

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Monday, November 10, 2015, 6:00 pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

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 – October 27, 2015 Minutes (Recommend Approval)
October 27, 2015 Study Session Minutes (Recommend Approval)

- b. Bills -

General Fund (Recommend Approval)	\$159,561.18
Gourdie-Fraser	
Developer's Escrow Fund	\$ 3,726.85
Utility Receiving Fund	<u>15,538.00</u>
Grand Total (Recommend Approval)	<u>\$ 19,264.85</u>
- c. MTT Update (Receive and File)
- d. Application for Progress Payment No. 5 – Final - to Elmer's Crane & Dozer, Inc. for Harris Road/Cedar Run Road Water Main Extension in the amount of \$75,939.35 (Recommend Approval)
- e. Acceptance of Harris Road/Cedar Run Road water main extension and turn over to County DPW for operation and maintenance. (Recommend Approval)
- f. Acceptance of Close-out documents for Buffalo Ridge Center and turn over to County DPW for operation and maintenance. (Recommend Approval)
- g. Acceptance of Close-out documents for Brookside Commons and turn over to County DPW for operation and maintenance. (Recommend Approval)

4. Correspondence

- a. Email from Frank Greenlaw – Our great new road

5. Reports

- a. Construction Report
- b. Sheriff's Report
- c. County Commissioner's Report
- d. Personnel Report
- e. Treasurer's Report
- f. Clerk's Report
- g. Supervisor's Report

6. Unfinished Business

- a. Consideration of Barns/Silver Lake Recreational Area trail snow removal Request for Proposal, Bid Summary, Letter of Recommendation

7. **New Business**

b. PD 2015-64 - Consideration of Air Photo contract with Grand Traverse County

8. **Public Comment**

9. **Other Business**

10. **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, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
October 27, 2015**

Chuck Korn called the Town Board Meeting to order on October 27, 2015 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

Present: Bob Featherstone, Kit Wilson, Molly Agostinelli, Denise Schmuckal, Jeane Blood Law, Lanie McManus, and Chuck Korn

1. Public Comment (6:01)

Len Classens of Dover Lane and NW Silver Lake Road commented on short term rentals.

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

Featherstone moved and Schmuckal seconded to approve the agenda as amended adding item e - Personnel Committee and item f. - Construction Report under Reports.

*Yeas: Featherstone, Schmuckal, Blood Law, Agostinelli, Wilson, McManus, Korn
Nays: None*

3. Consent Calendar (6:03)

a. Minutes

October 13, 2015 Study Session (Recommend Approval)
October 13, 2015 Regular Meeting (Recommend Approval)

b. Bills

General Fund	\$289,259.21
(Recommend Approval)	

Agostinelli moved and Blood Law seconded to adopt the consent calendar as presented.

*Yeas: Agostinelli, Blood Law, Schmuckal, Wilson, Featherstone, McManus, Korn
Nays: None*

4. Correspondence (6:04)

a. Letter from Dave and Lisa Green regarding short term rentals

Wilson noted three more letters regarding short term rentals that board

members should have received. Board members briefly discussed the survey.

5. Reports

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

Commissioner Alisa Kroupa reported said that a budget meeting was held, but numbers were not forthcoming. Health care changes and city agreements will be reviewed. The County may also look at the sale of surplus property. The financial analyst found a \$12 million deficit and Chair Maxbauer has been in touch with the Office of Emergency Finance regarding checklists and help from the Emergency Managers. Standard & Poor has downgraded the County this year and meetings are ongoing to discuss the county's bond rating. The County is still searching for an HR Director. RFP's have gone out to contract out all or some of the services of the Resource Recovery Department. She reported that the Easling Pool has been temporarily closed until such time that they can come up with a plan to reopen it.

b. **Treasurer's Report (6:21)**

Blood Law submitted her report in writing and reviewed a few major changes with Board members. She commented that township finances are stable and this is the first year since 2008 that all personal property taxes were collected.

c. **Clerk's Report (6:24)**

McManus reported that letters were sent out to Garfield Township election workers regarding the March 8th, 2015 election and she is looking for new election workers. All responses to the RFPs for updated election equipment have been rejected by the state and an updated RFP answering questions that had been asked has been resent. New election equipment may be forthcoming at the end of 2016.

d. **Supervisor's Report (6:26)**

Korn reported that Brookside Commons will have a grand opening soon and that Buffalo Ridge is on track for an opening in early December. There is a new owner at Ashland Park. Korn indicated that Greenspire School would like to increase enrollment and that would require Red Drive to loop around which will require TBAISD's cooperation and legislative action to acquire more property. TC Talus has put the Hartman Hammond Bridge project at the top of its list for needed transportation projects. The Road Commission and most townships are in agreement on that matter.

e. **Personnel Committee (6:29)**

Korn asked the Board to terminate the employment of Lisa Ritter. There have been a number of issues and she is aware of those issues. The Personnel Committee has met with her on at least two occasions regarding the problems. Two board members expressed surprise since they had not known of any problems with the employee.

Schmuckal moved and Blood Law seconded to terminate the employment of Lisa Ritter with Garfield Township and pay severance through November 20th in exchange for an agreement signed by Ritter not to pursue any legal action against the Township.

*Yeas: Schmuckal, Blood Law, Wilson, Agostinelli, Featherstone, McManus, Korn
Nays: None*

McManus will draft an ad for a replacement.

f. Construction Report (6:37)

Jennifer Hodges reported that the Cedar Run/Harris Road water main is completed and working with Elmer's on that project has been wonderful. Pump Station #3 bids are out for an upgrade and the RFP's for work on Station #1 are out. She added that many plan reviews are ongoing.

6. Unfinished Business

None

7. New Business

a. Consideration of awarding of trail plowing bids for 2015-2016 (6:42)

There were two bids for the plowing of Township trails and Board members expressed disappointment at the low number of bids. Agostinelli has been in contact with three other companies who would like to bid on the project. Board members also talked about consistencies in the bids and coordination of effort with neighboring communities. The Board will take up discussion of this item again at the next meeting when more bids are submitted.

8. Public Comment: (6:50)

Marion Brady of NW Silver Lake Road commented on short term rentals.

9. Other Business (6:55)

The used township truck has been placed on the website and on Craigslist for bids.

10. Adjournment

Korn adjourned the meeting at 6:56pm.

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

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

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD STUDY SESSION MINUTES
October 27, 2015 Minutes**

ORDER OF BUSINESS

Call meeting to order

Supervisor Chuck Korn called the Town Board Study Session to order on Tuesday, October 27, 2015, at 5:02 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Roll call of Board Members

Present: Lanie McManus, Bob Featherstone, Denise Schmuckal, Molly Agostinelli, Kit Wilson, Chuck Korn, Jeane Blood Law

Absent: None

Staff Present: Brian VanDenBrand

1. Business to come before the Board

a. Discussion regarding the 2016 Township Budget

The Board reviewed the 2016 Township Budget. The Board discussed the budget in great detail.

2. Public Comment

There was no public comment

3. Adjournment

McManus made a motion, seconded by Featherstone to adjourn the meeting at 5:37 p.m.

Chuck Korn, Supervisor
3848 Veterans Drive
Traverse City, MI 49684

Lanie McManus, Clerk
3848 Veterans Drive
Traverse City, MI 49684

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
10/26/2015	GEN	34329	0147	ALWAYS CARE	HEALTHCARE	1,361.70
10/26/2015	GEN	34330	0921	BATTERIES PLUS OF TRAVERSE CITY	LIGHT BULBS	41.97
10/26/2015	GEN	34331	0872	BAY SUPPLY & MARKETING	FLAG ROPE/REPAIR	97.25
10/26/2015	GEN	34332	0001	GARFIELD CHARTER TOWNSHIP	HSA	76.59
10/26/2015	GEN	34333	0434	LAND INFORMATION ACCESS ASSOC	TV	200.00
10/26/2015	GEN	34334	0920	LANDGREEN LAWNCARE	WOODERE MEDIANS	350.00
10/26/2015	GEN	34335	0920	LANDGREEN LAWNCARE	FALL APPLICATION FERTILIZER	1,655.00
10/26/2015	GEN	34336	0867	LAUTNER IRRIGATION INC	SPRINKLER WINTERIZATION	275.00
10/26/2015	GEN	34337	0867	LAUTNER IRRIGATION INC	SPRINKLER WINTERIZATION PARK	427.04
10/26/2015	GEN	34338	0568	NORTHERN OFFICE EQUIP	SERVICE CONTRACT	342.78
10/26/2015	GEN	34339	0145	PRIORITY HEALTH	HEALTH INSURANCE	12,058.50
10/26/2015	GEN	34340	0051	THE COPY SHOP	DOG PARK SIGN	6.70
10/26/2015	GEN	34341	0391	THE GUARDIAN	INSURANCE	914.18
10/26/2015	GEN	34342	0202	UNITED WAY	UNITED WAY	85.00
10/26/2015	GEN	34343	0006	VIAC	DEFERRED COMP	1,893.00
11/02/2015	GEN	34344	0128	B S & A SOFTWARE	ANNUAL SERVICE/SUPPORT CONTRACT	6,462.00
11/02/2015	GEN	34345	0048	CONSUMERS ENERGY	ELECTRIC	263.01
11/02/2015	GEN	34346	0375	FIFTH THIRD BANK	EDUCATION	23.00
11/02/2015	GEN	34347	0375	FIFTH THIRD BANK	ROTARY MULTIFORMS	419.60
11/02/2015	GEN	34348	0375	FIFTH THIRD BANK	EDUCATION & TRAINING / SUPPLIES	892.55
11/02/2015	GEN	34349	0905	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	101.78
11/02/2015	GEN	34350	0905	HOME DEPOT CREDIT SERVICES	SUPPLIES	55.14
11/02/2015	GEN	34351	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	65.02
11/02/2015	GEN	34352	0019	JEANE BLOOD LAW	MILEAGE / TRUCK TITLES / FOR SALE SIGNS	84.21
11/02/2015	GEN	34353	0434	LAND INFORMATION ACCESS ASSOC	QUARTERLY CONTRACT	23,306.22
11/02/2015	GEN	34354	0557	MARLE RIVER DIRECT MAIL	LAKEFRONT/NON-LAKEFRONT SURVEY	343.27
11/02/2015	GEN	34355	0922	SARA KOPRIVA	MILEAGE/EDUCATION	61.56
11/02/2015	GEN	34356	0036	SMITH HAUGHY RICE & ROEGGE	#113654	2,571.50
11/02/2015	GEN	34357	0395	SPECTRUM BUSINESS	INTERNET	65.00
11/02/2015	GEN	34358	0209	STATE OF MICHIGAN (P)	SITW	3,753.19
11/02/2015	GEN	34359	0915	SUPERLEET	GAS	172.94
11/02/2015	GEN	34360	MISC	TC CONCRETE	GAS	13,029.00
11/04/2015	GEN	34361	0148	AMERICAN WASTE	PARK SIDEWALK	245.98
11/04/2015	GEN	34362	0148	AMERICAN WASTE	3394790	79.00
11/04/2015	GEN	34363	0130	ANNE WENDLING	CONTRACTED SVCS	435.00
11/04/2015	GEN	34364	MISC	BRENDA BURROWS	CONTRACTED SVCS - FRONT DESK	231.00
11/04/2015	GEN	34365	0065	CHERRYLAND ELECTRIC COOP.	ELECTRIC	2,137.07
11/04/2015	GEN	34366	0065	CHERRYLAND ELECTRIC COOP.	ELECTRIC	127.19
11/04/2015	GEN	34367	0064	CITY OF TRAVERSE CITY	170975-94720	661.90
11/04/2015	GEN	34368	0102	DTE ENERGY	459156800052	403.82
11/04/2015	GEN	34369	0190	GILL-ROY'S HARDWARE	PARK SIDEWALKS	73.61
11/04/2015	GEN	34370	0190	GILL-ROY'S HARDWARE	PARK SIDEWALKS	73.61
11/04/2015	GEN	34371	0086	GRAND TRAVERSE COUNTY TREAS	SUPPLIES	19.99
11/04/2015	GEN	34372	0867	LAUTNER IRRIGATION INC	MTT ADJUSTMENTS	83,201.86
11/04/2015	GEN	34373	0021	PITNEY BOWES INC.	SPRINKLER WINTERIZATION	125.00
11/04/2015	GEN	34374	0193	PRINTING SYSTEM	SERVICE CHARGES	15.50
11/04/2015	GEN	34375	0045	STAPLES	VOTER ID CARDS	290.66
					8035517820006707	59.90

