

# CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, December 8, 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 –  
November 24, 2015 (Recommend Approval)

b. Bills -

General Fund  
(Recommend Approval)

\$ 228,982.88

Gourdie-Fraser	
Developer's Escrow Fund	\$ 1,035.00
Utility Receiving Fund	2,262.50
Park Funds	<u>1,161.25</u>
Total	\$ 4,458.75

(Recommend Approval)

- c. Resolution 2015-18-T, a resolution to Amend the 2015 Budget (Recommend Approval)
- d. Town Board meeting dates for 2016 (Recommend Approval)
- e. MTT Update (Receive and File)
- f. 2016 Appointments (Recommend Approval)

**4. Items removed from the Consent Calendar**

**5. Correspondence**

- a. Grand Traverse Conservation District – November 2015

**6. Reports**

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

**7. Unfinished Business**

- a. Public Hearing - Garfield Township Budgets for 2016
- b. Discussion regarding Special Assessment District (SAD) for Oak Terrace

**8. New Business**

- a. Resolution 2015-19-T 2016 General Appropriation Act Resolution
- b. Resolution 2015-20-T 2016 Fire Fund Budget
- c. Resolution 2015-21-T 2016 Park System Fund Budget
- d. Resolution 2015-22-T 2016 Treasurer's Salary
- e. Resolution 2014-23-T 2016 Clerk's Salary
- f. Resolution 2014-24-T 2016 Supervisor's Salary

**9. Public Comment**

**10. Other Business**

**11. Adjournment**

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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  
November 24, 2015**

Chuck Korn called the Town Board Meeting to order on November 24, 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, Molly Agostinelli, Denise Schmuckal, Lanie McManus, Chuck Korn, Jeane Blood Law and Kit Wilson

**1. Public Comment (6:01)**

**2. Review and Approval of the Agenda - Conflict of Interest (6:01)**

*Agostinelli moved and Schmuckal seconded to approve the agenda as presented.*

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

**3. Consent Calendar (6:02)**

**a. Minutes**

November 10, 2015 Regular Meeting (Recommend Approval)

**b. Bills**

General Fund	\$204,600.77
(Recommend Approval)	

**c. Garfield Township Budgets for 2016 (General Fund, Fire Fund, Public Improvement Fund, Budget Stabilization Fund, DPW Fund, Park System Fund, Street Light Fund, and Special Assessment District Fund) – Schedule for Public Hearing on December 8, 2015  
(Recommend Approval)**

*Featherstone moved and Schmuckal seconded to adopt the consent calendar as presented.*

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

**4. Correspondence (6:03)**

**a. Email from Rachel Chambers – access to Dog Park**

**5. Reports****a. County Commissioner's Report (6:03)**

No report

**b. Personnel Committee Report (6:03)**

Schmuckal reported that interviews are scheduled next week for the Office Coordinator position. There were 48 applicants and the committee narrowed it to five.

**c. Clerk's Report (6:04)**

McManus said that the Recreation Authority audit has begun and is going well.

**d. Supervisor's Report (6:05)**

Korn reported that TC Talus is up and running and at the Metro Fire meeting, a mutual aid agreement with Long Lake Township was discussed. Blood Law asked that all municipalities be treated the same in any mutual aid agreement.

**6. Unfinished Business**

None

**7. New Business****a. Consideration of Special Assessment District (SAD) for Oak Terrace (Discussion Only) (6:07)**

Korn brought up discussion of a board initiated SAD for Oak Terrace. The road is in poor condition and the Road Commission would pay 25% of the cost as would the township. Residents would pay the remaining 50% if there were no objections. If more than 20% of residents objected to the proposed SAD, an election would be held where residents would be able to object. Board members discussed the proposed SAD and suggestions were made regarding another monetary resource since many seniors live on the road at a nursing home. Korn will bring more information to the next meeting.

**b. Consideration of a Resolution for the naming of a new Veteran's Health Center (6:15)**

George Champlin spoke about the new name of a Veterans Administration clinic. The committee proposes to name it Colonel Demas T. Craw VA Clinic. Colonel Craw was born in Long Lake Township and is the only person to receive the Medal of Honor from this area. The committee would like to name the existing clinic located on South Airport Road after him right now and then transfer the name when a new clinic is built. Board members discussed the matter and agreed that this would be a great honor for Colonel Craw and any remaining family he may have.

*Featherstone moved and Schmuckal supported to adopt Resolution 2015-17-T, a resolution in Support of Naming the Traverse City Veterans Administration Building.*

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

Schmuckal thanked Champlin for all of his work on behalf of veterans in this area.

**8. Public Comment: (6:27)**

**9. Other Business (6:27)**

The 2016 budget will come out before the next meeting.

**10. Adjournment**

*Korn adjourned the meeting at 6:27 p.m.*

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

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

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
11/12/2015	GEN	34396	MISC	BRENDA BURROWS	FRONT DESK	99.00
11/12/2015	GEN	34397	0167	STATE OF MICHIGAN	28-05-008-034-09 DOCKET #15006657	25.00
11/16/2015	GEN	34398	0001	GARFIELD CHARTER TOWNSHIP	TCAPS PORTION OF MTT FOR MALL	192,539.72
11/16/2015	GEN	34399	MISC	GIBBS FIRM, LPA	INTEREST REFUND MTT GT MALL	2,982.01
11/18/2015	GEN	34400	0061	GRAND TRAVERSE COUNTY REG DEED	REG PARK PROP DEED	14.00
11/19/2015	GEN	34401	0053	AFLAC	BOZ32	197.18
11/19/2015	GEN	34402	MISC	BRENDA BURROWS	FRONT DESK	209.00
11/19/2015	GEN	34403	0086	GRAND TRAVERSE COUNTY TREATS	MTT BOR ADJUSTMENTS	2,304.28
11/19/2015	GEN	34404	0498	NORTHERN MI JANITORIAL SUP	SUPPLIES	156.95
11/19/2015	GEN	34405	0036	SMITH HAUGHY RICE & ROEGGE	#113654	5,705.35
11/19/2015	GEN	34406	0509	TEAMSTERS LOCAL 214	UNION DUES	203.00
11/19/2015	GEN	34407	0142	VERIZON	TELEPHONE	165.28
11/23/2015	GEN	34408	0147	ALWAYS CARE	EMPLOYEE HEALTH	1,361.70
11/23/2015	GEN	34409	0028	ASCOMNORTH INC.	AMPLIFIER REPAIR	419.84
11/23/2015	GEN	34410	0375	FIFTH THIRD BANK	5473785478000162 TRUCK BATTERY	99.94
11/23/2015	GEN	34411	0001	GARFIELD CHARTER TOWNSHIP	28-05-017-061-00	692.32
11/23/2015	GEN	34412	0145	PRIORITY HEALTH	EMPLOYEE HEALTH	12,058.50
11/25/2015	GEN	34413	0375	FIFTH THIRD BANK	5473785400032465	1,160.23
11/25/2015	GEN	34414	0001	GARFIELD CHARTER TOWNSHIP	HSA	76.59
11/25/2015	GEN	34415	0915	SUPERFLEET	GAS	201.01
11/25/2015	GEN	34416	0391	THE GUARDIAN	INSURANCE	914.18
11/25/2015	GEN	34417	0202	UNITED WAY	UNITED WAY	85.00
11/25/2015	GEN	34418	0006	VRAC	DEFERRED COMP	1,893.00
12/01/2015	GEN	34419	0130	ANNE WENDLING	CONTRACTED SVCS.	129.00
12/01/2015	GEN	34420	0065	CERRYLAND ELECTRIC COOP.	SILVER LAKE BATH HOUSE	312.72
12/01/2015	GEN	34421	0065	CERRYLAND ELECTRIC COOP.	LIGHTS	2,097.83
12/01/2015	GEN	34422	0375	FIFTH THIRD BANK	5473785400027192	15.00
12/01/2015	GEN	34423	0905	HOME DEPOT CREDIT SERVICES	SUPPLIES	13.14
12/01/2015	GEN	34424	0905	HOME DEPOT CREDIT SERVICES	SUPPLIES	219.00
12/01/2015	GEN	34425	0140	NORTHWEST MICH ASSESSORS	CONTINUING ED - KRISTEN	40.00
12/01/2015	GEN	34426	0395	SPECTRUM BUSINESS	INTERNET	65.00
12/01/2015	GEN	34427	0209	STATE OF MICHIGAN (P)	STATE TAX WITHHOLDING	2,528.11

GEN TOTALS:

Total of 32 Checks:  
 Less 0 Void Checks:

Total of 32 Disbursements:

228,982.88  
 0.00  
 228,982.88

November 30, 2015

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

**I. Developer's Escrow Fund**

1. Engineering services for plan review and construction services.			
<b>Carson Square (Originally Kensington Park - Phase II)</b>			
Project#	15012	Invoice No. 1501203	550.00
2. Engineering services for plan review and construction services.			
<b>Chelsea Park</b>			
Project#	15208	Invoice No. 1520804	485.00
			<u>1,035.00</u>
Total			<u>1,035.00</u>

**Utility Receiving Fund**

1. Survey services for			
<b>NW Infrastructure Improvements - Survey Services</b>			
Project#	14417	Invoice No. 1441706	1,575.00
2. Engineering, survey and construction consulting services for PS#1			
<b>General Water &amp; Sewer Infrastructure</b>			
Project#	15029C	Invoice No. 150293123	230.00
3. Engineering, survey and construction consulting services for			
<b>General Water &amp; Sewer Infrastructure</b>			
Project#	15029C	Invoice No. 150293124 <b>Hammond Commerce - Lot 24</b>	230.00
Project#	15029C	Invoice No. 150293124 <b>4254 Barnes Road</b>	112.50
4. Engineering, survey and construction consulting services for exposed WM along Cass			
<b>General Water &amp; Sewer Infrastructure</b>			
Project#	15029C	Invoice No. 150293125	115.00
			<u>2,262.50</u>
Total			<u>2,262.50</u>

**IV. Park Funds**

1. Engineering, survey and construction consulting services for			
<b>Barns &amp; Silver Lake Recreation Trails - Snow Removal RFP</b>			
Project#	15029C	Invoice No. 150293122	1,161.25
			<u>1,161.25</u>
VI. Total			<u>1,161.25</u>

**GRAND TOTAL** \$4,458.75





Engineering  
Surveying  
Testing &  
Operations

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

**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

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

November 30, 2015  
Project No: 15012  
Invoice No: 1501203

Re: Carson Square. (Originally Kensington Park - Phase II)

Services Performed: Plan review, construction observation, inspection and project close out for the water and sewer extension.  
Project Location: Intersection of Woodward and Linden Avenue, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from August 30, 2015 to November 28, 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	1,200.00	300.00
Close Out/Project Turnover	500.00	50.00	250.00	0.00	250.00
<b>Total Fee</b>	<b>3,000.00</b>		<b>2,750.00</b>	<b>2,200.00</b>	<b>550.00</b>
		<b>Total Fee</b>			<b>550.00</b>
				<b>Total this Invoice</b>	<b>\$550.00</b>



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November 30, 2015  
Project No: 15208  
Invoice No: 1520804

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 November 1, 2015 to November 28, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Review	1,500.00	100.00	1,500.00	1,500.00	0.00
Construction Observation/Inspection	3,000.00	100.00	3,000.00	2,640.00	360.00
Close Out/Project Turnover	500.00	25.00	125.00	0.00	125.00
<b>Total Fee</b>	<b>5,000.00</b>		<b>4,625.00</b>	<b>4,140.00</b>	<b>485.00</b>
		<b>Total Fee</b>			<b>485.00</b>
				<b>Total this Invoice</b>	<b>\$485.00</b>



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 TRAVERSE CITY, MI 49684

November 30, 2015  
 Project No: 14417  
 Invoice No: 1441706

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 November 1, 2015 to November 28, 2015  
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Survey Services	31,500.00	85.00	26,775.00	25,200.00	1,575.00
Total Fee	31,500.00		26,775.00	25,200.00	1,575.00
		<b>Total Fee</b>			<b>1,575.00</b>
				<b>Total this Invoice</b>	<b>\$1,575.00</b>



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 TRAVERSE CITY, MI 49684

November 30, 2015  
 Project No: 15029C  
 Invoice No: 150293123

Re: General Utilities - PS#1 RFP

Services Performed: General engineering Consulting services as detailed below.

Professional Services from November 1, 2015 to November 28, 2015  
 Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	2.00	
PS#1 RFP - Contractor Questions		
Totals	2.00	
<b>Total Labor</b>		<b>230.00</b>
	<b>Total this Invoice</b>	<b>\$230.00</b>



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November 30, 2015  
 Project No: 15029C  
 Invoice No: 150293124

Re: General Utilities

Services Performed: General engineering consulting services as detailed below.

Professional Services from November 1, 2015 to November 28, 2015  
 Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	2.00	
Hammond Commerce - Lot 24 utility Extension research /		
Design CAD Technician II		
TAYLOR, JERRY	1.50	
4254 Barnes Road, sewer extension research. Develop spreadsheet of		
parcels for submittal to health department.		
Totals	3.50	
Total Labor		342.50
	Total this Invoice	\$342.50



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November 30, 2015  
 Project No: 15029C  
 Invoice No: 150293125

Re: General Utilities - Exposed WM along Cass

Services Performed: General engineering Consulting services as detailed below.

Professional Services from November 1, 2015 to November 28, 2015

Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	1.00	
Exposed WM along Cass; followup with drain commission and MDOT.		
Totals	1.00	
<b>Total Labor</b>		<b>115.00</b>
	<b>Total this Invoice</b>	<b>\$115.00</b>



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November 30, 2015  
Project No: 15029C  
Invoice No: 150293122

Re: Barns & Silver Lake Recreation Trails - Snow Removal Request for Proposal (RFP)

- Engineering Consulting Services Performed:
1. Contact / research with contractors and sending out RFP's to contractors.
  2. Finalize RFP and answer contractor questions, attend board meeting.
  3. Prepare RFP template.
  4. Tabulate bids received.

