequate Record. If the Court finds the record of the Zoning Board of Appeals inadequate to make the review required, or that additional evidence exists which is material and with good reason was not presented to the Zoning Board of Appeals, the Court shall order further proceedings before the Zoning Board of Appeals on conditions which the Court considers proper. The Zoning Board of Appeals may modify its findings and decision as a result of the new proceedings or may affirm its original decision. The supplementary record and decision shall be filed with the Court. The Court may affirm, reverse or modify the decision.

Moved: Molly Agostinelli

Supported: Steve Duell

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

Nays: None

Absent and Excused: Korn

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 2022-13-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of July 2022. Amendment No. 2 to Grand Traverse Commons Development Regulations shall take effect upon the expiration of seven (7) days following publication.

Dated: 7-13-2022


Lanie McManus, Clerk
Charter Township of Garfield

Introduced: June 14, 2022
Adopted: July 12, 2022
Published:
Effective:

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2022	GEN	40606	BAY AREA FIRE & SAFETY LLC	6 YR EXTINGUISHER MAINT.	101-265-935.608	279.00
07/19/2022	GEN	40607	BURNHAM & FLOWER OF MICHIGAN	HSA/HRA ADMIN FEES	101-101-805.000	94.50
07/19/2022	GEN	40608	CDM MOBILE SHREDDING, LLC	ON SITE SHREDDING	101-101-805.000	130.00
07/19/2022	GEN	40609	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	304.79
		40609		ELECTRIC	101-265-920.603	1,076.63
		40609		ELECTRIC	101-448-920.005	782.33
						<u>2,163.75</u>
07/19/2022	GEN	40610	CHERRYLAND ELECTRIC COOP.	PARK ELECTRICITY	308-000-935.000	191.39
07/19/2022	GEN	40611	CITY OF TRAVERSE CITY	17097594720	101-000-084.861	666.78
		40611		170975118686	101-448-920.005	28.34
						<u>695.12</u>
07/19/2022	GEN	40612	CONSUMERS ENERGY	103033456148	101-448-920.005	1,880.43
07/19/2022	GEN	40613	CONSUMERS ENERGY	100000311801	101-000-084.861	2,299.82
		40613		100000311801	101-448-920.005	1,681.49
						<u>3,981.31</u>
07/19/2022	GEN	40614	ECT	GT COMMONS	308-000-970.000	7,597.50
07/19/2022	GEN	40615	ENGINEERED PROTECTION SYS.	8.1-10.31 SVC AGREEMENT	101-265-935.606	376.38
07/19/2022	GEN	40616	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	1,047.68
07/19/2022	GEN	40617	GFL ENVIRONMENTAL	002167575	308-000-935.000	435.01
07/19/2022	GEN	40618	GFL ENVIRONMENTAL	002114259	101-265-935.604	108.19
07/19/2022	GEN	40619	GRAND TRAVERSE COUNTY	MTT/BOR ADJUSTMENTS	101-000-403.000	21.82
07/19/2022	GEN	40620	GRAND TRAVERSE DIESEL SERVICE, INC	GENERATOR REPAIR	101-265-935.605	416.97
07/19/2022	GEN	40621	GRAND TRAVERSE SUPPLY, LLC	CAN LINER, TP	101-265-726.003	143.90
07/19/2022	GEN	40622	GRANITE TELECOMMUNICATIONS	POTS LINES	101-265-850.000	125.97
07/19/2022	GEN	40623	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	746.85
07/19/2022	GEN	40624	INTEGRITY BUSINESS SOLUTIONS	USB	101-101-726.000	35.99
07/19/2022	GEN	40625	KCI	TAX/NEWSLETTER MAILING	101-101-900.000	1,568.61
		40625		TAX/NEWSLETTER MAILING	101-253-726.001	883.19
		40625		TAX/NEWSLETTER MAILING	101-253-900.000	740.18
						<u>3,191.98</u>

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2022	GEN	40626	MAPLE RIVER DIRECT MAIL	BALLOT POSTAGE	101-191-726.001	68.92
07/19/2022	GEN	40627	OLSON, BZDOK, & HOWARD	WENDY'S SIGN	101-101-801.002	1,395.50
07/19/2022	GEN	40628	PREMIER OUTDOORS OF TRAVERSE CITY	OFFICE	101-265-935.602	405.00
07/19/2022	GEN	40629	PREMIER OUTDOORS OF TRAVERSE CITY	SL PARK	308-000-935.000	2,400.00
07/19/2022	GEN	40630	PRINCIPAL LIFE INSURANCE COMPANY	LIFE/HEALTH	101-851-873.030	1,605.20
		40630		LIFE/HEALTH	101-851-873.040	337.91
						<u>1,943.11</u>
07/19/2022	GEN	40631	ROGER BROWN	PARK REFUND	101-000-476.004	85.00
07/19/2022	GEN	40632	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	149.98
07/19/2022	GEN	40633	STATE OF MICHIGAN	ELEVATOR CERTIFICATE OF OPERATION RENEWAL 20	101-265-935.608	185.00
07/19/2022	GEN	40634	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	260.35
		40634		ADVERTISING	101-400-901.000	169.25
						<u>429.60</u>
07/19/2022	GEN	40635	TRAVERSE REPRODUCTION	PLOTTER PAPER	101-101-726.000	150.12
07/19/2022	GEN	40636	UNITED WAY	UNITED WAY	101-000-238.000	180.00
07/19/2022	GEN	40637	VC3 INC.	ETHERNET SWITCH / PHONES	101-900-970.003	4,517.64
07/19/2022	GEN	40638	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,780.00
07/19/2022	GEN	40639	LAMAR ADVERTISING OF TRAVERSE CITY	JULY BOR	101-000-403.000	3,891.37
07/19/2022	GEN	40640	PARTY GIANT	JULY BOR	101-000-403.000	91.57
07/19/2022	GEN	40641	PATTISON SIGN GROUP INC	JULY BOR	101-000-403.000	202.35
07/20/2022	GEN	40642	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,521.80
TOTAL - ALL FUNDS						65,060.70
TOTAL OF 37 CHECKS						

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	3,271.39
101-000-227.000	DEFERRED COMP	2,780.00
101-000-237.000	HSA (FORMERLY FLEX)	1,047.68
101-000-238.000	UNITED WAY	180.00
101-000-403.000	CURRENT REAL PROPERTY TAXES	4,207.11
101-000-476.004	PARK USE FEES	85.00
101-101-726.000	SUPPLIES	186.11
101-101-801.002	LEGAL SERVICES - TOWNBOARD	1,395.50
101-101-805.000	CONTRACTED AND OTHER SERVICES	224.50
101-101-900.000	PRINTING & PUBLISHING	1,568.61
101-101-901.000	ADVERTISING	260.35
101-191-726.001	POSTAGE	68.92
101-253-726.001	POSTAGE	883.19