GEN TOTALS:
 Total of 47 Checks: 159,561.18
 Less 0 Void Checks: 0.00
 Total of 47 Disbursements: 159,561.18

3. b.

PH 231.946.5874
 FAX 231.946.3703
www.gfa.tc

October 31, 2015

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

I. Developer's Escrow Fund

1. Engineering services for plan review and construction services.			
Brookside Commons P.U.D. Sewer & Water Extension			
Project# 13407 Invoice No. 1340706			500.00
2. Engineering services for plan review and construction services.			
Buffalo Ridge Center Sewer & Water Extension			
Project# 14370 Invoice No. 1437004			500.00
3. Engineering services for plan review and construction services.			
Chelsea Park			
Project# 15208 Invoice No. 1520803			2,726.85
		Total	3,726.85

II. Utility Receiving Fund

1. Engineering, survey and construction consulting services for			
Zimmerman Road Watermain Extension			
Project# 14283 Invoice No. 1428309			4,300.00
2. Survey services for			
NW Infrastructure Improvements - Survey Services			
Project# 14417 Invoice No. 1441705			2,205.00
3. Engineering and construction services for watermain extension.			
Harris and Cedar Run Road			
Project# 15062 Invoice No. 1506208			9,033.00
		Total	15,538.00

GRAND TOTAL **\$19,264.85**

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

PH 231.946.5874
 FAX 231.946.3703
 WWW gourdiefraser.com

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

October 31, 2015
 Project No: 13407
 Invoice No: 1340706

Re: Brookside Commons P.U.D. Sewer and Water Extension

Services Performed: Plan review, construction observation, inspection and project close for the water main and sewer extension.

Project Location: Brookside Commons development at the NW intersection of Zimmerman and North Long Lake Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

FINAL INVOICE

Professional Services from July 1, 2015 to October 31, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Review	1,750.00	100.00	1,750.00	1,750.00	0.00
Additional Plan Review	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Observation/Inspection	1,750.00	100.00	1,750.00	1,750.00	0.00
Project Turnover	500.00	100.00	500.00	0.00	500.00
Total Fee	5,000.00		5,000.00	4,500.00	500.00
		Total Fee			500.00
				Total this Invoice	\$500.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanio@gfa.tc

PH 231.946.5874
 FAX 231.946.3703
 www.gourdiefraser.com

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

October 31, 2015
 Project No: 14370
 Invoice No: 1437004

Re: Buffalo Ridge Center Sewer and Water Extension

Services Performed: Plan review, construction observation, inspection and project turnover for the water main and sewer extension.

Project Location: Buffalo Ridge Center located off market Place Circle on M-37, Traverse City, Garfield Township, Grand Traverse County, Michigan.

FINAL INVOICE

Professional Services from June 28, 2015 to October 31, 2015
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Review	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Observation/Inspection	1,500.00	100.00	1,500.00	1,500.00	0.00
Project Turnover	500.00	100.00	500.00	0.00	500.00
Total Fee	3,000.00		3,000.00	2,500.00	500.00
		Total Fee			500.00
				Total this Invoice	\$500.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

PH 231 946 5874
 FAX 231 946 3703
 www.gourdiefraser.com

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

October 31, 2015
 Project No: 15208
 Invoice No: 1520803

Re: Chelsea Park

Services Performed: Plan review, construction observation, review record drawings and turnover documentation the water main and sanitary sewer extension to service the existing Chelsea Park development.

Project Location: Hartman Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from August 29, 2015 to October 31, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Review	1,500.00	100.00	1,500.00	1,425.00	75.00
Construction Observation/Inspection	3,000.00	88.00	2,640.00	0.00	2,640.00
Close Out/Project Turnover	500.00	0.00	0.00	0.00	0.00
Total Fee	5,000.00		4,140.00	1,425.00	2,715.00
		Total Fee			2,715.00

Reimbursable Expenses

UNITED PARCEL SERVICE					
9/14/2015	UNITED PARCEL SERVICE	MDEQ/WTR RESOURCES, JAMIE WADE FOR DEQ PERMIT		11.85	
	Total Reimbursables			11.85	11.85
			Total this Invoice		\$2,726.85

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanie@gfa.tc

PH 231 946 5874
 FAX 231 946 3703
 www.gourdiefraser.com

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

October 31, 2015
 Project No: 14283
 Invoice No: 1428309

Re: Zimmerman Road Watermain Extension

Services Performed: Engineering, survey and construction services for design, site inspections, final plans, construction administration and close out for the extension of the existing 16" watermain along Zimmerman Road that currently terminates at Panorama Lane and extend to the north side of North Long Lake Road.

FINAL INVOICE

Professional Services from September 27, 2015 to October 31, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	16,000.00	100.00	16,000.00	16,000.00	0.00
Final Design	22,000.00	100.00	22,000.00	22,000.00	0.00
Coordination / Negotiations	3,000.00	100.00	3,000.00	3,000.00	0.00
Construction Staking	3,200.00	52.00	1,664.00	1,664.00	0.00
Construction Observation	43,000.00	100.00	43,000.00	38,700.00	4,300.00
Construction Administration	15,000.00	100.00	15,000.00	15,000.00	0.00
Close Out	3,000.00	100.00	3,000.00	3,000.00	0.00
Total Fee	105,200.00		103,664.00	99,364.00	4,300.00
Total Fee					4,300.00
Total this Invoice					\$4,300.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: mclanie@gfa.tc

PH 231.946.5874
 FAX 231.946.3703
 WWW.gourdiefraser.com

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

October 31, 2015
 Project No: 14417
 Invoice No: 1441705

Re: NW Infrastructure Improvements - Survey Services
 Services Performed: Research to define any existing easements and right of way. Topographic survey of roads, define private properties and 10 acre parcel for tank/booster station. Limits shall be from row to row (+10') including homes (address/finish floor elevations). Draft proposed easements and project limits for design use.
 Project Location: Zimmerman/Panorama Lane, N. Long Lake Road/Zimmerman Intersection, N. Long Lake from Woda Development, N. Zimmerman Road extension within Robertson property to Harrison Road and Cedar Run Road to Grayhawk. Garfield Township, Grand Traverse County, Michigan.

Professional Services from September 27, 2015 to October 31, 2015
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Survey Services	31,500.00	80.00	25,200.00	22,995.00	2,205.00
Total Fee	31,500.00		25,200.00	22,995.00	2,205.00
		Total Fee			2,205.00
				Total this Invoice	\$2,205.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
 VISA/MASTERCARD Accepted, Due Upon Receipt
 A/R email: melanic@gfa.tc

PH 231.946.5874
 FAX 231.946.3703
 WWW.gourdiefraser.com

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

October 31, 2015
 Project No: 15062
 Invoice No: 1506208

Re: Harris & Cedar Run Road Watermain Extension

Services Performed: Engineering, survey and construction services for design, site inspections, final plans, construction administration and close out for the extension of the existing 16" low pressure watermain along Harris Road (between North Long Lake Road and Cedar Run Road) and west along Cedar Run Road to the address of 5256 Cedar Run Road. Installation of 16" low pressure watermain along east Cedar Run Road and connection to the existing Grayhawk watermain. Appurtenances shall include valves, hydrants and water service leads.