Professional Services from November 1, 2015 to November 28, 2015

**Professional Personnel**

	Hours	Amount
Project Manager		
HODGES, JENNIFER	3.00	
Design Engineer		
WILLIAMS, JOSEPH	8.00	
Administrative Assistant		
SUMMERS, CYNTHIA	1.75	
Totals	12.75	
<b>Total Labor</b>		<b>1,161.25</b>
		<b>Total this Invoice      \$1,161.25</b>

**RESOLUTION TO AMEND THE BUDGET**

**RESOLUTION # 2015-18-T**



TO THE BOARD OF GARFIELD TOWNSHIP,

ON THE FOLLOWING PAGES YOU WILL FIND **RESOLUTION 2015-18-T**. THESE ARE SOME PROPOSED BUDGET AMENDMENTS FOR THIS BUDGET YEAR. THESE AMENDMENTS ARE TO BRING THE BUDGET INTO CONFORMANCE FOR THE CLOSE OF THE YEAR 2015. PLEASE LOOK THEM OVER AND IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT ME AT MY OFFICE, BEFORE THE BOARD MEETING SO I CAN EXPLAIN THEM

THANK YOU,

LANIE MCMANUS  
TOWNSHIP CLERK

## **Budget Amendments to Increase Expenditure Budgets in Fund 101**

1. To increase cost center Planning (400) by \$38,000 and take it from Fund Balance.
2. To increase cost center ZBA (410) by \$3,000 and take it from Fund Balance.
3. To increase cost center Zoning (412) by \$7,500.00 and take it from Fund Balance.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2015-18-T adopted this 8<sup>th</sup> day of December, 2015.

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Lanie McManus, Clerk

### **CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2015-18-T which was adopted by the Township Board of the Charter Township of Garfield on the 8<sup>th</sup> day of December, 2015.

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Lanie McManus, Clerk

**CHARTER TOWNSHIP OF GARFIELD  
2016 TOWN BOARD MEETING DATES**

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The regular meeting dates of the Town Board of the Charter Township of Garfield are scheduled for the second and fourth Tuesday of each month at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

January 12, 2016	July 12, 2016
January 26, 2016 (cancelled)	July 26, 2016
February 9, 2016	August 9, 2016
February 23, 2016	August 23, 2016
March 8, 2016	September 13, 2016
March 22, 2016	September 27, 2016
April 12, 2016	October 11, 2016
April 26, 2016	October 25, 2016
May 10, 2016	November 8, 2016
May 24, 2016	November 22, 2016
June 14, 2016	December 13, 2016
June 28, 2016	December 27, 2016

Lanie McManus, Clerk  
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Ph: (231) 941-1620

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 #922-4766.

**MTT Update**  
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor  
As of: November 30, 2015

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)	11/19/15 Made settlement offer following correction of valuation on record.
					OFFERED:	\$ 425,000	\$ 425,000	\$ 222,800	\$ 222,800	\$ 212,800	
2 15-001617	008-027-00 008-027-10 008-028-00 900-363-98	Baruch SLS Inc Baruch SLS Inc Baruch SLS Inc Cherry Hill Haven	4841 N Long Lake Rd. 4825 N Long Lake Rd 4885 N Long Lake Rd 4885 N Long Lake Rd	2015 2015 2015 2015	\$ 359,400 \$ 141,900 \$ 419,400 \$ 5,500	\$ 359,400 \$ 141,900 \$ 419,400 \$ 5,500	\$ - \$ - \$ - \$ -	\$ - \$ - \$ - \$ -	\$ (359,400) \$ (141,900) \$ (419,400) \$ (5,500)	\$ (359,400) \$ (141,900) \$ (419,400) \$ (5,500)	11/30/15 Rec'd Motion to place case in abeyance until Supreme Court decides on the Saginaw Co case.
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)	11/24/15 Called for appt with owner for next week.
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)	11/13/15 discussed recent sales in area with attorney. Offered \$715,000 based on record card corrections.
					OFFERED:	\$ 715,000	\$ 646,708	\$ -	\$ (56,000)	\$ -	
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 \$42.39/sf or \$1,875,000.
					SETTLED:	\$ 1,875,000	\$ 1,875,000	\$ -	\$ (780,800)	\$ (110,366)	
6 14-001336	016-054-10	Northfield Restaurant Corp AKA Pizza Hut	3050 N US 31 South <del>Precreating General Cellulose 1-25-2015</del>	2015	\$ 278,700	\$ 206,698	\$ 150,000	\$ 150,000	\$ (128,700)	\$ (56,698)	11/17/15 sent email to atty.
7 14-003334	019-002-10	Green Hills Inc	2400 East Crown Dr	2014 2015	\$ 938,700 SETTLED: \$ 1,035,600 SETTLED:	\$ 937,463 \$ 952,462	\$ 250,000 \$ 375,000	\$ 250,000 \$ 375,000	\$ (688,700) \$ (563,700)	\$ (687,463) \$ (562,463)	6/9/15 Settlement offer considers income and sale of former clubhouse 6/29/15 Rec'd Judgment.
8 14-004442	019-002-20	Hometown Hardware Inc	2701 Zimmerman Rd	2014 2015	\$ 394,400 SETTLED: \$ 317,900 SETTLED:	\$ 353,060 \$ 317,900	\$ 150,000 \$ 202,950 \$ 150,000 \$ 206,000	\$ 150,000 \$ 202,950 \$ 150,000 \$ 206,000	\$ (244,400) \$ (191,450) \$ (167,900) \$ (111,900)	\$ (203,060) \$ (150,110) \$ (167,900) \$ (111,900)	11/24/15 Judgment received.
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)	11/18/15 Left message for atty.
10 455929	021-015-00	Grand Traverse Mall LLC	3200 W South Airport Rd	2013 2014	\$ 29,511,400 SETTLED: \$ 30,706,900	\$ 29,511,400 \$ 29,983,582	\$ 11,385,000 \$ 20,750,000 \$ 11,385,000	\$ 11,385,000 \$ 20,750,000 \$ 11,385,000	\$ (18,126,400) \$ (8,761,400) \$ (19,321,900)	\$ (18,126,400) \$ (8,761,400) \$ (18,598,582)	
	021-015-70	Grand Traverse Mall LLC	W South Airport Rd	2013 2014	\$ 64,300 SETTLED: \$ 75,900	\$ 64,300 \$ 65,328	\$ 15,000 \$ 15,000	\$ 15,000 \$ 15,000	\$ (49,300) \$ -	\$ (49,300) \$ -	
	TOTALS:			2013 2014	\$ 29,575,700 SETTLED: \$ 30,782,800	\$ 29,575,700 \$ 30,048,910	\$ 11,400,000 \$ 20,814,300 \$ 11,400,000	\$ 11,400,000 \$ 20,814,300 \$ 11,400,000	\$ (18,175,700) \$ (8,761,400) \$ (19,382,800)	\$ (18,175,700) \$ (8,761,400) \$ (18,648,910)	10/13/15 Judgment received.

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	AGREED:	\$ 2,457,500	\$ 2,359,250	\$ 1,269,737	\$ 1,269,737	\$ (1,187,763)	\$ (1,089,513)	\$ (327,653)	11/18/15 Stip signed & returned. Waiting for judgment.
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)	9/17/15 Judgment received
14 15-004009	021-028-00	Red Lobster Restaurants LLC	2691 N US 31 South	2015	\$	\$ 567,700	\$	\$ 350,000	\$	\$ (217,700)	\$	\$	11/18/15 Left message for atty.
15 15-003053	347-008-00	VanWagner & Gobles LLC	5222 N Royal Dr	2015	\$	\$ 363,200	\$	\$ 250,000	\$	\$ (113,200)	\$	\$	11/24/15 Atty verified recent sale of property (Claims Fisa net lease transaction.
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)	\$	5/21/15 Rec'd Judgment.
				2012	SETTLED:	\$ 107,850	\$ 107,850	\$ 92,580	\$ 92,580	\$ (15,270)	\$ (15,270)	\$	
				2011	SETTLED:	\$ 103,300	\$ 103,300	\$ 87,584	\$ 87,584	\$ (15,716)	\$ (15,716)	\$	
				2010	SETTLED:	\$ 115,200	\$ 115,200	\$ 87,600	\$ 87,600	\$ (15,700)	\$ (15,700)	\$	
					SETTLED:	\$	\$	\$ 101,400	\$ 101,400	\$ (13,800)	\$ (13,800)	\$	
17 14-008072	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2014	\$	\$ 203,443	\$	\$ 191,800	\$	\$ (11,643)	\$	\$	1/5/15 Rec'd appeal of 4% uncapping based on Merger Documents provided by Northfield.
				2013	\$	\$ 200,240	\$	\$ 188,780	\$	\$ (11,460)	\$	\$	
				2012	\$	\$ 195,547	\$	\$ 184,356	\$	\$ (11,191)	\$	\$	
				2011	\$	\$ 190,406	\$	\$ 179,510	\$	\$ (10,896)	\$	\$	
				2010	\$	\$ 187,224	\$	\$ 176,510	\$	\$ (10,714)	\$	\$	
				2009	\$	\$ 187,788	\$	\$ 177,050	\$	\$ (10,738)	\$	\$	
				2008	\$	\$ 179,874	\$	\$ 169,590	\$	\$ (10,284)	\$	\$	
				2007	\$	\$ 175,830	\$	\$ 165,780	\$	\$ (10,050)	\$	\$	
				Year(s) in Contention	Assessor's Values	Assessed	Taxable	Petitioner's Values	Assessed	Taxable	Value Differences	Assessed	Taxable
				2007	\$	\$ 175,830	\$	\$ 165,780	\$	\$ 165,780	\$ (10,050)	\$	\$ (10,050)
				2008	\$	\$ 179,874	\$	\$ 169,590	\$	\$ 169,590	\$ (10,284)	\$	\$ (10,284)
				2009	\$	\$ 187,788	\$	\$ 177,050	\$	\$ 177,050	\$ (10,738)	\$	\$ (10,738)
				2010	\$	\$ 187,224	\$	\$ 176,510	\$	\$ 176,510	\$ (10,714)	\$	\$ (10,714)
				TOTALS:	\$	\$ 115,200	\$	\$ 101,400	\$	\$ 101,400	\$ (13,800)	\$	\$ (13,800)
				TOTALS:	\$	\$ 103,300	\$	\$ 87,584	\$	\$ 87,584	\$ (15,716)	\$	\$ (15,716)
				TOTALS:	\$	\$ 107,850	\$	\$ 92,580	\$	\$ 92,580	\$ (15,270)	\$	\$ (15,270)
				TOTALS:	\$	\$ 29,695,600	\$	\$ 29,695,600	\$	\$ 29,695,600	\$ (18,193,297)	\$	\$ (18,193,297)
				TOTALS:	\$	\$ 32,115,900	\$	\$ 31,339,433	\$	\$ 31,339,433	\$ (776,467)	\$	\$ (776,467)
				TOTALS:	\$	\$ 44,210,000	\$	\$ 42,167,135	\$	\$ 42,167,135	\$ (2,042,865)	\$	\$ (2,042,865)
				SETTLED VALUES:									
				2010	\$	\$	\$	\$ 200	\$	\$ 200	\$ (200)	\$	\$ (200)
				2011	\$	\$	\$	\$ 2011	\$	\$ 2011	\$ (2011)	\$	\$ (2011)
				2012	\$	\$	\$	\$ 2012	\$	\$ 2012	\$ (2012)	\$	\$ (2012)
				2013	\$	\$	\$	\$ 2013	\$	\$ 2013	\$ (2013)	\$	\$ (2013)
				2014	\$	\$	\$	\$ 2014	\$	\$ 2014	\$ (2014)	\$	\$ (2014)
				2015	\$	\$	\$	\$ 2015	\$	\$ 2015	\$ (2015)	\$	\$ (2015)



2016 APPOINTMENTS

<u>Board</u>	<u>Term</u>	<u>Expires</u>
<u>Code Enforcement Officer</u>		
Sara Kopriva	1 year	Dec. 31, 2016
Carl Studinski	1 year	Dec. 31, 2016
Tom Schmuckal	1 year	Dec. 31, 2016
<u>Planning Commission</u>		
Kit Wilson (TB Rep)	1 year	Dec. 31, 2016
Terry Clark	3 years	Dec. 31, 2018
Gil Uithol	3 years	Dec. 31, 2018
<u>Grand Traverse County Commission</u>		
Chuck Korn	1 year	Dec. 31, 2016
Lanie McManus	1 year	Dec. 31, 2016
<u>Grand Traverse County Road Commission</u>		
Chuck Korn	1 year	Dec. 31, 2016
Brian VanDenBrand	1 year	Dec. 31, 2016
<u>TC TALUS</u>		
Chuck Korn	1 year	Dec. 31, 2016
Brian VanDenBrand	1 year	Dec. 31, 2016
<u>GT Metro Emergency Services Board</u>		
Chuck Korn	1 year	Dec. 31, 2016
Bob Featherstone	1 year	Dec. 31, 2016
Jeane Blood (alternate)	1 year	Dec. 31, 2016
<u>Zoning Board of Appeals</u>		
Gil Uithol (PC Rep)	1 year	Dec. 31, 2016
<u>Board of Review</u>		
Jim Christensen (alternate)	1 year	Dec. 31, 2016

**Parks and Recreation Commission**

Chris Remy	3 years	Dec. 31, 2018
Dale Majercyck	3 years	Dec. 31, 2018

**Building Code of Appeals**

Dave Chryst	2 years	Dec. 31, 2017
Tom Piehl	2 years	Dec. 31, 2017
Steve Duell	2 years	Dec. 31, 2017
Marc Burkholder	2 years	Dec. 31, 2017
Peter Alt	2 years	Dec. 31, 2017

**STANDING COMMITTEES (1 Year Term - Expires Dec. 31, 2016)**

**Personnel Committee**

Denise Schmuckal	Town Board
Lanie McManus	Town Board
Chuck Korn	Town Board

**Building and Grounds Committee**

Rob Larrea	Employee Member
Molly Agostinelli	Town Board
Bob Featherstone	Town Board

**Finance Committee**

Chuck Korn	Town Board
Lanie McManus	Town Board
Jeane Blood	Town Board
Betty Tezak	Employee

**Elections Committee**

Lanie McManus	Town Board
Denise Schmuckal	Town Board
Bob Featherstone	Town Board

**Law Enforcement Committee**

Denise Schmuckal	Town Board
Chuck Korn	Town Board

**Northern Nexus**

Chuck Korn	Town Board
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**Monthly Parkland Responsibilities**

Coordinated trail steward activities, performed routine maintenance on all trails, and performed trailhead maintenance tasks where appropriate.