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-253-900.000			PRINTING & PUBLISHING		740.18	
101-258-935.016			COMPUTER NETWORK		149.98	
101-265-726.003			SUPPLIES-MAINTANCE		143.90	
101-265-850.000			TELEPHONE		872.82	
101-265-920.603			LIGHTS BUILDING		1,076.63	
101-265-935.602			LAWN MAINTENANCE		405.00	
101-265-935.604			RUBBISH REMOVAL		108.19	
101-265-935.605			BUILDING REPAIR		416.97	
101-265-935.606			ELECTRONIC PROTECTION SYSTEM		376.38	
101-265-935.608			MAINTENANCE-OTHER		464.00	
101-400-901.000			ADVERTISING		169.25	
101-448-920.005			STREET LIGHTS TOWNSHIP		4,372.59	
101-851-873.030			INSURANCE - EMPLOYEE HEALTH		24,127.00	
101-851-873.040			INSURANCE - EMPLOYEE LIFE		337.91	
101-900-970.003			CAPITAL OUTLAY - COMPUTER		4,517.64	
308-000-935.000			MAINTENANCE - MISC, EQUIP		3,026.40	
308-000-970.000			CAPITAL OUTLAY		7,597.50	
			TOTAL		65,060.70	



Engineering
Surveying
Testing &
Operations

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

July 20, 2022

SUMMARY OF BILLINGS FOR APPROVAL FROM GARFIELD TOWNSHIP

I. Developer's Escrow Fund

A. Storm Water Reviews

7. Engineering consulting services for storm water plan review. TC Lodging Group, Extended Stay Hotel, Escrow No. 214.802	
Project# 22051 Invoice No. 2205102	1,265.00
2. Engineering consulting services for storm water plan review. Biggby Coffee, Cherryland Center	
Project# 22057 Invoice No. 2205703	150.00
4. Engineering consulting services for storm water plan review. Meijer Storm Water Improvements	
Project# 22098 Invoice No. 2209801	4,655.00
4. Engineering consulting services for storm water plan review. Marsh Hyundai Service Garage	
Project# 22147 Invoice No. 2214701	1,616.25
4. Engineering consulting services for storm water plan review. Fox Motors, Commerical Vehicle Center	
Project# 22178 Invoice No. 2217801	2,056.25

Total A 9,742.50

B. Utility Plan Review, Oversight & Closeout

1. Engineering consulting services for plan review, construction services and Project Turnover Village at Lafranier Woods SUP, Phase I	
Project# 20068 Invoice No. 2006808	780.00
2. Engineering consulting services for plan review, construction services and Project Turnover Oakleaf Village, Phase I Water/Sewer	
Project# 20321 Invoice No. 2032106	384.00
3. 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. 2207403	1,225.00

Total B 2,389.00

Total Developer's Escrow Fund 12,131.50

II. General Utilities

1. Engineering consulting services for review of ability to extend water and sewer. and close out. US-31 South, McCreia Hill PRV Relocation	
Project# 19135 Invoice No. 1913510	787.50
2. Engineering design, permitting, bidding, construction services for water main extension Garfield to Long lake Township Consolidation, Water Main Extension	
Project# 21391 Invoice No. 2139104	24,570.00
3. Engineering and survey services for design, construction documents, administration for roof improvements Township Hall Roof	
Project# 21091 Invoice No. 2109104	253.00

Total Utility Receiving Fund 25,610.50

III. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase II	
Project# 22070 Invoice No. 2207003	5,000.00

Total Park Funds / DNR Trust Fund 5,000.00

GRAND TOTAL \$42,742.00

Invoice

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

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

July 20, 2022
Project No: 22051
Invoice No: 2205102

Re: TC Lodging Group, Extended Stay Hotel, Storm Water Review, Escrow No. 214.802
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final review and approval.

Project Location: 2684 US 31 North, Traverse City

Professional Services from March 27, 2022 to July 16, 2022

Professional Personnel

	Hours	Rate	Amount
Project Engineer II	11.00	115.00	1,265.00
Totals	11.00		1,265.00
Total Labor			1,265.00
		Total this Invoice	\$1,265.00

Billings to Date

	Current	Prior	Total
Labor	1,265.00	632.50	1,897.50
Totals	1,265.00	632.50	1,897.50

Invoice

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

July 20, 2022
Project No: 22057
Invoice No: 2205703

Re: Biggby Coffee, Cherryland Center, Storm Water Review

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes first and second review (due to plan revision), communication with applicant / engineer and correspondence letter of acceptance

Professional Services from June 5, 2022 to July 16, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	1.00	150.00	150.00	
Totals	1.00		150.00	
Total Labor				150.00
		Total this Invoice		\$150.00

Billings to Date

	Current	Prior	Total
Labor	150.00	1,673.75	1,823.75
Totals	150.00	1,673.75	1,823.75

Invoice

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

July 20, 2022
Project No: 22098
Invoice No: 2209801

Re: Meijer Storm Water Improvements, Storm Water Review, Escrow# 701-000-214.813
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, multiple reviews due to plan revisions and correspondence letter of final acceptance.

Project Location: 3955 US-31 South, Traverse City

Professional Services from April 14, 2022 to July 16, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	6.50	150.00	975.00	
Project Engineer II	32.00	115.00	3,680.00	
Totals	38.50		4,655.00	
Total Labor				4,655.00
		Total this Invoice		\$4,655.00

Billings to Date

	Current	Prior	Total
Labor	4,655.00	0.00	4,655.00
Totals	4,655.00	0.00	4,655.00

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

July 20, 2022
Project No: 22147
Invoice No: 2214701

Re: Marsh Hyundai Service Garage, Storm Water Review, Escrow 700-000-214.842

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include plan and computation review (1st and 2nd reviews due to plan revisions), communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 1707 S. Garfield Ave., Traverse City, MI 49684

Professional Services from June 1, 2022 to July 16, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	1.00	150.00	150.00	
Project Engineer II	12.75	115.00	1,466.25	
Totals	13.75		1,616.25	
Total Labor				1,616.25
		Total this Invoice		\$1,616.25

Billings to Date

	Current	Prior	Total
Labor	1,616.25	0.00	1,616.25
Totals	1,616.25	0.00	1,616.25

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

July 20, 2022
Project No: 22178
Invoice No: 2217801

Re: Fox Motors Commercial Vehicle Center, Storm Water 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 findings.