FINAL INVOICE
Professional Services from September 27, 2015 to October 31, 2015
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Final Design	82,875.00	100.00	82,875.00	82,875.00	0.00
Bidding	5,525.00	100.00	5,525.00	5,525.00	0.00
Construction Staking	23,250.00	100.00	23,250.00	23,250.00	0.00
Construction Observation	113,150.00	100.00	113,150.00	113,150.00	0.00
Construction Administration	22,100.00	100.00	22,100.00	21,437.00	663.00
Record Drawings / Close Out	18,600.00	50.00	9,300.00	930.00	8,370.00
Total Fee	265,500.00		256,200.00	247,167.00	9,033.00
		Total Fee			9,033.00
				Total this Invoice	\$9,033.00

MTT Update
Prepared for Garfield Twp Board

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable	
1 15-003935	004-035-00	Members Credit Union	3939 W Front St	2015	\$ 637,800	\$ 637,800	\$ 200,000	\$ 200,000	\$ (437,800)	\$ (437,800)	7/20/15 Discovered appeal on-line 7/22/15 Answered
2 15-001617	008-027-00	Baruch SLS Inc	4841 N Long Lake Rd.	2015	\$ 359,400	\$ 359,400	-	-	\$ (359,400)	\$ (359,400)	6/1/15 New appeal. 6/2/15 answered. Petitioner owns Cherry Hill Haven, and believes it should be Exempt. COA has ruled otherwise 4/21/15.
	008-027-10	Baruch SLS Inc	4825 N Long Lake Rd	2015	\$ 141,900	\$ 141,900	-	-	\$ (141,900)	\$ (141,900)	
	008-028-00	Baruch SLS Inc	4885 N Long Lake Rd	2015	\$ 419,400	\$ 419,400	-	-	\$ (419,400)	\$ (419,400)	
	900-363-98	Cherry Hill Haven	4885 N Long Lake Rd	2015	\$ 5,500	\$ 5,500	-	-	\$ (5,500)	\$ (5,500)	
					\$ 926,200	\$ 926,200	-	-	\$ (926,200)	\$ (926,200)	
3 15-002433	013-001-00	CMS Corp dba Lucky Jack's	1705 S Garfield Ave	2015	\$ 1,253,200	\$ 1,214,655	\$ 750,000	\$ 750,000	\$ (503,200)	\$ (464,655)	6/15/15 Rec'd & answered petition.
4 15-003935	016-016-52	Members Credit Union	3745 N US 31 South	2015	\$ 771,000	\$ 646,708	\$ 450,000	\$ 450,000	\$ (321,000)	\$ (196,708)	7/20/15 Discovered appeal on-line 7/22/15 Answered
5 14-001336	016-027-50	Inland Western TC Bison Hollow Kohl's	3333 N US 31 South	2015	\$ 2,655,800	\$ 1,985,366	\$ 1,400,000	\$ 1,400,000	\$ (1,255,800)	\$ (585,366)	7/27/15 Judgment rec'd. Agreed to settle at \$42,391 of \$1,875,000.
6 14-001336	016-054-10	Northfield Restaurant Corp AKA Pizza Hut	3050 N US 31 South Prehearing General Call: June 1-15, 2016	2015	\$ 278,700	\$ 206,698	\$ 150,000	\$ 150,000	\$ (128,700)	\$ (56,698)	6/15/15 Rec'd & answered petition.
7 14-003334	019-002-10	Green Hills Inc	2400 East Crown Dr	2014	\$ 938,700	\$ 937,463	\$ 250,000	\$ 250,000	\$ (688,700)	\$ (687,463)	6/9/15 Settlement offer considers income and sale of former clubhouse 6/29/15 Rec'd Judgment.
				2015	\$ 1,035,600	\$ 952,462	\$ 200,000	\$ 200,000	\$ (835,600)	\$ (752,462)	
8 14-004442	019-002-20	Hometown Hardware Inc	2701 Zimmerman Rd	2014	\$ 394,400	\$ 353,060	\$ 150,000	\$ 150,000	\$ (244,400)	\$ (203,060)	8/19/15 Agreed to settle at \$202,950 and \$206,000 (4/15).
				2015	\$ 317,900	\$ 317,900	\$ 150,000	\$ 150,000	\$ (167,900)	\$ (167,900)	
9 15-003858	021-009-00	Wellington Real Estate, Inc Olive Garden	2691 N US 31 South	2015	\$ 903,500	\$ 775,533	\$ 450,000	\$ 450,000	\$ (453,500)	\$ (325,533)	7/20/15 Discovered appeal on-line. 7/22/15 Answered
				2013	\$ 29,511,400	\$ 29,511,400	\$ 11,385,000	\$ 11,385,000	\$ (18,126,400)	\$ (18,126,400)	
10 455929	021-015-00	Grand Traverse Mall LLC	3200 W South Airport Rd	2013	\$ 30,706,900	\$ 29,983,582	\$ 20,750,000	\$ 20,750,000	\$ (8,761,400)	\$ (8,761,400)	10/13/15 Judgment received.
				2014	\$ 64,300	\$ 64,300	\$ 15,000	\$ 15,000	\$ (49,300)	\$ (49,300)	
				2013	\$ 75,900	\$ 65,328	\$ 64,300	\$ 64,300	\$ (11,600)	\$ (11,600)	
				2014	\$ 29,575,700	\$ 29,575,700	\$ 11,400,000	\$ 11,400,000	\$ (18,175,700)	\$ (18,175,700)	
			TOTALS:	\$ 30,782,800	\$ 30,048,910	\$ 11,400,000	\$ 11,400,000	\$ (19,382,800)	\$ (18,648,910)		
				SETTLED:	\$ 21,149,800	\$ 21,147,328	\$ 9,633,000	\$ 9,633,000	\$ (9,633,000)	\$ (8,901,582)	

MTT Update
Prepared for Garfield Twp Board

11 15-001533	021-015-00	Grand Traverse Mall LLC	3200 W South Airport Rd	2015	SETTLED:	\$ 31,094,300	\$ 30,463,319	\$ 19,137,970	\$ 18,506,989	\$ (11,956,330)	\$ (11,956,330)	\$ (9,044,019)	10/20/15 Judgment received.
12 15-001623	021-015-20	Macy's Inc	3400 W South Airport Rd	2015	OFFERED:	\$ 2,457,500	\$ 2,359,250	\$ 1,269,737	\$ 1,269,737	\$ (1,187,763)	\$ (1,089,513)	\$ (314,050)	6/9/15 Made offer to settle based on other two Mall anchors.
13 15-003409	021-025-00	Halle Properties LLC Discount Tire Co	2669 N US 31 South	2015	SETTLED:	\$ 947,600	\$ 750,344	\$ 437,500	\$ 437,500	\$ (510,100)	\$ (312,844)	\$ (50,344)	9/1/15 Judgment received
14 15-004009	021-028-00	Red Lobster Restaurants LLC	2691 N US 31 South	2015		\$ 567,700	\$ 567,700	\$ 350,000	\$ 350,000	\$ (217,700)	\$ (217,700)	\$ (217,700)	7/20/15 Discovers appeal on-line. 7/20/15 Answered
15 15-003053	347-008-00	VanWagner & Gobles LLC ** Received notice of 8/16-31, 2016 Prehearing General Call.	5222 N Royal Dr	2015		\$ 363,200	\$ 363,200	\$ 250,000	\$ 250,000	\$ (113,200)	\$ (113,200)	\$ (113,200)	6/29/15 Discovers appeal on-line.
16 14-000002	900-385-18	Walgreen Company	3900 N US 31 South	2013	SETTLED:	\$ 119,900	\$ 119,900	\$ 102,303	\$ 102,303	\$ (17,597)	\$ (17,597)	\$ (17,597)	5/21/15 Rec'd judgment.
				2012	SETTLED:	\$ 107,850	\$ 107,850	\$ 92,580	\$ 92,580	\$ (15,270)	\$ (15,270)	\$ (15,270)	
				2011	SETTLED:	\$ 103,300	\$ 103,300	\$ 87,584	\$ 87,584	\$ (15,716)	\$ (15,716)	\$ (15,716)	
				2010	SETTLED:	\$ 115,200	\$ 115,200	\$ 87,600	\$ 87,600	\$ (15,700)	\$ (15,700)	\$ (15,700)	
					SETTLED:	\$ 101,400	\$ 101,400	\$ 101,400	\$ 101,400	\$ (13,800)	\$ (13,800)	\$ (13,800)	
12 14-008072	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2014		\$ 203,443	\$ 203,443	\$ 191,800	\$ 191,800	\$ -	\$ -	\$ (11,643)	1/5/15 Rec'd appeal of 4% uncapping based on Merger Documents provided by Northfield.
				2013		\$ 200,240	\$ 200,240	\$ 188,780	\$ 188,780	\$ -	\$ -	\$ (11,460)	
				2012		\$ 195,547	\$ 195,547	\$ 184,356	\$ 184,356	\$ -	\$ -	\$ (11,191)	
				2011		\$ 190,406	\$ 190,406	\$ 179,510	\$ 179,510	\$ -	\$ -	\$ (10,896)	
				2010		\$ 187,224	\$ 187,224	\$ 176,510	\$ 176,510	\$ -	\$ -	\$ (10,714)	
				2009		\$ 187,788	\$ 187,788	\$ 177,050	\$ 177,050	\$ -	\$ -	\$ (10,738)	
				2008		\$ 179,874	\$ 179,874	\$ 169,590	\$ 169,590	\$ -	\$ -	\$ (10,284)	
				2007		\$ 175,830	\$ 175,830	\$ 165,780	\$ 165,780	\$ -	\$ -	\$ (10,050)	
				Year(s) in Contention		Assessor's Values	Petitioner's Values	Value Differences					
				2007	Assessed	\$ 175,830	\$ 165,780	\$ 10,050	\$ 10,050	\$ -	\$ -	\$ (10,050)	
				2008	Assessed	\$ 179,874	\$ 169,590	\$ 10,284	\$ 10,284	\$ -	\$ -	\$ (10,284)	
				2009	Assessed	\$ 187,788	\$ 177,050	\$ 10,738	\$ 10,738	\$ -	\$ -	\$ (10,738)	
				2010	Assessed	\$ 302,424	\$ 277,930	\$ 24,494	\$ 24,494	\$ -	\$ -	\$ (24,494)	
				2011	TOTALS:	\$ 103,300	\$ 87,584	\$ 15,716	\$ 15,716	\$ -	\$ -	\$ (15,716)	
				2012	TOTALS:	\$ 107,850	\$ 92,580	\$ 15,270	\$ 15,270	\$ -	\$ -	\$ (15,270)	
				2013	TOTALS:	\$ 29,695,600	\$ 29,695,600	\$ 11,502,303	\$ 11,502,303	\$ (18,193,297)	\$ (18,193,297)	\$ (18,193,297)	
				2014	TOTALS:	\$ 32,115,900	\$ 31,339,433	\$ 11,800,000	\$ 11,800,000	\$ (20,315,900)	\$ (19,539,433)	\$ (19,539,433)	
				2015	TOTALS:	\$ 44,210,000	\$ 42,167,135	\$ 25,195,207	\$ 24,564,226	\$ (19,014,793)	\$ (17,602,909)	\$ (17,602,909)	
					SETTLED VALUES:	2010	\$ 13,800	\$ 13,800	\$ -	\$ -	\$ -	\$ -	
						2011	\$ 15,700	\$ 15,700	\$ -	\$ -	\$ -	\$ -	
						2012	\$ 15,250	\$ 15,250	\$ -	\$ -	\$ -	\$ -	
						2013	\$ 8,779,000	\$ 8,779,000	\$ -	\$ -	\$ -	\$ -	
						2014	\$ 10,204,800	\$ 10,204,800	\$ -	\$ -	\$ -	\$ -	
						2015	\$ 11,364,000	\$ 11,364,000	\$ -	\$ -	\$ -	\$ -	

MTT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor
As of: November 2, 2015