**Nature Center Visitation this Month 421**

Program Participants this month 308  
Drop ins this month 113

Nature Center Visitation this year 5,670

Nature Center Visitation since 2008 62,586

BRNC Visitation Nov 2014

Prog Partips Nov 2014

Drop ins Nov 2014

246

214

32

Activity Detail	Conservation District Pillar	Location of activity	Property Owner	Staff Lead (initials)
11/2 - Hosted ISN Partner Meeting (14 present)	Stewardship (Boardman River and Non-parklands ISN)	Boardman River Nature Center	Grand Traverse County	KEG/EC
11/6 - Attended & updated at LCD's annual meeting (~35 contacted)	Stewardship (Boardman River and Non-parklands ISN)	Leelanau/Benzie/Manistee Counties	N/A	EC
11/9 - Attended MSU Extension focus group meeting (25 present)	Stewardship (Boardman River and Non-parklands ISN)	Leelanau/Benzie/Manistee Counties	N/A	EC/KEG
11/12 - Attended & updated at Michigan Invasive Plant Council annual meeting (~15 attendees)	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	KEG/EC
11/18 - Attended & updated at BCD annual meeting (~20 attendees)	Stewardship (Boardman River and Non-parklands ISN)	Leelanau/Benzie/Manistee Counties	N/A	KEG/EC
11/30-12/1 - Attended, updated, & presented at MISC annual meeting (~40 attendees)	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	KEG
11/11 - Site visit & meeting with Harbor Village development (4 attendees)--voted to fund cost-share of JK treatments in neighborhood	Stewardship (Boardman River and Non-parklands ISN)	Leelanau/Benzie/Manistee Counties	N/A	EC
11/20 - Interview day for Huron Pines AmeriCorps member (9 candidates interviewed total)	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	KEG/SL/TV
Continued to assist growers as they work towards MAEAP Verification	Agriculture	On Farm	Private Property	JA/LR
Attended and provided MAEAP updates at Antrim, Benzie, and Leelanau Conservation Districts Annual meetings	Agriculture	Other	N/A	JA/LR
Conducted 3 on-farm risk assessments	Agriculture	On Farm	Private Property	JA/LR
Attended Grand Traverse Fruit Grower Council meeting	Agriculture	Other	N/A	JA/LR
Attended TBA-ISD Career Tech Center advisory council meeting.	Agriculture	Other	N/A	JA/LR

Grand Traverse' Conservation District November 2									
Hosted MAEAP goal setting meeting. Attendees included representatives from MDARD, USDA, and Antrim, Benzie, Grand Traverse, and Leelanau Conservation Districts	Agriculture	Boardman River Nature Center	Grand Traverse County	JALR					
Recorded Intro to MAEAP video Michigan State University Institute of Agricultural Technology course offered at NMC.	Agriculture	Other	N/A	JALR					
Attended and presented MAEAP report at the Northwest Farm Bureau County meeting.	Agriculture	Other	N/A	JALR					
Hosted Traverse City Networking group at Nature Center where we presented on the conservation district	Education	Boardman River Nature Center	Grand Traverse County	TC					
Attended Rotary Camps and Services annual camp meeting where area summer camps convene to share resources, ideas and learn about new licensing laws	Education	Other	N/A	TC					
Hosted a guided walk with 0-2 year olds for the NMCAA group	Education	Other	N/A	TC					
Completed November Peepers. 45 Peepers in attendance for the month of November	Education	Boardman River Nature Center	Grand Traverse County	TC					
Hosted two birthday parties at the Nature Center	Education	Boardman River Nature Center	Grand Traverse County	TC					
Created follow up survey for teachers who check out discovery boxes	Education	Other	N/A	TC					
Interviewed for Huron Pines Americorps Position	Education	Other	N/A	TC					
Gave a dam removal presentation & tour to a NMC watershed class									
Cleared downed tree and blew off leaves on Sabin and Fox Den loops per Education Dept.'s request	Parklands	Natural Education Reserve	Grand Traverse County	RR					
Chainsawed downed trees from over trail system	Parklands	Kid's Creek Park	Garfield Township	RR					
Met with contractors of the TCL&P project at Hickory Meadows in review of plans and progress	Parklands	Hickory Meadows							
Provided updates on remediation of the TCL&P utility corridor through Hickory Meadows to Matt Cowall and the HM Advisory Committee	Parklands	Hickory Meadows	Joint Recreational Authority	TV					
Coordinated and attended the Hickory Meadows Advisory Committee meeting	Parklands	Hickory Meadows	Joint Recreational Authority	TV					

Grand Traverse Conservation District  
November 1, 2014

Followed-up on conceptual trail design between Hickory Hills and Hickory Meadows  
Pruned and cleared trail from M 72 trailhead at HM  
Cleared boardwalks of leaf litter and debris at Kids Creek Park  
Fixed fencing at Long Lake trailhead at the Commons  
Finalized construction of boardwalk by SEEDS at the BVNP  
Finalized construction of bench trail reroute behind Emerald Hills Condo's at Miller Creek  
2 private property forestry site visits with 105 acres

**\*\* Staff Initials**

**JA** = Jessica Alpers (Rasch)

**LR** = Laura Rigan (Spencer)

**KEG** = Katie Grzesiak, Invasive Species Network Coordinator

**TV** = Tom Vitale, Parkland Steward

**RR** = Reb Ratliff, Parkland Steward

**TC** = Taryn Carew, Education Coordinator

**KR** = Kama Ross, District Forester (GT; Leelanau; Benzie)

**SL** = Steve Largent, Conservation Team Coordinator/Acting Executive Director

**EC** = Emily Cook, Invasive Species Network Outreach Specialist

**Crew** = ISN Crew (led by Samantha Palmer)

**MK** = Max Kotelnicki Americorps Vista Member

Hickory Meadows  
Hickory Meadows  
Kid's Creek Park  
Commons Natural Area  
Boardman Valley Nature Preserve  
Miller Creek Nature Reserve  
Other

Joint Recreational Authority  
Joint Recreational Authority  
Garfield Township  
Garfield Township  
Garfield Township  
Garfield Township  
Private Property

TV  
TV  
TV  
TV  
TV  
TV  
KR

# Clerk's Report

For November 30, 2015

Submitted 12/3/15

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 November in the General Fund, you will find that we had a total of \$261,172.62 Revenues and \$159,056.95 Expenditures. For the year we have a total of \$3,340,846.09 Revenues and \$2,781,548.51 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

REVENUE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDIN 30/2015

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,928,007.24	1,928,007.24	1,665,143.73	(45,647.15)	262,863.51
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	Protested R/E Interest	0.00	0.00	3,098.62	74.02	(3,098.62)
101-000-423.000	TRAILER PARK FEES	6,203.70	6,203.70	6,646.00	603.50	(442.30)
101-000-445.000	PENALTIES & INT. ON TAXES	7,627.50	7,627.50	5,666.18	0.00	1,961.32
101-000-476.000	BUILDING PERMITS	175,000.00	175,000.00	138,832.00	12,549.00	36,168.00
101-000-476.001	PLANNING FEES	6,000.00	6,000.00	3,100.00	800.00	2,900.00
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	2,680.00	40.00	(646.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	20,540.00	2,290.00	(5,540.00)
101-000-574.000	STATE SHARED REVENUE	1,220,400.00	1,220,400.00	1,010,825.00	215,919.00	209,575.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,340.00	20,340.00	19,313.80	27.50	1,026.20
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	7,659.55	36.00	7,340.45
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	1,368.38	66.67	(1,368.38)
101-000-664.000	EARNED INTEREST	15,000.00	15,000.00	42,353.36	(2,695.35)	(27,353.36)
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	267,097.21	67,273.12	(17,097.21)
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	14,238.00	14,238.00	17,109.30	4,270.50	(2,871.30)
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	44,064.00	0.00	(44,064.00)
101-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	3,250.00	0.00	(3,250.00)
101-000-676.000	REIMBURSEMENTS	0.00	0.00	10,275.79	2,315.81	(10,275.79)
101-000-676.001	Reimbursed Treasurer Legal Fees	0.00	0.00	800.89	0.00	(800.89)
Total Dept 000		3,758,245.46	3,758,245.46	3,340,846.09	261,172.62	417,399.37
TOTAL Revenues		3,758,245.46	3,758,245.46	3,340,846.09	261,172.62	417,399.37
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,758,245.46	3,758,245.46	3,340,846.09	261,172.62	417,399.37

PERIOD ENDIN 30/2015

2015 AMENDED BUDGET

ACTIVITY FOR MONTH 11/30/2015

AVAILABLE BALANCE / USED

% BGDG USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE / USED	% BGDG USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101-TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	7,400.00	750.00	4,600.00	61.67
101-101-701.101	WAGES - FILE CLERK	22,352.00	22,352.00	22,482.95	1,765.50	(130.95)	100.59
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	11,850.00	1,350.00	150.00	98.75
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	9,600.00	950.00	2,400.00	80.00
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	9,450.00	1,150.00	2,550.00	78.75
101-101-701.105	WAGES - OFFICE MANAGER	34,703.29	34,703.29	32,063.46	2,526.32	2,639.83	92.39
101-101-701.106	WAGES - RECEPTIONIST	7,000.00	7,000.00	14,551.63	1,958.86	(7,551.63)	207.88
101-101-726.000	SUPPLIES	6,500.00	6,500.00	2,633.60	356.86	3,866.40	40.52
101-101-726.001	POSTAGE	12,000.00	12,000.00	9,457.19	153.25	2,542.81	78.81
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,000.00	7,000.00	6,569.73	0.00	430.27	93.85
101-101-801.002	LEGAL SERVICES - TOWNBOARD	15,000.00	15,000.00	10,335.51	537.50	4,664.49	68.90
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	125.00	25.00	9,875.00	1.25
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	5,097.71	1,326.34	(2,097.71)	169.92
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	3,650.45	449.50	(150.45)	104.30
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	1,433.49	180.00	(433.49)	143.35
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	169,546.64	13,478.35	33,008.65	83.70

Dept 171-TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	70,472.81	70,472.81	65,022.23	5,420.98	5,450.58	92.27
101-171-701.202	WAGES - ASST. ASSESSOR	42,914.81	42,914.81	44,032.00	3,723.20	(1,117.19)	102.60
101-171-701.203	WAGES - ASSESSMENT CLERK	18,168.12	18,168.12	11,148.09	839.54	7,020.03	61.36
101-171-701.204	WAGES - APPRAISER	49,072.80	49,072.80	45,272.72	3,774.88	3,800.08	92.26
101-171-701.205	WAGES - ASSESSOR	86,252.81	86,252.81	79,569.62	6,634.84	6,683.19	92.25
101-171-726.000	SUPPLIES	1,000.00	1,000.00	2,869.45	99.62	(1,869.45)	286.95
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	0.00	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	6,489.20	772.47	(2,414.20)	159.24
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	2,729.70	1,350.00	(929.70)	151.65
Total Dept 171-TOWNSHIP SUPERVISOR		309,782.35	309,782.35	279,654.44	22,615.53	30,127.91	90.27

Dept 191-ELECTIONS							
101-191-701.000	WAGES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-191-726.000	SUPPLIES	6,000.00	6,000.00	3,801.31	2,720.67	2,198.69	63.36
101-191-726.001	POSTAGE	8,000.00	8,000.00	0.00	0.00	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	4,719.79	2,720.67	31,480.21	13.04
Dept 215-TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	70,472.81	70,472.81	66,608.76	5,420.98	3,864.05	94.52

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDIN 30/2015

GL NUMBER	DESCRIPTION	2015 BUDGET		YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% B DGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-215-701.302	WAGES - DEPUTY CLERK	41,249.66	41,249.66	35,724.95	3,076.92	5,524.71	86.61
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	0.00	(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	4,080.02	843.67	1,419.98	74.18
101-215-965.000	DUES & PUBLICATIONS	650.00	650.00	471.50	0.00	178.50	72.54
<b>Total Dept 215-TOWNSHIP CLERK</b>		<b>129,672.47</b>	<b>129,672.47</b>	<b>112,148.40</b>	<b>9,341.57</b>	<b>17,524.07</b>	<b>86.49</b>
<b>Dept 247-BOARD OF REVIEW</b>							
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	800.00	100.00	700.00	53.33
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
<b>Total Dept 247-BOARD OF REVIEW</b>		<b>5,200.00</b>	<b>5,200.00</b>	<b>2,200.00</b>	<b>100.00</b>	<b>3,000.00</b>	<b>42.31</b>
<b>Dept 253-TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	70,472.81	70,472.81	65,022.23	5,420.98	5,450.58	92.27
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	35,721.78	3,076.92	2,886.22	92.52
101-253-726.000	SUPPLIES	2,000.00	2,000.00	1,703.88	0.00	296.12	85.19
101-253-726.001	POSTAGE	7,000.00	7,000.00	5,923.69	3,055.00	1,076.31	84.62
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	672.77	40.83	27.23	96.11
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	1,150.14	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	0.00	3,474.24	22.79
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
<b>Total Dept 253-TOWNSHIP TREASURER</b>		<b>145,948.93</b>	<b>145,948.93</b>	<b>119,292.36</b>	<b>11,593.73</b>	<b>26,656.57</b>	<b>81.74</b>
<b>Dept 258-COMPUTER SUPPORT</b>							
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	22,287.35	6,462.00	(2,287.35)	111.44
101-258-935.016	COMPUTER NETWORK	3,500.00	3,500.00	3,361.97	65.00	138.03	96.06
<b>Total Dept 258-COMPUTER SUPPORT</b>		<b>31,500.00</b>	<b>31,500.00</b>	<b>27,325.61</b>	<b>6,527.00</b>	<b>4,174.39</b>	<b>86.75</b>
<b>Dept 265-TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	12,000.00	12,000.00	6,891.89	568.40	5,108.11	57.43
101-265-726.003	SUPPLIES-MAINTANCE	3,000.00	3,000.00	2,278.38	340.77	721.62	75.95
101-265-850.000	TELEPHONE	17,000.00	17,000.00	10,767.77	165.28	6,232.23	63.34
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	9,052.42	403.82	2,947.58	75.44
101-265-920.602	WATER / SEWER	5,000.00	5,000.00	4,253.61	533.61	746.39	85.07
101-265-920.603	LIGHTS BUILDING	13,500.00	13,500.00	10,504.97	1,831.30	2,995.03	77.81
101-265-935.601	SNOW FLOWING	8,000.00	8,000.00	1,748.00	0.00	6,252.00	21.85