Project Location: 3536 N. US-31 South, Traverse City
Professional Services from April 11, 2022 to July 16, 2022
Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	1.00	150.00	150.00	
Project Engineer II	8.75	115.00	1,006.25	
Design Engineer	10.00	90.00	900.00	
Totals	19.75		2,056.25	
Total Labor				2,056.25
		Total this Invoice		\$2,056.25

Billings to Date

	Current	Prior	Total
Labor	2,056.25	0.00	2,056.25
Totals	2,056.25	0.00	2,056.25

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

July 20, 2022
Project No: 20068
Invoice No: 2006808

Re: Village at Lafranier Woods SUP, Phase I

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

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

Professional Services from June 5, 2022 to July 16, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Observation	19,500.00	85.00	16,575.00	15,795.00	780.00
Proj. Turnover, Close Out	1,750.00	0.00	0.00	0.00	0.00
Total Fee	25,250.00		20,575.00	19,795.00	780.00
Total Fee					780.00
Total this Invoice					\$780.00

Invoice

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

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

July 20, 2022
Project No: 20321
Invoice No: 2032106

Re: Oakleaf Village, Phase I Water/ Sewer Extension

Services Performed:

A-1 Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Act 399 Permit assistance for water main extension and Part 41 Permit assistance for sanitary sewer main.

A-2 Construction Observation - Full time water main and sanitary sewer observation, site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review..

A-3 Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.

B. Storm water review.

C. Private road review.

***Additional Services:**

1. Construction observation \$9,600 as detailed in Escrow letter dated February 16, 2022

Project Location: N. Long Lake Road, Traverse City

Professional Services from June 5, 2022 to July 16, 2022**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. UTILITY REVIEW	0.00	0.00	0.00	0.00	0.00
1. Engineer Review	4,500.00	100.00	4,500.00	4,500.00	0.00
2. Construction Observation	28,500.00	100.00	28,500.00	28,500.00	0.00
3. Proj. Turnover, Close Out	2,500.00	0.00	0.00	0.00	0.00
*1. Add'l Const. Observation	9,600.00	72.00	6,912.00	6,528.00	384.00
	0.00	0.00	0.00	0.00	0.00
B. Storm Water Review	1,800.00	100.00	1,800.00	1,800.00	0.00

Project	20321	GARFIELD/PLN REV,CO OB,CO/OAKLEAF VIL/GT				Invoice	2032106
C. Private Road Review		500.00	100.00	500.00	500.00	0.00	
Total Fee		47,400.00		42,212.00	41,828.00	384.00	
			Total Fee				384.00
					Total this Invoice		\$384.00

Invoice

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

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

July 20, 2022

Project No: 22074

Invoice No: 2207403

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.

Project Location: 1532 W. Hammond Road, Traverse City

Professional Services from June 5, 2022 to July 16, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	2,275.00	1,225.00
Construction Observation & Testing	44,200.00	0.00	0.00	0.00	0.00
Project Closeout & Turnover	2,500.00	0.00	0.00	0.00	0.00
Total Fee	50,200.00		3,500.00	2,275.00	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
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

July 20, 2022
Project No: 19135
Invoice No: 1913510

Re: US-31 South / McCrea Hill PRV Relocation

Services Performed: Professional engineering services for preliminary design, final design, bidding, construction administration, construction observation, project close out and turn over as detailed in Proposal No. 19-198 dated April 12, 2019.

Professional Services from June 5, 2022 to July 16, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	12,000.00	100.00	12,000.00	12,000.00	0.00
Final Design	10,350.00	100.00	10,350.00	10,350.00	0.00
Bidding Services	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Admin.	9,000.00	98.00	8,820.00	8,550.00	270.00
Construction Observation	10,350.00	100.00	10,350.00	9,832.50	517.50
Project Closeout & Turnover	1,800.00	40.00	720.00	720.00	0.00
Total Fee	47,000.00		45,740.00	44,952.50	787.50
Total Fee					787.50
Total this Invoice					\$787.50

Invoice

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

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

July 20, 2022
Project No: 21391
Invoice No: 2139104

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.

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

Professional Services from June 5, 2022 to July 16, 2022

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	85.00	32,130.00	7,560.00	24,570.00
Bidding Services	5,000.00	0.00	0.00	0.00	0.00
Construction Admin.	38,500.00	0.00	0.00	0.00	0.00
Construction Observation	75,000.00	0.00	0.00	0.00	0.00
Project Closeout & Turnover	5,000.00	0.00	0.00	0.00	0.00
Total Fee	194,300.00		65,130.00	40,560.00	24,570.00
		Total Fee			24,570.00
				Total this Invoice	\$24,570.00

Invoice

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

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

July 20, 2022

Project No: 21091

Invoice No: 2109104

Re: Township Hall Roof

Services Performed: Conceptual design, final design, construction documents and construction administration for roof improvements as detailed in memo dated March 9, 2021.

Professional Services from June 5, 2022 to July 16, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Design, Construction Administration	25,300.00	91.00	23,023.00	22,770.00	253.00
Total Fee	25,300.00		23,023.00	22,770.00	253.00
		Total Fee			253.00
				Total this Invoice	\$253.00

Invoice

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

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

July 20, 2022

Project No: 22070

Invoice No: 2207003

Re: River East Park Improvements, Phase II

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

Project Location: 2143 North Keystone Road

Professional Services from June 5, 2022 to July 16, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	3,200.00	100.00	3,200.00	3,200.00	0.00
Site Design	12,500.00	90.00	11,250.00	6,250.00	5,000.00
RFP and Bidding	1,000.00	0.00	0.00	0.00	0.00
Construction Staking and Layout	1,500.00	0.00	0.00	0.00	0.00
Const. Observation & Materials Testing	2,500.00	0.00	0.00	0.00	0.00
Construction Admin. and Engineering	3,500.00	60.5714	2,120.00	2,120.00	0.00
Total Fee	24,200.00		16,570.00	11,570.00	5,000.00
Total Fee					5,000.00
Total this Invoice					\$5,000.00

Change Order No. 2

Date of Issuance: July 21, 2022

Effective Date: July 21, 2022

Owner: Charter Township of Garfield

Owner's Contract No.:

Contractor: Elmers

Contractor's Project No.:

Engineer: Gourdie-Fraser, Inc. – Jennifer Hodges, P.E.

Engineer's Project No.: 21011

Project: River East Park Improvements – Phase 1

Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: 1. Installation of ceiling enclosure to eliminate bird / insect nesting problems occurring

Attachments: July 7, 2022 Proposal From RCI

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>73,580.00</u>	Original Contract Times: Substantial Completion: <u>11/30/2021</u> Ready for Final Payment: <u>12/15/2021</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : \$ <u>1,150.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>72,430.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>6/15/2022</u> Ready for Final Payment: <u>7/15/2022</u> days or dates
[Increase] [Decrease] of this Change Order: \$ <u>9,951.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>6/15/2022</u> Ready for Final Payment: <u>7/15/2022</u> days or dates
Contract Price incorporating this Change Order: \$ <u>82,381.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>11/30/2021</u> Ready for Final Payment: <u>12/15/2021</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: <u>Director of Engineering</u>	Title: _____	Title: _____
Date: <u>7/21/22</u>	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

Charter Township of Garfield

Engineering Report / Construction Update

July 21, 2022

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 March. 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). Waiting on final control panel items and project slated to be closed out next month.

McCrae PRV: US31 / 37 Water Pressure Issues

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

Stone Ridge PRV Replacement

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

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

C2R2 Grant - West (Long Lake Township) to connect Black Bear Farms: EGLE Grant and GFA contract have been approved. GFA completed survey work in December and now proceeding with design. We are coordinating with contractors on scheduling as there may be some material supply delays so anticipating on bidding out for late summer / fall construction to accommodate. Project design is complete and submitted to EGLE for permitting. 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. Will also offer a 2023 construction alternative to obtain best bid prices. Project must be complete in 5 years per the terms of the grant.

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. This work is planned to occur this year fall when demand is less.

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. The Board agreed to pursue but requested feedback from residents. GFA sent out letter to those impacted and included in board packet is contract for GFA to provide services and pursue through the lateral charge process

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, DEQ 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. GFA is currently in process of preparing. A complete water study including hydraulic can be completed in future at a date to be determined. Three (3) of the five (5) have already been completed and approved by DEQ.

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). No status update since November 2018. UPDATED: RECENTLY OLESONS ATTENDED A TOWNSHIP MEETING AND HAS REQUESTED THIS ISSUE BE REVIEWED AGAIN WITH OPTIONS OF WATER SERVICE TO INCLUDE BLAIR TOWNSHIP. A MEMO OF FINDINGS WAS PROVIDED TO THE BOARD TO REVIEW. BOARD REQUESTED SUPERVISOR BEGIN DISCUSSION WITH BLAIR ON INTEREST TO SERVICE DEVELOPMENT ON A TEMPORARY BASIS. MEETING WITH BLAIR HAS BEEN HELD AND THERE IS INTEREST TO COLLABORATE. WE ARE WORKING WITH OLESONS NOW ON TIMELINES, NEEDS.

Township Roof

The Township board approved a proposal for GFA to assist with an evaluation and proposed solution to the ongoing roof problems at the Township Hall. GFA has sub consulted with EA (architect) to assist with the project and contracts have been completed to retain GTC to complete the work. One (1) wing of the lower wing was completed last year (priority area) and the rest of the work is in process and near completion.

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 IJIA 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. A presentation of the projects and loan process was conducted at last months meeting to the board.

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.

Planning Commission

GFA will giving a presentation along with Township staff next week on utilities and role planning commission has with project and CIP.

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 2021 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved last month to proceed with the first phase of this project including parking lot improvements and a pavilion. Project has been completed with some minor punch list items outstanding. Contractor to return this month to finalize.

GFA has been retained by the Township and currently working on Phase 2 of the park to include dog park and irrigation. Project design is complete and currently solicited out for bids. Project to start this fall depending on availability of labor / materials.

Utility Plan Reviews

Windy Hills (60 Acre Herkner Parcel) – Phase II

GFA has completed preliminary review and awaiting final plan submission to establish escrow and 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 DEQ 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 yesterday and project is intended to start next week (onsite utilities only).

Harris Hills

GFA has completed final plan review and submitted permits to DEQ which have been received. GFA to provide oversight with fulltime inspection to be provided by applicant.

Chelsea Park West – Phase II

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

Village at Lafranier Woods

GFA has been providing onsite construction inspection with approximately 60% of utilities installed. Project has started back up for the year.

Northern Michigan Hospitality Management (Hotels on US-31 south)

Watermain has been installed and GFA is currently working on closeout paperwork.

The Oaks

GFA has been providing onsite construction inspection with approximately 95% of utilities installed. Project has started back up for the year.

BATA Facility

GFA has completed a final review submitted permits to EGLE.

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

GFA has finalized review and submitted project to EGLE for permitting



2021 & 2022 Storm Water & Private Road Plan Reviews

***list represents those still outstanding from 2021 and not approved**

Harris Hills	In Review #1- GFA requested additional info 3-16: Waiting
2020 Road Reconstruction Project - Historic Barns	Follow up to 9/30 email sent 1/19
363 W. South Airport Rd-Global Asphalt	GFA received rev. plans with new re pond location out of ROW. Approved (pending maint)
2460 North Vision Storage	Initial review sent to Schiffer 11/20/20
Once Upon a Child	Approved (final plans with agreements and permits to be submitted to Twp)
BATA SW Review	Approved per 3/16 letter (final plans, agreements and permits to be submitted to Twp)
TCAPS Motntessori	Approved Per Email 2/25: (final plans with agreements and permits to be submitted to Twp)
Unit 33 HIC -Scott Jozwiak	Approved (final plans with agreements and permits to be submitted to Twp)
Burger King - Inovative Design	Approved (final plans with agreements and permits to be submitted to Twp)
Once Upon a Child - Rev 1	Letter sent 3/12 looks ok with minor comments for correction
Camping World	Review letter sent 6/21/21
Unit 34 HIC -Bill Crain	Reviewed revised plans 5/20 - Approved (final plans with agreements and permits to be submitted to Twp)
Chick-Fil-A-2700 US-31	Approved per 8/6 letter (final plans with agreements and permits to be submitted to Twp)
Bonobo Storage Addition	Approved per email 8/10 (final plans with agreements and permits to be submitted to Twp)
Long Lake Development	Approved per email 1/6/22 (final plans with agreements and permits to be submitted to Twp)
Marengo 31	Letter sent 11-16-21 asking for additional confirmation and information. Maint agreement receive 1/6/22
3570 N US-31	Initial review sent to Afernandez (Stonefield Eng) 02-02-2022
Unit 26 HIC -Bill Crain	Approved per email 2/24/22 (final plans with agreements and permits to be submitted to Twp)
Rogers Property	Initial Site visit 2/16, follow up email 2/17
Biggby	Approved per letter sent 5/6/22, Final plans with agreements and permits to be submitted to TWP
Extended Stay Hotel	Review letter sent 6/30/22 requesting updated calcs and possible expansion of the system
TCAPS West Seniro High School Athletic Facility	Approved per letter 5/27/22 (final plans with agreements and permits to be submitted to Twp)
Meijer	Approved per letter 7/19/22 (final plans with agreements and permits to be submitted to Twp)
Uhaul	Review Letter sent 7/19. Minor adjustments req. form SW aspect. Sanitary and Shared path info requested as well.
Walstrom Marine - New Building	Initial review email sent 5/20/22
Marsh Hyundai	Approved per letter 7/21/22
Action Water Sports	Approved per letter 7/21/22
Fox Motors SW Review	Review letter sent 6/16. Follow up cursory review should be simple.
TC Curling Center	Initial review underway
Kensington West PURD	Initial review underway
7 Brews	Initial review underway
Britten New Building	Initial review underway

Garfield Township June 2022 - EMS Incidents

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	11	30	49
Difficulty Breathing / SOB	23	6	4	33
General Weakness	6		14	20
Invalid Assist/Lift Assist			19	19
Medical Alarm		10	7	17
Altered LOC	13		2	15
Cardiac Issues (Chest Pain)	13		2	15
Abdominal Pain	4		9	13
Unresponsive	11	2		13
Vehicle Accident	10		3	13
Seizure	6	1	4	11
Syncope/near-fainting	6	1	4	11
Back Pain (Non-Traumatic)	1		8	9
Diabetic Emergency	4	2	3	9
Traumatic Injury	1	1	7	9
Hypotension / hypertension	4		4	8
No Other Appropriate Choice	2		6	8
Psychiatric Problem/Suicide Attempt	1	1	6	8
Stroke/CVA	8			8
Alcohol intoxication	1		4	5
Hemorrhage/Laceration	2	2	1	5
Nausea/Vomiting	3		1	4
Overdose - Unintentional	4			4
Urinary problem			4	4
Death - Priority 5			3	3
Lower Limb Swelling			3	3
Assault			2	2
Carbon Monoxide	1		1	2
CPR	2			2
Infection			2	2
Assist Other Agency			1	1
Burns/Explosion			1	1
Cardiac Issues - No Chest Pain	1			1
Choking	1			1
Epistaxis (Nosebleed)		1		1
Eye Problem/Injury	1			1
Fever	1			1
Headache			1	1
Other			1	1
Welfare Check	1			1
Grand Total	139	38	156	334

GTMESSA June 2022 - EMS Incidents

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	13	20	40	73
Difficulty Breathing / SOB	34	6	5	45
Invalid Assist/Lift Assist			31	31
Cardiac Issues (Chest Pain)	25		2	27
Vehicle Accident	22		5	27
General Weakness	7		17	24
Altered LOC	17	1	4	22
Medical Alarm		12	10	22
Seizure	11	1	7	19
Syncope/near-fainting	13	1	4	18
Abdominal Pain	5		12	17
Unresponsive	14	2		16
Traumatic Injury	4	3	7	14
Diabetic Emergency	6	3	4	13
Stroke/CVA	11			11
Back Pain (Non-Traumatic)	2		8	10
Hypotension / hypertension	4		5	9
No Other Appropriate Choice	2		7	9
Alcohol intoxication	3		5	8
Psychiatric Problem/Suicide Attempt	1	1	6	8
Death - Priority 5			6	6
Overdose - Unintentional	5		1	6
Hemorrhage/Laceration	2	2	1	5
Nausea/Vomiting	4		1	5
Urinary problem			5	5
Lower Limb Swelling			4	4
Assault			3	3
Carbon Monoxide	1		2	3
Cardiac Issues - No Chest Pain	2			2
CPR	2			2
Fever	2			2
Headache	1		1	2
Infection			2	2
Welfare Check	1	1		2
Allergic Reaction / Stings	1			1
Assist Other Agency			1	1
Burns/Explosion			1	1
Choking	1			1
Epistaxis (Nosebleed)		1		1
Eye Problem/Injury	1			1
Heat/Cold Exposure	1			1
Other			1	1
Stab/Gunshot Wound/Penetrating Trauma			1	1
Grand Total	218	54	208	480

Garfield Township June 2022 - NFIRS Incidents

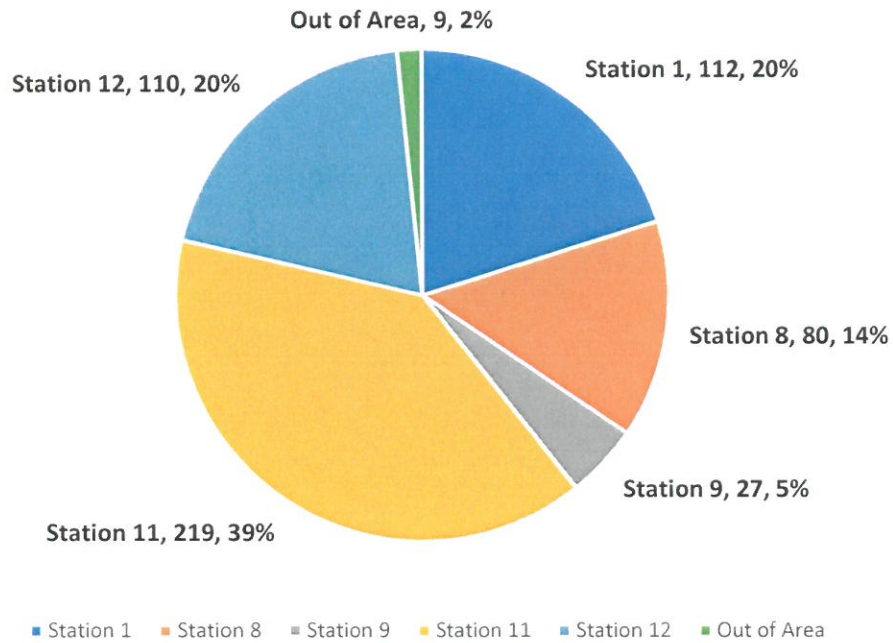
Incident Type	Count
Medical assist, assist EMS crew	287
Dispatched and cancelled en route	26
Motor vehicle accident with injuries	10
Emergency medical service, other	8
Smoke detector activation, no fire - unintentional	5
Water Flow Alarm - unintentional	4
Alarm system activation, no fire - unintentional	3
Assist invalid	3
Cooking fire, confined to container	2
Motor vehicle accident with no injuries.	2
Public service	2
Smoke scare, odor of smoke	2
Alarm system sounded due to malfunction	1
Animal rescue	1
Assist police or other governmental agency	1
Attempted burning, illegal action, other	1
Brush or brush-and-grass mixture fire	1
Carbon monoxide incident	1
Chemical hazard (no spill or leak)	1
False alarm or false call, other	1
Fires in structure other than in a building	1
Gas leak (natural gas or LPG)	1
HazMat release investigation w/no HazMat	1
Heat detector activation due to malfunction	1
Low Hanging Power Line	1
No incident found on arrival at dispatch address	1
Outside rubbish, trash or waste fire	1
Overheated motor / belt issue	1
Passenger vehicle fire	1
Power line down	1
Public service assistance, other	1
Smoke detector activation due to malfunction	1
Steam, other gas mistaken for smoke, other	1
Tree Down onto Low Voltage Lines	1
Unauthorized burning	1
Water or steam leak	1
Grand Total	378

GTMESSA June 2022 - NFIRS Incident

Incident Type	Count
Medical assist, assist EMS crew	417
Dispatched and cancelled en route	40
Motor vehicle accident with injuries	14
Smoke detector activation, no fire - unintentional	8
Alarm system activation, no fire - unintentional	6
Water Flow Alarm - unintentional	6
Motor vehicle accident with no injuries.	5
Assist invalid	4
Smoke detector activation due to malfunction	4
Gas leak (natural gas or LPG)	3
Power line down	3
Public service assistance, other	3
Smoke scare, odor of smoke	3
Unauthorized burning	3
Alarm system sounded due to malfunction	2
Carbon monoxide incident	2
Cooking fire, confined to container	2
False alarm or false call, other	2
Public service	2
Search for person on land	2
Animal rescue	1
Assist police or other governmental agency	1
Attempted burning, illegal action, other	1
Brush or brush-and-grass mixture fire	1
Building fire	1
Building Fire - Charring only - No Flame Damage	1
Chemical hazard (no spill or leak)	1
Chimney or flue fire, confined to chimney or flue	1
CO detector activation due to malfunction	1
Extrication of victim(s) from vehicle	1
Fires in structure other than in a building	1
Forest, woods or wildland fire	1
Good intent call, other	1
Grass fire	1
HazMat release investigation w/no HazMat	1
Heat detector activation due to malfunction	1
High-angle rescue	1
Low Hanging Power Line	1
No incident found on arrival at dispatch address	1
Outside rubbish, trash or waste fire	1
Overheated motor / belt issue	1
Passenger vehicle fire	1
Steam, other gas mistaken for smoke, other	1
Tree Down	1
Tree Down onto Low Voltage Lines	1
Water or steam leak	1
Grand Total	557

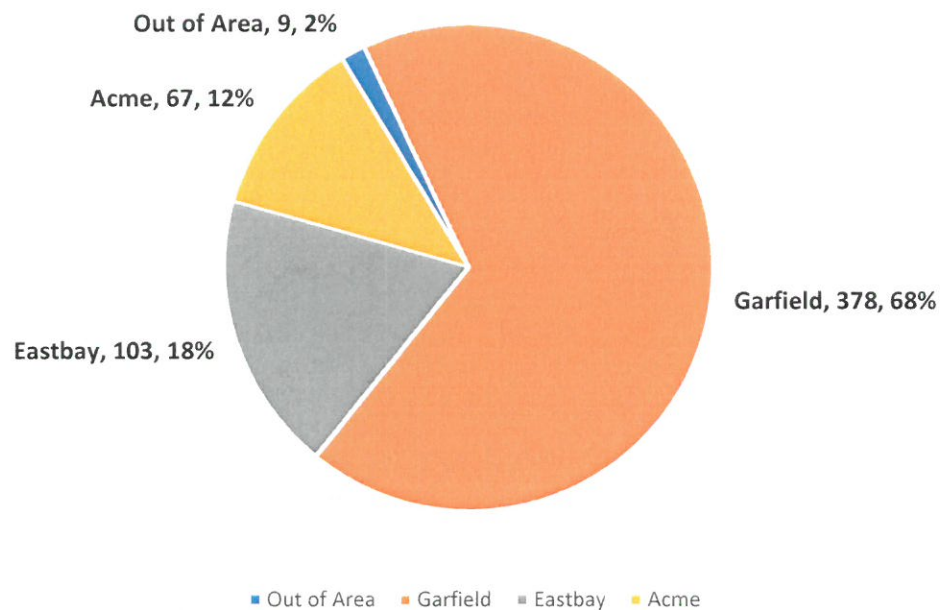
GTMESSA - June 2022 Incidents by Station

557 total



GTMESSA - June 2022 Incidents

557 total



Garfield Twp RT June 2022

Priority 1

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	2	2	3.51%	3.51%
00:01:00 - 00:01:59	2	4	3.51%	7.02%
00:02:00 - 00:02:59	3	7	5.26%	12.28%
00:03:00 - 00:03:59	5	12	8.77%	21.05%
00:04:00 - 00:04:59	7	19	12.28%	33.33%
00:05:00 - 00:05:59	11	30	19.30%	52.63%
00:06:00 - 00:06:59	7	37	12.28%	64.91%
00:07:00 - 00:07:59	9	46	15.79%	80.70%
00:08:00 - 00:08:59	5	51	8.77%	89.47%
00:09:00 - 00:09:59	1	52	1.75%	91.23%
00:10:00 - 00:10:59	2	54	3.51%	94.74%
00:11:00 - 00:11:59	1	55	1.75%	96.49%
00:13:00 - 00:13:59	1	56	1.75%	98.25%
00:18:00 - 00:18:59	1	57	1.75%	100.00%
Totals: Rows: 14	57	57		

Priority 2

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	7	7	3.50%	3.50%
00:01:00 - 00:01:59	14	21	7.00%	10.50%
00:02:00 - 00:02:59	12	33	6.00%	16.50%
00:03:00 - 00:03:59	24	57	12.00%	28.50%
00:04:00 - 00:04:59	14	71	7.00%	35.50%
00:05:00 - 00:05:59	26	97	13.00%	48.50%
00:06:00 - 00:06:59	30	127	15.00%	63.50%
00:07:00 - 00:07:59	18	145	9.00%	72.50%
00:08:00 - 00:08:59	19	164	9.50%	82.00%
00:09:00 - 00:09:59	7	171	3.50%	85.50%
00:10:00 - 00:10:59	7	178	3.50%	89.00%
00:11:00 - 00:11:59	7	185	3.50%	92.50%
00:12:00 - 00:12:59	8	193	4.00%	96.50%
00:13:00 - 00:13:59	4	197	2.00%	98.50%
00:14:00 - 00:14:59	2	199	1.00%	99.50%
00:15:00 - 00:15:59	1	200	0.50%	100.00%

Garfield Township Responses

June

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	16	16
11-Choking	1	1
12-Convulsions/Seizures	11	11
13-Diabetic Problems	8	8
16-Eye Problems/Injuries	1	1
17-Falls	70	70
18-Headache	1	1
19-Heart Problems / A.I.C.D.	1	1
1-Abdominal Pain/Problems	8	8
21-Hemorrhage/Lacerations	5	5
23-Overdose / Poisoning (Ingestion)	4	4
25-Psychiatric/ Abnormal Behavior/Suicide At	3	3
26-Sick Person (Specific Diagnosis)	96	96
28-Stroke (CVA)	7	7
29-Traffic/Transportation/Accidents	18	18
30-Traumatic Injuries (Specific)	3	3
31-Unconscious/Fainting (Near)	20	20
32-Unknown Problem (Man Down)	19	19
3-Animal Bites/Attacks	1	1
4-Assault/Sexual Assault	1	1
5-Back Pain (Non-traumatic or Non Recent Tra	10	10
6-Breathing Problems	29	29
7-Burns (Scalds) /Explosion	6	6
9-Cardiac or Respiratory Arrest/Death	4	4
Total	343	343

Call Disposition	GT-Garfield	Total
Transport	224	224
Refusal	47	47
Cancelled	72	72
Total	343	343

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	64	64
P-2 Emergency BLS	262	262
P-3 Non-Emergent	16	16
P-18 Stage	1	1
Total	343	343

Hammond Road Apartments

Hammond Road Apartments will be an affordable housing development which will be located on Garfield Road just north of the intersection of Hammond Road in Garfield Township Michigan. Garfield Road is a public street which will offer direct access to the proposed development site with two access points to satisfy fire codes. There is no access planned to Hammond road due to traffic concerns. The site is located in a residential neighborhood with access to existing infrastructure and other nearby services and employment opportunities. The property is currently zoned Agricultural and is designated in the Township's future land use plan for high density residential use. The developers have filed a request for a map adjustment to rezone the site to R-3 (High Density Residential, 6 - 10 units per acre). Our project is proposed at less than 6 units per acre.

The new rental apartment exteriors will be constructed with brick and fiber-cement siding. The high-quality features of the development will offer its residents a unique affordable housing opportunity that will meet or surpass most other tax credit developments in the area. Affordable unit rents will be comparable to other LIHTC developments in the area.

The new development will consist of 80 apartment units with a mix of two- and three-bedroom units. The buildings will be designed as two-story, wood frame structures with brick and fiber cement siding. Design features will include energy efficient windows and doors, high R-value insulation, along with many family friendly features including central heated and air-conditioned living areas, ceiling fans, dishwasher and microwave appliances. High quality construction techniques and energy efficient materials will result in a product that meets sustainable building standards. Additionally, all other MSHDA Architectural and building sustainability requirements will be met, or exceeded. Development amenities will include on-site professional management, a community building/room, on-site laundry, fully equipped playground, and an outdoor covered gathering area.

Our development team has developed and operates similar properties in Michigan and other states. All of our properties are enjoying high occupancy levels due to superior facility design and excellent property management performance. The Grand Traverse County area has a significant lack of affordable housing stock and has a growing need for additional affordable housing. Occupancy levels for existing housing in the area are near 100% and most affordable housing has significant waiting lists.

Due to the affordable rent structure offered to its residents, the development cannot be financially feasible without support from the community by means of a Payment in Lieu of Taxes (PILOT) agreement with Garfield Township. Property taxes will be calculated based on 4% of the sheltered rents collected. Currently the property is assessed based on its agricultural use which generates a nominal amount of taxable revenue to the Township. Additional revenues to the Township will be realized for utility services provided to the new development and perhaps most importantly, the new development will bring a valuable increase in affordable housing opportunities to the community which has a severe need for additional affordable workforce and senior housing stock.

Thank you for the opportunity to introduce our project. We respectfully request to begin the process to have the Township adopt a 4% Pilot Ordinance for the project but in the meantime ask you to provide a letter of general support of the project and the required 4% PILOT to make to project feasible, understanding that the PILOT Ordinance would be subject to the final vote of the Board. The application for funding to MSHDA is due on June 22nd.

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION 2022-11-T

**REGARDING TAX ABATEMENT AND PAYMENT
TO BE MADE IN LIEU OF TAXES**

Board member, _____, supported by Board member, _____, made a motion to adopt the following amended Resolution:

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

WHEREAS, the Township Board, pursuant to MCL 125.1401 *et seq.*, has received a request from Hammond LDHALP (the “Developers”), the Developers plan to construct a new, approximately 80 unit housing project (the “Development”), to be recognized as a “Qualified Project” exempt from payment of *ad valorem* property taxes and subject to the requirement that a service charge be paid to the Charter Township of Garfield in lieu of *ad valorem* property taxes in accordance with MCL 125.1415 through an eighteen (18) year term if there is no MSHDA mortgage, or up to a forty (40) year term if there is a MSHDA mortgage ; and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

The Development is determined to be a “Qualified Project” as defined by Charter Township of Garfield Amended and Restated Ordinance No. 18, and shall pay to the Charter Township of Garfield a service charge in lieu of *ad valorem* property taxes in an amount equal to ten percent (10.0%) of Annual Shelter Rents, along with a Municipal Services Assessment, as provided by said Amended and Restated Ordinance No. 18 for the term of the agreement.

BE IT FURTHER RESOLVED THAT:

By virtue of the adoption of this Resolution, subject to the conditions and limitations imposed under Ordinance No. 18, as amended, an agreement is deemed to exist between the Charter Township of Garfield and the Developers, with the Michigan State Housing Development Authority as third party beneficiary under such agreement, for the proposed Hammond Road Apartments development of an approximately 80-unit, affordable/workforce multifamily housing project. It shall be deemed a default under Ordinance 18 if the Development fails to meet the terms of a “Qualified Project” under Ordinance No. 18, as amended because the Development was not completed according to the agreement, is no longer subject to the Authority Mortgage, fails to remain affordable with a recorded Regulatory Agreement, or fails to comply with Ordinance 18, as amended, for any other reason prior to the expiration of the agreement.

Upon roll call vote, the following voted:

Yeas:

Nays:

Abstain:

Absent and Excused:

The Chairman declared the motion carried, and Resolution 2022-11-T duly adopted.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on July 26, 2022, at which meeting () _____ members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: _____

Lanie McManus, Township Clerk



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231 946 5874 
231 946 3703 

July 20, 2022

Charter Township of Garfield
Attn: Chuck Korn, Supervisor
3848 Veterans Drive
Traverse City, Michigan 49684

Re: NW Silver Lake Road Sewer Extension
Garfield Township
Proposal No. 22-377

Dear Chuck:

In accordance with our continuing contract for professional services, we are pleased to submit this letter proposal for your review and approval.

DESCRIPTION OF THE PROJECT

The 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.

The intent of the project was formally discussed and approval provided to proceed at the Township Board meeting on July 12, 2022.

SCOPE OF SERVICES

Design Phase

During the design phase, Gourdie Fraser, Inc. (GFA) will provide services to assure that the project is designed in accordance with the applicable state and local regulatory requirements and based upon input from the Township Board. Design phase services will include the following:

- Research and obtain information for existing utilities to be included in the construction documents
- Topographical survey of the project site
- Preparation of preliminary and final plans / specs for issuance to Township, and regulatory agencies for permits (EGLE, SESC and GTCRC). Update as needed based upon comments
- Preparation of plans and specification to be utilized for permitting and the bidding process



- As part of completion of final engineering for the project components, final plans, specifications, quantities and opinions of probable construction cost will be prepared for review and consideration by the Township. The proposal includes an allowance for meetings with Township staff during this phase to review the final design documents.

Contract/Bid Documents & Permit Assistance

Detailed specifications will be prepared for all items to be bid and constructed by the contractor. This item also includes preparation of contract documents to form the basis of the package to be advertised for contractor bids. GFA will provide assistance to the Township in advertising, addressing contractor questions, preparation of contract addenda as necessary, opening and reviewing bids, and making recommendation of contract award.

Construction Phase

During the construction phase, GFA will provide services to assure that the project is constructed in accordance with the plans, contract documents, and applicable permits. Construction phase services will be provided in the follow sub-categories:

Construction Staking/Layout

Construction staking and layout will include survey crew services to field locate the project features to be constructed in accordance with the final engineering plans. Survey stakes will provide the contractor with instructions regarding, location, alignment and grade of the components to be constructed.

Construction Observation/Materials Testing

Fulltime on-site observation services will be required during construction for the proposed improvements. Construction observation services will help to assure that construction is in accordance with the approved plans and contract documents. Observation staff will track construction quantities and document construction through the use of observation / testing reports. Observation staff will also be responsible for performing testing on construction materials such as concrete, asphalt, and soil density. This proposal estimates that twenty (20) observation work days, 200 hours will be required to complete construction of the project. It should be noted that the actual time required for construction will be highly dependent upon the contractor's ability to complete their work in a timely manner. As a result, construction observation time required beyond the hours assumed in this proposal may be considered as additional services.

Contract Administration/Construction Engineering

Contract administration and construction engineering (CA/CE) includes services to be provided by GFA office engineering and project management staff during the construction process. Typical CA/CE duties include preparation of contractor pay estimates, review of contractor claims, preparation of change orders (or contract modifications) as needed, and interpretation/application of conditions in the contract documents as it relates to situations which may arise in the field. CA/CE services also include preparing and overseeing design adjustments required due to unforeseen conditions encountered at the construction site. Preparation of construction record drawings and closeout paperwork at the conclusion of construction is also included under this work scope item.



CLARIFICATIONS AND ASSUMPTIONS

The project fee budget is based on the following assumptions, and that specific work items listed in this section will not be included in the scope of services:

- Wetland location, determination, mitigation, and permitting.
- Preparation of easements, rights-of-way, or boundary documents.
- Title Work / Easement or right-of-way acquisition.
- Permit fees.
- Environmental Impact Statements or Reports.

FEE FOR SERVICES

We will provide the above referenced services for the following lump sum (Not to Exceed) fees:

Design Services	\$ 21,850.00
Construction Staking	\$ 5,000.00
Construction Administration	\$ 5,750.00
Construction Observation Services	\$ 28,500.00
<u>Project Closeout and Turnover</u>	<u>\$ 1,500.00</u>
TOTAL ESTIMATED PROJECT COST:	\$62,600.00

Note: The following items are not reimbursable expenses and included in the Total Lump Sum Price.

☒ Photocopies ☒ Prints ☒ Mylars/Vellums ☒ Travel Expenses

TIME OF COMPLETION

We will complete the design and bidding services within 60 days provided agencies outside our control can supply requested information and/or permit processing within the anticipated timeline.

Construction services will be performed in accordance with the approved construction schedule as submitted by the selected contractor. Project closeout services will be completed within 30 days of substantial completion dependent on document submittal by the contractor.

CHANGES/ADDITIONAL WORK

Any changes, modifications or additions to the above Scope of Services will be performed at normal 2020 hourly rates for the personnel involved.

TERMS AND CONDITIONS

The terms and conditions of the Basic Services Agreement for Professional Services dated July 30, 1996 shall apply.

ACCEPTANCE



If this proposal is acceptable to you, please sign where indicated below. Receipt of this signed proposal will serve as our authorization to proceed. Thank you for giving us the opportunity to be of service. We look forward to working with you in the very near future on this project.

GFA

CONSULTANT

CHARTER TOWNSHIP OF GARFIELD

CLIENT/OWNER

_____	(Signature)	_____
Jennifer Hodges, P.E.	(Name)	Chuck Korn
_____	(Title)	_____
Project Manager	(Title)	Supervisor
_____	(Date)	_____
_____	(Phone No)	_____
231-946-5874	(Phone No)	231-941-1620
_____	(Email)	_____
jennifer@gfa.tc	(Email)	ckorn@garfield-twp.com

FEBRUARY 2022 INSPECTOR WAGE SURVEY

	PRCT IN FIRE STATIONS	PAY SCALES			MISC
		CHAIRS	VICE CHAIR	INSPECTORS	
ACME	1	\$ 15.90		\$ 13.78	
BLAIR AV	3	\$ 20.00		\$ 18.00	
BLAIR PRCT		\$ 16.00		\$ 14.00	Receiving Board \$25.00
CITY AV		\$ 25.00	\$ 23.00	\$ 14.00	TEAM LEADER-\$20
CITY-PRCT	1	\$ 20.00	\$ 17.00	\$ 14.00	
EAST BAY-AV		\$ 21.00	\$ 21.00	\$ 15.50	TEAM LEADER-\$18, RECEIVING BOARD-\$25
EAST BAY-PRCT	3	\$ 18.00	\$ 18.00	\$ 15.50	EBOOK SPECIALIST-\$16.50, ELECTION ASST-\$21
GARFIELD	2	\$ 18.00	\$ 17.00	\$ 14.00	Receiving Board \$20.00
GREEN LAKE	0	\$ 17.00	\$ 17.00	\$ 16.00	
LONG LAKE	0	\$ 20.00		\$ 17.00	
PARADISE	0	\$ 13.50		\$ 13.50	
PENINSULA	0	\$ 20.00	\$ 18.00	\$ 15.00	Receiving Board \$20
UNION	0	\$ 20.00		\$ 15.00	\$75 RECEIVING BOARD
WHITEWATER	0	\$ 20.00		\$ 17.00	

Garfield Request

\$ 20.00 \$ 19.00 \$ 16.00 Receiving Board \$25

Change \$224.00 \$352.00 \$1,256.00 \$200.00

Total Change \$2,032.00