	2007 \$	(33,521)	Garfield Potential Tax Loss
	2008 \$	(27,500)	
	2009 \$	(28,721)	
	2010 \$	(65,511)	
	2011 \$	(62,200)	
	2012 \$	(61,864)	
	2013 \$	(42,521.37)	
	2014 \$	(45,667.56)	
	2015 \$	(35,205.82)	
	2010 \$	(36.91)	ACTUAL TWP TAX LOSS
	2011 \$	(36.69)	
	2012 \$	(35.64)	
	2013 \$	(20,518.28)	
	2014 \$	(22,119.37)	
	2015 \$	(19,343.61)	

OWNER

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

ENGINEER

Gourdie-Fraser
123 W. Front Street
Traverse City, MI 49684

CONTRACTOR

Elmer's Crane & Dozer, Inc.
3600 Rennie School Rd.
Traverse City, MI 49685

CONTRACT AMOUNT

ORIGINAL: \$1,895,340.00

COMPLETION DATE

ORIGINAL: September 30, 2016

DATES OF ESTIMATES

FROM: October 31, 2015

REVISED: \$1,518,876.75

REVISED:

TO: October 31, 2015

APPLICATION FOR PROGRESS PAYMENT

Payment No. 5 - Final

Project: Harris Rd./Cedar Run Rd. Water Main Extension

GFA Project No: 15062

Item	Description of Item	CONTRACT ITEMS (Original)			Contract Items (Revised)			THIS PERIOD			TOTAL TO DATE			
		Unit	Qty.	Cost/Unit	Cost/Unit	Qty.	Cost	%	Item Cost	Qty	Item Cost	%		
1	Water Main, 16" CB95 (Low Pressure)	LF	8,760	\$87.00	\$762,120.00	7,805	\$87.00	\$679,035.00		7,805	\$679,035.00	100%		
2	Water Main, 12" CB90 (High Pressure)	LF	5,280	\$53.00	\$280,370.00	4,815	\$53.00	\$244,585.00		4,815	\$244,585.00	100%		
3	Bore & Jack, In Place, 24"	LF	325	\$310.00	\$100,750.00	0	\$0.00	\$0.00						
4	Bore & Jack, In Place, 30"	LF	400	\$365.00	\$146,000.00	0	\$0.00	\$0.00						
5	Water Services Lead, 1"	LF	230	\$28.00	\$5,980.00	343	\$28.00	\$8,918.00		343	\$8,918.00	100%		
6	Gate Valve and Box, 16"	EA	9	\$8,535.00	\$59,815.00	10	\$8,535.00	\$85,350.00		10	\$85,350.00	100%		
7	Gate Valve and Box, 12"	EA	9	\$2,410.00	\$21,690.00	9	\$2,410.00	\$21,690.00		9	\$21,690.00	100%		
8	Tapping Sleeve and Valve, 12"	EA	1	\$5,800.00	\$5,800.00	1	\$5,800.00	\$5,800.00		1	\$5,800.00	100%		
9	Curb Stop and Box, 1"	EA	22	\$185.00	\$4,070.00	23	\$185.00	\$4,255.00		23	\$4,255.00	100%		
10	Corporation Stop, 1"	EA	22	\$345.00	\$7,590.00	23	\$345.00	\$7,935.00		23	\$7,935.00	100%		
11	Fire Hydrant Assembly	EA	22	\$8,240.00	\$137,280.00	22	\$8,240.00	\$137,280.00		22	\$137,280.00	100%		
12	Connect to Existing Water Main	EA	1	\$8,000.00	\$8,000.00	1	\$8,000.00	\$8,000.00		1	\$8,000.00	100%		
13	Asphalt, Drive Replacement	SY	300	\$21.00	\$6,300.00	353	\$21.00	\$7,413.00		353	\$7,413.00	100%		
14	Asphalt, Road Replacement (Cedar Run Road)	SY	5,000	\$7.25	\$36,250.00	256	\$7.25	\$1,856.00		256	\$1,856.00	100%		
15	Asphalt, Road Replacement (Lone Tree Road)	SY	75	\$21.00	\$1,575.00	70	\$21.00	\$1,470.00		70	\$1,470.00	100%		
16	Concrete Curb	LF	1,200	\$18.50	\$18,800.00	81	\$18.50	\$1,338.50		81	\$1,338.50	100%		
17	Traffic Control	LS	1	\$175,000.00	\$175,000.00	1	\$175,000.00	\$175,000.00		1	\$175,000.00	100%		
18	Tree Replacement	EA	10	\$315.00	\$3,150.00		\$315.00	\$0.00						
19	Restoration and Clean-up	LS	1	\$115,000.00	\$115,000.00	1	\$115,000.00	\$115,000.00		1	\$115,000.00	100%		
Change Order #1														
2	Replace Water Main, 12" DR 18 with DR 14 Total bid price of \$56.55	LF				4,815	\$3.55	\$16,383.25		4,815	\$16,383.25	100%		
2	Move Water Main to south side of road. Eliminate Sheet Piling	LS				1	(\$44,300.00)	(\$44,300.00)		1	(\$44,300.00)	100%		
17	Close Harris Road in lieu of Traffic Control	LS				1	(\$15,000.00)	(\$15,000.00)		1	(\$15,000.00)	100%		
20	Add Directional Drill Water Main, 12"	LF				189	\$215.00	\$40,635.00		189	\$40,635.00	100%		
21	Add Directional Drill Water Main, 16"	LF				169	\$215.00	\$36,335.00		169	\$36,335.00	100%		
											\$1,895,340.00	\$1,518,786.75	\$0.00	\$1,518,786.75

APPLICATION FOR PROGRESS PAYMENT

Payment No. 5 - Final

Project: Harris Rd./Cedar Run Rd. Water Main Extension **GFA Project No:** 15062

Original Contract Amount	1,895,340.00	
Change Orders	(376,553.25)	
Adjusted Contract Amount to Date	1,518,786.75	
Total Cost of Work Performed to date	1,518,786.75	100%
MINUS Retainage In Accordance with the Contract	0.00	0%
MINUS Additional Retainage	0.00	0%
Net Amount Earned on Contract and Extra Work to Date	1,518,786.75	
PLUS Value of Materials Stored at Close of This Period	1,442,847.41	
Subtotal		
MINUS Amount of Previous Payments	\$75,939.35	

BALANCE DUE THIS PAYMENT

Payment No.	Amount
1	318,018.60
2	397,049.40
3	568,561.73
4	159,217.68
TOTAL	(\$376,553.25)

CHANGE ORDERS	Amount
No./Date	Amount
#1 9-10-15	(\$131,395.50)
#2 10-30-15	(\$245,157.75)
TOTAL	(\$376,553.25)

Payment No. 5 - Final

Project: Harris Rd./Cedar Run Rd. Water Main Extension

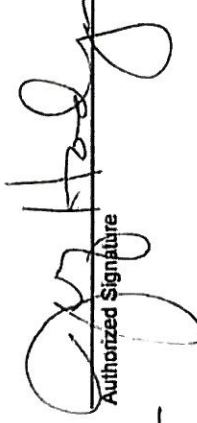
GFA Project No: 15062

The undersigned CONTRACTOR certifies that: (1) Any previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials, and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all liens, claims, security interest and encumbrances (except such as are covered by Bond acceptable to OWNER indemnifying OWNER against any such lien, claim, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective as that term is defined in the Contract Documents; (4) all maintenance and operating instructions, schedules, guarantees, Bonds, certificates of inspection, marked-up record documents and other documents in accordance with the Contract Documents have been delivered to the OWNER and Engineer; (5) all corrections, incomplete, and defective work have been completed to the acceptance of the Owner and Engineer; (6) the final Application for Payment shall be accompanied (except as previously delivered) by: (i) all documentation called for in the Contract Documents, including but not limited to the evidence of insurance required by subparagraph 5.4.13, (ii) consent of the surety, if any, to final payment, and (iii) complete and legally effective releases or waivers (satisfactory to OWNER) of all Liens arising out of or filed in connection with the Work; and (7) this final payment satisfies the Contract

Seventy five thousand nine hundred thirty nine dollars and thirty five cents
Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated: 11/4/2015

GOURDIE-FRASER
(ENGINEER)


Authorized Signature

Elmer's Crane & Dozer, Inc.
(CONTRACTOR)


Authorized Signature

Date: 11/2/15

CONTRACT CHANGE ORDER #2 SUMMARY

DATE OF ISSUANCE: October 30, 2015
 OWNER: Charter Township of Garfield
 CONTRACTOR: Elmer's Crane & Dozer, Inc.
 Project Name: Harris Rd./Cedar Run Rd. Water Main Extension
 Project No: 15062
 ENGINEER: Gourdie-Fraser

You are directed to make the following changes in the Contract Documents:

Description: Final Balancing

Reason for Change Order: Final Balancing

Attachments: See Breakdown on Page 2.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: \$1,895,340.00	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Net Increase Decrease from Previous: Change Orders <u>1</u> To <u>1</u> (\$131,385.50)	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Contract Price Prior to this Change Order: \$1,763,944.50	Net Increase this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Net Increase Decrease of this Change Order: (\$245,157.75)	Contract Times with all Approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Contract Price with all Approved Change Orders: \$1,518,786.75	

RECOMMENDED:

By: *Jay Hadley*
 ENGINEER (Authorized Signature)
 Date: 11/4/2015

APPROVED:

By: _____
 OWNER (Authorized Signature)
 Date: _____

ACCEPTED

By: *W. L. L.*
 CONTRACTOR (Authorized Signature)
 Date: 11/12/15

**CONTRACT CHANGE ORDER #2
(ATTACHMENT)**

PROJECT: Harris Rd./Cedar Run Rd. Water Main Extension

CHANGE ORDER: #2 - Final Balancing

The following items summarize changes being made to the Contract Documents:

ITEM NO.	COMPLETE DESCRIPTION OF CHANGES	DECREASE IN CONTRACT	INCREASE IN CONTRACT
1	Deduct 955 LF of Water Main, 16" C905 (Low Pressure) @\$87.00/LF	(\$83,085.00)	
2	Deduct 675 LF of Water Main, 12" C900 (High Pressure) @\$53.00/LF	(\$35,775.00)	
5	Add 113 LF of Water Service Lead, 1" @ \$26.00/LF		\$2,938.00
6	Add 1 EA of Gate Valve and Box, 16" @ \$6535.00/EA		\$6,535.00
9	Add 1 EA of Curb Stop and Box, 1" @ \$185.00/EA		\$185.00
10	Add 1 EA of Corporation Stop, 1" @ \$345.00/EA		\$345.00
13	Add 53 SY of Asphalt, Drive Replacement @ \$21.00/SY		\$1,113.00
14	Deduct 4744 SY of Asphalt, Shoulder Replacement (Cedar Run Road) @ \$7.25/SY	(\$34,394.00)	
15	Deduct 5 SY of Asphalt, Road Replacement (Lone Tree Road) @ \$21.00/SY	(\$105.00)	
16	Deduct 1119 LF of Concrete Curb @ \$16.50/LF	(\$18,463.50)	
18	Deduct 10 EA of Tree Replacement @ \$315.00/EA	(\$3,150.00)	
Change Order #1 Items			
2	Deduct 675 LF of Replace Water Main, 12" DR 18 with DR 14 @ \$56.55/LF	(\$2,396.25)	
20	Deduct 136 LF of Directional Drill Water Main, 12" @ \$215.00/LF	(\$29,240.00)	
21	Deduct 236 LF of Directional Drill Water Main, 16" @ \$215.00/LF	(\$49,665.00)	
	Total Decrease	(\$256,273.75)	
	Total Increase		\$11,116.00
	Net Decrease	(\$245,157.75)	

The sum **(\$245,157.75)** is hereby deducted from the total Contract Price and the total adjusted Contract Price to date thereby is **\$1,518,786.75**. The time provided for completion in the Contract is unchanged. This document shall become an amendment to the Contract and all provisions of the Contract will apply hereto.

Accepted by Contractor 

Date: 11/2/15

November 4, 2015

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

PH 231.946.5874

FAX 231.946.3703

WWW.gourdiefraser.com

RE: Harris Rd./Cedar Run Rd. Water Main Extension Turnover Documents
GFA #15062

Dear Chuck:

The project for Harris Rd./Cedar Run Rd. Water Main Extension has been completed. Enclosed please find the following items submitted by the contractor in compliance with the contract documents.

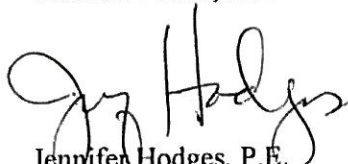
- 1) One-Year Maintenance Bond with Riders
- 2) Letter of Guarantee
- 3) Affidavit of Completion/Consent of Surety

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

Gourdie-Fraser, Inc. has provided oversight construction observation for this project and hereby verifies that to the best of our knowledge, the contractor has installed the facilities according to the plans and specifications. Based on this information, we recommend that the Township accept the facilities.

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

Sincerely,
Gourdie-Fraser, Inc.


Jennifer Hodges, P.E.
Project Manager

Enclosures

cc: John Divozzo, Grand Traverse County DPW

Referenced documents will be available at the meeting.

November 10, 2015

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

PH 231.946.5874
FAX 231.946.3703
www.gourdiefraser.com

RE: Brookside Commons: Close-out Documents
GFA #13470

Dear Chuck:

The project for Brookside Commons has been completed. Enclosed please find the following items submitted by the contractor in compliance with the contract documents.


- 1) One-Year Maintenance Bond with Riders
- 2) Letter of Guarantee
- 3) Easement Descriptions
- 4) Information for Bill of Sale.
- 5) Affidavit of Completion/Consent of Surety
- 6) Certification of Acceptance by Developer's Engineer Reviewing Installation

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

Gourdie-Fraser, Inc. has provided oversight construction observation for this project and hereby verifies that to the best of our knowledge, the contractor has installed the facilities according to the plans and specifications. Based on this information, we recommend that the Township accept the facilities.

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

Sincerely,
Gourdie-Fraser, Inc.


Jennifer Hodges, P.E.
Project Manager

Enclosures

cc: John Divozzo, Grand Traverse County DPW

Referenced documents will be available at the meeting.

November 10, 2015

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

PH 231.946.5874

FAX 231.946.3703

www.gourdiefraser.com

RE: Buffalo Ridge Center: Close-out Documents
GFA #14307

Dear Chuck:

The project for Buffalo Ridge Center has been completed. Enclosed please find the following items submitted by the contractor in compliance with the contract documents.

- 1) One-Year Maintenance Bond with Riders
- 2) Letter of Guarantee
- 3) Easement Descriptions
- 4) Information for Bill of Sale.
- 5) Affidavit of Completion/Consent of Surety
- 6) Certification of Acceptance by Developer's Engineer Reviewing Installation

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

Gourdie-Fraser, Inc. has provided oversight construction observation for this project and hereby verifies that to the best of our knowledge, the contractor has installed the facilities according to the plans and specifications. Based on this information, we recommend that the Township accept the facilities.

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

Sincerely,
Gourdie-Fraser, Inc.



Jennifer Hodges, P.E.
Project Manager

Enclosures

cc: John Divozzo, Grand Traverse County DPW

Referenced documents will be available at the meeting.

-----Original Message-----

From: Mac Owner [<mailto:thegreener@yahoo.com>]

Sent: Wednesday, November 04, 2015 10:03 AM

To: Chuck Korn

Subject: our great new road

in Forestland sub., I want to thank you and the Garfield Twp. board for approving the funds needed to match the Road Commission funds to get the road in our 50 year old sub replaced, 47 yrs. of which i have lived here, it is a first class job and definitely makes travel much smoother and the valuation of homes in the area will definitely being going up after wife and i drove into the sub recently with all the fall tree colors abounding and new road below us. Be sure to show this to your township board and could you please forward this to the road commission head. Tell everyone to take a drive through here on their way home from work, i don't think its out of anyones way. And a FYI those sails are working great in here now, in front of where i live there was always a big pond of water where N Forestland and W Forestland intersected, now everything is smooth and very clean after a big rainfall, and thank goodness there is no more dustbowl after a car goes thru here, as our road was that bad, down to chunks of asphalt and dirt.

Frank T Greenlaw

912 N Forestland Dr

4686

Grand Traverse Sheriff Department Calls for Service Statistics

Month Year
October 2015

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL
	Hour of Day	416	464	594	600	579	558	392
	0	1	2	3	4	5	6	7
	126	66	65	33	29	41	50	107
	12	13	14	15	16	17	18	19
	181	156	183	187	207	217	215	248
Location	Citations							
	Traffic Crashes				Arrests			
	Fatal	PIA	PDA	OWI	MIP	Criminal	*Other	Total
01 Acme	9	0	1	11	2	0	5	109
02 Blair	61	0	2	23	3	0	36	270
03 East Bay	39	0	2	29	2	1	20	253
04 Fife Lake	5	0	0	8	0	0	2	49
05 Garfield	135	0	7	69	9	0	97	690
06 Grant	2	0	0	4	0	0	1	12
07 Green Lake	15	0	1	11	0	0	7	130
08 Long Lake	6	0	0	12	0	0	5	67
09 Mayfield	6	0	0	9	0	0	4	47
10 Peninsula	2	0	0	5	1	0	0	25
11 Paradise	8	0	0	8	2	0	8	64
12 Union	2	0	0	5	0	0	1	12
13 Whitewater	5	0	1	13	0	0	6	76
29 Fife Lake Vlg	3	0	1	0	0	0	0	19
30 Kingsley Vlg	2	0	0	2	0	0	5	43
66 Traverse City	6	0	0	0	1	0	82	0
84 Out of County	0	0	0	0	0	0	19	0
Totals	306	0	15	209	20	1	298	1,866
								645
								868
								224
								3,603

*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts
Ticket stats are based on what District Court has entered as of 10/30/15.
Arrest Stats are as of 11/01/15.

State of Michigan Revenue Sharing - Constitutional														
Period For	2008	2009	2010	2011	2012	2013	2014	2014	2015	2014	2015	2014	2015	
Period For	2008	2009	2010	2011	2012	2013	2014	2014	2015	2014	2015	2014	2015	
Period For	2008	2009	2010	2011	2012	2013	2014	2014	2015	2014	2015	2014	2015	
Sept - Oct PD Jan	\$ 172,218.00	\$ 167,242.00	\$ 142,433.00	\$ 143,672.00	Sept - Oct PD 1/5/12	\$ 198,668.00	\$ -	\$ -	\$ -	Nov - Dec PD 3/14	\$ -	\$ -	\$ -	
Nov - Dec PD Mar	\$ 159,910.00	\$ 174,532.00	\$ 158,076.00	\$ 165,644.00	Nov - Dec PD 3/8/12	\$ 196,800.00	\$ -	\$ -	\$ -	Nov - Dec PD 3/14	\$ 211,681.00	\$ 203,556.00	\$ 218,851.00	
Jan - Feb PD May	\$ 166,213.00	\$ 164,253.00	\$ 130,412.00	\$ 141,911.00	Jan - Feb PD 5/2/12	\$ 186,895.00	\$ -	\$ -	\$ -	Jan - Feb PD 5/14	\$ 186,832.00	\$ 175,885.00	\$ 194,002.00	
Mar - April PD July	\$ 148,666.00	\$ 125,847.00	\$ 149,886.00	\$ 178,862.00	Mar - April PD 7/5/12	\$ 189,295.00	\$ -	\$ -	\$ -	Mar - April PD 7/14	\$ 191,761.00	\$ 201,963.00	\$ 198,931.00	
ADJ paid July (Census)														
May - June PD Sept	\$ 149,597.00	\$ 147,024.00	\$ 151,073.00	\$ 199,506.00	May - June PD 6/30/13	\$ 193,290.00	\$ -	\$ -	\$ -	May - June PD 6/4	\$ 204,632.00	\$ 208,792.00	\$ 211,755.00	
July - Aug PD Dec	\$ 164,967.00	\$ 128,010.00	\$ 157,120.00	\$ 202,485.00	July - Aug PD 11/7/13	\$ 215,927.00	\$ 7,170.00	\$ 7,170.00	\$ 7,170.00	July - Aug PD 11/6	\$ 215,919.00	\$ 227,554.00	\$ 223,089.00	
Sept - Oct PD Dec	\$ -	\$ -	\$ -	\$ -	Sept - Oct PD 12/31/13	\$ 213,321.00	\$ 7,170.00	\$ 7,170.00	\$ -	Sept - Oct PD 12/31/14	\$ -	\$ -	\$ -	
TOTAL	\$ 951,603.00	\$ 906,908.00	\$ 889,000.00	\$ 1,142,076.00	TOTAL	\$ 1,209,668.00	\$ 14,340.00	\$ 14,340.00	\$ 1,010,825.00	TOTAL	\$ 1,010,825.00	\$ 1,248,227.00	\$ 1,046,628.00	
													\$ 28,688.00	
														16.31%

\$1,200,000.00	Township Budgeted for 2015
\$ 1,046,628.00	YTD Received From State
\$ (153,372.00)	DIFFERENCE
\$ 1,336,338.00	State Projected for 2015 (Constitutional \$1,293,315, and CVTRS \$43,023. Total \$1,336,338.)

3% higher than 2014

Clerk's Report

For October 31, 2015

Submitted 11/2/15

To The Garfield Township Board;

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

For the month of October in the General Fund, you will find that we had a total of \$13,575.33 Revenues and \$407,506.34 Expenditures. For the year we have a total of \$3,058,667.69 Revenues and \$2,622,491.56 Expenditures.

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

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2015		YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,928,007.24	1,928,007.24	1,710,790.88	781.40	217,216.36
101-000-407.000	DEL PERSONAL PROP TAXES	0.00	0.00	524.51	0.00	(524.51)
101-000-412.000	SWAMP TAX COLLECTIONS	40.68	40.68	0.00	0.00	40.68
101-000-414.000	Protected R/E Interest	0.00	0.00	3,024.60	1,074.99	(3,024.60)
101-000-423.000	TRAILER PARK FEES	6,203.70	6,203.70	6,042.50	1,207.50	161.20
101-000-445.000	PENALTIES & INT. ON TAXES	7,627.50	7,627.50	5,666.18	279.63	1,961.32
101-000-476.000	BUILDING PERMITS	175,000.00	175,000.00	126,283.00	4,760.00	48,717.00
101-000-476.001	PLANNING FEES	6,000.00	6,000.00	2,300.00	0.00	3,700.00
101-000-476.002	MAINT INSPECTION FEES	1,525.50	1,525.50	610.00	0.00	915.50
101-000-476.003	TREASURER FEES	915.30	915.30	600.00	0.00	315.30
101-000-476.004	PARK USE FEES	2,034.00	2,034.00	2,640.00	75.00	(606.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	18,250.00	40.00	(3,250.00)
101-000-574.000	STATE SHARED REVENUE	1,220,400.00	1,220,400.00	794,906.00	0.00	425,494.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,340.00	20,340.00	19,286.30	0.00	1,053.70
101-000-575.000	Road Right of Way	17,859.54	17,859.54	15,343.63	0.00	2,515.91
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	15,000.00	15,000.00	7,623.55	208.08	7,376.45
101-000-627.000	TAX COLLECTION FEES	22,374.00	22,374.00	22,102.50	0.00	271.50
101-000-656.000	Ordinance Enforcement Fees	0.00	0.00	1,301.71	91.67	(1,301.71)
101-000-664.000	EARNED INTEREST	15,000.00	15,000.00	35,106.93	96.59	(20,106.93)
101-000-668.000	RENTS	40,680.00	40,680.00	31,841.64	0.00	8,838.36
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	199,824.09	0.00	50,175.91
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	14,238.00	14,238.00	12,838.80	0.00	1,399.20
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	33,000.00	0.00	(33,000.00)
101-000-676.000	REIMBURSEMENTS	0.00	0.00	7,959.98	2,329.58	(7,959.98)
101-000-676.001	Reimbursed Treasurer Legal Fees	0.00	0.00	800.89	800.89	(800.89)
Total Dept 000		3,758,245.46	3,758,245.46	3,058,667.69	13,575.33	699,577.77
TOTAL Revenues		3,758,245.46	3,758,245.46	3,058,667.69	13,575.33	699,577.77
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,758,245.46	3,758,245.46	3,058,667.69	13,575.33	699,577.77

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD EN 0/31/2015

2015
 ORIGINAL BUDGET
 2015
 AMENDED BUDGET

ACTIVITY FOR
 MONTH
 10/31/2015

AVAILABLE BALANCE
 % B DGT USED

GL NUMBER DESCRIPTION

YTD BALANCE
 10/31/2015

Fund 101 - GENERAL OPERATING FUND

Expenditures

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE	% B DGT USED
Dept 101-TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	6,650.00	750.00	5,350.00	55.42
101-101-701.101	WAGES - FILE CLERK	22,352.00	22,352.00	20,717.45	3,011.79	1,634.55	92.69
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	10,500.00	1,350.00	1,500.00	87.50
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	8,650.00	1,050.00	3,350.00	72.08
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	8,300.00	1,050.00	3,700.00	69.17
101-101-701.105	WAGES - OFFICE MANAGER	34,703.29	34,703.29	29,537.14	3,902.41	5,166.15	85.11
101-101-701.106	WAGES - RECEPTIONIST	7,000.00	7,000.00	12,592.77	2,938.28	(5,592.77)	179.90
101-101-726.000	SUPPLIES	6,500.00	6,500.00	2,277.52	230.64	4,222.48	35.04
101-101-726.001	POSTAGE	12,000.00	12,000.00	9,303.94	2,831.82	2,696.06	77.53
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,000.00	7,000.00	6,569.73	512.50	430.27	93.85
101-101-801.002	LEGAL SERVICES - TOWNBOARD	15,000.00	15,000.00	9,798.01	64.00	5,201.99	65.32
101-101-801.003	LEGAL - WATER & SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	100.00	0.00	9,900.00	1.00
101-101-802.000	AUDIT AND ACCOUNTING	16,000.00	16,000.00	15,054.40	0.00	945.60	94.09
101-101-805.000	CONTRACTED AND OTHER SERVICES	3,000.00	3,000.00	3,771.37	50.00	(771.37)	125.71
101-101-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	1,573.31	0.00	1,426.69	52.44
101-101-901.000	ADVERTISING	3,500.00	3,500.00	3,200.95	401.75	299.05	91.46
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	498.62	0.00	3,501.38	12.47
101-101-965.101	DUES & PUBLICATIONS -TOWNBOARD	1,000.00	1,000.00	1,253.49	0.00	(253.49)	125.35
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	5,719.59	0.00	780.41	87.99
Total Dept 101-TOWNBOARD		202,555.29	202,555.29	156,068.29	18,143.19	46,487.00	77.05

Dept 171-TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	70,472.81	70,472.81	59,601.25	8,131.47	10,871.56	84.57
101-171-701.202	WAGES - ASST. ASSESSOR	42,914.81	42,914.81	40,308.80	5,584.80	2,606.01	93.93
101-171-701.203	WAGES - ASSESSMENT CLERK	18,168.12	18,168.12	10,308.55	1,259.32	7,859.57	56.74
101-171-701.204	WAGES - APPRAISER	49,072.80	49,072.80	41,497.84	5,662.32	7,574.96	84.56
101-171-701.205	WAGES - ASSESSOR	86,252.81	86,252.81	72,934.78	9,952.26	13,318.03	84.56
101-171-726.000	SUPPLIES	1,000.00	1,000.00	2,769.83	127.43	(1,769.83)	276.98
101-171-805.000	CONTRACTED AND OTHER SERVICES	27,326.00	27,326.00	19,689.59	0.00	7,636.41	72.05
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	295.10	243.69	704.90	29.51
101-171-900.000	PRINTING & PUBLISHING	5,700.00	5,700.00	1,536.74	0.00	4,163.26	26.96
101-171-960.000	EDUCATION & TRAINING	4,075.00	4,075.00	5,716.73	136.97	(1,641.73)	140.29
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00
101-171-965.000	DUES & PUBLICATIONS	1,800.00	1,800.00	1,379.70	0.00	420.30	76.65
Total Dept 171-TOWNSHIP SUPERVISOR		309,782.35	309,782.35	257,038.91	31,098.26	52,743.44	82.97

Dept 191-ELECTIONS							
101-191-701.000	WAGES	15,000.00	15,000.00	0.00	(8,623.00)	15,000.00	0.00
101-191-726.000	SUPPLIES	6,000.00	6,000.00	1,080.64	(2,007.83)	4,919.36	18.01
101-191-726.001	POSTAGE	8,000.00	8,000.00	0.00	(1,807.19)	8,000.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	64.98	0.00	335.02	16.25
101-191-901.000	ADVERTISING	300.00	300.00	80.50	0.00	219.50	26.83
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	773.00	0.00	2,227.00	25.77
101-191-935.015	COMPUTER SUPPORT SYSTEMS	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 191-ELECTIONS		36,200.00	36,200.00	1,999.12	(12,438.02)	34,200.88	5.52

Dept 215-TOWNSHIP CLERK

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

GL NUMBER	DESCRIPTION	2015		YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE	% BDC USED
		PERIOD EN 10/31/2015	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.300	WAGES - CLERK	70,472.81	70,472.81	61,187.78	8,131.47	9,285.03	86.82
101-215-701.302	WAGES - DEPUTY CLERK	41,249.66	41,249.66	32,648.03	4,615.38	8,601.63	79.15
101-215-701.303	WAGES - ACCOUNTANT	10,000.00	10,000.00	3,965.00	0.00	6,035.00	39.65
101-215-726.000	SUPPLIES	500.00	500.00	1,298.17	99.99	(798.17)	259.63
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	5,500.00	5,500.00	3,236.35	0.00	2,263.65	58.84
101-215-965.000	DUES & PUBLICATIONS	650.00	650.00	471.50	0.00	178.50	72.54
Total Dept 215-TOWNSHIP CLERK		129,672.47	129,672.47	102,806.83	12,846.84	26,865.64	79.28
Dept 247-BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	700.00	0.00	800.00	46.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	700.00	0.00	800.00	46.67
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	700.00	0.00	800.00	46.67
101-247-701.403	WAGES - B OF R	500.00	500.00	0.00	0.00	500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		5,200.00	5,200.00	2,100.00	0.00	3,100.00	40.38
Dept 253-TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	70,472.81	70,472.81	59,601.25	8,131.47	10,871.56	84.57
101-253-701.501	WAGES - ASSISTANT	18,168.12	18,168.12	6,919.97	0.00	11,248.15	38.09
101-253-701.502	WAGES - DEPUTY TREASURER	38,608.00	38,608.00	32,644.86	4,454.76	5,963.14	84.55
101-253-726.000	SUPPLIES	2,000.00	2,000.00	1,703.88	99.99	296.12	85.19
101-253-726.001	POSTAGE	7,000.00	7,000.00	2,868.69	0.00	4,131.31	40.98
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	1,060.20	0.00	1,939.80	35.34
101-253-809.000	Bank Fees	300.00	300.00	10.00	0.00	290.00	3.33
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	631.94	0.00	68.06	90.28
101-253-860.501	MILEAGE - DEPUTY TREASURER	200.00	200.00	36.80	0.00	163.20	18.40
101-253-900.000	PRINTING & PUBLISHING	400.00	400.00	0.00	0.00	(750.14)	287.54
101-253-901.000	ADVERTISING	100.00	100.00	45.14	0.00	54.86	45.14
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	1,025.76	340.55	3,474.24	22.79
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 253-TOWNSHIP TREASURER		145,948.93	145,948.93	107,698.63	13,026.77	38,250.30	73.79
Dept 258-COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	5,000.00	5,000.00	1,676.29	0.00	3,323.71	33.53
101-258-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	20,000.00	20,000.00	15,825.35	0.00	4,174.65	79.13
101-258-935.016	COMPUTER NETWORK	3,500.00	3,500.00	3,296.97	65.00	203.03	94.20
Total Dept 258-COMPUTER SUPPORT		31,500.00	31,500.00	20,798.61	65.00	10,701.39	66.03
Dept 265-TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	12,000.00	12,000.00	6,323.49	788.66	5,676.51	52.70
101-265-726.003	SUPPLIES-MAINTENANCE	3,000.00	3,000.00	1,937.61	140.51	1,062.39	64.59
101-265-850.000	TELEPHONE	17,000.00	17,000.00	10,602.49	1,244.32	6,397.51	62.37
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	8,648.60	208.57	3,351.40	72.07
101-265-920.602	WATER / SEWER	5,000.00	5,000.00	3,720.00	1,389.91	1,280.00	74.40

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD EN. 0/31/2015

2015 ORIGINAL BUDGET
 2015 AMENDED BUDGET

ACTIVITY FOR MONTH 10/31/2015

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE	% BGD USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	13,500.00	13,500.00	8,673.67	0.00	4,826.33	64.25
101-265-935.601	SNOW PLOWING	8,000.00	8,000.00	1,748.00	0.00	6,252.00	21.85
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	7,923.63	1,100.00	2,076.37	79.24
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	10,910.00	1,150.00	4,090.00	72.73
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	790.00	79.00	210.00	79.00
101-265-935.605	BUILDING REPAIR	15,000.00	15,000.00	43,605.00	24,835.00	(28,605.00)	290.70
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,732.24	354.75	(232.24)	115.48
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	6,345.22	53.00	8,654.78	42.30
Total Dept 265-TOWNSHIP HALL		128,000.00	128,000.00	112,959.95	31,343.72	15,040.05	88.25
Dept 301-POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	942,450.00	942,450.00	923,756.00	229,764.00	18,694.00	98.02
101-301-830.001	POLICE CONTRACT - DETECTIVE	82,915.00	82,915.00	76,588.00	15,856.75	6,327.00	92.37
Total Dept 301-POLICE SERVICES		1,025,365.00	1,025,365.00	1,000,344.00	245,620.75	25,021.00	97.56
Dept 371-TOWNSHIP BUILDING INSPECTOR							
101-371-701.703	WAGES - BUILDING	65,288.16	65,288.16	55,204.22	7,533.24	10,083.94	84.55
101-371-701.704	WAGES - BUILDING	22,000.00	22,000.00	12,288.27	1,925.90	9,711.73	55.86
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	600.00	600.00	1,240.01	0.00	(640.01)	206.67
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	450.00	0.00	550.00	45.00
101-371-965.000	DUES & PUBLICATIONS	500.00	500.00	464.85	113.00	35.15	92.97
Total Dept 371-TOWNSHIP BUILDING INSPECTOR		90,388.16	90,388.16	69,647.35	9,572.14	20,740.81	77.05
Dept 400-PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	1,500.00	200.00	500.00	75.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	1,900.00	500.00	100.00	95.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	1,400.00	200.00	600.00	70.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	1,400.00	0.00	600.00	70.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	1,550.00	250.00	450.00	77.50
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	1,500.00	200.00	500.00	75.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	1,100.00	100.00	900.00	55.00
101-400-801.000	LEGAL SERVICES	10,000.00	10,000.00	41,007.08	3,080.05	(31,007.08)	410.07
101-400-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	4,896.09	467.59	103.91	97.92
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,410.04	1,228.04	(410.04)	141.00
101-400-901.000	ADVERTISING	1,000.00	1,000.00	1,018.50	0.00	(18.50)	101.85
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	1,225.96	0.00	774.04	61.30
101-400-965.000	DUES & PUBLICATIONS	350.00	350.00	340.00	340.00	10.00	97.14
Total Dept 400-PLANNING COMMISSION		33,350.00	33,350.00	60,247.67	6,565.68	(26,897.67)	180.65
Dept 401-TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	66,988.45	66,988.45	56,589.09	7,721.88	10,399.36	84.48
101-401-701.901	WAGES - DEPUTY PLANNER	51,120.63	51,120.63	43,229.60	5,899.20	7,891.03	84.56
101-401-726.000	SUPPLIES	1,000.00	1,000.00	1,806.67	27.99	(806.67)	180.67
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	150.00	150.00	138.04	0.00	11.96	92.03
101-401-860.901	MILEAGE - DEPUTY PLANNER	150.00	150.00	0.00	0.00	150.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,837.64	60.00	1,662.36	63.06

GL NUMBER	DESCRIPTION	2015		YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	715.00	0.00	285.00	71.50
Total Dept 401-TOWNSHIP PLANNER		126,909.08	126,909.08	105,316.04	13,709.07	21,593.04	82.99
Dept 410-ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	650.00	150.00	550.00	54.17
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	500.00	100.00	700.00	41.67
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	600.00	100.00	600.00	50.00
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	550.00	150.00	650.00	45.83
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	550.00	150.00	650.00	45.83
101-410-801.000	LEGAL SERVICES	2,000.00	2,000.00	5,516.37	0.00	(3,516.37)	275.82
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	280.00	118.00	720.00	28.00
101-410-901.000	ADVERTISING	1,000.00	1,000.00	395.13	125.00	604.87	39.51
101-410-960.000	EDUCATION & TRAINING	1,500.00	1,500.00	75.00	30.00	1,425.00	5.00
Total Dept 410-ZONING BOARD OF APPEALS		11,500.00	11,500.00	9,116.50	923.00	2,383.50	79.27
Dept 412-ZONING ADMINISTRATOR							
101-412-701.601	WAGES	40,640.00	40,640.00	43,746.08	6,346.14	(3,106.08)	107.64
101-412-701.602	WAGES ZONING	15,000.00	15,000.00	10,372.42	1,592.46	4,627.58	69.15
101-412-726.000	SUPPLIES	500.00	500.00	999.33	0.00	(499.33)	199.87
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	350.00	0.00	1,650.00	17.50
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	320.00	0.00	180.00	64.00
Total Dept 412-ZONING ADMINISTRATOR		58,940.00	58,940.00	55,787.83	7,938.60	3,152.17	94.65
Dept 448-STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	92,000.00	92,000.00	60,473.95	5,923.55	31,526.05	65.73
Total Dept 448-STREET LIGHTS - TOWNSHIP		92,000.00	92,000.00	60,473.95	5,923.55	31,526.05	65.73
Dept 747-COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	15,000.00	15,000.00	0.00	0.00	100.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	15,000.00	15,000.00	6,305.12	0.00	8,694.88	42.03
101-747-880.009	COM. PROM. - TREE CARE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	90,000.00	90,000.00	69,506.45	0.00	20,493.55	77.23
101-747-880.017	COM. PROM. - TV BOARD	2,000.00	2,000.00	1,810.00	200.00	190.00	90.50
101-747-880.018	COM. PROM. - MILFOIL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 747-COMMUNITY PROMOTIONS		135,500.00	135,500.00	92,621.57	200.00	42,878.43	68.36
Dept 806-TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	1,791.01	0.00	1,208.99	59.70
101-806-863.000	OIL CHANGES	300.00	300.00	40.30	0.00	259.70	13.43
101-806-864.000	MISCELLANEOUS	2,000.00	2,000.00	580.00	0.00	1,420.00	29.00
Total Dept 806-TOWNSHIP VEHICLES		5,300.00	5,300.00	2,411.31	0.00	2,888.69	45.50

PERIOD EN .0/31/2015

GL NUMBER	DESCRIPTION	2015		YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851-EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	6,000.00	6,000.00	9,144.44	928.61	(3,144.44)	152.41
101-851-873.001	John Hancock 403B	80,000.00	80,000.00	80,876.03	0.00	(876.03)	101.10
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	58,249.44	8,000.57	21,750.56	72.81
101-851-873.020	VACATION & PERSONAL PAYOUT	2,500.00	2,500.00	1,275.40	0.00	1,224.60	51.02
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	240,000.00	240,000.00	182,361.07	13,124.43	57,638.93	75.98
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	9,232.62	914.18	767.38	92.33
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	2,000.00	0.00	11,000.00	15.38
101-851-912.002	INSURANCE - WORKMENS COMP.	7,000.00	7,000.00	103.00	0.00	6,897.00	1.47
Total Dept 851-EMPLOYEE BENEFITS & INSURANCES		438,500.00	438,500.00	343,242.00	22,967.79	95,258.00	78.28
Dept 900-CAPITAL OUTLAY							
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	40,000.00	40,000.00	25,850.00	0.00	14,150.00	64.63
101-900-970.003	CAPITAL OUTLAY - COMPUTER	0.00	0.00	7,245.00	0.00	(7,245.00)	100.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	28,718.00	0.00	1,282.00	95.73
Total Dept 900-CAPITAL OUTLAY		70,000.00	70,000.00	61,813.00	0.00	8,187.00	88.30
TOTAL Expenditures		3,076,611.28	3,076,611.28	2,622,491.56	407,506.34	454,119.72	85.24
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,076,611.28	3,076,611.28	2,622,491.56	407,506.34	454,119.72	85.24



**REQUEST FOR PROPOSALS
SNOW REMOVAL – 2015/2016 Season
Charter Township of Garfield, Grand Traverse County**

Proposals Due:

10:00 A.M., Wednesday November 4, 2015

Address Proposals to (Signed and Sealed: Mailed and/or Delivered):

Engineer

Attention: Jennifer Hodges, P.E.
Gourdle-Fraser, Inc.
123 West Front Street
Traverse City, MI 49684

Phone: 231-946-5874
Facsimile: 231-946-3703
Email: jennifer@gfa.tc

Request to:

- | | |
|--------------------------------------|-------------------------|
| Alpers Excavating | Johnson Outdoors |
| Attention: Patricia Alpers | Attention: Joe Johnson |
| AMO Inc | Landgreen LawnCare |
| Attention: Derek | Attention: Chris Kroupa |
| Elmer's Crane & Dozer Inc | |
| Attention: Steve Enders | |
| Global Outdoor Services, LLC. | |
| Attention: Bill Korreck | |
| Innovative Landscaping & Maintenance | |
| Attention: Casey Baldyga | |
| Pro Maintenance | |
| Attention: John Rollert | |
| Siler's Snow Blowing | |
| Attention: Mike Siler | |
| Double R Co. | |
| Attention: Ron Ramoie | |

Scope of Services:

We have been asked by our client, Charter Township of Garfield to provide this request to each of the local contractors and obtain a cost for services to be provided for snow removal of two (2) trails for the 2015/2016 winter season. These trails are specifically identified as follows:
~ Barnes Trail spanning from Silver Drive to Wyatt Road
~Silver Lake Recreation Area Trail.

The limits of these trails are identified in the attached maps trails which are owned by the Charter Township of Garfield and operated / maintained by the Garfield Township Parks and Recreation.



Contractors Proposal Form

Bidders are instructed to submit bids for this project on a lump sum basis per trail per snow removal occurrence and account for removal for entire trail as identified on the attached drawings. Adjustments for linear footage and width of trail deviations are incidental and shall be accounted for in this lump sum price.

All bid items are inclusive and shall include all incidentals including but not limited to fuel surcharges, taxes, equipment maintenance, etc. All work shall be in compliance with terms identified in the RFP and applicable laws.

Silver Lake Recreation Area Trail

- 1. Snow Removal Services (per occurrence)
(2 to 8 inches of snow accumulation) \$ _____.
- 2. Snow Removal Services (per occurrence)
(8 inches or more of snow accumulation) \$ _____.

Barns Trail

- 1. Snow Removal Services (per occurrence)
(2 to 8 inches of snow accumulation) \$ _____.
- 2. Snow Removal Services (per occurrence)
(8 inches or more of snow accumulation) \$ _____.

_____ Bidders Signature

_____ Printed Name:

_____ Business Name:

_____ Address:

_____ MI Contractor License No.:

_____ Telephone:

_____ Email:

***Charter Township of Garfield reserves the right to accept or reject any or all proposals
Charter Township of Garfield reserves the right to terminate the contract with selected Contractor if terms of RFP are not complied with.***



Township and Local Parks & Recreation Inventory



Denotes trail location



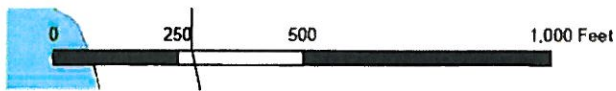
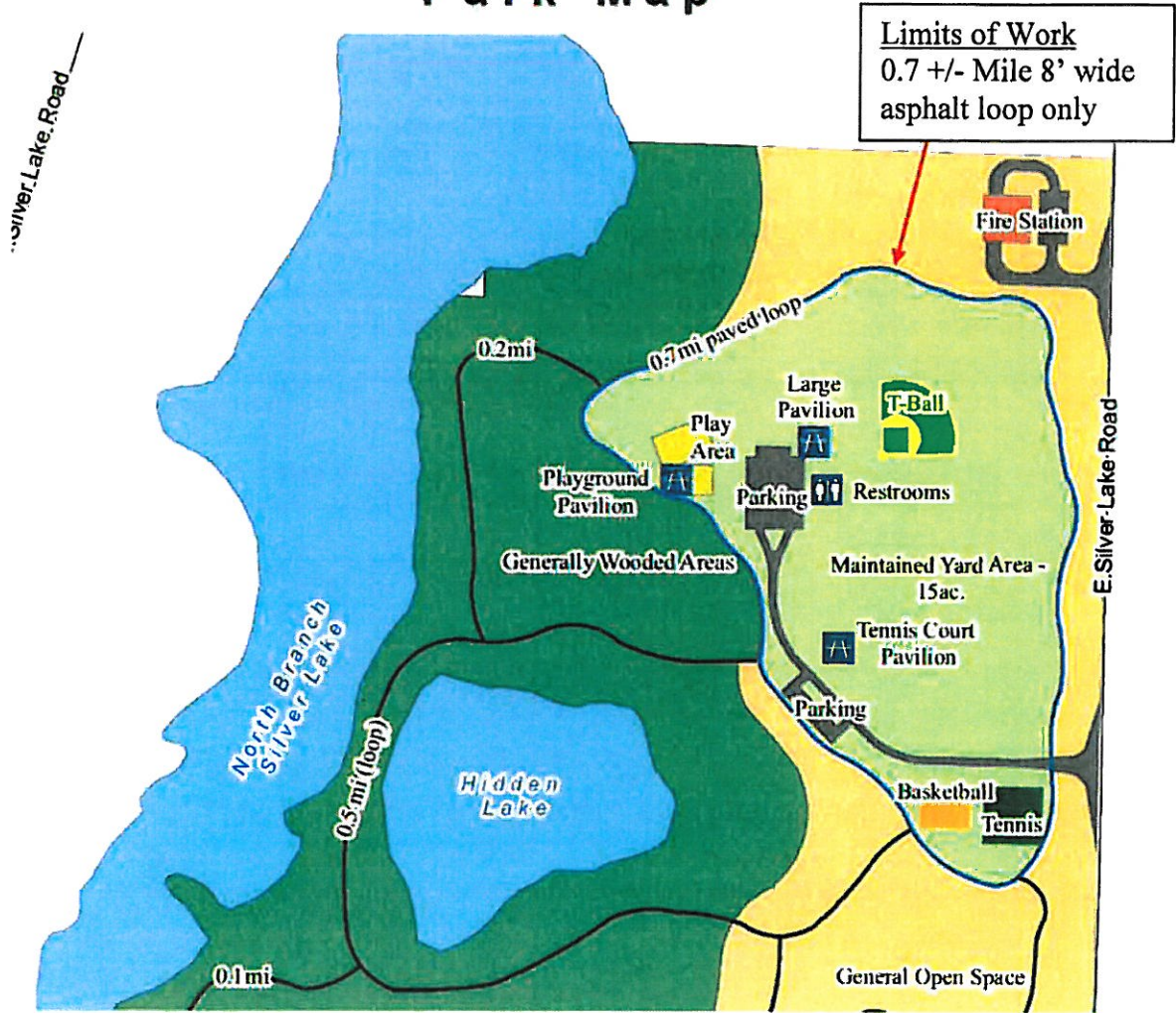
Barns Trail – Silver Drive to Wyatt Road



Denotes starting /
stopping points



Silver Lake Recreation Area Park Map



Date: 8/9/2011



Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684
Phone: 231 941 1620
Fax: 231 941 1688
www.garfield-twp.com



Legend

- | | | | |
|--|-------------------|--|------------------------|
| | Pavilion | | Driver/Parking |
| | Restrooms | | Fire Station Site |
| | Ball Field Grass | | Maintained Yard Areas |
| | Ball Field Gravel | | General Open Space |
| | Basketball Courts | | Playground |
| | | | Tennis Courts |
| | | | Generally Wooded Areas |

November 4, 2015

PH 231.946.5874

FAX 231.946.3703

Garfield Township Board of Trustees
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49686

www.gourdiefraser.com

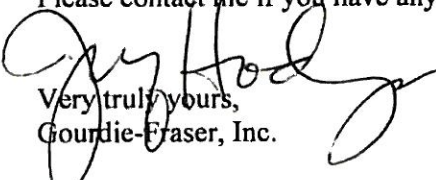
Re: Charter Township of Garfield
Letter of Recommendation for the Barns / Silver Lake Recreation Park Trail Snow Removal Bids
GFA #15029C

Dear Township Board:


Gourdie-Fraser was pleased to have the opportunity to assist the Township with preparing a defined Request for Proposal and solicit bids for the work. GFA contacted potential contractors to inquire on their ability to meet specific criteria and were able to attain a list of ten (10) potentially qualified contractors whom were sent the proposal to bid. Bids were received on November 3, 2015 and there were six (6) responsive bidders. Attached for your review are their respective quotes to complete the work.

Johnson Outdoors was the low bidder and Landgreen Lawncare was the 2nd lowest bidder for both trails for all varying snow accumulation depths and overall bid price. It is my understanding however that the Township has experienced poor quality of work and billing irregularities when they have utilized the services of Johnson Outdoors in the past. This has been expressed verbally in public Township Board Meetings including at their most recent meeting held on November 27, 2015 with intentions to not use this company in the future. Garfield Township has retained the services of Landgreen Lawncare in recent years and were satisfied with the quality / cost of the work. Therefore, based upon this past working experience and their references, it is the recommendation of GFA to utilize the 2nd low bidder, Landgreen Lawncare for the snow removal of the Barns / Silver Lake Rec Park Trails for the 2015 / 2016 season.

Please contact me if you have any questions.


Very truly yours,
Gourdie-Fraser, Inc.

JENNIFER HODGES, P.E.
Project Manager

		Charter Township of Garfield	
		Planning Department Report No. 2015-64	
Prepared:	11/4/2015	Pages:	1
Meeting:	11/10/2015 Township Board	Attachments:	<input type="checkbox"/>
Subject:	2016 Air Photo Contract with Grand Traverse County		

STAFF COMMENT:

The Grand Traverse County GIS and Equalization Department has asked if the Township would like to participate in a 2016 aerial photography project.

Grand Traverse County will fund 50% of the total \$36,606.00 cost of the project. The other 50% would be split between the City of Traverse City and the 13 county townships based on a percentage calculation balancing taxable value and land area. For Garfield, that works out to 6.1% of the total project cost, or \$2,114.00. Each of the other municipalities (except for Peninsula, which apparently is pending) has already agreed to participate.

As you may recall, the Township hired a company named Pictometry to fly our own aerials in 2014, and Pictometry remains under contract to fly again in 2017. However, even though we have flown recently and will again in 2017, Staff feels that this proposal should be considered for the following reasons:

- This project will provide aerial photography in a "gap" year where Pictometry will not fly. This will help Planning, Zoning, and Assessing observe development that has occurred since May 2014 (a significant amount has occurred). Oftentimes, when it comes to "he said, she said," access to consecutive years of air photos is very helpful.
- In addition to regular color photographs, the project will also photograph the ground in color infrared. This technology measures the varying reflectivity of different objects on the ground (i.e. trees, bare soil, orchards, water, concrete, etc) to generate an image like the example to the right. This data can then be used to create current land use maps which are much more accurate than if we were to create them by hand. Our current air photos do not include the infrared band.
- Considering that asking a company to take new aerial imagery of the Township on our own could easily exceed \$10,000.00, and that we will receive off-year air photos plus the infrared band, this proposal offers a good value for the Township.



ACTION REQUESTED: THAT the Township Board accept the 2016 aerial photo project partnership with Grand Traverse County for the amount of \$2,114.00.