EXPENDITURE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDIN 30/2015

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDCGT USED
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	8,473.63	550.00	1,526.37	84.74
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	12,060.00	1,150.00	2,940.00	80.40
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	869.00	79.00	131.00	86.90
101-265-935.605	BUILDING REPAIR	15,000.00	15,000.00	43,605.00	0.00	(28,605.00)	290.70
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,732.24	0.00	(232.24)	115.48
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	6,345.22	0.00	8,654.78	42.30
<b>Total Dept 265-TOWNSHIP HALL</b>		128,000.00	128,000.00	118,582.13	5,622.18	9,417.87	92.64
<b>Dept 301-POLICE SERVICES</b>							
101-301-830.000	POLICE CONTRACT	942,450.00	942,450.00	923,756.00	0.00	18,694.00	98.02
101-301-830.001	POLICE CONTRACT - DETECTIVE	82,915.00	82,915.00	76,588.00	0.00	6,327.00	92.37
<b>Total Dept 301-POLICE SERVICES</b>		1,025,365.00	1,025,365.00	1,000,344.00	0.00	25,021.00	97.56
<b>Dept 371-TOWNSHIP BUILDING INSPECTOR</b>							
101-371-701.703	WAGES - BUILDING	65,288.16	65,288.16	60,236.38	5,022.16	5,061.78	92.25
101-371-701.704	WAGES - BUILDING	22,000.00	22,000.00	13,650.77	1,362.50	8,349.23	62.05
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	1,247.00	6.99	(647.00)	207.83
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	508.35	43.50	(8.35)	101.67
<b>Total Dept 371-TOWNSHIP BUILDING INSPECTOR</b>		90,388.16	90,388.16	76,082.50	6,435.15	14,305.66	84.17
<b>Dept 400-PLANNING COMMISSION</b>							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	1,600.00	100.00	400.00	80.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	2,300.00	400.00	(300.00)	115.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	1,500.00	100.00	500.00	75.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	1,500.00	100.00	500.00	75.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	1,550.00	0.00	450.00	77.50
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	1,700.00	200.00	300.00	85.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	1,300.00	200.00	700.00	65.00
101-400-801.000	LEGAL SERVICES	10,000.00	10,000.00	49,191.33	8,184.25	(39,191.33)	491.91
101-400-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	5,239.11	343.02	(239.11)	104.78
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	1,410.04	0.00	(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	0.00	10.00	97.14
<b>Total Dept 400-PLANNING COMMISSION</b>		33,350.00	33,350.00	69,874.94	9,627.27	(36,524.94)	209.52
<b>Dept 401-TOWNSHIP PLANNER</b>							
101-401-701.900	WAGES - PLANNER	66,988.45	66,988.45	61,737.01	5,147.92	5,251.44	92.16
101-401-701.901	WAGES - DEPUTY PLANNER	51,120.63	51,120.63	47,162.40	3,932.80	3,958.23	92.26
101-401-726.000	SUPPLIES	1,000.00	1,000.00	1,806.67	0.00	(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	0.00	1,662.36	63.06
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	715.00	0.00	285.00	71.50

PERIOD ENDIN' 30/2015  
 2015  
 ORIGINAL BUDGET  
 AMENDED BUDGET

ACTIVITY FOR MONTH  
 11/30/2015

AVAILABLE BALANCE  
 % BDCGT USED

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDCGT USED
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
Total Dept 401-TOWNSHIP PLANNER		126,909.08	126,909.08	114,396.76	9,080.72	12,512.32	90.14
<b>Dept 410-ZONING BOARD OF APPEALS</b>							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	750.00	100.00	450.00	62.50
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	600.00	100.00	600.00	50.00
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	600.00	0.00	600.00	50.00
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	650.00	100.00	550.00	54.17
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	650.00	100.00	550.00	54.17
101-410-801.000	LEGAL SERVICES	2,000.00	2,000.00	9,678.87	4,162.50	(7,678.87)	483.94
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	339.00	59.00	661.00	33.90
101-410-901.000	ADVERTISING	1,000.00	1,000.00	520.13	125.00	479.87	52.01
101-410-960.000	EDUCATION & TRAINING	1,500.00	1,500.00	75.00	0.00	1,425.00	5.00
Total Dept 410-ZONING BOARD OF APPEALS		11,500.00	11,500.00	13,863.00	4,746.50	(2,363.00)	120.55
<b>Dept 412-ZONING ADMINISTRATOR</b>							
101-412-701.601	WAGES	40,640.00	40,640.00	47,976.84	4,230.76	(7,336.84)	118.05
101-412-701.602	WAGES ZONING	15,000.00	15,000.00	11,999.39	1,026.97	3,600.61	76.00
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	55.20	55.20	94.80	36.80
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	635.40	285.40	1,364.60	31.77
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	61,386.16	5,598.33	(2,446.16)	104.15
<b>Dept 448-STREET LIGHTS - TOWNSHIP</b>							
101-448-920.005	STREET LIGHTS TOWNSHIP	92,000.00	92,000.00	68,008.11	7,534.16	23,991.89	73.92
Total Dept 448-STREET LIGHTS - TOWNSHIP		92,000.00	92,000.00	68,008.11	7,534.16	23,991.89	73.92
<b>Dept 747-COMMUNITY PROMOTIONS</b>							
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	92,812.67	23,306.22	(2,812.67)	103.13
101-747-880.017	COM. PROM. - TV BOARD	2,000.00	2,000.00	1,970.00	160.00	30.00	98.50
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	116,087.79	23,466.22	19,412.21	85.67
<b>Dept 806-TOWNSHIP VEHICLES</b>							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	2,164.96	373.95	835.04	72.17
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	719.94	139.94	1,280.06	36.00
Total Dept 806-TOWNSHIP VEHICLES		5,300.00	5,300.00	2,925.20	513.89	2,374.80	55.19
<b>Dept 851-EMPLOYEE BENEFITS &amp; INSURANCES</b>							
101-851-701.000	WAGES	6,000.00	6,000.00	9,626.81	482.37	(3,626.81)	160.45
101-851-873.001	John Hancock 403B	80,000.00	80,000.00	80,876.03	0.00	(876.03)	101.10

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDING 30/2015

GL NUMBER	DESCRIPTION	2015		YTD BALANCE 11/30/2015	ACTIVITY FOR MONTH 11/30/2015	AVAILABLE BALANCE	% BDET USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	63,685.55	5,436.11	16,314.45	79.61
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	195,584.09	13,223.02	44,415.91	81.49
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	10,146.80	914.18	(146.80)	101.47
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	363,297.68	20,055.68	75,202.32	82.85
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	2,781,548.51	159,056.95	295,062.77	90.41
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,076,611.28	3,076,611.28	2,781,548.51	159,056.95	295,062.77	90.41

User: Lanie  
DB: Garfield

Fund: 101 GENERAL OPERATING FUND

Calculations as of 12/31/2015

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GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
Dept 000				
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,665,143.73	1,928,007.24	1,683,700.00
101-000-407.000	DEL PERSONAL PROP TAXES	524.51		
101-000-412.000	SWAMP TAX COLLECTIONS		40.68	
101-000-414.000	Protested R/E Interest	3,098.62		
101-000-423.000	TRAILER PARK FEES	6,646.00	6,203.70	6,000.00
101-000-445.000	PENALTIES & INT. ON TAXES	5,666.18	7,627.50	5,000.00
101-000-476.000	BUILDING PERMITS	138,832.00	175,000.00	175,000.00
101-000-476.001	PLANNING FEES	3,100.00	6,000.00	2,500.00
101-000-476.002	MAINT INSPECTION FEES	610.00	1,525.50	500.00
101-000-476.003	TREASURER FEES	600.00	915.30	500.00
101-000-476.004	PARK USE FEES	2,680.00	2,034.00	2,000.00
101-000-476.005	ZONING FEES	20,540.00	15,000.00	15,000.00
101-000-477.000				
101-000-566.000	STATE GRANT			
101-000-574.000	STATE SHARED REVENUE	1,010,825.00	1,220,400.00	1,200,000.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	19,313.80	20,340.00	18,000.00
101-000-574.002	EVIP DISTRIBUTION	35,853.00		43,000.00
101-000-575.000	Road Right of Way	15,343.63	17,859.54	17,000.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	7,659.55	15,000.00	7,000.00
101-000-627.000	TAX COLLECTION FEES	22,102.50	22,374.00	22,000.00
101-000-656.000	Ordinance Enforcement Fees	1,368.38		500.00
101-000-664.000	EARNED INTEREST	42,353.36	15,000.00	23,000.00
101-000-668.000	RENTS	31,841.64	40,680.00	55,000.00
101-000-668.001	RENTS & ROYALTIES LAND RESERV			
101-000-668.002	RENTS & ROYALTIES CABLE VIS	267,097.21	250,000.00	250,000.00
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	17,109.30	14,238.00	14,000.00
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	44,064.00		
101-000-673.000	SALE OF FIXED ASSETS	3,250.00		
101-000-676.000	REIMBURSEMENTS	10,275.79		1,000.00
101-000-676.001	Reimbursed Treasurer Legal Fees			
101-000-695.370	TRANSFERS FROM 370			
101-000-695.702	Transfer from 702	443.34		
101-000-695.999	TRANSFER FROM			
Totals for dept 000-		3,377,142.43	3,758,245.46	3,540,700.00
<b>TOTAL ESTIMATED REVENUES</b>		3,377,142.43	3,758,245.46	3,540,700.00

Fund: 101 GENERAL OPERATING FUND

User: Lanie Garfield

Calculations as of 12/31/2015

GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
<b>Dept 101-TOWNBOARD</b>				
101-101-701.100	WAGES - TRUSTEE	7,400.00	12,000.00	12,000.00
101-101-701.101	WAGES - FILE CLERK	22,482.95	22,352.00	22,575.52
101-101-701.102	WAGES - TRUSTEE	11,850.00	12,000.00	12,000.00
101-101-701.103	WAGES - TRUSTEE	9,600.00	12,000.00	12,000.00
101-101-701.104	WAGES - TRUSTEE	9,450.00	12,000.00	12,000.00
101-101-701.105	WAGES - OFFICE MANAGER	32,063.46	34,703.29	35,050.32
101-101-701.106	WAGES - RECEPTIONIST	14,551.63	7,000.00	15,793.26
101-101-726.000	SUPPLIES	2,633.60	6,500.00	5,000.00
101-101-726.001	POSTAGE	9,457.19	12,000.00	15,000.00
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	6,569.73	7,000.00	7,500.00
101-101-801.001	LEGAL RETAINER			
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,335.51	15,000.00	15,000.00
101-101-801.003	LEGAL - WATER & SEWER		3,000.00	
101-101-801.004	LEGAL -Tax Tribunal	125.00	10,000.00	10,000.00
101-101-801.005	PROFESSIONAL SERVICES			
101-101-801.006	OTHER LEGAL SERVICES			
101-101-802.000	AUDIT AND ACCOUNTING	15,054.40	16,000.00	16,500.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	5,097.71	3,000.00	5,000.00
101-101-860.000	MILEAGE			500.00
101-101-900.000	PRINTING & PUBLISHING	1,573.31	3,000.00	3,500.00
101-101-901.000	ADVERTISING	3,650.45	3,500.00	4,000.00
101-101-956.002	MISC. CABLE VISION RESERVE			
101-101-960.000	EDUCATION & TRAINING	498.62	4,000.00	4,000.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,433.49	1,000.00	1,500.00
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	5,719.59	6,500.00	6,500.00
101-101-968.000	OTHER & DEPRECIATION			
<b>Totals for dept 101-TOWNBOARD</b>		<b>169,546.64</b>	<b>202,555.29</b>	<b>215,419.10</b>
<b>Dept 171-TOWNSHIP SUPERVISOR</b>				
101-171-701.099	WAGES - ASSESSING LEVEL FOUR			
101-171-701.201	WAGES - SUPERVISOR	65,022.23	70,472.81	71,177.54
101-171-701.202	WAGES - ASST. ASSESSOR	44,032.00	42,914.81	49,562.72
101-171-701.203	WAGES - ASSESSMENT CLERK	11,148.09	18,168.12	12,131.63
101-171-701.204	WAGES - APPRAISER	45,272.72	49,072.80	49,562.72
101-171-701.205	WAGES - ASSESSOR	79,569.62	86,252.81	87,115.34
101-171-726.000	SUPPLIES	2,869.45	1,000.00	2,000.00
101-171-805.000	CONTRACTED AND OTHER SERVICES	19,689.59	27,326.00	20,000.00
101-171-860.200	MILEAGE - SUPERVISOR		1,000.00	1,000.00
101-171-860.201	MILEAGE - ASSESSOR		1,000.00	1,000.00
101-171-860.202	MILEAGE - ASST. ASSESSOR	295.10		
101-171-860.203	MILEAGE - APPRAISER			
101-171-860.204	MILEAGE - ASSESSMENT CLERK			
101-171-860.205	SUPERVISOR MISC			
101-171-900.000	PRINTING & PUBLISHING	1,536.74	5,700.00	5,700.00
101-171-901.000	ADVERTISING			
101-171-960.000	EDUCATION & TRAINING	6,504.20	4,075.00	6,000.00
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	1,000.00
101-171-960.201	EDUCATION - SUPERVISOR			
101-171-960.202	EDUCATION - APPRAISER			
101-171-960.203	EDUCATION - APPRAISER			
101-171-960.204	EDUCATION - APPRAISER			
101-171-960.205	EDUCATION - ASSESSOR			
101-171-965.000	DUES & PUBLICATIONS	2,729.70	1,800.00	1,800.00
101-171-968.000	OTHER & DEPRECIATION			

User: Lanie Fund: 101 GENERAL OPERATING FUND  
 DB: Garfield Calculations as of 12/31/2015

GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 171-TOWNSHIP SUPERVISOR				
Totals for dept 171-TOWNSHIP SUPERVISOR				
		279,669.44	309,782.35	308,049.95
Dept 191-ELECTIONS				
101-191-701.000	WAGES		15,000.00	40,000.00
101-191-726.000	SUPPLIES	3,801.31	6,000.00	12,000.00
101-191-726.001	POSTAGE		8,000.00	8,500.00
101-191-860.000	MILEAGE	64.98	400.00	400.00
101-191-901.000	ADVERTISING	80.50	300.00	400.00
101-191-935.010	MACHINE MAINTENANCE	773.00	3,000.00	3,000.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS		3,500.00	5,000.00
Totals for dept 191-ELECTIONS				
		4,719.79	36,200.00	69,300.00
Dept 215-TOWNSHIP CLERK				
101-215-701.300	WAGES - CLERK	66,608.76	70,472.81	71,177.54
101-215-701.301	WAGES - FILE CLERK			8,000.00
101-215-701.302	WAGES - DEPUTY CLERK	35,724.95	41,249.66	40,400.00
101-215-701.303	WAGES - ACCOUNTANT	3,965.00	10,000.00	10,000.00
101-215-726.000	SUPPLIES	1,298.17	500.00	1,000.00
101-215-860.300	MILEAGE - CLERK		400.00	400.00
101-215-860.301	MILEAGE - DEPUTY CLERK		400.00	400.00
101-215-860.302	MILEAGE - ACCOUNTANT			
101-215-956.016	MISCELLANEOUS		500.00	500.00
101-215-960.000	EDUCATION & TRAINING	4,080.02	5,500.00	6,000.00
101-215-960.301	EDUCATION - CLERK			
101-215-960.302	EDUCATION - DEP. CLERK			
101-215-960.303	EDUCATION - ACCOUNTANT			
101-215-965.000	DUES & PUBLICATIONS	471.50	650.00	700.00
101-215-968.000	OTHER & DEPRECIATION			
Totals for dept 215-TOWNSHIP CLERK				
		112,148.40	129,672.47	138,577.54
Dept 247-BOARD OF REVIEW				
101-247-701.400	WAGES - B OF R	700.00	1,500.00	1,500.00
101-247-701.401	WAGES - B OF R	800.00	1,500.00	1,500.00
101-247-701.402	WAGES - B OF R	700.00	1,500.00	1,500.00
101-247-701.403	WAGES - B OF R		500.00	1,500.00
101-247-960.000	EDUCATION & TRAINING		200.00	200.00
101-247-968.000	OTHER & DEPRECIATION			
Totals for dept 247-BOARD OF REVIEW				
		2,200.00	5,200.00	6,200.00
Dept 253-TOWNSHIP TREASURER				
101-253-701.500	WAGES - TREASURER	65,022.23	70,472.81	71,177.54
101-253-701.501	WAGES - ASSISTANT	6,919.97	18,168.12	9,185.75
101-253-701.502	WAGES - DEPUTY TREASURER	35,721.78	38,608.00	40,400.00
101-253-726.000	SUPPLIES	1,703.88	2,000.00	2,500.00
101-253-726.001	POSTAGE	5,923.69	7,000.00	7,000.00
101-253-801.000	LEGAL SERVICES	1,060.20	3,000.00	3,000.00
101-253-809.000	Bank Fees	10.00	300.00	300.00
101-253-860.500	MILEAGE - TREASURER	672.77	700.00	700.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	36.80	200.00	200.00
101-253-900.000	PRINTING & PUBLISHING	1,150.14	400.00	2,000.00
101-253-901.000	ADVERTISING	45.14	100.00	100.00
101-253-956.015				
101-253-960.000	EDUCATION & TRAINING	1,025.76	4,500.00	4,500.00
101-253-960.500	EDUCATION - TREASURER			
101-253-960.501	EDUCATION - DEPUTY TREASURER			

User: Lanie Fund: 101 GENERAL OPERATING FUND

DB: Garfield Calculations as of 12/31/2015

GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 253-TOWNSHIP TREASURER				
101-253-965.000	DUES & PUBLICATIONS		500.00	500.00
101-253-968.000	OTHER & DEPRECIATION			
Totals for dept 253-TOWNSHIP TREASURER		119,292.36	145,948.93	141,563.29
Dept 258-COMPUTER SUPPORT				
101-258-726.000	SUPPLIES	1,676.29	5,000.00	6,000.00
101-258-935.010	MACHINE MAINTENANCE		3,000.00	
101-258-935.015	COMPUTER SUPPORT SYSTEMS	22,287.35	20,000.00	22,000.00
101-258-935.016	COMPUTER NETWORK	3,426.97	3,500.00	4,000.00
101-258-960.020	COMPUTER TRAINING - GENERAL			
Totals for dept 258-COMPUTER SUPPORT		27,390.61	31,500.00	32,000.00
Dept 265-TOWNSHIP HALL				
101-265-701.011	Maintenance Wages	6,891.89	12,000.00	12,000.00
101-265-726.003	SUPPLIES-MAINTANCE	2,278.38	3,000.00	3,500.00
101-265-850.000	TELEPHONE	10,767.77	17,000.00	17,000.00
101-265-920.601	HEATING / GAS	9,052.42	12,000.00	12,000.00
101-265-920.602	WATER / SEWER	4,253.61	5,000.00	5,000.00
101-265-920.603	LIGHTS BUILDING	10,504.97	13,500.00	13,500.00
101-265-935.601	SNOW PLOWING	1,748.00	8,000.00	10,000.00
101-265-935.602	LAWN MAINTENANCE	8,473.63	10,000.00	10,000.00
101-265-935.603	CLEANING SERVICE	12,060.00	15,000.00	15,000.00
101-265-935.604	RUBBISH REMOVAL	869.00	1,000.00	1,000.00
101-265-935.605	BUILDING REPAIR	43,605.00	15,000.00	100,000.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,732.24	1,500.00	1,500.00
101-265-935.608	MAINTENANCE-OTHER	6,345.22	15,000.00	15,000.00
Totals for dept 265-TOWNSHIP HALL		118,582.13	128,000.00	215,500.00
Dept 301-POLICE SERVICES				
101-301-830.000	POLICE CONTRACT	923,756.00	942,450.00	1,025,365.00
101-301-830.001	POLICE CONTRACT - DETECTIVE	76,588.00	82,915.00	
Totals for dept 301-POLICE SERVICES		1,000,344.00	1,025,365.00	1,025,365.00
Dept 371-TOWNSHIP BUILDING INSPECTOR				
101-371-701.701	WAGES - BUILDING			
101-371-701.702	WAGES			
101-371-701.703	WAGES - BUILDING	60,226.38	65,288.16	65,941.04
101-371-701.704	WAGES - BUILDING	13,650.77	22,000.00	22,000.00
101-371-701.705	WAGES - CONSTRUCTION BOARD		1,000.00	1,000.00
101-371-726.000	SUPPLIES	1,247.00	600.00	1,000.00
101-371-850.000	TELEPHONE			
101-371-860.701	MILEAGE - BUILDING OFFICIAL			
101-371-860.702	MILEAGE - DEPUTY BUILDING OFF			
101-371-860.703	MILEAGE - BUILDING INSPECTOR			
101-371-860.704	MILEAGE - BUILDING INSPECTOR			
101-371-956.017	BUILDING COMPUTER FORMS			
101-371-960.000	EDUCATION & TRAINING	450.00	1,000.00	1,000.00
101-371-960.701	EDUCATION - BUILDING OFFICIAL			
101-371-960.702	EDUCATION - DEPUTY BUILDING O			
101-371-960.703	EDUCATION - BUILDING INSPECTO			
101-371-960.704	EDUCATION - BUILDING INSPECTO			
101-371-965.000	DUES & PUBLICATIONS	508.35	500.00	700.00
101-371-968.000	OTHER & DEPRECIATION			
Totals for dept 371-TOWNSHIP BUILDING INSPECTOR		76,082.50	90,388.16	91,641.04

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<b>APPROPRIATIONS</b>				
Dept 400-PLANNING COMMISSION				
101-400-701.800	WAGES - PLANNING	1,600.00	2,000.00	2,000.00
101-400-701.801	WAGES - PLANNING	2,300.00	2,000.00	2,000.00
101-400-701.802	WAGES - PLANNING	1,500.00	2,000.00	2,000.00
101-400-701.804	WAGES - PLANNING	1,500.00	2,000.00	2,000.00
101-400-701.805	WAGES - PLANNING	1,550.00	2,000.00	2,000.00
101-400-701.806	WAGES - PLANNING	1,700.00	2,000.00	2,000.00
101-400-701.808	WAGES - PLANNING	1,300.00	2,000.00	2,000.00
101-400-801.000	LEGAL SERVICES	49,191.33	10,000.00	10,000.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	5,239.11	5,000.00	5,000.00
101-400-900.000	PRINTING & PUBLISHING	1,410.04	1,000.00	1,000.00
101-400-901.000	ADVERTISING	1,018.50	1,000.00	2,000.00
101-400-960.000	EDUCATION & TRAINING	1,225.96	2,000.00	2,000.00
101-400-965.000	DUES & PUBLICATIONS	340.00	350.00	500.00
101-400-968.000	OTHER & DEPRECIATION			
Totals for dept 400-PLANNING COMMISSION		69,874.94	33,350.00	34,500.00
Dept 401-TOWNSHIP PLANNER				
101-401-701.900	WAGES - PLANNER	61,737.01	66,988.45	67,658.33
101-401-701.901	WAGES - DEPUTY PLANNER	47,162.40	51,120.63	51,631.84
101-401-701.902	WAGES - GIS PLANNER ASSIT			
101-401-726.000	SUPPLIES	1,806.67	1,000.00	1,000.00
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	138.04	150.00	150.00
101-401-860.901	MILEAGE - DEPUTY PLANNER		150.00	150.00
101-401-900.000	PRINTING & PUBLISHING		2,000.00	2,000.00
101-401-912.900	INSURANCE - HEALTH			
101-401-960.000	EDUCATION & TRAINING	2,837.64	4,500.00	4,500.00
101-401-965.000	DUES & PUBLICATIONS	715.00	1,000.00	1,000.00
101-401-968.000	OTHER & DEPRECIATION			
Totals for dept 401-TOWNSHIP PLANNER		114,396.76	126,909.08	128,090.17
Dept 410-ZONING BOARD OF APPEALS				
101-410-701.001	WAGES - ZONING	750.00	1,200.00	1,200.00
101-410-701.002	WAGES - ZONING	600.00	1,200.00	1,200.00
101-410-701.003	WAGES - ZONING	600.00	1,200.00	1,200.00
101-410-701.004	WAGES - ZONING	650.00	1,200.00	1,200.00
101-410-701.005	WAGES - ZONING	650.00	1,200.00	1,200.00
101-410-801.000	LEGAL SERVICES	9,678.87	2,000.00	10,000.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	339.00	1,000.00	1,000.00
101-410-901.000	ADVERTISING	520.13	1,000.00	1,000.00
101-410-960.000	EDUCATION & TRAINING	75.00	1,500.00	1,000.00
101-410-968.000	OTHER & DEPRECIATION			
Totals for dept 410-ZONING BOARD OF APPEALS		13,863.00	11,500.00	19,000.00
Dept 412-ZONING ADMINISTRATOR				
101-412-701.601	WAGES	47,976.84	40,640.00	55,550.00
101-412-701.602	WAGES ZONING	11,399.39	15,000.00	15,000.00
101-412-726.000	SUPPLIES	999.33	500.00	1,000.00
101-412-860.601	MILEAGE - ZONING ADMIN	55.20	150.00	150.00
101-412-860.602	MILEAGE - DEPT ZONING		150.00	150.00
101-412-960.000	EDUCATION & TRAINING	635.40	150.00	2,000.00
101-412-960.601	EDUCATION - ZONING ADMINISTRATION			
101-412-960.602	EDUCATION - DEPT ZONING			
101-412-965.000	DUES & PUBLICATIONS	320.00	500.00	500.00
101-412-968.000	OTHER & DEPRECIATION			



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GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 412-ZONING ADMINISTRATOR				
Totals for dept 412-ZONING ADMINISTRATOR				
		61,386.16	58,940.00	74,350.00
Dept 448-STREET LIGHTS - TOWNSHIP				
101-448-920.005	STREET LIGHTS TOWNSHIP		92,000.00	92,000.00
101-448-920.006	STREET LIGHTS AIRPORT ROAD	68,008.11		
101-448-920.007	STREET LIGHT CONSTRUCTION			
Totals for dept 448-STREET LIGHTS - TOWNSHIP				
		68,008.11	92,000.00	92,000.00
Dept 747-COMMUNITY PROMOTIONS				
101-747-880.001	COM. PROM. - SILVER LAKE PARK			
101-747-880.002	COM. PROM. - SENIOR CENTER			
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	15,000.00	15,000.00
101-747-880.004	COM. PROM. - TC-TALUS		3,000.00	3,000.00
101-747-880.005	COM. PROM. - PARK USE			
101-747-880.006	COM. PROM. - BVNP (YMCA)			
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	6,305.12	15,000.00	20,000.00
101-747-880.008	COM. PROM. - CONTRACTED SERVI		2,500.00	20,000.00
101-747-880.009	COM. PROM. - TREE CARE			
101-747-880.010	COM. PROM. - CABLE COUNCIL CV			
101-747-880.011	COM. PROM. - P.E.G.	92,812.67	90,000.00	95,000.00
101-747-880.017	COM. PROM. - TV BOARD	1,970.00	2,000.00	2,500.00
101-747-880.018	COM. PROM. - MILFOIL		8,000.00	8,000.00
Totals for dept 747-COMMUNITY PROMOTIONS				
		116,087.79	135,500.00	163,500.00
Dept 751-PARKS AND REC COMM				
101-751-801.000	LEGAL SERVICES			
101-751-805.000	CONTRACTED AND OTHER SERVICES			
101-751-900.000	PRINTING & PUBLISHING			
101-751-901.000	ADVERTISING			
Totals for dept 751-PARKS AND REC COMM				
Dept 806-TOWNSHIP VEHICLES				
101-806-862.000	GAS & CAR WASHES	2,164.96	3,000.00	4,000.00
101-806-863.000	OIL CHANGES	40.30	300.00	500.00
101-806-864.000	MISCELLANEOUS	719.94	2,000.00	3,500.00
Totals for dept 806-TOWNSHIP VEHICLES				
		2,925.20	5,300.00	8,000.00
Dept 851-EMPLOYEE BENEFITS & INSURANCES				
101-851-701.000	WAGES	9,626.81	6,000.00	16,000.00
101-851-701.027	UNEMPLOYMENT			
101-851-873.001	John Hancock 403B			
101-851-873.002	RETIREMENT BENEFITS	80,876.03	80,000.00	90,000.00
101-851-873.010	SOCIAL SECURITY - EMPLOYER			
101-851-873.020	VACATION & PERSONAL PAYOUT	63,685.55	80,000.00	80,000.00
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	1,275.40	2,500.00	10,000.00
101-851-873.040	INSURANCE - EMPLOYEE LIFE	195,584.09	240,000.00	250,000.00
101-851-873.050	INSURANCE - VEHICLES	10,146.80	10,000.00	11,000.00
101-851-873.062	ADMINISTRATION FLEX EXP			
101-851-912.001	INSURANCE - LIABILITY	2,000.00	13,000.00	13,000.00
101-851-912.002	INSURANCE - WORKMENS COMP.	103.00	7,000.00	7,500.00
Totals for dept 851-EMPLOYEE BENEFITS & INSURANCES				
		363,297.68	438,500.00	477,500.00
Dept 890-CONTINGENCIES				
101-890-890.000	CONTINGENCIES			

User: Lanie  
DB: Garfield

Fund: 101 GENERAL OPERATING FUND

Calculations as of 12/31/2015

GL NUMBER	DESCRIPTION	2015 ACTIVITY THRU 12/31/15	2015 APPROVED BUDGET	2016 REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
Dept 890-CONTINGENCIES				
Totals for dept 890-CONTINGENCIES				
Dept 900-CAPITAL OUTLAY				
101-900-970.001	CAPITAL OUTLAY - ELECTIONS			110,000.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	25,850.00	40,000.00	40,000.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	7,245.00		10,000.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	28,718.00	30,000.00	30,000.00
101-900-970.005	CAPITAL OUTLAY - LAND			
101-900-970.006	Capital Outlay - Historic Barns			
Totals for dept 900-CAPITAL OUTLAY				
		61,813.00	70,000.00	190,000.00
Dept 965-TRANSFERS TO OTHER FUNDS				
101-965-990.246	TRANSFER TO #246 PUBLIC IMPRO			
101-965-990.308	TRANSFERS TO #308 PARK SYS			
101-965-990.470	TRANSFERS TO #470 BUILDING			
101-965-990.740	TRANSFER TO #740 INSURANCE			
Totals for dept 965-TRANSFERS TO OTHER FUNDS				
		2,781,628.51	3,076,611.28	3,430,556.09
<b>TOTAL APPROPRIATIONS</b>				
		595,513.92	681,634.18	110,143.91
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>				
	BEGINNING FUND BALANCE	7,921,655.69	7,921,655.69	8,603,289.87
	ENDING FUND BALANCE	8,517,169.61	8,603,289.87	8,713,433.78



September 28, 2015

James P. Johnson, P.E.  
County Highway Engineer  
Grand Traverse County Road Commission  
1881 LaFranier Road  
Traverse City, MI 49696

**RE: Proposal to Provide Professional Engineering Services: Survey and Design for 0.25 miles of Reconstructing Oak Terrace Drive, Section 14, T27N, R11W, Garfield Township, Grand Traverse County.**

Dear Mr. Johnson:

KPM Engineering (KPM) is pleased to submit this proposal to provide engineering services for the subject project.

There are two prominent issues with existing conditions throughout the project limits:

1. Very Poor/Failed Hot Mix Asphalt (HMA) Pavement (Paser Rating = 1).
2. Poor surface drainage with several areas of ponding with inverted HMA shoulders

Both issues will be closely reviewed and appropriately addressed during design.

It is understood that the earliest this project would be constructed is spring 2016. The project will be locally funded via a SAD, bid and let with the GTCRC compiling the bid package and performing related bidding services with minimal assistance from KPM.

Given the Paser rating of 1, the pavement fix type is anticipated to be a reconstruction or possible crush and shape. We have prepared conceptual construction estimates for these two options:

- Option 1 – Reconstruction, removing the existing HMA surface and underlying material as needed for addition of a new 6” aggregate base, concrete curb and gutter, 12’ wide HMA lanes, storm sewer and concrete sidewalk LT & RT. The new enclosed drainage system would likely outlet into the catch basins at the NW quadrant of Garfield Road. The construction cost for this option is estimated at **\$383k**.
- Option 2 – Crushing and shaping the existing HMA, repaving 12’ wide HMA lanes, 6’ wide HMA shoulders (including 1’ wide HMA curb). The surface drainage would outlet at the existing culvert and catch basins at the Garfield Road intersection. The construction cost for this option is estimated at **\$206k**.

A mix of fixes from Option 1 and Option 2 is obviously a reasonable expectation which KPM will address with the GTCRC.

Prior to starting design, a fix type and construction budget will be verified with the GTCRC. If at any time the construction estimate varies by more than 5% from this budget, KPM will notify the GTCRC and coordinate any needed design revisions to keep the project within budget.

Following is a summary of related design services to be provided by KPM.

### Survey

To ensure needed information is available to address all surface drainage issues, minor widenings at the west end (existing 24' HMA width area), limits of repaving driveways, relocating landscaping items adjacent to the roadway etc. we propose to provide a complete design survey as follows:

- A full topographic survey will be performed for all 0.25 miles with cross sections from ROW to ROW at 50' intervals.
- Horizontal and vertical control will be established for both design and construction purposes.
- Drive and roadway approaches will be surveyed for profile analysis.
- Locations of features such as telephone poles, signs, culverts, manholes, etc. will be obtained.

### Geometrics

Two existing HMA lanes are present with a width of 24'. From POB station 12+31 to station 16+40, the existing shoulders consist of gravel and/or grass. From station 16+40 easterly to POE station 25+27 the existing shoulders consist of 6' wide HMA sloped TOWARD the roadway centerline.

Significant profile/grade changes are not anticipated with the finished grade likely being 5" +/- above existing. Steep profile grades are present, 12%+/-, from station 16+40 easterly. Surface drainage will be closely studied to ensure appropriate surface drainage treatments such as HMA curb, spillways, drainage structures and other soil erosion measures are constructed.

The speed limit and design speed = 25 mph. No changes to the horizontal alignment are anticipated.

### Utilities

KPM shall be responsible for obtaining and showing on the plans the location and names of all existing utilities within the limits of the project. KPM shall attend any utility meetings held to ensure that all utility concerns are addressed on the plans. KPM will identify all related utility impacts throughout the project limits and coordinate relocations/adjustments with both the GTCRC and utility owners.

**These services do NOT include efforts for water main design or extending the existing sanitary sewer system.**

### Maintaining Traffic

There is no alternative access for Oak Terrace Drive (access is only via Garfield Road). Therefore construction will very likely be completed via part width – closing one lane at a time and allowing access via flaggers.

### Right-of-Way

ROW acquisition, temporary or permanent, is not anticipated. Preliminary research indicates a 66' wide existing ROW – the area does not appear to be platted. 4 Title/info commitments will be obtained to confirm existing ROW limits at both the east and west ends of the project.

There is a 100' long, 3' +/- high retaining wall at the POE on the south side of the roadway that may be within the roadway ROW. If it requires relocation, we will help coordinate issues with the GTCRC.

### Soil Borings

USGS soils maps show 91% of the project consisting of loamy sand or Rubicon sands. The other 9%, located at the POE, consists of Lupton Muck. If Option 1 is chosen for the construction fix, 4 borings at 10' depths will be performed to determine subgrade suitability for both the roadway and storm sewer.

Three (3) pavement cores are planned to confirm existing HMA and aggregate base thicknesses as needed throughout the project limits.

### Drainage

Surface drainage is poor throughout the project primarily due to the HMA shoulders draining towards centerline. There appears to be an area of significant ponding occurring near the POE (station 24+50).

The proposed cross section, draining all surface water to the outside HMA edge, will fix the majority of the drainage issue. Better out letting of the surface water at the POE appears to be easily addressed via minor roadway profile changes or the addition of storm sewer items.

Significant outlet design is not anticipated given the surface water will not be directed to a new location (i.e. the existing swales and storm sewer at the east end of the project will continue to be utilized as the outlet).

### Plan Sheets and Submittals

We will provide plan sheets at a scale as needed to show the detailed work – likely at 1" = 40' for half size plans (1" = 20' for full size plans). Plan over profile sheets are anticipated throughout the project limits.

Plan packages (pdf format with 11 x 17 plans), including construction estimates and specifications, will be submitted for review at Base Plan (30% to 50% complete), Preliminary Plan (75% complete) and Final plan (100% complete) stages. Four additional full size hard copies of final plans will be delivered to the GTCRC.

### Miscellaneous

Work will conform to current GTCRC, MDOT, FHWA and AASHTO practices, guidelines, policies and standards. Field work will adhere to all applicable OSHA and MIOSHA safety standards.

KPM will meet with the GTCRC to review the project, location of data sources and contact persons, and relevant GTCRC operations. We will review and clarify project issues, data needs and availability, and the sequence of events as well as attend team meetings that are essential to complete the design by the project plan completion date. Attention shall be given to critical target dates that may require a large lead time, such as ROW acquisition and local agency meetings.

We may be required to provide services during the construction phase of this project. **If Construction Assistance is required, then a separate authorization for those services will be issued.**

KPM will maintain a Design Project Record which includes a history of significant events (changes, comments, etc.) which influenced the development of the plans, dates of submittals and receipt of information.

KPM will record and submit type-written minutes for all project related meetings to the GTCRC within two weeks of the meeting. The GTCRC will distribute official meeting minutes for all meetings.

The GTCRC Engineer shall be the official contact person for KPM and shall be made aware of all communications regarding this project. We will either address or send a copy of all correspondence to the GTCRC Project Manager. This includes all Subcontractor correspondence and verbal contact records.

After design completion, CAD files and other pertinent documents will be delivered to the GTCRC in electronic format.

**Project Schedule**

Major milestone dates for this project can be generalized as follows:

<b>TASK</b>	<b>DATE</b>
<b>Authorization to Proceed with Design</b>	**
Complete Design Survey and Field Work	** + 2 weeks
Submit Base Plans and review with GTCRC/Township	** + 1 month
Submit Preliminary Plans and review with GTCRC/Township	** + 2 months
Submit Final Plans	** + 3 months
Letting Date	To be determined
Construction	To be determined

**FEE**

The above services can be provided for one of the following fees – depending on the construction fix:

Option 1: Reconstruct with Concrete Curb and Gutter and Sidewalk = **\$26,382.50**

Option 2: Crush and Shape with HMA Curb = **\$21,992.50**

Please see the attached derivation sheet for details of services and associated fees.

If you have any questions or require additional information, please feel free to contact me at 231.357.5098 or via email at patrickm@kpmengineering.com

Respectfully Submitted,  
**KPM Engineering**




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Patrick J. Middleton, P.E.  
Vice President




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Karen L. Middleton, P.E.  
President

Enclosures

Oak Terrace Drive  
Grand Traverse County - Garfield Township  
Conceptual Construction Cost - Reconstruct including 24' HMA, Curb & Gutter and Sidewalks  
9/28/2015  
**OPTION 1 (Conc C&G and Sidewalk)**

Item Number	Item	Unit	Project Quantity	Unit Price	Extended Amount
1500001	Mobilization, Max.	LSUM	1.0	\$15,000.00	\$15,000.00
<b>REMOVALS</b>					
2020002	Tree, Rem, 19 inch to 36 inch	Ea	10	\$750.00	\$7,500.00
2020004	Tree, Rem, 6 inch to 18 inch	Ea	10	\$500.00	\$5,000.00
2040020	Curb and Gutter, Rem	Ft	150	\$7.00	\$1,050.00
5010005	HMA Surface, Rem (Mainline)	Syd	4,625	\$2.25	\$10,407.00
5010005	HMA Surface, Rem (Approaches)	Syd	400	\$2.25	\$900.00
<b>STORM SEWER</b>					
4020748	Sewer, CI II, 12 inch, Tr Det B	Ft	935	\$50.00	\$46,750.00
4021275	Video Taping Sewer and Culv Pipe	Ft	935	\$2.00	\$1,870.00
4030312	Dr Structure, Tap, 12 inch	Ea	2	\$400.00	\$800.00
4030050	Dr Structure Cover, Type K	Ea	12	\$900.00	\$10,800.00
4030200	Dr Structure, 24 inch dia	Ea	3	\$1,050.00	\$3,150.00
4030210	Dr Structure, 48 inch dia	Ea	9	\$1,600.00	\$14,400.00
4037050	Sanitary Structure Cover, Adj, Case 1	Ea	3	\$450.00	\$1,350.00
2080020	Erosion Control, Inlet Protection, Fabric Drop	Ea	12	\$95.00	\$1,140.00
<b>HMA SURFACING &amp; AGG BASE</b>					
3020016	Aggregate Base, 6 inch	Syd	3,456	\$5.00	\$17,280.00
3070006	Approach, CI I, 4 inch	Syd	160	\$5.50	\$880.00
3070008	Approach, CI I, 6 inch	Syd	207	\$8.00	\$1,653.33
3070021	Approach, CI II	Ton	90	\$25.00	\$2,250.00
5010703	HMA, LVSP	Ton	586	\$67.00	\$39,280.63
5010061	HMA Approach	Ton	44	\$110.00	\$4,840.00
8020038	Curb and Gutter, Conc, Det F4	Ft	2,592	\$16.00	\$41,472.00
<b>SIDEWALK</b>					
8030010	Detectable Warning Surface	Ft	24	\$92.00	\$2,208.00
8030034	Sidewalk Ramp, Conc, 4 inch	Sft	130	\$6.00	\$780.00
8030044	Sidewalk, Conc, 4 inch	Sft	10,460	\$4.50	\$47,070.00
8030046	Sidewalk, Conc, 6 inch	Sft	2,500	\$5.75	\$14,375.00
<b>MISC.</b>					
2050042	Subgrade Undercutting, Type III	Cyd	400	\$10.00	\$4,000.00
4040083	Underdrain, Subgrade, 6 inch	Ft	200	\$5.00	\$1,000.00
4040093	Underdrain Outlet, 6 inch	Ft	40	\$7.00	\$280.00
4040113	Underdrain, Outlet Ending, 6 inch	Ea	4	\$110.00	\$440.00
8167011	Slope Restoration, Type B - Modified	Syd	1,728	\$4.00	\$6,912.00
2080036	Erosion Control, Silt Fence	Ft	300	\$2.00	\$600.00
8070095	Post, Mailbox	Ea	25	\$100.00	\$2,500.00
<b>PERMANENT SIGNING</b>					
---	Signs and Posts	LSUM	1	\$500.00	\$500.00
<b>MOT</b>					
8120170	Minor Traf Devices	LSUM	1.0	\$5,000.00	\$5,000.00
8120250	Plastic Drum, High Intensity, Furn	Ea	30	\$15.00	\$450.00
8120251	Plastic Drum, High Intensity, Oper	Ea	30	\$1.00	\$30.00
8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	350	\$4.00	\$1,400.00
8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	350	\$1.00	\$350.00
8120370	Traffic Regulator Control (assumes flagging for 4 weeks)	LSUM	1.0	\$17,160.00	\$17,160.00
<b>WATER AND SEWER</b>					
	8-inch Ductile Iron Water Main, CI 52	Ft	-	\$70.00	\$0.00
	10-inch Sanitary Sewer, PVC, SDR 35	Ft	-	\$57.00	\$0.00
<b>Subtotal</b>					<b>\$332,827.96</b>
<b>15% Contingency</b>					<b>\$49,924.19</b>
<b>Total Construction Cost</b>					<b>\$382,752.15</b>

Oak Terrace Drive  
Grand Traverse County - Garfield Township  
Conceptual Construction Cost - Crush & Shape, 36' HMA w/ HMA Curb  
9/28/2015  
**OPTION 2 (HMA Curb)**

Item			Project		Extended
Number	Item	Unit	Quantity	Unit Price	Amount
1500001	Mobilization, Max.	LS	1.0	\$12,000.00	\$12,000.00
<b>REMOVALS</b>					
2020002	Tree, Rem. 19 inch to 36 inch	Ea	10	\$750.00	\$7,500.00
2020004	Tree, Rem. 6 inch to 18 inch	Ea	10	\$500.00	\$5,000.00
5010005	HMA Surface, Rem (Approaches)	Syd	400	\$4.50	\$1,800.00
<b>STORM SEWER</b>					
4020748	Sewer, CI II, 12 inch, Tr Det B	Ft	86	\$55.00	\$4,730.00
4021275	Video Taping Sewer and Culv Pipe	Ft	86	\$2.00	\$172.00
4030312	Dr Structure, Tap, 12 inch	Ea	1	\$400.00	\$400.00
4030050	Dr Structure Cover, Type K	Ea	4	\$900.00	\$3,600.00
4030200	Dr Structure, 24 inch dia	Ea	2	\$1,050.00	\$2,100.00
4030210	Dr Structure, 48 inch dia	Ea	2	\$1,600.00	\$3,200.00
4037050	Sanitary Structure Cover, Adj, Case 1	Ea	3	\$450.00	\$1,350.00
2080020	Erosion Control, Inlet Protection, Fabric Drop	Ea	4	\$95.00	\$380.00
8020038	Curb and Gutter, Conc, Det F4	Ft	100	\$20.00	\$2,000.00
<b>CRUSH AND SHAPE &amp; HMA SURFACING</b>					
3020001	Aggregate Base	Ton	1,578	\$14.00	\$22,090.32
3050002	HMA Base Crushing and Shaping	Syd	5,328	\$1.95	\$10,389.60
3070200	Trenching (westerly 400')	Sta	8	\$150.00	\$1,257.00
3070001	Approach, CI I	Ton	90	\$18.00	\$1,620.00
3070021	Approach, CI II	Ton	40	\$25.00	\$1,000.00
5010703	HMA, LVSP	Ton	930	\$65.00	\$60,437.52
5010061	HMA Approach	Ton	44	\$110.00	\$4,840.00
8050010	Curb Sloped, HMA	Ft	2,592	\$1.25	\$3,240.00
<b>MISC.</b>					
2050042	Subgrade Undercutting, Type III	Cyd	400	\$10.00	\$4,000.00
4040083	Underdrain, Subgrade, 6 inch	Ft	200	\$5.00	\$1,000.00
4040093	Underdrain Outlet, 6 inch	Ft	40	\$7.00	\$280.00
4040113	Underdrain, Outlet Ending, 6 inch	Ea	4	\$110.00	\$440.00
8167011	Slope Restoration, Type B - Modified	Syd	1,728	\$4.00	\$6,912.00
2080036	Erosion Control, Silt Fence	Ft	300	\$2.00	\$600.00
8070095	Post, Mailbox	Ea	25	\$100.00	\$2,500.00
<b>PERMANENT SIGNING</b>					
---	Signs and Posts	LSUM	1	\$500.00	\$500.00
<b>MOT</b>					
8120170	Minor Traf Devices	Ls	1.0	\$3,500.00	\$3,500.00
8120250	Plastic Drum, High Intensity, Furn	Ea	30	\$15.00	\$450.00
8120251	Plastic Drum, High Intensity, Oper	Ea	30	\$1.00	\$30.00
8120350	Sign, Type B, Temp, Prismatic, Furn	Sft	350	\$4.00	\$1,400.00
8120351	Sign, Type B, Temp, Prismatic, Oper	Sft	350	\$1.00	\$350.00
8120370	Traffic Regulator Control (assume flagging for two weeks)	LS	1.0	\$7,800.00	\$7,800.00
<b>WATER AND SEWER</b>					
	8-inch Ductile Iron Water Main, CI 52	Ft	-	\$70.00	\$0.00
	10-inch Sanitary Sewer, PVC, SDR 35	Ft	-	\$57.00	\$0.00
<b>Subtotal</b>					<b>\$178,868.44</b>
<b>15% Contingency</b>					<b>\$26,830.27</b>
<b>Total Construction Cost</b>					<b>\$205,698.71</b>



**Oak Terrace Drive**

From Garfield Road westerly 0.25 miles to end of CRC Roadway

**Design Fee - Option 1 (Conc C&G and Sidewalk)**

GTCRC

9/28/2015

Prepared by: KPM Engineering

	50% Complete				75% Complete				100% Complete			
	GK	PM	KM	MH	GK	PM	KM	MH	GK	PM	KM	MH
	Hours by Classification				Hours by Classification				Hours by Classification			
	Senior Eng	PM/Lead	Staff	CADD	Senior Eng	PM/Lead	Staff	CADD	Senior Eng	PM/Lead	Staff	CADD
QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician	

Task Description/Notes	QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician
<b>Misc. tasks</b>												
Kickoff Meeting w/GTCRC-collect old plans/data		1										
Pavement Design		0.5	0.5									
Pavement Cores (3)		1	1									
ADA needs		1	1	1		1	1					
Utility Locations on Plans		1	2	4		0.5	1	1				
<b>Utility Conflicts Identified/Relocation Design Coordinated</b>		0.5	1	2								
<b>ROW Documents</b>												
<b>ROW Contacts/Acquisition</b>												
Drainage Study	1	2	2									
Drainage Design	1	4	6	6	1	2	4	4	0.5	2	2	2
Detailed Grades										1	2	
<b>Estimates &amp; Specs</b>												
Cost estimate/quantity calcs	1	4	6	4	1	4	4	2	1	4	4	2
Specs including Maintaining Traffic	4	2			4	1			1	0.5		
<b>Geometrics</b>												
Planimetrics (2D layout)		2	4	4		2	4	2		1	1	2
Proposed profile	0.5	2	1		0.5	1						
Roadway modeling in Geopak		8				6				2		
Approach profiles/limits of construction	1	2	6	4	1	2	4	2	0.5	1	1	1
<b>Plan preparation</b>												
Title		0.5	1	2			1	1			1	1
Typical Sections	1	2	4	2	1	2	4	2		1	2	2
Details		1	4	2		2	2	2		1	1	1
Notes-Legend		1	4	2		0.5	2	2			1	1
Plan views (removal & construction)	1	2	6	6	1	4	6	4		1	2	1
Profile		2	4	2		1	4	2		1	2	1
Signing		1	2	1			2				1	
Striping		1	2	1			1				1	
<b>Submittal package</b>												
QC Review & address redlines	4	2	2	4	4	2	2	4	2	1	4	2
Prepare submittal packages		1	2	2		1	2			1	4	
Review Meetings		1	1			1	1			1	1	
<b>TOTAL HOURS</b>	<b>14.5</b>	<b>45.5</b>	<b>62.5</b>	<b>49</b>	<b>13.5</b>	<b>33</b>	<b>45</b>	<b>28</b>	<b>5</b>	<b>18.5</b>	<b>30</b>	<b>16</b>
Hourly Rate	\$75	\$60	\$55	\$40	\$70	\$55	\$55	\$40	\$70	\$55	\$55	\$40
Cost per classification	\$1,087.50	\$2,730.00	\$3,437.50	\$1,960.00	\$945.00	\$1,815.00	\$2,475.00	\$1,120.00	\$350.00	\$1,017.50	\$1,650.00	\$640.00
Mileage	120 miles @ \$0.55			\$66	120 miles @ \$0.55/mi			\$66	60 miles @ \$0.55/mi			\$33
Soil Borings (4 @ 10' each)	\$1,750											
Title/Info Commitments (4)	\$1,140											
Design Survey - Michigan Geomatics (estimated at 3 field days)	\$4,100											
<b>SUBTOTAL BY PHASE</b>	<b>\$16,271.00</b>				<b>\$6,421.00</b>				<b>\$3,690.50</b>			
<b>TOTAL PROJECT FEE</b>	<b>\$26,382.50</b>											

**Oak Terrace Drive**

From Garfield Road westerly 0.25 miles to end of CRC Roadway

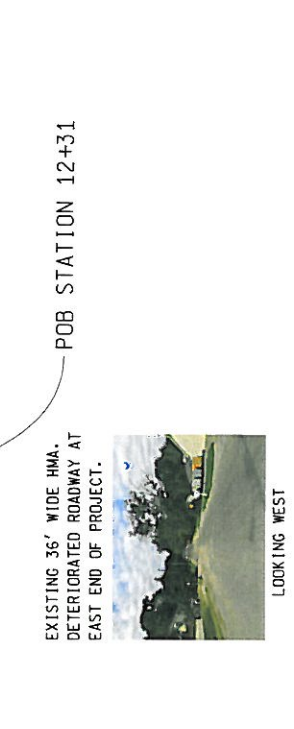
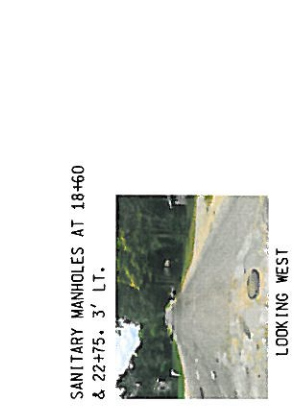
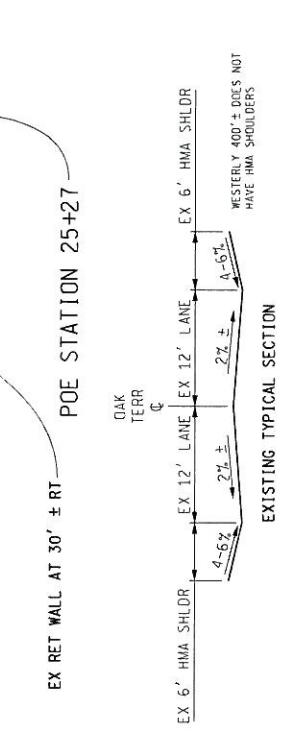
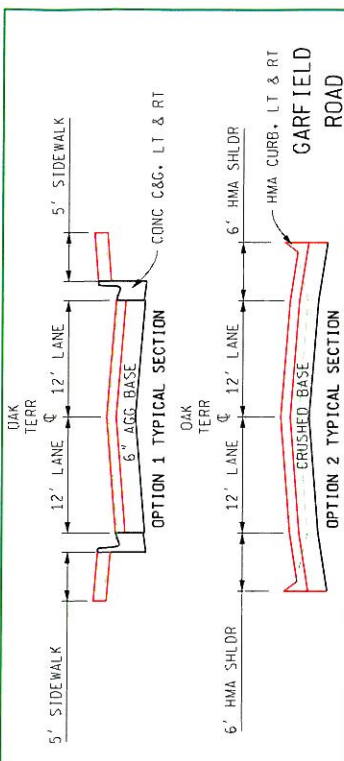
**Design Fee - Option 2 (HMA CURB)**

GTCRC

9/28/2015

Prepared by: KPM Engineering

Task Description/Notes	50% Complete				75% Complete				100% Complete			
	GK	PM	KM	MH	GK	PM	KM	MH	GK	PM	KM	MH
	Hours by Classification				Hours by Classification				Hours by Classification			
	Senior Eng	PM/Lead	Staff	CADD	Senior Eng	PM/Lead	Staff	CADD	Senior Eng	PM/Lead	Staff	CADD
QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician	QA/QC	Road Eng	Engineer	Technician	
<b>Misc. tasks</b>												
Kickoff Meeting w/GTCRC-collect old plans/data		1										
Pavement Design		0.5	0.5									
Pavement Cores (3)		1	1									
ADA needs		1	1	1		1	1					
Utility Locations on Plans		1	2	4		0.5	1	1				
<b>Utility Conflicts Identified/Relocation Design Coordinated</b>		0.5	1	2								
<b>ROW Documents</b>												
<b>ROW Contacts/Acquisition</b>												
Drainage Study	0.5	1	1									
Drainage Design	0.5	2	2	2	1	1	2		0.5	1	1	
Detailed Grades										1	2	
<b>Estimates &amp; Specs</b>												
Cost estimate/quantity calcs	1	4	4	4	1	4	2	2	1	2	4	2
Specs including Maintaining Traffic	4	2			4	1			1	0.5		
<b>Geometrics</b>												
Planimetrics (2D layout)		2	4	2		2	4	2		1	1	
Proposed profile	0.5	2	1		0.5	1						
Roadway modeling in Geopak		6				6				2		
Approach profiles/limits of construction	1	2	6	4	1	2	4	2	0.5	1	1	1
<b>Plan preparation</b>												
Title		0.5	1	2			1	1			1	1
Typical Sections	1	2	4	2	1	2	4	2		1	2	2
Details		1	4	2		2	2	2		1	1	1
Notes-Legend		1	4	2		0.5	2	2			1	1
Plan views (removal & construction)	1	2	4	4	1	4	4	2		1	2	1
Profile		2	4	2		1	4	2		1	2	1
Signing		1	2	1			2				1	
Striping		1	2	1			1				1	
<b>Submittal package</b>												
QC Review & address redlines	3	2	2	3	2	2	2	2	2	1	2	2
Prepare submittal packages		1	2	2		1	2			1	4	
Review Meetings		1	1			1	1			1	1	
<b>TOTAL HOURS</b>	<b>12.5</b>	<b>40.5</b>	<b>53.5</b>	<b>40</b>	<b>11.5</b>	<b>32</b>	<b>39</b>	<b>20</b>	<b>5</b>	<b>15.5</b>	<b>27</b>	<b>12</b>
Hourly Rate	\$75	\$60	\$55	\$40	\$70	\$55	\$55	\$40	\$70	\$55	\$55	\$40
Cost per classification	\$937.50	\$2,430.00	\$2,942.50	\$1,600.00	\$805.00	\$1,760.00	\$2,145.00	\$800.00	\$350.00	\$852.50	\$1,485.00	\$480.00
Mileage	120 miles @ \$0.55			\$66	120 miles @ \$0.55/mi			\$66	60 miles @ \$0.55/mi			\$33
Title/Info Commitments (4)	\$1,140											
Design Survey - Michigan Geomatics (estimated at 3 field days)	\$4,100											
<b>SUBTOTAL BY PHASE</b>	<b>\$13,216.00</b>				<b>\$5,576.00</b>				<b>\$3,200.50</b>			
<b>TOTAL PROJECT FEE</b>	<b>\$21,992.50</b>											



3 WORKING DAYS BEFORE YOU DIG  
CALL MISS DIG  
811  
800-487-7171  
OR 811

**GRAND TRAVERSE**  
County Road Commission

**KPM ENGINEERING**  
Civil Engineering

DATE: 9/28/2015

TOWNSHIP: GARFIELD

PROJECT: OAK TERRACE DRIVE

SHEET NO.: JN XXXXX

### Cost Allocation Estimates for Oak Terrace - Proposed Special Assessment (CRUSH & SHAPE ONLY)

Parcel #	Owner	Per Front		Per Lot		Per Square		Per Living		Per \$ of SEV Est Cost
		Foot Allocation Est Cost	Allocation (Total Cost/ # of Lots)	Foot Allocation Est Cost	Foot Allocation Est Cost	Unit Est Cost	Unit Est Cost			
05-014-073-00	ASPEN HILLS	\$ 5,584.56	\$ 9,363.64	\$ 79,181.24	\$ 98,095.24	\$ 80,525.15				
05-014-087-00	AESCHLIMAN FLORENCE P TRUST	\$ 8,461.45	\$ 9,363.64	\$ 2,894.02	\$ 1,401.36	\$ 2,180.53				
05-014-088-00	KING BRENDA	\$ 6,769.16	\$ 9,363.64	\$ 2,996.17	\$ 1,401.36	\$ 1,876.85				
05-014-089-00	STALBAUM JOHN H	\$ 5,076.87	\$ 9,363.64	\$ 2,791.88	\$ 1,401.36	\$ 2,285.07				
05-014-090-00	LONGCOR CHRISTOPHER A	\$ 5,499.94	\$ 9,363.64	\$ 2,766.35	\$ 1,401.36	\$ 2,494.16				
05-014-091-00	MILLER JACKIE H & ANNIE F	\$ 5,499.94	\$ 9,363.64	\$ 2,372.91	\$ 1,401.36	\$ 2,235.29				
05-014-092-00	PARKER TERRI & KING BRENDA	\$ 6,398.55	\$ 9,363.64	\$ 2,760.61	\$ 1,401.36	\$ 1,996.33				
05-014-093-00	BECKER KIM	\$ 25,215.13	\$ 9,363.64	\$ 10,991.61	\$ 8,408.16	\$ 6,845.26				
05-014-094-10	OAK TERRACE APARTMENTS	\$ 5,580.33	\$ 9,363.64	\$ 47,294.47	\$ 67,265.31	\$ 61,288.72				
05-014-095-00	HARRIS FREDERICK & CAROLYN A	\$ 8,461.45	\$ 9,363.64	\$ 3,631.72	\$ 1,401.36	\$ 3,763.65				
05-014-096-00	FRITZ DONALD & SUSAN	\$ 16,245.99	\$ 9,363.64	\$ 6,718.67	\$ 1,401.36	\$ 3,156.29				
05-014-097-00	LYNCH ALBERTA M TR	\$ 14,976.77	\$ 9,363.64	\$ 5,825.50	\$ 5,605.44	\$ 10,031.42				
05-014-098-00	KING BRENDA	\$ 9,307.60	\$ 9,363.64	\$ 4,681.51	\$ 1,401.36	\$ 3,913.00				
05-014-099-00	MCPHERSON STEVEN M & KERRY L	\$ 10,153.74	\$ 9,363.64	\$ 4,153.77	\$ 1,401.36	\$ 2,389.62				
05-014-100-00	MARTINDALE JARED A ESTATE	\$ 21,153.63	\$ 9,363.64	\$ 7,802.51	\$ 2,802.72	\$ 2,902.39				
05-014-101-00	CHIMNER JONATHAN C	\$ 8,461.45	\$ 9,363.64	\$ 3,138.60	\$ 1,401.36	\$ 2,832.69				
05-014-102-00	WEATHERS CARL D	\$ 5,499.94	\$ 9,363.64	\$ 2,053.24	\$ 1,401.36	\$ 3,484.86				
05-014-103-00	COBALT LLC	\$ 8,461.45	\$ 9,363.64	\$ 3,177.75	\$ 1,401.36	\$ 2,738.10				
05-014-104-00	CLOUS KEITH	\$ 8,461.45	\$ 9,363.64	\$ 3,121.01	\$ 1,401.36	\$ 2,613.64				
05-014-105-00	LAKE HOWARD L & HELEN L	\$ 7,192.24	\$ 9,363.64	\$ 2,652.85	\$ 1,401.36	\$ 2,703.26				
05-014-106-00	RINCON LLC	\$ 5,076.87	\$ 9,363.64	\$ 1,872.60	\$ 1,401.36	\$ 1,588.10				
05-014-107-00	TERRA FOUR PROPERTIES LLC	\$ 8,461.45	\$ 9,363.64	\$ 3,121.01	\$ 1,401.36	\$ 2,155.63				
22 Parcels in District		\$ 206,000.00	\$ 206,000.00	\$ 206,000.00	\$ 206,000.00	\$ 206,000.00				

\$ 206,000.00 TOTAL Est. Cost of Improving Road  
 Cost per FF: 84.61  
 Cost per sf: 0.19  
 Cost per unit: 1,401.36  
 Cost per SEV\$: 0.0498

### Cost Allocation Estimates for Oak Terrace - Proposed Special Assessment (RECONSTRUCTION with Curb&Gutter, storm sewer & sidewalks)

Parcel #	Owner	Per Front		Per Lot		Per Land Square		Per Living Unit		Per \$ of SEV	
		Foot Allocation Est Cost	Allocation (Total Cost/ # of Lots)	Foot Allocation Est Cost	Foot Allocation Est Cost	Foot Allocation Est Cost	Unit Est Cost	Est Cost	Est Cost		
05-014-073-00	ASPEN HILLS	\$ 10,382.94	\$ 17,409.09	\$ 147,215.51	\$ 182,380.95	\$ 149,714.23					
05-014-087-00	AESCHLIAMAN FLORENCE P TRUST	\$ 15,731.73	\$ 17,409.09	\$ 5,380.64	\$ 2,605.44	\$ 4,054.09					
05-014-088-00	KING BRENDA	\$ 12,585.38	\$ 17,409.09	\$ 5,570.54	\$ 2,605.44	\$ 3,489.48					
05-014-089-00	STALBAUM JOHN H	\$ 9,439.04	\$ 17,409.09	\$ 5,190.73	\$ 2,605.44	\$ 4,248.46					
05-014-090-00	LONGCOR CHRISTOPHER A	\$ 10,225.63	\$ 17,409.09	\$ 5,143.26	\$ 2,605.44	\$ 4,637.21					
05-014-091-00	MILLER JACKIE H & ANNIE F	\$ 10,225.63	\$ 17,409.09	\$ 4,411.77	\$ 2,605.44	\$ 4,155.90					
05-014-092-00	PARKER TERRI & KING BRENDA	\$ 11,896.33	\$ 17,409.09	\$ 5,132.59	\$ 2,605.44	\$ 3,711.62					
05-014-093-00	BECKER KIM	\$ 46,880.56	\$ 17,409.09	\$ 20,435.87	\$ 15,632.65	\$ 12,726.87					
05-014-094-10	OAK TERRACE APARTMENTS	\$ 10,375.08	\$ 17,409.09	\$ 87,931.01	\$ 125,061.22	\$ 113,949.42					
05-014-095-00	HARRIS FREDERICK & CAROLYN A	\$ 15,731.73	\$ 17,409.09	\$ 6,752.17	\$ 2,605.44	\$ 6,997.46					
05-014-096-00	FRITZ DONALD & SUSAN	\$ 30,204.92	\$ 17,409.09	\$ 12,491.52	\$ 2,605.44	\$ 5,868.24					
05-014-097-00	LYNCH ALBERTA M TR-Commercial	\$ 27,845.16	\$ 17,409.09	\$ 10,830.91	\$ 10,421.77	\$ 18,650.64					
05-014-098-00	KING BRENDA	\$ 17,304.90	\$ 17,409.09	\$ 8,703.97	\$ 2,605.44	\$ 7,275.14					
05-014-099-00	MCPHERSON STEVEN M & KERRY L	\$ 18,878.08	\$ 17,409.09	\$ 7,722.80	\$ 2,605.44	\$ 4,442.83					
05-014-100-00	MARTINDALE JARED A ESTATE	\$ 39,329.33	\$ 17,409.09	\$ 14,506.62	\$ 5,210.88	\$ 5,396.19					
05-014-101-00	CHIMNER JONATHAN C	\$ 15,731.73	\$ 17,409.09	\$ 5,835.35	\$ 2,605.44	\$ 5,266.61					
05-014-102-00	WEATHERS CARL D	\$ 10,225.63	\$ 17,409.09	\$ 3,817.44	\$ 2,605.44	\$ 6,479.13					
05-014-103-00	COBALT LLC	\$ 15,731.73	\$ 17,409.09	\$ 5,908.15	\$ 2,605.44	\$ 5,090.75					
05-014-104-00	CLOUS KEITH	\$ 15,731.73	\$ 17,409.09	\$ 5,802.65	\$ 2,605.44	\$ 4,859.35					
05-014-105-00	LAKE HOWARD L & HELEN L	\$ 13,371.97	\$ 17,409.09	\$ 4,932.25	\$ 2,605.44	\$ 5,025.96					
05-014-106-00	RINCON LLC	\$ 9,439.04	\$ 17,409.09	\$ 3,481.59	\$ 2,605.44	\$ 2,952.63					
05-014-107-00	TIERRA FOUR PROPERTIES LLC	\$ 15,731.73	\$ 17,409.09	\$ 5,802.65	\$ 2,605.44	\$ 4,007.81					
22 Parcels in District		\$ 383,000.00	\$ 383,000.00	\$ 383,000.00	\$ 383,000.00	\$ 383,000.00					

\$ 383,000.00	TOTAL Est. Cost of Improving Road	Cost per FF:	157.32	Cost per sf:	0.35	Cost per unit:	2,605.44	Cost per SEV\$:	0.0926
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## GARFIELD CHARTER TOWNSHIP

### General Appropriations Act Resolution Resolution # 2015-19-T

A Public Hearing will be held Tuesday, December 8, 2015 at the Regular meeting of the Garfield Charter Township Board of Trustees to vote on the following resolution for the upcoming 2016 Annual Budget of the General Fund Revenue and Expenditures:

A resolution to establish a general appropriations act for Garfield Charter Township; to define the powers and duties of the Garfield Charter Township officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Garfield Charter Township resolves:

#### **Section 1: Title**

This resolution shall be known as the Garfield Charter Township General Appropriations Act.

#### **Section 2: Chief Administrative Officer**

the Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

#### **Section 3: Fiscal Officer**

The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

#### **Section 4: Public Hearings on the Budget**

Pursuant to MCL 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on, Sunday, November 29, 2015 and a public hearing on the proposed budget will be December 8, 2015.

#### **Section 5: Estimated Revenues**

Estimated township general fund revenues for fiscal year 2016, including an allocated millage of 2.000 mills; and various miscellaneous revenues shall total \$3,540,700.00

#### **Section 6: Millage Levy**

The Garfield Charter Township Board shall cause to be levied and collected the general property tax on all real and personal property within the township upon the current tax roll an amount equal to 2.000 mills as set forth as authorized under state law and approved by the electorate.

**Section 7: Estimated Expenditures**

Estimated township general fund expenditures for fiscal year 2016 for the various township cost centers shall total \$3,430,556.09.

**Section 8: Adoption of Budget by Cost Center**

The Board of Trustees of Garfield Charter Township adopts the 2016 fiscal year general fund budget by cost center. Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriation authorized for each cost center, and may make transfers among the various line items contained in the cost center appropriation with approval by the Chief Administrative officer. However, no transfers of appropriations for line items related to personnel or capital outlays may be made without prior board approval by budget amendment.

**Section 9: Appropriation not a Mandate to Spend**

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any town order for expenditures that exceed appropriations.

**Section 10: Transfer Authority**

The Chief Administrative Officer and the Fiscal Officer shall have the authority to make transfers among the various cost centers without prior board approval up to the limit of \$1,000.00. Anything over \$1,000.00 will need to go before the township board for approval. The Board shall be notified at its next meeting of any such transfers made, and reserves the right to modify, amend or nullify any such transfers made. Under no circumstances may the total general fund budget be changed without prior board approval.

**Section 11: Periodic Fiscal Reports**

The fiscal officer shall transmit to the board monthly a report of financial operations, including, but not limited to:

- a. a summary statement of the actual financial condition of the general fund at the end of the previous month,
- b. a summary statement showing the receipts and expenditures and encumbrances for the previous month and for the current fiscal year to the end of the previous month,
- c. a detailed list of:
  - i. expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the

then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.

ii. for each cost center: the amount appropriated; the amount charged to each appropriation in the previous quarter for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

d. a reconciliation of all accounts between the Treasurer and the Clerk on a monthly basis

**Section 12: Limit on Obligations and Payments**

No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**Section 13: Budget Monitoring**

Whenever it appears to the Chief Administrative Officer, the Fiscal Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the township board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**Section 14: Violations of This Act**

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978) and the Garfield Charter Township personnel manual.

**Section 15: Board Adoption**

Motion made by \_\_\_\_\_ seconded by \_\_\_\_\_ to adopt the foregoing resolution. Upon roll call vote the motion carried and was adopted.

GARFIELD CHARTER TOWNSHIP

\_\_\_\_\_  
Chuck Korn, Supervisor Date

\_\_\_\_\_  
Lanie McManus, Clerk Date



**CHARTER TOWNSHIP OF GARFIELD**

**2016 FIRE FUND BUDGET - RESOLUTION 2015-20-T**

**WHEREAS**, a hearing was held on December 8, 2015 on the Fire Fund Budget for the fiscal year 2016 for the Charter Township of Garfield.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the 2016 Fire Fund Budget of the Charter Township of Garfield of \$ 1,803,397.00 revenues and \$ 1,803,397.00 expenditures be approved.

Moved:

Supported:

To approve Resolution 2015-20-T, adopting the 2016 Fire Fund Budget of \$ 1,803,397.00 revenues and \$ 1,803,397.00 expenditures as appropriated.

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2015-20-T adopted this 8<sup>th</sup> day of December, 2015.

---

Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2015-20-T which was adopted by the Township Board of the Charter Township of Garfield on the 8<sup>th</sup> day of December, 2015.

---

Lanie McManus, Clerk

**CHARTER TOWNSHIP OF GARFIELD****2016 PARK SYSTEM FUND BUDGET - RESOLUTION 2015-21-T**

**WHEREAS**, a hearing was held on December 8, 2015 on the Park System Fund Budget for the fiscal year 2016 for the Charter Township of Garfield.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the 2016 Park System Fund Budget of the Charter Township of Garfield of \$ 351,480.00 revenues and \$ 351,480.00 expenditures be approved.

Moved:

Supported:

to approve Resolution 2015-21-T, adopting the 2016 Park System Fund Budget of \$ 351,480.00 revenues and \$ 351,480.00 expenditures as appropriated.

Yeas:

Nays:

Absent and excused:

The Chairman declared the motion carried and Resolution 2015-21-T adopted this 8<sup>th</sup> day of December, 2015.

---

Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2015-21-T which was adopted by the Township Board of the Charter Township of Garfield on the 8<sup>th</sup> day of December, 2015.

---

Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION # 2015-22-T

RESOLUTION ADOPTING TOWNSHIP CLERK'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Clerk is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2016, the salary of the office of Township Clerk shall be as follows: \$ 71,177.54.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2015-22-T DECLARED ADOPTED.

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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of December, 2015.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

8. e.

RESOLUTION # 2015-23-T

RESOLUTION ADOPTING TOWNSHIP TREASURER'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Treasurer is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2016, the salary of the office of Township Treasurer shall be as follows: \$ 71,177.54.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2015-23-T DECLARED ADOPTED.

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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of December, 2015.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

8. f.

RESOLUTION # 2015-24-T

RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Supervisor is warranted in consideration of the increase in the cost of living since Township Board Members salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2016, the salary of the office of Township Supervisor shall be as follows: \$ 71,177.54.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2015-24-T DECLARED ADOPTED.

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 a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of December, 2015.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield