

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, April 14, 2015 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

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

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

3. Consent Calendar

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

a. Minutes – March 24, 2015 (Recommend Approval)

b. Bills

General Fund
(Recommend Approval)

\$ 100,063.99

Gourdie-Fraser	
Developer's Escrow Fund	\$ 202.50
Utility Receiving Fund	<u>27,256.25</u>
Total	\$ 27,458.75
(Recommend Approval)	

- c. MTT Update (Receive and file)
- d. County Road Improvement Agreement between the Grand Traverse County Road Commission and Garfield Township (Recommend Approval)
- e. Ordinance No. 68, the Garfield Township Zoning Ordinance – Introduction and schedule for public hearing at the May 12, 2015 Township Board meeting (Recommend Approval)

4. Correspondence

- a. Grand Traverse Conservation District - March Staff Report

5. Reports

- a. County Treasurer's Report – Heide Scheppe
- b. Construction Report
- c. Sheriff's Report
- d. County Commissioner's Report
- e. Building Committee's Report
- f. Personnel Committee's Report
- g. Treasurer's Report
- h. Clerk's Report
- i. Supervisor's Report

6. Unfinished Business

- a. Consideration of authorization to proceed with the design, permitting and construction services for the Pump Station #3 Upgrade

7. New Business

- a. Consideration of bids for fertilization and weed control at Silver Lake Recreation Area
- b. Consideration of an increase in Election Inspectors wages
- c. Construction bid review of Silver Lake Recreation Area Sidewalks Project

8. Public Comment

9. Other Business

10. Adjournment

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
March 24, 2015**

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

Also Present: Brian VanDenBrand

1. Public Comment (6:01)

None

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

Agostinelli moved and Schmuckal seconded to approve the agenda as amended.

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

3. Consent Calendar (6:01)

a. Minutes

March 10, 2015
(Recommend Approval)

b. Bills

General Fund	\$338,215.34
(Recommend Approval)	

c. 2015 Assessment Roll Figures (Receive and File)

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

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

4. Correspondence (6:03)

None

5. Reports

a. Sheriff's Report (6:03)

Deputy Chris Barsheff reported that there were 1,492 calls for service in February of 2015. He noted that there had been no significant drops in the number of cases over the past year. Detectives solved a shoplifting case by doing research and then going to Grand Rapids to attend the suspect's probation hearing. DEA is no longer handling the prescription take back program, but the Grand Traverse Sheriff's Department is placing drop off locations for unused drugs in well-travelled locations and is having success. Deputies continue to educate the community by visiting Community Mental Health events and schools. Barsheff is looking into grants to fund positive changes in neighborhoods and is also preparing for upcoming summer events. Schmuckal asked about known drug houses in Garfield Township and Barsheff said he would gather some statistics.

b. GT Metro Fire Department's Report – 2014 Annual Report

The annual report was submitted in writing.

c. County Commissioner's Report (6:12)

Commissioner Alisa Kroupa said the Commissioners met with the Road Commission and there were not too many answers about the Cass Road bridge. \$482,800 is still needed for the Cass Road project and according to a contract, that payment is due by August 15th. An upcoming meeting with the Road Commission will be set up to further discuss the funding of the project. CPO's are still being discussed and the contract issue is in the hands of the Grand Traverse County administrator. The Board of Commissioners approved the "Budgeting for Outcomes" program and it will involve a new way of setting up accounting for the entire county. The County Park and Recreation Commission voted to remove Kids Cove playground because it was made of arsenic treated lumber and could not be brought up to code. Kroupa added that the board hopes to replace it with something else very soon. The County Board voted down a Brownfield development on Randolph Street which had been approved by the city commission, the Brownfield Commission, and the city planning commission. The Board of Commissioners will meet with Brownfield representatives regarding their differing philosophies. Another economic development tool may be welcomed. At their next meeting, the Board will be discussing the Hartman/Hammond bypass issue.

d. Clerk's Report (6:25)

McManus reported that the ballots have come in and she will send absentee ballots out soon.

e. Supervisor's Report (6:25)

Korn said that he attended an excellent Emergency Management Seminar and also attended the Natural Educational Reserve Advisory Committee which advises the conservation district on the park area. Korn also attended a meeting organized by the Chamber of Commerce at the Tyson Foods plant, which was

formerly Hillshire Farms. He is looking forward to a good relationship with them since they are interested in being a good corporate citizen. A grant may be written for a new portable traffic sign which alerts people about their speed as they drive. The CPO contracts are still being discussed at the county level. They may move to calculate everything that goes into employing a police officer. A formula simply needs to be in place that works for everyone involved.

6. Unfinished Business

a. **Public Hearing – PD 2015-29 – Proposed rezoning of approximately 3.7 acres from C-2 General Business to MUIBD-G, General Mixed Use Industrial Business District, subject to a Conditional Rezoning Agreement pursuant to MCL 125.3405 of the Michigan Zoning Enabling Act, as amended. (6:38)**

The subject property is located at 3100 Keystone Road and measures approximately 3.7 acres. The application proposes to rezone the property from the C-2 General Commercial District to the General Mixed-Use Industrial Business District subject to a conditional rezoning agreement.

Staff feels comfortable that the conditional rezoning will allow for the use of the site as identified by the Master Plan while also being respectful of the use and enjoyment of surrounding properties. VanDenBranden commented on the application and said that the applicant voluntarily offered that if the rezoning was approved, the land may only be used for an existing auto service facility and/or to operate a high-tech fruit juice processing and research and design facility. If the juice processing facility was to cease production, the land would revert back to a commercial zoning district or could be used for a similar, low-impact use permitted within the MUIBD-G district. The application has also been approved by the County Planning Commission.

Korn opened the Public Hearing at 6:41pm.

Chad Anderson introduced himself and said that the company was awarded a grant to locate here in Michigan. He talked about the desugaring process and said they do not expect any noise or fumes. Board members asked questions about the process and the patent associated with the process. Anderson added that the juice would be sold locally and added natural sugar and vitamin C will be added back into the juice after it is de-sugared.

Korn closed the public hearing at 6:53.

Schmuckal moved and Wilson supported THAT the Planning Commission's Adopted Findings of Fact for Application Z-2015-01 attached to PD Report 2015-29 and forming part of this motion, BE APPROVED.

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

Schmuckal moved and Blood Law seconded THAT application Z-2015-01 submitted by Frank Hayes for properties owned by Holcomb Masonry Co Inc., to

conditionally rezone lands at 3100 N. Keystone Road to the General MUIBD, and constituting Amendment No. 313 to Garfield Township Zoning Ordinance No. 10, BE APPROVED.

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

b. Public Hearing – 2015 Michigan Natural Resources Trust Fund Grant Resolution – Consideration of Resolution 2015-05-T, a resolution in support of a grant application to fund improvements to the Boardman Valley Nature Preserve. (6:56)

VanDenBrand asked the Board to approve a resolution in support of the Boardman Valley Nature Preserve project which includes the construction of a universally accessible canoe and kayak launch, vehicle parking area, vault toilets with changing rooms and reconstruction of the pickleball courts. As part of the application, the township is asked to commit to a 50% match in funds up to \$100,000 to come from the 2016 Parks Budget.

Blood Law moved and Wilson seconded THAT Resolution 2015-05-T, in support of a grant application to fund improvements to the Boardman Valley Nature Preserve, BE APPROVED.

Korn opened the Public Hearing at 7:00 as part of discussion. Alisa Kroupa expressed support for the resolution and said it will tie in with the dam removal project. Korn closed the Public Hearing at 7:02.

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

7. New Business: (7:02)

None

8. Public Comment: (7:02)

None

9. Other Business (7:02)

Schmuckal attended a seminar given by Prosecutor Bob Cooney regarding FOIA and the Open Meetings Act and said it was excellent. She encouraged others to attend one in the future.

Wilson said that the new zoning ordinance draft is on the website.

McManus said that a couple of variable height desktops were purchased as a pilot program and thus far, the staff is really liking the new desks.

Korn said that after the Board approves the new zoning ordinance and the Joint

Planning Commission approves their new ordinance, the Board can turn its attention to economic development projects.

10. Adjournment

Schmuckal moved to adjourn the meeting at 7:07pm.

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

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

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
03/25/2015	GEN	33677	0053	AFLAC	INSURANCE - BQZ32	197.18
03/25/2015	GEN	33678	0147	ALWAYS CARE	INSURANCE	1,315.38
03/25/2015	GEN	33679	0904	CLARKE AQUATIC SERVICES, INC.	SILVER LAKE PERMIT FEE	800.00
03/25/2015	GEN	33680	0124	ENGINEERED PROTECTION SYS.	KEYFOBS	196.90
03/25/2015	GEN	33681	0569	GBS INC	MASTER CARDS	75.98
03/25/2015	GEN	33682	0313	GRAND TRAVERSE CONSERVATION DI	TOOL & VEHICLE FEES / TRASH REMOVAL	290.00
03/25/2015	GEN	33683	0903	I.T. RIGHT	SERVICES - PRINTERS	1,880.00
03/25/2015	GEN	33684	0050	INTEGRITY BUSINESS SOLUTIONS	ENVELOPES	92.91
03/25/2015	GEN	33685	0365	MAA EDUCATION	SPRING SCHOOL REGISTRATION	350.00
03/25/2015	GEN	33686	0557	MAPLE RIVER DIRECT MAIL	POSTAGE 1421 AV BALLOTS	696.29
03/25/2015	GEN	33687	0145	PRIORITY HEALTH	HEALTH INSURANCE	24,220.00
03/25/2015	GEN	33688	0883	RESTORATIVE LAKE SCIENCES, LLC	SILVER LAKE 2015 CONSULTING	1,500.00
03/25/2015	GEN	33689	0036	SMITH HAUGHY RICE & ROEGGE	SERVICES - MATTER 113542	518.00
03/25/2015	GEN	33690	0211	STATE OF MICHIGAN	WATER USE REPORTING	200.00
03/25/2015	GEN	33691	0915	SUPERFLEET	GAS - ACCT# 1011675303	126.67
03/25/2015	GEN	33692	MISC	T.C. TELECOM	ELEVATOR PHONE HOOK-UP	75.00
03/25/2015	GEN	33693	0142	VERIZON	PHONES ACCT# 783061263-00001	158.43
03/25/2015	GEN	33694	MISC	WADE TRIM	SERVICES - BUFFALO RIDGE TRAIL PHASE II	888.69
03/25/2015	GEN	33695	0130	ANNE WENDLING	CONT. SERVICES	291.00
03/31/2015	GEN	33696	0065	CHERRYLAND ELECTRIC COOP.	ELECTRICAL SERVICES	1,979.54
03/31/2015	GEN	33697	0065	CHERRYLAND ELECTRIC COOP.	ELECTRIC SERVICES	566.05
03/31/2015	GEN	33698	0064	CITY OF TRAVERSE CITY	SERVICES ACCT #170975-94720	645.60
03/31/2015	GEN	33699	MISC	EXCEL OFFICE INTERIORS	TACKBOARD	325.00
03/31/2015	GEN	33700	0375	FIFTH THIRD BANK	TREAS. MASTERCARD	374.61
03/31/2015	GEN	33701	0001	GARFIELD CHARTER TOWNSHIP	OVERPAYMENT TO APPLY TO 2014 TAXES - NU	83.83
03/31/2015	GEN	33702	0001	GARFIELD CHARTER TOWNSHIP	INSURANCE	232.70
03/31/2015	GEN	33703	0569	GBS INC	ELECTION SUPPLIES	584.50
03/31/2015	GEN	33704	0086	GRAND TRAVERSE COUNTY TREAS	#28-05-082-041-00 VAN TIL, JOHN & KATH	18.64
03/31/2015	GEN	33705	0564	HILARY ALPERS	MILEAGE	36.80
03/31/2015	GEN	33706	0905	HOME DEPOT CREDIT SERVICES	ACCOUNT #6035 3225 4019 3707	134.23
03/31/2015	GEN	33707	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	69.12
03/31/2015	GEN	33708	0019	JEANE BLOOD LAW	MILEAGE	64.40
03/31/2015	GEN	33709	0568	NORTHERN OFFICE EQUIP	SERVICE CONTRACT COPIER	529.14
03/31/2015	GEN	33710	0181	OLSON, BZDOK, & HOWARD	LEGL SVCS	3,557.22
03/31/2015	GEN	33711	0391	THE GUARDIAN	INSURANCE	721.29
03/31/2015	GEN	33712	0202	UNITED WAY	UNITED WAY	85.00
03/31/2015	GEN	33713	0006	VRIAC	VOYA	1,571.00
04/07/2015	GEN	33714	0002	13TH CIRCUIT COURT	FILING FEE - TAX WRITE-OFFS	150.00
04/07/2015	GEN	33715	0022	ALPERS EXCAVATING	PARK SNOWPLOWING	105.00
04/07/2015	GEN	33716	0148	AMERICAN WASTE	PARK TRASH SVC. #3394830	245.98
04/07/2015	GEN	33717	0148	AMERICAN WASTE	WASTE SVCS #3394790	79.00
04/07/2015	GEN	33718	0914	BAIRD, COTTER & BISHOP, P.C.	CONT. SVCS	360.00
04/07/2015	GEN	33719	MISC	BRENDA BURROWS	CONTRACTED SVCS.	371.25
04/07/2015	GEN	33720	0395	CHARTER	SVCS. #8245 12 111 0096395	65.00
04/07/2015	GEN	33721	0064	CITY OF TRAVERSE CITY	LIGHTS 1475 PREMIER	16.30
04/07/2015	GEN	33722	0048	CONSUMERS ENERGY	ELECTRIC #1000 0031 1801	6,602.33
04/07/2015	GEN	33723	0917	DOUBLE R CO.	DOG EVENT SNOW CLEARING	1,315.00
04/07/2015	GEN	33724	0102	DTE ENERGY	GAS #4591 568 0001 1	1,516.02
04/07/2015	GEN	33725	0102	DTE ENERGY	GAS #4591 568 0005 2	98.25
04/07/2015	GEN	33726	0375	FIFTH THIRD BANK	MASTERCARD - KAY	119.21
04/07/2015	GEN	33727	0375	FIFTH THIRD BANK	MASTERCARD - CHUCK	800.00
04/07/2015	GEN	33728	0190	GILL-ROY'S HARDWARE	ICE MELT, SWITCH BOX, WIRE STRIPPER	32.77
04/07/2015	GEN	33729	0313	GRAND TRAVERSE CONSERVATION DI	RESOURCE MGMT SVCS	7,451.50
04/07/2015	GEN	33730	0100	GRAND TRAVERSE COUNTY DPW	WATER #5590511	11.50
04/07/2015	GEN	33731	0100	GRAND TRAVERSE COUNTY DPW	WATER #5105021	143.17
04/07/2015	GEN	33732	0086	GRAND TRAVERSE COUNTY TREAS	TAX ADJ	1,982.05
04/07/2015	GEN	33733	0916	GRID4 COMMUNICATIONS, INC.	PHONE #012586	976.85

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/07/2015	GEN	33734	0903	I.T. RIGHT	COMPUTER - ASSESSING	1,334.10
04/07/2015	GEN	33735	0434	LAND INFORMATION ACCESS ASSOC	CONT SVCS	23,497.97
04/07/2015	GEN	33736	0140	NORTHWEST MICH ASSESSORS	CONTIN ED	15.00
04/07/2015	GEN	33737	MISC	PROGRESSIVE BUSINESS PUBLICATIONS	PUBLICATION	295.00
04/07/2015	GEN	33738	0472	RUBY CLEANING SERVICE	CLEANING SVCS - PARK	276.44
04/07/2015	GEN	33739	0472	RUBY CLEANING SERVICE	CONT SVCS	1,150.00
04/07/2015	GEN	33740	0894	SIGNPLICITY	VEHICLE MAGNETICS	580.00
04/07/2015	GEN	33741	0045	STAPLES	SUPPLIES	205.05
04/07/2015	GEN	33742	0192	SVEC CONSTRUCTION	SNOW REMOVAL	70.00
04/07/2015	GEN	33743	0509	TEAMSTERS LOCAL 214	UNION DUES	219.00
04/07/2015	GEN	33744	0908	THE BOOM BOOM CLUB	THE BOOM BOOM CLUB	3,500.00
04/07/2015	GEN	33745	0067	TRAVERSE CITY RECORD EAGLE	ADVERTISING	1,029.15
04/07/2015	GEN	33746	0002	13TH CIRCUIT COURT	FILING FEE - TAX WRITE-OFFS	150.00
04/07/2015	GEN	33747	0022	ALPERS EXCAVATING	PARK SNOWPLOWING	105.00
04/07/2015	GEN	33748	0148	AMERICAN WASTE	PARK TRASH SVC. #3394830	245.98
04/07/2015	GEN	33749	0148	AMERICAN WASTE	WASTE SVCS #3394790	79.00
04/07/2015	GEN	33750	0914	BAIRD, COTTER & BISHOP, P.C.	CONT. SVCS	360.00
04/07/2015	GEN	33751	MISC	BRENDA BURROWS	CONTRACTED SVCS.	371.25
04/07/2015	GEN	33752	0395	CHARTER	SVCS. #8245 12 111 0096395	65.00
04/07/2015	GEN	33753	0064	CITY OF TRAVERSE CITY	LIGHTS 1475 PREMIER	16.30
04/07/2015	GEN	33754	0048	CONSUMERS ENERGY	ELECTRIC #1000 0031 1801	6,602.33
04/07/2015	GEN	33755	0917	DOUBLE R CO.	DOG EVENT SNOW CLEARING	1,315.00
04/07/2015	GEN	33756	0102	DTE ENERGY	GAS #4591 568 0001 1	1,516.02
04/07/2015	GEN	33757	0102	DTE ENERGY	GAS #4591 568 0005 2	98.25
04/07/2015	GEN	33758	0375	FIFTH THIRD BANK	MASTERCARD - KAY	119.21
04/07/2015	GEN	33759	0375	FIFTH THIRD BANK	MASTERCARD - CHUCK	800.00
04/07/2015	GEN	33760	0190	GILL-ROY'S HARDWARE	ICE MELT, SWITCH BOX, WIRE STRIPPER	32.77
04/07/2015	GEN	33761	0313	GRAND TRAVERSE CONSERVATION DI	RESOURCE MGMT SVCS	7,451.50
04/07/2015	GEN	33762	0100	GRAND TRAVERSE COUNTY DPW	WATER #5590511	11.50
04/07/2015	GEN	33763	0100	GRAND TRAVERSE COUNTY DPW	WATER #5105021	143.17
04/07/2015	GEN	33764	0086	GRAND TRAVERSE COUNTY DPW	TAX ADJ	1,982.05
04/07/2015	GEN	33765	0916	GRID4 COMMUNICATIONS, INC.	PHONE #012586	976.85
04/07/2015	GEN	33766	0903	I.T. RIGHT	COMPUTER - ASSESSING	1,334.10
04/07/2015	GEN	33767	0434	LAND INFORMATION ACCESS ASSOC	CONT SVCS	23,497.97
04/07/2015	GEN	33768	0140	NORTHWEST MICH ASSESSORS	CONTIN ED	15.00
04/07/2015	GEN	33769	MISC	PROGRESSIVE BUSINESS PUBLICATIONS	PUBLICATION	295.00
04/07/2015	GEN	33770	0472	RUBY CLEANING SERVICE	CLEANING SVCS - PARK	276.44
04/07/2015	GEN	33771	0472	RUBY CLEANING SERVICE	CONT SVCS	1,150.00
04/07/2015	GEN	33772	0894	SIGNPLICITY	VEHICLE MAGNETICS	580.00
04/07/2015	GEN	33773	0045	STAPLES	SUPPLIES	205.05
04/07/2015	GEN	33774	0192	SVEC CONSTRUCTION	SNOW REMOVAL	70.00
04/07/2015	GEN	33775	0509	TEAMSTERS LOCAL 214	UNION DUES	219.00
04/07/2015	GEN	33776	0908	THE BOOM BOOM CLUB	THE BOOM BOOM CLUB	3,500.00
04/07/2015	GEN	33777	0067	TRAVERSE CITY RECORD EAGLE	ADVERTISING	1,029.15

GEN TOTALS:

Total of 101 Checks: 154,676.88
 Less 32 Void Checks: 54,612.89
 Total of 69 Disbursements: 100,063.99



PH 231.946.5874

FAX 231.946.3703

www.gfa.tc

March 30, 2015

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

I. Developer's Escrow Fund

1. Engineering services for construction services for sewer and water extension.

Hammond / Commerce Center

Project#	11205	Invoice No. 3	202.50
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	I. Total	202.50
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II. Utility Receiving Fund

1. Engineering consulting services for

NW Service District Water System Infrastructure

Project#	15029C	Invoice No. 150293108	345.00
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2. Engineering, survey and construction consulting services for

General Water & Sewer Infrastructure

Project#	15029C	Invoice No. 150293110	200.00
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3. Engineering services for

Coordination of Utilities w/GT County Road Commission

Project#	15029C	Invoice No. 150293109 Lafranier Road	1,610.00
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4. Survey services for

NW Infrastructure Improvements - Survey Services

Project#	14417	Invoice No. 1441702	4,382.50
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5. Engineering and construction services for watermain extension.

Harris and Cedar Run Road

Project#	15062	Invoice No. 1506201	20,718.75
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	III. Total	27,256.25
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	GRAND TOTAL	\$27,458.75
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Invoice



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

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

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

March 30, 2015
Project No: 11205
Invoice No: 3

Re: Hammond / Commerce Center, Sewer and Water Extension
Services Performed: Construction administration and observation services for installation of 500 LF water main and sewer main extension.
Project Location: Along Industry Drive in the Hammond/Commerce Center, Garfield Township, Grand Traverse County, Michigan.

Professional Services from March 1, 2015 to March 28, 2015
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Administration	450.00	100.00	450.00	247.50	202.50
Construction Observation	550.00	100.00	550.00	550.00	0.00
Total Fee	1,000.00		1,000.00	797.50	202.50
		Total Fee			202.50
			Total this Invoice		\$202.50

Invoice



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

PH 231 946 5874
FAX 231.946 3703
WWW.gourdiefraser.com

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49664

March 30, 2015
Project No: 15029C
Invoice No: 150293108

Re: NW Service District Water System Infrastructure
Services Performed: Engineering and survey consulting services as detailed below

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

Table with 3 columns: Description, Hours, Amount. Includes entries for Project Manager HODGES, JENNIFER (3.00 hours, 345.00 amount) and Totals (3.00 hours, 345.00 amount). Total this Invoice: \$345.00

Invoice



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

PH 231 946 5874

FAX 231.946 3703

www.gourdiefraser.com

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

March 30, 2015

Project No: 15029C

Invoice No: 150293110

Re: General Water & Sewer Infrastructure

Services Performed: Engineering and survey consulting services as detailed below

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

Reimbursable Expenses

Government Fees

3/30/2015	STATE OF MICH WITHDRAWL FEE 2014	SILVER LAKE RECREATIONAL PARK IRRIGATION WELL	200.00	
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Total Reimbursables			200.00	200.00
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Total this Invoice				\$200.00
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Invoice



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

PH 231.946.5874
FAX 231.946.3703
WWW gourdiefraser.com

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

March 30, 2015
Project No: 15029C
Invoice No: 150293109

Re: GTC Utility Coordination

Services Performed: Engineering and survey consulting services as detailed below.

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

Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	2.00	
Lafranier Road - Reconstruction pre-construction meeting, utility coordination.		
HODGES, JENNIFER	4.00	
Lafranier Road - Review ability to eliminate drop pipes, shop drawing review, construction schedule.		
HODGES, JENNIFER	2.00	
Lafranier Road - Reconstruction: shop drawing review.		
HODGES, JENNIFER	4.00	
Lafranier Road - Construction coordination, 2nd shop drawing review.		
HODGES, JENNIFER	2.00	
Garfield Road / Mitchell Creek Crossing - Review design plans and utility impacts		
Totals	14.00	
Total Labor		1,610.00
		Total this Invoice \$1,610.00

Invoice

Gourdie-Fraser, Inc.
 123 West Front Street, PO Box 927
 Traverse City, MI 49685-0927
 Phone: 231-946-5874, Fax: 231-946-9634
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 WWW gourdiefraser.com

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

March 30, 2015
 Project No: 14417
 Invoice No: 1441702

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 March 1, 2015 to March 28, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Survey Services	31,500.00	63.00	19,845.00	15,750.00	4,095.00
Total Fee	31,500.00		19,845.00	15,750.00	4,095.00
Total Fee					4,095.00

Consultants

Other Consultants	Fee	Current Fee Billing
3/25/2015 CORPORATE SETTLEMENT SOLUTIONS PROPERTY SEARCH FEE		287.50
Total Consultants		287.50
Total this Invoice		\$4,382.50

Invoice



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

PH 231 946 5874

FAX 231 946 3703

WWW.gourdiefraser.com

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

March 30, 2015
Project No 15062
Invoice No: 1506201

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

Professional Services from February 21, 2015 to March 28, 2015
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Final Design	82,875.00	25.00	20,718.75	0.00	20,718.75
Bidding	5,525.00	0.00	0.00	0.00	0.00
Construction Staking	23,250.00	0.00	0.00	0.00	0.00
Construction Observation	113,150.00	0.00	0.00	0.00	0.00
Construction Administration	22,100.00	0.00	0.00	0.00	0.00
Record Drawings / Close Out	18,600.00	0.00	0.00	0.00	0.00
Total Fee	265,500.00		20,718.75	0.00	20,718.75
		Total Fee			20,718.75
			Total this Invoice		\$20,718.75

MITT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MIMA(4) - Assessor
As of: April 6, 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 14-003393	004-027-00	Physicians Realty Group LLC	3537 W Front St	2014	\$ 2,748,500	\$ 2,465,049	\$ 2,000,000	\$ 2,000,000	\$ (748,500)	\$ (465,049)	12/8/14 Received judgment.
2 14-003392	006-001-50	Bay Meadows Family Golf LLC	5550 Bay Meadows Dr	2014	\$ 457,900	\$ 457,900	\$ 125,000	\$ 185,000	\$ (332,900)	\$ (332,900)	12/10/14 Received judgment
3 14-005454	014-049-01	Sears Holding Corp - K-Mart	1712 S Garfield Ave	2014	\$ 1,130,400	\$ 1,015,593	\$ 600,000	\$ 835,850	\$ (530,400)	\$ (415,593)	1/8/15 Received judgment Offered to settle @ \$1,671,700 TCY. Based on recent sale of Mall.
4 14-001422	014-049-10	Sears Holding Corp - Sears	1212 W South Airport Rd	2014	\$ 1,976,500	\$ 1,522,341	\$ 1,000,000	\$ 1,463,259	\$ (976,500)	\$ (522,341)	1/8/15 Received judgment Offered to settle @ \$2,926,500 TCY. Based on recent sale of Mall.
5 14-004378	014-049-00	DURGA LLC - Mall Stores	1148 W So Airport Rd	2014	\$ 951,000	\$ 951,000	\$ 700,000	\$ 700,000	\$ (251,000)	\$ (251,000)	8/12/14 Spoke w/owner representative. They are willing to stip to 50% of sale price, which is fair - \$18.51/sf. Sale price was \$3,100,000, so 50% is \$1,550,000 (stipulating to this)
	014-049-02	Big Lots	1144 W So Airport Rd	2014	\$ 462,000	\$ 462,000	\$ 345,000	\$ 288,400	\$ (117,000)	\$ (117,000)	
	014-049-03	Mall Ofc & frmr Chinese Buffet	1146 W So Airport Rd	2014	\$ 101,500	\$ 101,500	\$ 75,000	\$ 75,000	\$ (26,500)	\$ (26,500)	
	014-049-08	Younker's	1776 S Garfield Ave	2014	\$ 507,100	\$ 507,100	\$ 380,000	\$ 99,300	\$ (127,100)	\$ (2,200)	9/23/14 Rec'd judgment
				TOTALS:	\$ 2,021,600	\$ 2,021,600	\$ 1,500,000	\$ 1,550,000	\$ (471,600)	\$ (521,600)	
6 14-002238	016-002-00	Walgreen Company	3900 N US 31 South	2014	\$ 1,337,700	\$ 1,337,700	\$ 877,700	\$ 1,025,000	\$ (460,000)	\$ (460,000)	10/14/14 Judgment received.
7 14-003334	019-002-10	Green Hills Inc Placed on Gen'l Call: 1/4-15/16 Valuation due: 11/5/15	2400 East Crown Dr	2014	\$ 938,700	\$ 937,463	\$ 500,000	\$ 594,350	\$ (438,700)	\$ (437,463)	3/23/15 Based settlement offer on recent MITT judgments.
8 14-004442	019-002-20	HomeTown Hardware Inc	2701 Zimmerman Rd	2014	\$ 394,400	\$ 353,060	\$ 150,000	\$ 150,000	\$ (244,400)	\$ (203,060)	1/27/15 Made offer to settle @ \$410,000 (\$40,927/sf)
9 455929	021-015-00	Grand Traverse Mall LLC	3200 W South Airport Rd	2013	\$ 29,511,400	\$ 29,511,400	\$ 11,385,000	\$ 11,385,000	\$ (18,126,400)	\$ (18,126,400)	*2012 Purchase for \$66,000,000
	021-015-70	Grand Traverse Mall LLC	W South Airport Rd	2014	\$ 30,706,900	\$ 29,983,582	\$ 11,385,000	\$ 11,385,000	\$ (19,321,900)	\$ (18,598,582)	11/12/14 Rec'd answers to documents and interrogatories from the GT Mall's atty
		Placed on Gen'l Call: 7/15/15 Valuation due: 5/1/15	TOTALS:	2013	\$ 64,300	\$ 64,300	\$ 15,000	\$ 15,000	\$ (49,300)	\$ (49,300)	4/6/15 Rec'd order on motions filed. Atty Gen working on hiring appraiser.
			TOTALS:	2014	\$ 29,575,700	\$ 29,575,700	\$ 11,400,000	\$ 11,400,000	\$ (18,175,700)	\$ (18,175,700)	
10 14-004216	021-047-00	Sam's Real Estate Business Trust	2401 N US 31 South	2014	\$ 3,666,600	\$ 3,414,552	\$ 3,042,990	\$ 3,042,990	\$ (623,610)	\$ (371,562)	2/9/15 Judgment received.
12 14-007914	021-065-00	Charles Wentworth	N US 31 South	2014	\$ 221,100	\$ 221,100	\$ 3,305,700	\$ 3,286,252	\$ (360,900)	\$ (128,300)	12/18/14 Judgment Received.

MTT Update

Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor
As of: April 6, 2015

Parcel ID	Owner	Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Notes
				Assessed	Taxable	Assessed	Taxable	Assessed	Taxable	
13 14-001344	Emerald Creek Partners LLC	2516 Crossing Cir	2014	\$ 3,047,800	\$ 3,047,800	\$ 2,400,000	\$ 2,400,000	\$ (647,800)	\$ (647,800)	2013 Purchase for \$5,350,000 (Valued at \$5,389,519 using Income, computer used Cost - clerical error.)
	9/17/14 Using Actual Profit/Loss statement, and correct cap rate, value = \$5,038,000 for both parcels.			SETTLED:	\$ 2,400,000	\$ 119,000		\$ (699,200)	\$ (699,200)	
	Emerald Creek Partners LLC	Crossing Cir	2014	\$ 170,400	\$ 170,400	\$ 100,000	\$ 100,000	\$ (70,400)	\$ (70,400)	10/2/14 Rec'd judgment.
	TOTALS:			\$ 3,218,200	\$ 3,218,200	\$ 2,500,000	\$ 2,500,000	\$ (718,200)	\$ (718,200)	
14 14-003600	Northwestern Bank	1396 Douglas, Ste 22A	2014	\$ 86,500	\$ 80,316	\$ 29,000	\$ 22,816	\$ (57,500)	\$ (57,500)	8/21/14 Offer accepted.
	Northwestern Bank	1396 Douglas, Ste 22B	2014	\$ 105,500	\$ 98,991	\$ 48,000	\$ 41,491	\$ (57,500)	\$ (57,500)	Based on Listing at \$119,000
	TOTALS:			\$ 192,000	\$ 179,307	\$ 77,000	\$ 64,307	\$ (115,000)	\$ (115,000)	8/25/14 Stipulation signed & returned. Based on Listing at \$109,000
						\$ 114,000	\$ 114,000	\$ (78,000)	\$ (65,307)	9/12/14 Rec'd judgment.
15 14-003664	Community First Holdings	1621 Keane Dr	2014	\$ 864,400	\$ 864,400	\$ 364,400	\$ 364,400	\$ (500,000)	\$ (500,000)	12/4/14 Judgment Received.
	VanWagner & Goble LLC	5222 N Royal Dr	2013	\$ 750,300	\$ 585,789	\$ 300,000	\$ 300,000	\$ (450,300)	\$ (285,789)	3/16/15 Received judgment.
	TOTALS:			\$ 777,000	\$ 595,161	\$ 350,000	\$ 350,000	\$ (427,000)	\$ (245,161)	
						SETTLED:	\$ 355,600	\$ (421,400)	\$ (239,561)	
17 14-000002	Walgreen Company	3900 N US 31 South	2013	\$ 119,900	\$ 119,900	\$ 102,303	\$ 102,303	\$ (17,597)	\$ (17,597)	11/12/14 MTT ruled against allowing GR cases to be the test cases, and that all others cannot settle accordingly. Inspection completed.
	Prehearing General Call: Sept. 16-30, 2015		2012	\$ 107,850	\$ 107,850	\$ 92,580	\$ 92,580	\$ (15,270)	\$ (15,270)	
			2011	\$ 103,300	\$ 103,300	\$ 87,584	\$ 87,584	\$ (15,716)	\$ (15,716)	
			2010	\$ 115,200	\$ 115,200	\$ 101,420	\$ 101,420	\$ (13,780)	\$ (13,780)	
			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)	1/7/15 Answered
			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)	
18 14-008072	Northfield Restaurant Corp	3050 N US 31 South	2014		\$ 203,443		\$ 191,800		\$ (11,643)	
			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)	
			TOTALS:		\$ 103,300		\$ 293,706		\$ (15,716)	\$ (26,612)
			TOTALS:		\$ 107,850		\$ 303,397		\$ (15,270)	\$ (26,461)
			TOTALS:		\$ 30,445,900		\$ 30,481,629		\$ (18,643,597)	\$ (18,490,546)
			TOTALS:		\$ 50,727,800		\$ 48,855,779		\$ (24,572,090)	\$ (24,104,582)
			SETTLED VALUES:							
			2013		\$ 400,300		\$ 400,300		\$ (4,398,491)	\$ (235,789)
			2014		\$ 4,249,342		\$ 4,249,342		\$ (4,249,342)	\$ (4,249,342)

MTT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor
 As of: April 6, 2015

	2007	\$	(33,522)
	2008	\$	(27,501)
	2009	\$	(28,772)
	2010	\$	(28,651)
	2011	\$	(62,201)
	2012	\$	(61,884)
	2013	\$	(43,216.10)
	2014	\$	(56,337.23)
	2011		
	2012		
	2013	\$	(551,091)
	2014	\$	(9,931,561)
	ACTUAL TWP TAX LOSS		



COUNTY ROAD IMPROVEMENT AGREEMENT BETWEEN THE GRAND TRAVERSE COUNTY ROAD COMMISSION AND GARFIELD TOWNSHIP

Option A Mineral Brine

Road/Type	Mile	Total Est'd Cost	Twp 75%
Total Miles	1.1	409.75	307.31
County Maintained	1.1	409.75	307.31
Non County	0		

Grand Total 307.31

- _____ Garfield Township has chosen _____ (number) applications of brine.
- _____ Garfield Township has chosen not to brine.
- _____ The road list has been reviewed and there are no changes. **(please initial)**

The Board of County Road Commissioners' policy is to provide a 25% match for brine application on county maintained gravel roads with the Township paying 75%. The Township will pay 100% for all seasonal and public access roads requested.

This proposal is for the 2015 Brine Application. **Please return by April 13, 2015** to schedule the first application. The second application is scheduled for July, weather permitting.

*The above amounts are based on 2014 bids and are close approximations of costs to be incurred. **Invoices will be based on actual costs billed to GTCRC** which may vary from the estimates above.

Enclosed are road listings/approximated distances and maps of the areas to be brined. **If any discrepancies are discovered, please contact us at your earliest convenience.**

Township Supervisor

Dated

Township Clerk

Dated

Grand Traverse County Road Commission Manager


Dated

Garfield Township Gravel Roads

Road Name	From	To	Section	Length (in miles)	Small or Large Truck	Date	Gallons	Ticket #
Alley N of Floresta	Barlow	Cresent	14	0.1				
Dracka Road	Broad	south to end	33 34	0.3	Small Truck			
Keystone Drive	Keystone	Boardman View	34	0.2				
Kyselka	US-31	so & east to end	28	0.5				

Total 1.1

Color map

		Charter Township of Garfield Planning Department Report No. 2015-36	
Prepared:	April 8, 2015	Pages:	1 of 1
Meeting:	April 14, 2015 – Township Board	Attachments:	<input type="checkbox"/>
Subject:	Garfield Township Zoning Ordinance		

BACKGROUND:

Over the past several years, Township Staff and the Planning Commission have undertaken a process to completely rewrite the Township Zoning Ordinance. Following review of a final draft document and a public hearing on April 8, 2015, the Planning Commission recommended that the replacement Zoning Ordinance be adopted.

STAFF COMMENT:

The current zoning ordinance was initially adopted in the early 1970s, and has subsequently been amended over 300 times. The ordinance is antiquated, cumbersome, and simply in need of a replacement document.

A primary goal of the zoning ordinance rewrite was to remain as content-neutral as possible, i.e., making no major changes to allowable uses, setbacks, and other zoning requirements. However, we did take the opportunity to introduce a number of changes to make the ordinance more flexible, readable, and generally better for both the administration and the community.

The end result of this process is a zoning ordinance to be proud of. The new zoning ordinance is a clear, concise document which will likely serve as a model ordinance for other communities to replicate. Its development followed a considerable public process, with lots of valuable input from members of the community such as realtors, engineers, and various business owners.

In addition to the Township Planning Commission recommendation, a Grand Traverse County Planning Commission review committee has also reviewed the ordinance and commended the Township for its efforts.

Though hard copies of the zoning ordinance has not been provided to Board members, the full draft document is available for review on the front page of the Township's website <http://www.garfield-twp.com>, and hard copies are available for review at the Township Hall. Please contact Staff if any Board member would like a personal copy of the draft zoning ordinance or if you have any questions.

ACTION REQUESTED:

The adoption process for the new zoning ordinance follows the same process as any zoning ordinance amendment. As such, the Township Board is asked to schedule the ordinance for a public hearing for the regular meeting of May 12, 2015.

The following motion is recommended:

THAT proposed Ordinance No. 68, the Garfield Township Zoning Ordinance, be scheduled for a public hearing at the May 12, 2015 Township Board meeting.

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 489

Program Participants this month 444

Drop ins this month 45

Nature Center Visitation this year 939

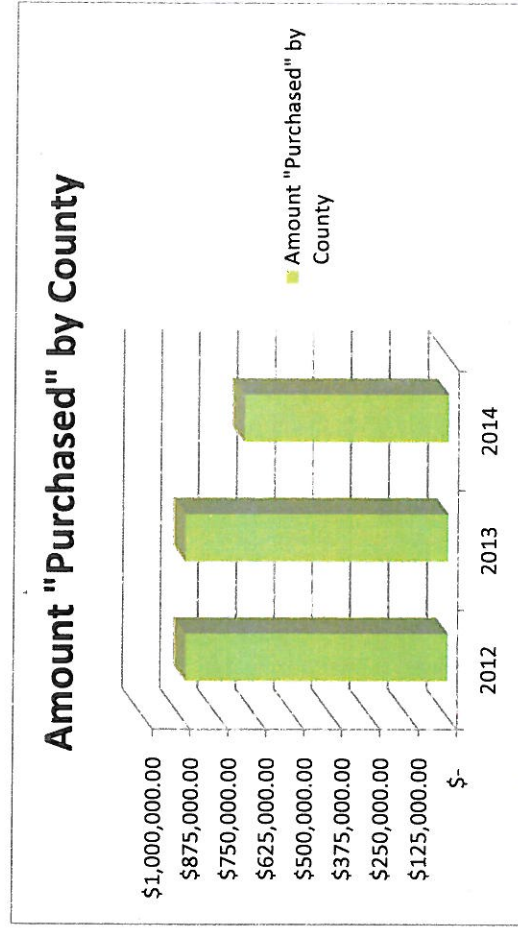
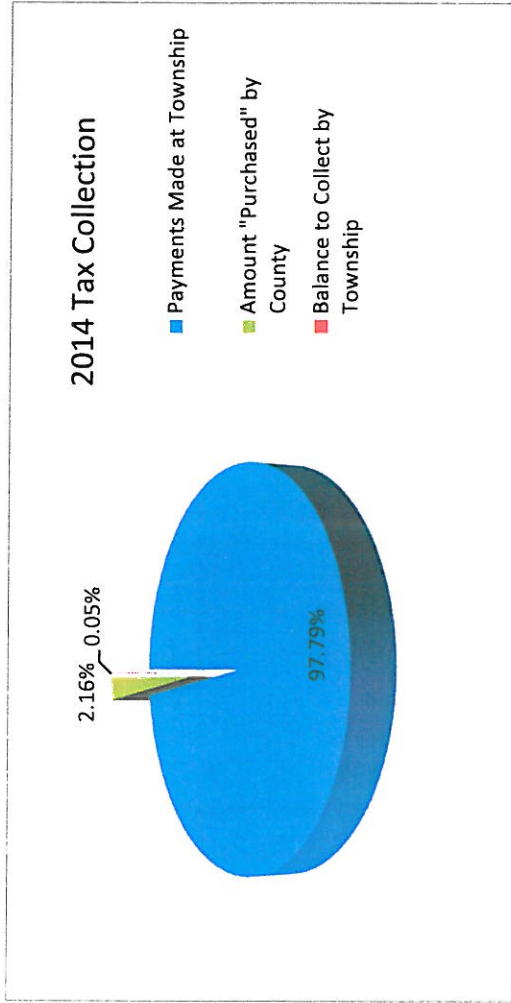
Nature Center Visitation since 2008 57,855

Activity Detail	Conservation District Pillar	Location of activity	Property Owner	Staff Lead (initials)
Coordinated contractors on the treatment of invasive woody shrubs	Parklands (including Parklands-based ISN)	Other	Garfield Township	RR
Prepared the annual budget and workplan for fiscal year 2015/16 at Hickory Meadows	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV/SL
Attended meeting with TCL&P, HMAC, and GTCD to go over best practices for inclusion into bid documents for utility corridor upgrade	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV/SL
Coordinated and attended HMAC meeting	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Assessed oak tree population along TCL&P utility corridor in regards to concerns of oak wilt transmission during upgrade	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV/KR
Rotated seasonal displays at trailhead info stations to reflect spring topics	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Posted TCL&P public notice signs at info stations to update visitors of oak tree trimming that may occur along utility easement	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Followed up with American Waste on trash pick-up from Common's trailheads	Parklands (including Parklands-based ISN)	Commons Natural Area	Garfield Township	TV

Assessed site of proposed picnic area and bench trail adjacent to Aldi Foods for potential boy scout project at Miller Creek	Parklands (including Parklands-based ISN)	Miller Creek Nature Reserve	Garfield Township	TV
Corresponded with Emerald Hills Condo Association in regards to bench trail placement at Miller Creek	Parklands (including Parklands-based ISN)	Miller Creek Nature Reserve	Garfield Township	TV
Disposed of two dead waterfowl found near pond and dog waste piles at Kids Creek Park	Parklands (including Parklands-based ISN)	Kid's Creek Park	Garfield Township	TV
Refilled dog waste bags at dog park and trailheads at Silver Lake	Parklands (including Parklands-based ISN)	Silver Lake Recreation Area	Garfield Township	TV
Met with Eagle Scout Michael Carley to discuss potential scout project	Parklands (including Parklands-based ISN)	Miller Creek Nature Reserve	Garfield Township	RR/SL
Conducted March Peepers. We had 88 Peepers participate in the March Programs including our spring break series which had 36!	Education	Boardman River Nature Center	N/A	TC/TF
Produced 2015 program guide with update summer camp schedule	Education	Other	N/A	TC
Conducted an in school Invasive Species Program to 36 Middle Schoolers. This is working to fulfill a grant from the Dole Foundation	Education	Other	N/A	TC
Submitted a grant to Trout Unlimited for Summer Camp Supplies	Education	Other	N/A	TC
Did a Radio interview with WTCM regarding our Peepers Program	Education	Other	N/A	TC
Reviewed resume's and conducted interviews for Boardman River Summer Technician position	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	SL/TV/RR
Reviewed resume's and conducted interviews for two Conservation Intern positions.	Parklands (including Parklands-based ISN)	Other	N/A	SL/TV/RR

Prepared draft agreement and executed the final agreement between the District and Wetland & Wildlife Solutions for invasive species control work at various work sites throughout the County including all parklands.	Parklands (including Parklands-based ISN)	Other	N/A	SL/RR/MC
Prepared a Work Order that correlates to the above agreement. The work order is site specific and details the amount and type of control to be done at the site.	Parklands (including Parklands-based ISN)	Other	N/A	SL/RR/MC
participated in PBE projects with 3 different school classes at Greenspire School during 3 different days in collaboration with Perennial Harvest with Native Seeds	Education	Schools	N/A	KMG
video documented Greenspire PBE student project with UpNorth Media for EPA Education Grant	Education	School	N/A	KMG
planned and implemented annual GTSI Leadership Meeting with Community Partners, including NMC, GTRLC, GTCD, BCD, The Children's House Montessori, Perennial Harvest, GTCD board member, Inland Seas, TBAISD Math&Science Center, SEEDS, and Blackbird Arts	Education	Boardman River Nature Center	Grand Traverse County	KMG
visited and discussed potential PBE project with GTCD community partner at GTA (GTSI school)	Education	School	N/A	KMG
created and distributed Constant Contact Spring GTSI newsletter to 86 contacts	Education	Boardman River Nature Center	Grand Traverse County	KMG

Settlement History for Garfield Township



Year	Total Adjusted Levy	Payments Made at Township	Amount "Purchased" by County	Balance to Collect by Township
2012	\$ 29,244,502.02	\$ 28,354,884.39	\$ 861,767.19	\$ 27,850.43
2013	\$ 30,446,191.26	\$ 29,549,490.62	\$ 864,717.82	\$ 31,982.81
2014	\$ 30,999,899.86	\$ 30,313,733.19	\$ 670,902.92	\$ 15,253.75

Charter Township of Garfield**Construction Update****April 8, 2015****Water Projects****Northwest Service District – Water System Improvements**

GFA is continuing to work on the overall project with our goal to have piping, tank and booster station completed by December 2015.

Brookside

GFA has been working with WODA on negotiating pricing to extend the 16" watermain that was put in with the Zimmerman Road project and extend along the boundaries of their property. GFA recently reviewed a development agreement proposed by WODA to finalize the process . WODA has received their land use permit and is in process of clearing the site. Utilities are expected to be installed this spring. GFA attended a preconstruction meeting on Thursday April 9th.

Zimmerman Road

All watermain was installed last fall with restoration and project closeout anticipated to be completed in May. A final site walkthrough was completed including punchlist items. Record drawings have been completed and submitted to the DPW for their files.

Crown Development

GFA has submitted project to MDEQ for permits. Project is scheduled to be bid out next week with work to begin the beginning of May.

Harris / Cedar Run Road Watermain Extension

GFA has submitted project to MDEQ , GTCRC and SESC for permits. Project is scheduled to be bid out next week with work to begin in May. Project will be completed prior to July along Harris Road to allow Road Commission to complete their road rehabilitation project.

General Utilities

GTCRC - Lafranier Road / Garfield Road

GFA is working with the GTCRC with shop drawing reviews, construction meetings, and permit issuance with respect to the utility adjustments. Two (2) particular projects are occurring next year that will potentially impact the utilities and GFA along with the GTC DPW have been providing assistance.

Lafranier Road: The lowering of the hill will affect a 12" forcemain and 8" sewer and the primary 20" watermain that feeds the eastern side of Garfield Township. Project is scheduled to start April 13th and GFA will be performing oversite inspection as needed for quality control.

Garfield Road: Improvements from south of Birmley northerly to Hammond Road including undercuts and repairs at the Mitchell Creek Crossing that potential could affect existing watermain and sewer that are in this area.

Pump Station #3

DPW has been continuing to maintain this 25 year old station but is extreme need of pump replacements, electrical / instrumentation upgrades. The Township had pursued SAW Grant money to assist but was not selected during the lottery process. This station is becoming a daily maintenance problem and needs repairs immediately. Attached is a contract for engineering services and cost estimates for review and approval

Pump Station #1

Station has been experiencing clogging over the years which has affected the wear ring and face plate. The damage is significant warranted replacement of the entire pumps. GFA has been working with the pump manufacturer to find a better pump selection to prevent this from occurring again.

Pump Station #9

Station has been experiencing clogging over the years which has affected the wear ring and face plate. GFA is working with the pump manufacturer to get parts for replacement. Cost is expected to be covered by the DPW maintenance budget.

Cass Road 20" Watermain (exposed)

A portion of the watermain installed in 2004 that feeds the McCrae tank was found to be exposed in October. The location is at the Miller Creek Crossing within the existing Railroad Right of Way. GFA has been researching and coordinating with the MDEQ, Railroad, Soil Erosion and Conservation District. The circumstances appear to be related to an ongoing bank erosion related to undersized culverts that has been occurring since the 1990s. The Railroad has been uncooperative to work with the Township to

correct. It has been the recommendation of GFA to continue to monitor the pipe and insulate during these weather conditions until Spring. At such time, GFA will re-address again with the Railroad.

Plan Reviews

Buffalo Ridge

MDEQ Permits have been issued. Awaiting construction schedule

Carson Square

MDEQ permits have been sent out. Awaiting approval and preconstruction meeting

Maple Ridge Apartments

A preliminary plan review has been submitted to GFA to review and comment. To be completed in 1 week.

1.290

Grand Traverse Sheriff Department Calls for Service Statistics

Month Year
March 2015

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL
	0	1	2	3	4	5	6	7
Hour of Day	635	675	604	489	499	429	503	3,834
	147	115	80	42	38	64	51	112
	157	191	202	280	256	225	200	198
Location	Citations		Traffic Crashes		Arrests		*Other	
	Fatal	PIA	PDA	OWI	MIP	Criminal	Criminal	Total
01 Acme	25	0	7	0	0	0	14	187
02 Blair	56	0	1	14	7	0	48	293
03 East Bay	48	0	1	14	4	4	33	321
04 Fife Lake	15	0	0	6	0	0	11	84
05 Garfield	148	0	4	64	7	0	102	913
06 Grant	0	0	1	4	1	0	1	21
07 Green Lake	14	0	0	9	1	0	12	145
08 Long Lake	6	0	0	7	1	5	5	83
09 Mayfield	12	0	3	3	1	0	2	57
10 Peninsula	6	0	1	5	0	0	4	57
11 Paradise	10	0	1	6	0	0	6	69
12 Union	3	0	0	3	0	0	0	10
13 Whitewater	7	0	0	4	0	0	4	49
29 Fife Lake Vlg	0	0	0	0	0	0	1	20
30 Kingsley Vlg	11	0	0	0	2	1	5	62
66 Traverse City	6	0	0	0	0	1	80	0
84 Out of County	0	0	0	0	0	0	20	0
Totals	367	0	12	146	24	11	348	2,371
							622	683
								158
								3,834

*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts
 Ticket stats are based on what District Court has entered as of 3/31/15.
 Arrest stats are as of 3/31/15.

0.8%

Grand Traverse Sheriff Department Calls for Service Statistics

1st Quarter Totals
January - March 2015

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL				
	0	1	2	3	4	5	6	7				
Hour of Day	12	13	14	15	16	17	18	19				
Location	Citations		Traffic Crashes			Arrests			*Other			
	Fatal	PIA	PDA	OWI	MIP	Criminal	Criminal	Non-Criminal	Traffic Crashes	Total		
01 Acme	78	0	5	56	1	1	30	518	65	101	61	745
02 Blair	174	0	8	83	10	0	125	836	216	224	91	1,367
03 East Bay	174	0	10	126	9	12	85	933	197	256	136	1,522
04 Fife Lake	34	0	3	20	2	0	23	198	24	27	23	272
05 Garfield	478	0	16	268	22	3	279	2,530	843	856	284	4,513
06 Grant	1	0	2	9	1	0	8	44	10	14	11	79
07 Green Lake	66	0	1	55	4	2	29	389	75	106	56	626
08 Long Lake	25	0	0	31	4	5	8	249	47	94	31	421
09 Mayfield	31	0	7	22	3	0	6	154	29	26	29	238
10 Peninsula	16	0	1	15	0	0	7	153	23	71	16	263
11 Paradise	32	1	4	36	0	0	14	217	33	60	41	351
12 Union	20	0	2	11	1	0	1	37	5	9	13	64
13 Whitewater	27	2	0	15	0	0	12	133	21	29	17	200
29 Fife Lake Vlg	10	0	0	3	0	0	2	59	18	16	3	96
30 Kingsley Vlg	34	0	2	3	2	1	19	202	29	59	5	295
66 Traverse City	27	0	0	0	1	1	210	0	0	0	0	0
84 Out of County	0	0	0	0	0	0	47	0	0	0	0	0
Totals	1,227	3	61	753	60	25	905	6,652	1,635	1,948	817	11,052

*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts
Ticket stats are based on what District Court has entered as of 3/31/15.
Arrest stats are as of 3/31/15.

Charter Township of Garfield

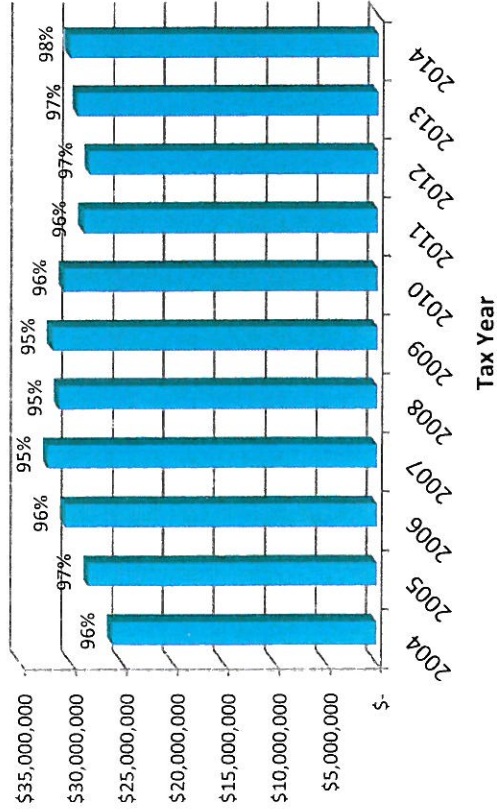
Tax Collection History

Tax Year	Taxes to Collect	Amount Collected at Township	Amount Purchase By County	Township Collection Percentage	Balance to Collect at Township	Amount of Taxes Written off	Date Written Off
2004	\$ 27,061,974	\$ 26,000,438	\$ 994,875	96%	\$ 153,449	\$ 29,925	2010
2005	\$ 29,343,407	\$ 28,349,855	\$ 1,024,449	97%	\$ 55,827	\$ 14,743	2011
2006	\$ 31,876,550	\$ 30,636,904	\$ 1,229,398	96%	\$ 122,748	\$ 10,572	2012
2007	\$ 33,925,717	\$ 32,348,081	\$ 1,395,517	95%	\$ 220,865	\$ 10,709	2013
2008	\$ 32,942,211	\$ 31,286,288	\$ 1,528,869	95%	\$ 127,004	\$ 5,662	2014
2009	\$ 33,509,373	\$ 31,950,018	\$ 3,199,208	95%	\$ 112,398	\$ 10,839	2015
2010	\$ 32,197,433	\$ 30,829,329	\$ 1,406,264	96%	\$ 31,868	\$ 2,065	2016
2011	\$ 30,054,344	\$ 28,934,246	\$ 1,131,221	96%	\$ 36,268	\$ 4,335	2017
2012	\$ 29,228,398	\$ 28,354,274	\$ 863,109	97%	\$ 30,440	\$ 690	2018
2013	\$ 30,446,191	\$ 29,549,491	\$ 865,206	97%	\$ 31,488	\$ 749	2019
2014	\$ 30,999,889	\$ 30,313,733	\$ 670,967	98%	\$ 15,189	?	2020

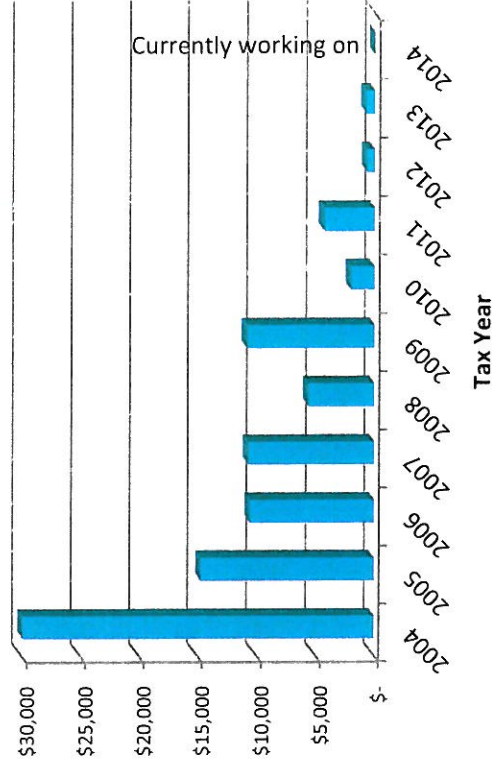
Currently working on

* Minor differences in balances are do to adjustments of BDR/Tax Tribunal after taxes were turned over to county.

Amount Collected at Township



Amount of Personal Property Tax Write-offs



Clerk's Report

For March 2015

Submitted 4/8/15

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 March in the General Fund, you will find that we had a total of \$579,160.81 Revenues and \$146,396.72 Expenditures. For the year we have a total of \$1,493,243.62 Revenues and \$460,167.71 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

PERIOD ENDED 03/31/2015

2015
 AMENDED
 BUDGET

ACTIVITY FOR
 MONTH
 03/31/2015

AVAILABLE
 BALANCE

% BDGT
 USED

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND					
Revenues					
Dept 000					
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,083,250.44	333,675.42	844,756.80	56.18
101-000-407.000	DEL PERSONAL PROP TAXES	0.00	0.00	0.00	0.00
101-000-412.000	SWAMP TAX COLLECTIONS	40.68	0.00	40.68	0.00
101-000-414.000	Protested R/E Interest	867.75	0.00	(867.75)	100.00
101-000-423.000	TRAILER PARK FEES	6,203.70	1,207.50	4,393.20	29.18
101-000-445.000	PENALTIES & INT. ON TAXES	7,627.50	5,142.78	2,484.72	67.42
101-000-475.000	BUILDING PERMITS	175,000.00	11,823.00	105,171.00	39.90
101-000-476.001	PLANNING FEES	6,000.00	800.00	4,650.00	22.50
101-000-476.002	MAINT INSPECTION FEES	1,525.50	90.00	1,435.50	5.90
101-000-476.003	TREASURER FEES	915.30	150.00	765.30	16.39
101-000-476.004	PARK USE FEES	2,034.00	460.00	1,574.00	22.62
101-000-476.005	ZONING FEES	15,000.00	4,320.00	10,680.00	28.80
101-000-477.000		0.00	0.00	0.00	0.00
101-000-566.000	STATE GRANT	0.00	0.00	0.00	0.00
101-000-574.000	STATE SHARED REVENUE	1,220,400.00	218,851.00	1,001,549.00	17.93
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,340.00	398.75	19,941.25	1.96
101-000-574.002	EVIP DISTRIBUTION	0.00	0.00	0.00	0.00
101-000-575.000	Road Right of Way	17,859.54	0.00	17,859.54	0.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	15,000.00	109.20	14,890.80	0.73
101-000-627.000	TAX COLLECTION FEES	22,374.00	0.00	22,374.00	0.00
101-000-656.000	Ordinance Enforcement Fees	0.00	266.68	(451.35)	100.00
101-000-664.000	EARNED INTEREST	15,000.00	1,058.62	939.99	7.06
101-000-668.000	RENTS	40,680.00	13,538.37	27,141.63	33.28
101-000-668.001	RENTS & ROYALTIES LAND RESERV	0.00	0.00	0.00	0.00
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	67,747.96	182,252.04	27.10
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	14,238.00	4,303.50	9,934.50	30.23
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	13,884.00	(13,884.00)	100.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00
101-000-676.000	REIMBURSEMENTS	0.00	5,630.40	(5,630.40)	100.00
101-000-676.001	Reimbursed Treasurer Legal Fees	0.00	0.00	0.00	0.00
101-000-695.370	TRANSFERS FROM 370	0.00	0.00	0.00	0.00
101-000-695.999	TRANSFER FROM	0.00	0.00	0.00	0.00
Total Dept 000		1,493,243.62	579,160.81	2,265,001.84	39.73
TOTAL Revenues		1,493,243.62	579,160.81	2,265,001.84	39.73
Fund 101 - GENERAL OPERATING FUND:					
TOTAL REVENUES		1,493,243.62	579,160.81	2,265,001.84	39.73

PERIOD EN: 03/31/2015

ACTIVITY FOR MONTH 03/31/2015

2015
 AMENDED BUDGET YTD BALANCE 03/31/2015 AVAILABLE BALANCE BDCGT USED

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	BDCGT USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 101-TOWNBOARD						
101-101-701.100	WAGES - TRUSTEE	12,000.00	2,150.00	750.00	9,850.00	17.92
101-101-701.101	WAGES - FILE CLERK	22,352.00	5,615.66	1,969.28	16,736.34	25.12
101-101-701.102	WAGES - TRUSTEE	12,000.00	3,250.00	1,000.00	8,750.00	27.08
101-101-701.103	WAGES - TRUSTEE	12,000.00	2,600.00	900.00	9,400.00	21.67
101-101-701.104	WAGES - TRUSTEE	12,000.00	2,500.00	850.00	9,500.00	20.83
101-101-701.105	WAGES - OFFICE MANAGER	34,703.29	8,724.32	2,601.61	25,978.97	25.14
101-101-701.106	WAGES - RECEPTIONIST	7,000.00	1,189.33	1,119.37	5,810.67	16.99
101-101-726.000	SUPPLIES	6,500.00	7.00	(373.31)	6,493.00	0.11
101-101-726.001	POSTAGE	12,000.00	1,282.73	0.00	10,717.27	10.69
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,000.00	2,177.09	773.86	4,822.91	31.10
101-101-801.001	LEGAL RETAINER	0.00	0.00	0.00	0.00	0.00
101-101-801.002	LEGAL SERVICES - TOWNBOARD	15,000.00	6,975.41	6,975.41	8,024.59	46.50
101-101-801.003	LEGAL - WATER & SEWER	3,000.00	0.00	0.00	3,000.00	0.00
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	50.00	0.00	9,950.00	0.50
101-101-801.005	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-101-801.006	OTHER LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	16,000.00	0.00	0.00	16,000.00	0.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	3,000.00	2,146.12	656.12	853.88	71.54
101-101-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,000.00	791.81	791.81	2,208.19	26.39
101-101-901.000	ADVERTISING	3,500.00	555.50	482.00	2,944.50	15.87
101-101-956.002	MISC. CABLE VISION RESERVE	0.00	0.00	0.00	0.00	0.00
101-101-960.000	EDUCATION & TRAINING	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOARD	1,000.00	980.00	230.00	20.00	98.00
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	0.00	0.00	6,500.00	0.00
101-101-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00	0.00
Total Dept 101-TOWNBOARD		202,555.29	40,994.97	18,726.15	161,560.32	20.24

Dept 171-TOWNSHIP SUPERVISOR						
101-171-701.099	WAGES - ASSESSING LEVEL FOUR	0.00	0.00	0.00	0.00	0.00
101-171-701.201	WAGES - SUPERVISOR	70,472.81	16,233.41	5,420.98	54,239.40	23.03
101-171-701.202	WAGES - ASST. ASSESSOR	42,914.81	10,523.20	3,723.20	32,391.61	24.52
101-171-701.203	WAGES - ASSESSMENT CLERK	18,168.12	3,470.05	839.48	14,698.07	19.10
101-171-701.204	WAGES - APPRAISER	49,072.80	11,298.80	3,774.88	37,774.00	23.02
101-171-701.205	WAGES - ASSESSOR	86,252.81	19,856.06	6,634.84	66,396.75	23.02
101-171-726.000	SUPPLIES	1,000.00	1,045.45	814.46	(45.45)	104.55
101-171-805.000	CONTRACTED AND OTHER SERVICES	27,326.00	0.00	0.00	27,326.00	0.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.202	MILEAGE - ASST. ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-171-860.203	MILEAGE - APPRAISER	0.00	0.00	0.00	0.00	0.00
101-171-860.204	MILEAGE - ASSESSMENT CLERK	0.00	0.00	0.00	0.00	0.00
101-171-860.205	SUPERVISOR MISC	0.00	0.00	0.00	0.00	0.00
101-171-900.000	PRINTING & PUBLISHING	5,700.00	1,241.74	1,231.74	4,468.26	21.78
101-171-901.000	ADVERTISING	0.00	0.00	0.00	0.00	0.00
101-171-960.000	EDUCATION & TRAINING	4,075.00	1,125.58	1,093.39	2,949.42	27.62
101-171-960.201	EDUCATION - SUPERVISOR	1,000.00	0.00	0.00	1,000.00	0.00
101-171-960.202	EDUCATION - APPRAISER	0.00	0.00	0.00	0.00	0.00
101-171-960.203	EDUCATION - APPRAISER	0.00	0.00	0.00	0.00	0.00
101-171-960.204	EDUCATION - APPRAISER	0.00	0.00	0.00	0.00	0.00
101-171-960.205	EDUCATION - ASSESSOR	0.00	0.00	0.00	0.00	0.00
101-171-965.000	DUES & PUBLICATIONS	1,800.00	249.50	0.00	1,550.50	13.86

PERIOD EN: 3/31/2015

2015
 AMENDED BUDGET

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BUDGT USED
Fund 101 - GENERAL OPERATING FUND					
Expenditures					
101-171-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 171-TOWNSHIP SUPERVISOR		65,043.79	23,532.97	244,738.56	21.00
Dept 191-ELECTIONS					
101-191-701.000	WAGES	0.00	0.00	15,000.00	0.00
101-191-726.000	SUPPLIES	2,068.09	1,068.68	3,931.91	34.47
101-191-726.001	POSTAGE	1,807.19	696.29	6,192.81	22.59
101-191-860.000	MILEAGE	400.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	300.00	0.00	300.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	3,500.00	0.00	3,500.00	0.00
Total Dept 191-ELECTIONS		3,875.28	1,764.97	32,324.72	10.71
Dept 215-TOWNSHIP CLERK					
101-215-701.300	WAGES - CLERK	8,101.94	0.00	62,370.87	11.50
101-215-701.301	WAGES - FILE CLERK	0.00	0.00	0.00	0.00
101-215-701.302	WAGES - DEPUTY CLERK	17,750.67	8,497.90	23,498.99	43.03
101-215-701.303	WAGES - ACCOUNTANT	2,665.00	1,010.00	7,335.00	26.65
101-215-726.000	SUPPLIES	500.00	144.76	9.51	98.10
101-215-860.300	MILEAGE - CLERK	400.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	0.00	400.00	0.00
101-215-860.302	MILEAGE - ACCOUNTANT	0.00	0.00	0.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	1,781.95	595.40	3,718.05	32.40
101-215-960.301	EDUCATION - CLERK	0.00	0.00	0.00	0.00
101-215-960.302	EDUCATION - DEP. CLERK	0.00	0.00	0.00	0.00
101-215-960.303	EDUCATION - ACCOUNTANT	0.00	0.00	0.00	0.00
101-215-965.000	DUES & PUBLICATIONS	650.00	0.00	498.50	23.31
101-215-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 215-TOWNSHIP CLERK		30,941.55	10,248.06	98,730.92	23.86
Dept 247-BOARD OF REVIEW					
101-247-701.400	WAGES - B OF R	100.00	0.00	1,400.00	6.67
101-247-701.401	WAGES - B OF R	100.00	0.00	1,400.00	6.67
101-247-701.402	WAGES - B OF R	100.00	0.00	1,400.00	6.67
101-247-701.403	WAGES - B OF R	500.00	0.00	500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	0.00	200.00	0.00
101-247-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 247-BOARD OF REVIEW		300.00	0.00	4,900.00	5.77
Dept 253-TOWNSHIP TREASURER					
101-253-701.500	WAGES - TREASURER	16,233.41	5,420.98	54,239.40	23.03
101-253-701.501	WAGES - ASSISTANT	2,774.71	839.55	15,393.41	15.27
101-253-701.502	WAGES - DEPUTY TREASURER	8,886.14	2,969.84	29,721.86	23.02
101-253-726.000	SUPPLIES	327.48	14.30	1,672.52	16.37
101-253-726.001	POSTAGE	7,000.00	0.00	7,000.00	0.00
101-253-801.000	LEGAL SERVICES	14.00	0.00	2,986.00	0.47
101-253-809.000	Bank Fees	300.00	0.00	300.00	0.00

PERIOD ENDED 03/31/2015

2015

ACTIVITY FOR MONTH 03/31/2015

YTD BALANCE 03/31/2015

AVAILABLE BALANCE

B DGT USED

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	B DGT USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-253-860.500	MILEAGE - TREASURER	700.00	180.56	124.78	519.44	25.79
101-253-860.501	MILEAGE - DEPUTY TREASURER	200.00	36.80	36.80	163.20	18.40
101-253-900.000	PRINTING & PUBLISHING	400.00	375.00	0.00	25.00	93.75
101-253-901.000	ADVERTISING	100.00	0.00	0.00	100.00	0.00
101-253-956.015		0.00	0.00	0.00	0.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	360.31	360.31	4,139.69	8.01
101-253-960.500	EDUCATION - TREASURER	0.00	0.00	0.00	0.00	0.00
101-253-960.501	EDUCATION - DEPUTY TREASURER	0.00	0.00	0.00	0.00	0.00
101-253-965.000	DUES & PUBLICATIONS	500.00	0.00	0.00	500.00	0.00
101-253-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00	0.00
Total Dept 253-TOWNSHIP TREASURER		145,948.93	29,188.41	9,766.56	116,760.52	20.00
Dept 258-COMPUTER SUPPORT						
101-258-726.000	SUPPLIES	5,000.00	1,487.50	1,083.50	3,512.50	29.75
101-258-935.010	MACHINE MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	20,000.00	11,844.00	0.00	8,156.00	59.22
101-258-935.016	COMPUTER NETWORK	3,500.00	1,430.00	1,365.00	2,070.00	40.86
101-258-960.020	COMPUTER TRAINING - GENERAL	0.00	0.00	0.00	0.00	0.00
Total Dept 258-COMPUTER SUPPORT		31,500.00	14,761.50	2,448.50	16,738.50	46.86
Dept 265-TOWNSHIP HALL						
101-265-701.011	Maintenance Wages	12,000.00	1,875.74	717.61	10,124.26	15.63
101-265-726.003	SUPPLIES-MAINTENANCE	3,000.00	487.24	134.23	2,512.76	16.24
101-265-850.000	TELEPHONE	17,000.00	2,252.40	1,135.28	14,747.60	13.25
101-265-920.601	HEATING / GAS	12,000.00	5,145.82	2,712.78	6,854.18	42.88
101-265-920.602	WATER / SEWER	5,000.00	286.34	143.17	4,713.66	5.73
101-265-920.603	LIGHTS BUILDING	13,500.00	2,480.34	1,642.18	11,019.66	18.37
101-265-935.601	SNOW FLOWING	8,000.00	1,678.00	630.00	6,322.00	20.98
101-265-935.602	LAWN MAINTENANCE	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.603	CLEANING SERVICE	15,000.00	2,425.00	1,175.50	12,575.00	16.17
101-265-935.604	RUBBISH REMOVAL	1,000.00	237.00	79.00	763.00	23.70
101-265-935.605	BUILDING REPAIR	15,000.00	478.00	75.00	14,522.00	3.19
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	667.99	313.24	832.01	44.53
101-265-935.608	MAINTENANCE-OTHER	15,000.00	1,675.42	877.92	13,324.58	11.17
Total Dept 265-TOWNSHIP HALL		128,000.00	19,689.29	9,635.41	108,310.71	15.38
Dept 301-POLICE SERVICES						
101-301-830.000	POLICE CONTRACT	942,450.00	0.00	0.00	942,450.00	0.00
101-301-830.001	POLICE CONTRACT - DETECTIVE	82,915.00	0.00	0.00	82,915.00	0.00
Total Dept 301-POLICE SERVICES		1,025,365.00	0.00	0.00	1,025,365.00	0.00
Dept 371-TOWNSHIP BUILDING INSPECTOR						
101-371-701.701	WAGES - BUILDING	0.00	0.00	0.00	0.00	0.00
101-371-701.702	WAGES	0.00	0.00	0.00	0.00	0.00
101-371-701.703	WAGES - BUILDING	65,288.16	15,026.94	5,022.16	50,261.22	23.02
101-371-701.704	WAGES - BUILDING	22,000.00	3,097.58	1,119.30	18,902.42	14.08
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	600.00	578.35	394.88	1,000.00	96.39

2015
 AMENDED BUDGET

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	BGDT USED
Fund 101 - GENERAL OPERATING FUND					
Expenditures					
101-371-850.000	TELEPHONE	0.00	0.00	0.00	0.00
101-371-860.701	MILEAGE - BUILDING OFFICIAL	0.00	0.00	0.00	0.00
101-371-860.702	MILEAGE - DEPUTY BUILDING OFF	0.00	0.00	0.00	0.00
101-371-860.703	MILEAGE - BUILDING INSPECTOR	0.00	0.00	0.00	0.00
101-371-860.704	MILEAGE - BUILDING INSPECTOR	0.00	0.00	0.00	0.00
101-371-956.017	BUILDING COMPUTER FORMS	0.00	0.00	0.00	0.00
101-371-960.000	EDUCATION & TRAINING	0.00	0.00	0.00	0.00
101-371-960.701	EDUCATION - BUILDING OFFICIAL	0.00	0.00	1,000.00	0.00
101-371-960.702	EDUCATION - DEPUTY BUILDING O	0.00	0.00	0.00	0.00
101-371-960.703	EDUCATION - BUILDING INSPECTO	0.00	0.00	0.00	0.00
101-371-960.704	EDUCATION - BUILDING INSPECTO	0.00	0.00	0.00	0.00
101-371-965.000	DUES & PUBLICATIONS	301.85	0.00	198.15	60.37
101-371-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 371-TOWNSHIP BUILDING INSPECTOR		19,004.72	6,536.34	71,383.44	21.03
Dept 400-PLANNING COMMISSION					
101-400-701.800	WAGES - PLANNING	400.00	200.00	1,600.00	20.00
101-400-701.801	WAGES - PLANNING	300.00	100.00	1,700.00	15.00
101-400-701.802	WAGES - PLANNING	400.00	200.00	1,600.00	20.00
101-400-701.804	WAGES - PLANNING	400.00	200.00	1,600.00	20.00
101-400-701.805	WAGES - PLANNING	400.00	200.00	1,600.00	20.00
101-400-701.806	WAGES - PLANNING	400.00	200.00	1,600.00	20.00
101-400-701.808	WAGES - PLANNING	200.00	200.00	1,600.00	20.00
101-400-801.000	LEGAL SERVICES	5,184.38	5,184.38	4,815.62	51.84
101-400-805.000	CONTRACTED AND OTHER SERVICES	396.00	315.00	4,604.00	7.92
101-400-900.000	PRINTING & PUBLISHING	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING & TRAINING	455.50	0.00	544.50	45.55
101-400-960.000	EDUCATION & TRAINING	0.00	0.00	2,000.00	0.00
101-400-965.000	DUES & PUBLICATIONS	350.00	0.00	350.00	0.00
101-400-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 400-PLANNING COMMISSION		8,535.88	6,699.38	24,814.12	25.59
Dept 401-TOWNSHIP PLANNER					
101-401-701.900	WAGES - PLANNER	66,988.45	5,147.92	51,582.72	23.00
101-401-701.901	WAGES - DEPUTY PLANNER	51,120.63	3,932.80	39,353.43	23.02
101-401-701.902	WAGES - GIS PLANNER ASSIT	0.00	0.00	0.00	0.00
101-401-726.000	SUPPLIES	1,000.00	67.10	495.57	50.44
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	150.00	0.00	150.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	150.00	0.00	150.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	0.00	2,000.00	0.00
101-401-912.900	INSURANCE - HEALTH	0.00	0.00	0.00	0.00
101-401-960.000	EDUCATION & TRAINING	4,500.00	1,720.00	2,780.00	38.22
101-401-965.000	DUES & PUBLICATIONS	1,000.00	0.00	1,000.00	0.00
101-401-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 401-TOWNSHIP PLANNER		29,397.36	10,867.82	97,511.72	23.16
Dept 410-ZONING BOARD OF APPEALS					
101-410-701.001	WAGES - ZONING	200.00	0.00	1,000.00	16.67
101-410-701.002	WAGES - ZONING	200.00	0.00	1,000.00	16.67
101-410-701.003	WAGES - ZONING	200.00	0.00	1,000.00	16.67

2015
 AMENDED BUDGET

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL OPERATING FUND					
Expenditures					
101-410-701.004	WAGES - ZONING	200.00	0.00	1,000.00	16.67
101-410-701.005	WAGES - ZONING	100.00	0.00	1,100.00	8.33
101-410-801.000	LEGAL SERVICES	1,065.47	1,065.47	934.53	53.27
101-410-805.000	CONTRACTED AND OTHER SERVICES	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	0.00	0.00	1,000.00	0.00
101-410-960.000	EDUCATION & TRAINING	0.00	0.00	1,500.00	0.00
101-410-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 410-ZONING BOARD OF APPEALS		1,965.47	1,065.47	9,534.53	17.09
Dept 412-ZONING ADMINISTRATOR					
101-412-701.601	WAGES	9,900.00	3,676.92	30,740.00	24.36
101-412-701.602	WAGES ZONING	2,324.74	959.34	12,675.26	15.50
101-412-726.000	SUPPLIES	579.09	0.00	(79.09)	115.82
101-412-860.601	MILEAGE - ZONING ADMIN	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	0.00	0.00	2,000.00	0.00
101-412-960.601	EDUCATION - ZONING ADMINISTRA	0.00	0.00	0.00	0.00
101-412-960.602	EDUCATION - DEPT ZONING	0.00	0.00	0.00	0.00
101-412-965.000	DUES & PUBLICATIONS	320.00	0.00	180.00	64.00
101-412-968.000	OTHER & DEPRECIATION	0.00	0.00	0.00	0.00
Total Dept 412-ZONING ADMINISTRATOR		13,123.83	4,636.26	45,816.17	22.27
Dept 448-STREET LIGHTS - TOWNSHIP					
101-448-920.005	STREET LIGHTS TOWNSHIP	14,819.63	7,893.79	77,180.37	16.11
101-448-920.006	STREET LIGHTS AIRPORT ROAD	0.00	0.00	0.00	0.00
101-448-920.007	STREET LIGHT CONSTRUCTION	0.00	0.00	0.00	0.00
Total Dept 448-STREET LIGHTS - TOWNSHIP		14,819.63	7,893.79	77,180.37	16.11
Dept 747-COMMUNITY PROMOTIONS					
101-747-880.001	COM. PROM. - SILVER LAKE PARK	0.00	0.00	0.00	0.00
101-747-880.002	COM. PROM. - SENIOR CENTER	0.00	0.00	0.00	0.00
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	0.00	15,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	0.00	3,000.00	0.00
101-747-880.005	COM. PROM. - PARK USE	0.00	0.00	0.00	0.00
101-747-880.006	COM. PROM. - BVNP (YMCA)	0.00	0.00	0.00	0.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	15,000.00	0.00	15,000.00	0.00
101-747-880.008	COM. PROM. - CONTRACTED SERVI	0.00	0.00	0.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	2,500.00	0.00	2,500.00	0.00
101-747-880.010	COM. PROM. - CABLE COUNCIL CV	0.00	0.00	0.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	22,981.34	0.00	67,018.66	25.53
101-747-880.017	COM. PROM. - TV BOARD	625.00	165.00	1,375.00	31.25
101-747-880.018	COM. PROM. - MILFOIL	0.00	0.00	8,000.00	0.00
Total Dept 747-COMMUNITY PROMOTIONS		23,606.34	165.00	111,893.66	17.42
Dept 751-PARKS AND REC COMM					
101-751-801.000	LEGAL SERVICES	0.00	0.00	0.00	0.00
101-751-805.000	CONTRACTED AND OTHER SERVICES	0.00	0.00	0.00	0.00
101-751-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00

PERIOD EN: 03/31/2015

2015
 AMENDED
 BUDGET

ACTIVITY FOR
 MONTH
 03/31/2015

YTD BALANCE
 03/31/2015

AVAILABLE
 BALANCE

% BDGT
 USED

GL NUMBER	DESCRIPTION	AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-751-901.000	ADVERTISING	0.00	0.00	0.00	0.00	0.00
Total Dept 751-PARKS AND REC COMM						
		0.00	0.00	0.00	0.00	0.00
Dept 806-TOWNSHIP VEHICLES						
101-806-862.000	GAS & CAR WASHES	3,000.00	264.06	126.67	2,735.94	8.80
101-806-863.000	OIL CHANGES	300.00	0.00	0.00	300.00	0.00
101-806-864.000	MISCELLANEOUS	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 806-TOWNSHIP VEHICLES						
		5,300.00	264.06	126.67	5,035.94	4.98
Dept 851-EMPLOYEE BENEFITS & INSURANCES						
101-851-701.000	WAGES	6,000.00	2,715.00	905.00	3,285.00	45.25
101-851-701.027	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00
101-851-873.001	John Hancock 403B	80,000.00	80,876.03	0.00	(876.03)	101.10
101-851-873.002	RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	15,611.90	5,318.88	64,388.10	19.51
101-851-873.020	VACATION & PERSONAL PAYOUT	2,500.00	1,275.40	0.00	1,224.60	51.02
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	240,000.00	39,536.71	25,338.20	200,463.29	16.47
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	2,537.59	721.29	7,462.41	25.38
101-851-873.050	INSURANCE - VEHICLES	0.00	0.00	0.00	0.00	0.00
101-851-873.062	ADMINISTRATION FLEX EXP	0.00	0.00	0.00	0.00	0.00
101-851-912.001	INSURANCE - LIABILITY	13,000.00	2,000.00	0.00	11,000.00	15.38
101-851-912.002	INSURANCE - WORKMENS COMP.	7,000.00	103.00	0.00	6,897.00	1.47
Total Dept 851-EMPLOYEE BENEFITS & INSURANCES						
		438,500.00	144,655.63	32,283.37	293,844.37	32.99
Dept 890-CONTINGENCIES						
101-890-890.000	CONTINGENCIES	0.00	0.00	0.00	0.00	0.00
Total Dept 890-CONTINGENCIES						
		0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY						
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	0.00	0.00	0.00	0.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	40,000.00	0.00	0.00	40,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	0.00	0.00	0.00	0.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	0.00	0.00	0.00	0.00	0.00
101-900-970.006	Capital Outlay - Historic Barns	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY						
		70,000.00	0.00	0.00	70,000.00	0.00
Dept 965-TRANSFERS TO OTHER FUNDS						
101-965-990.246	TRANSFER TO #246 PUBLIC IMPRO	0.00	0.00	0.00	0.00	0.00
101-965-990.308	TRANSFERS TO #308 PARK SYS	0.00	0.00	0.00	0.00	0.00
101-965-990.470	TRANSFERS TO #470 BUILDING	0.00	0.00	0.00	0.00	0.00
101-965-990.740	TRANSFER TO #740 INSURANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 965-TRANSFERS TO OTHER FUNDS						
		0.00	0.00	0.00	0.00	0.00

PERIOD EN: 03/31/2015

2015
 AMENDED BUDGET

ACTIVITY FOR MONTH
 03/31/2015

AVAILABLE BALANCE
 % BDCGT USED

YTD BALANCE
 03/31/2015

GL NUMBER	DESCRIPTION	2015 AMENDED BUDGET	YTD BALANCE 03/31/2015	ACTIVITY FOR MONTH 03/31/2015	AVAILABLE BALANCE	% BDCGT USED
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
TOTAL Expenditures		3,076,611.28	460,167.71	146,396.72	2,616,443.57	14.96

Fund 101 - GENERAL OPERATING FUND:						
TOTAL EXPENDITURES		3,076,611.28	460,167.71	146,396.72	2,616,443.57	14.96

April 8, 2015

Mr. Chuck Korn, Supervisor
Charter Township of Garfield
3848 Veterans Drive
Traverse City, Michigan 48858

PH 231.946.5874

FAX 231.946.3703

www.gourdiefrazer.com

Re: Pump Station #3 Upgrades
Engineering Services & Agreement
GFA Project 15029C

Dear Chuck:

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

DESCRIPTION OF THE PROJECT

Pump Station #3 was installed in 1987 to service the users of Lake Pointe Village Apartments off of Park Drive. Based upon our discussions with the Grand Traverse County Department of Public Works (DPW), this station has been experiencing increased maintenance needs and failures. Repairs and part replacement has occurred over the years as necessary to facilitate operations however the station is at a point that these minor updates are no longer effective and significant equipment replacement is necessary or permanent failure will occur. The scope of this project is to upgrade this existing pumping station to replace the existing pumps, mechanical, electrical and SCADA telemetry so that it will function as intended and compliant with current codes.

SCOPE OF SERVICES

A detailed scope of additional services and related matters is attached as Exhibit A and incorporated into and made part of this Agreement as if fully rewritten herein.

FEE FOR SERVICES

See attached Exhibit A.

TIME OF COMPLETION

See Attached Exhibit A.

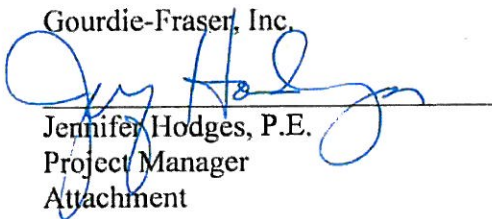
CHANGES/ADDITIONAL WORK

Any changes, modifications of additional to the description for the Scope of Service will be performed at normal hourly rates for the personnel involved or at a negotiated fee.

TERMS AND CONDITIONS

The terms and conditions of the Basic Services Agreement for Professional Services shall apply.

Gourdie-Fraser, Inc.



Jennifer Hodges, P.E.
Project Manager
Attachment

ACCEPTANCE

In accordance with our Basic Agreement for Professional Services, Gourdie-Fraser, Inc. is hereby authorized to proceed with the Professional Services as outlined herein.

The terms and conditions for the above mentioned Basic Agreement and Proposal are included within this Authorization to Proceed.

CHARTER TOWNSHIP OF GARFIELD

By: Chuck Korn
Title: Supervisor

_____ Date

EXHIBIT A

Further Description of Basic Services and Related Matters

This Exhibit outlines the specific scope of professional services to be provided by the Consultant. These services will be provided in accordance with this Agreement between the parties, as set forth in Agreement between Client/Owner and Consultant for Professional Services. This exhibit is made part of and incorporated by reference into Agreement between Client/Owner and Consultant for Professional Services.

PART A-DESIGN SERVICES FOR THE PUMP STATION #3 UPGRADE

A.1 PROJECT LOCATION / IDENTIFICATION

This portion of the project involves the following general work items:

Rehabilitation the existing Sanitary Sewer Pump Station #3 servicing the residents of Lake Pointe Village off of Park Drive. Upgrades to components in the station to be capable to pump 250 GPM include the following:

- Removal and replacement of existing pumps and motors
- Removal and replacement of flowmeter and mechanical piping modifications
- Removal and replacement of float control system
- New Control panel and SCADA telemetry
- Site Restoration

A.2 DESCRIPTION OF BASIC SERVICES OF ENGINEER:

Preliminary Design Phase

During the Preliminary Design, ENGINEER shall:

1. Perform a system evaluation in conjunction with the latest version of the sewer system analysis and study (2006 SRF and SewerCad hydraulic model) and obtain existing flow monitoring data from the GTC DPW to verify system operations, capacities and flows to aid with pumping station sizing.
2. Perform site inspection and review of record drawings of the pump station and site. Prepare a base map using this information.
3. Discussions with Township DPW regarding piping and station layouts and equipment options.
4. Provide coordination of work with electrical engineer and instrumentation and control contractor.
5. Research applicable ordinances and permit requirements (MDEQ, etc.)
6. Prepare preliminary plans (60%) that will indicate the general scope of work such as:
 - a. Pumping Station Technical Details
 - b. Instrumentation and Electrical Details
7. Prepare preliminary specifications (60%) that would be developed
8. Contact the following agencies/utility companies to determine the location of their utility lines within the project area.

- a. Local Energy Company
 - b. Telephone Company
 - c. Local Gas Company
 - d. Cable TV Company
 - e. Other Utilities
9. Revise previous construction estimates upon the review of the information gathered from steps 1 through 8 above.

During the Final Design, ENGINEER shall:

1. Prepare final design plans for the proposed pump station upgrades.
2. Prepare final specifications, bidding sheets, and contract document so that plans and specifications are ready for bids.
3. Prepare permit applications and submit final plans and specifications to the following agencies (Permit fees to be paid by the Township):
 - a. MDEQ
 - b. Contractor shall be required to obtain all necessary local regulatory permits including building, electrical, mechanical and plumbing

A partial listing of services that are not included in this part of the proposal include easement/property acquisition, special meetings, boundary surveys, and other services not specifically stated above.

Bidding Phase

During the Bidding, ENGINEER shall:

1. Reproduce sets of plans, specifications, and bid documents.
2. Place advertisement in newspaper, trade magazines, and MITA (advertising costs to be paid for by the Township).
3. Mail bid packages to contractors.
4. Assist Owner with soliciting bids from construction contractors.
5. Answer questions from prospective bidders.
6. Schedule and attend a preliminary bid meeting for all bidders.
7. Issue addenda, as required, during the bidding phase.
8. Conduct bid opening.
9. Review bid proposals and make recommendations regarding award of contract.
10. Prepare documents for award of contract and construction Agreement.

Construction services are included in Part B of this contract. See Part B for the respective scope items.

A.3 PERIOD OF SERVICE:

Time of Completion

This portion of the project will be completed in a timely manner and as rapidly as the Township and agency approval process permits. We anticipate completing the design work within 90 days of authorization to proceed.

PART B-CONSTRUCTION SERVICES

B.1 PROJECT LOCATION/IDENTIFICATION

1. Work included in Part A.

B.2 BASIC SERVICES OF ENGINEER

Construction Administration

1. Organize and administer a pre-construction conference and prepare meeting minutes.
2. Review shop drawings submitted by the Contractor.
3. Make periodic visits by the engineer to the site (at least weekly) to monitor the general progress of the work, keep abreast of any problems and endeavor to resolve any disputes which may arise.
4. Review change order documents as required.
5. Review Contractor's payment requests and approve periodic estimates for partial payment each month.
6. Provide four (4) sets of plans and specifications to Contractor for construction.
7. Address resident concerns as they may arise.

Construction Observation

1. Review materials directly related to the upgrade upon delivery to the site.
2. Review restoration and clean-up operations.
3. Witness of construction installation for all piping and equipment including preparation of daily log of construction activities.
4. Review and verification of Contractors' requested quantities for payment.
5. Keep records of as-constructed measurements.

Project Closeout and Start-Up

1. Perform a start-up of the system upgrade components.
2. Certify to the owner and agencies that construction was completed in accordance with approved plans and specifications.

3. Review and transmit to the Owner the following documents from the Contractor:
 - a. One-Year Maintenance bond.
 - b. Letter of Guarantee.
 - c. Affidavit of Completion.
 - d. Waiver of Lien.
4. Transmit the following documents to the Owner:
 - a. Operations & Maintenance (O&M) Manuals.

B.3 PERIOD OF SERVICE
Time of Completion for

Construction services will be performed in a timely manner consistent with the contractor's operations. Closeout will occur within 30 days of construction completion.

PART C-FEE FOR SERVICES
C.1 FEE FOR SERVICES

Methods of Payment for Services and Expenses of ENGINEER
The ENGINEER will be paid the following lump sum fees for the Basic Services as indicated in Part A and Part B for the Pump Station #3 Upgrades as noted in this exhibit:

ENGINEERING, DESIGN, AND BIDDING FEES:

a. Design services for the Pump Station #3 Upgrade	
Preliminary Design	\$ 4,500
Final Design	\$ 7,000
<u>Bidding Services</u>	<u>\$ 2,500</u>
SUBTOTAL:	\$14,000.00
b. Construction services for the Pump Station #3 Upgrade	
Construction Observation	\$ 3,500
Construction Administration	\$ 4,000
<u>Closeout Services</u>	<u>\$ 2,000</u>
SUBTOTAL:	\$ 9,500.00
 TOTAL (a and b):	 \$ 23,500.00

Changes, modifications, or additions to the Basic Services will be performed at the normal hourly rates for the personnel involved or at a negotiated fee.

Billings will be made once a month as the work progresses.

C.2 ADDITIONAL INFORMATION

The following items are reimbursable expenses included in the Total Lump Sum Price.

- Photocopies Prints Mylars/Vellums Travel Expenses

C.3 CLIENT/OWNER'S RESPONSIBILITIES

The Client/Owner shall furnish the following minimum information as necessary in reference to the Project.

1. Property description where the Project lies outside public rights-of-way or similar lands

where creation of this information is not part of the Consultants Services as specifically stated herein or previously provided.

2. Deed or other land use restriction information where the Project lies outside public rights-of-ways unless the Consultant's services include research and/or preparation of such information as specifically stated herein or previously provided.
3. All information available for the Project regarding explorations, tests, subsurface conditions, environmental assessments/audits/impact statements, and any interpretations thereof not part of the Consultants Services as specifically stated herein or previously provided.
4. All information, as the Client/Owner becomes aware of, with regard to hazardous environmental conditions or materials that might affect the Project or Project site.

OPINION OF PROBABLE CONSTRUCTION COST

CHARTER TOWNSHIP OF GARFIELD
SANITARY SEWER PUMP STATION #3 REHABILITATION
GFA PROJECT NO. 15029C
April 8, 2014

No.	Item	Estimated Quantity	Unit	Unit Price	Item Cost
1	Submersible Chopper Pumps & Motors rated at 250 GPM, Typical of 2 (including removal / installation)	2	EA	\$23,880.00	\$47,760.00
2	Pump Chamber Improvements (Replacement of Existing Mechanical Piping, Valves and Flowmeter)	1	LS	\$16,500.00	\$16,500.00
3	Instrumentation / SCADA (Completed by Windemuller Electric)	1	LS	\$7,500.00	\$7,500.00
4	Electrical Improvements	1	LS	\$8,500.00	\$8,500.00
5	Control Panel (including removal / installation)	1	LS	\$38,500.00	\$38,500.00
6	Bypass Pumping / Restoration	1	LS	\$3,500.00	\$3,500.00
ESTIMATED CONSTRUCTION COST					\$122,260.00
TOTAL ESTIMATED CONSTRUCTION COST (INCLUDING 10% CONTIGENCY)					\$134,486.00
ENGINEERING (including design, permit, constructon administration / inspection, closeout)					\$23,500.00
TOTAL PROJECT COST					\$157,986.00

- These costs are based on preliminary information. The actual site conditions may result in variations of unit prices or items. Costs for Pump Chamber Improvements was derived with the assumption existing piping, fittings, valves were in poor condition and need replacement
- Costs for financing, land, right-of-way, easement acquisition, and permit fees are not included in this cost estimate.
- This cost estimate is approximate. Pricing for each item is based upon quotes obtained from equipment manufacturers with 6% sales tax and 15% installation fee added. Actual construction bids may vary significantly from this statement of probable costs due to timing of construction, changed conditions, labor rate changes, or other factors beyond the control of Gourdie-Fraser.

Silver Lake Park Fertilization and Weed Control

Four companies have responded to a request to bid on the Fertilization and weed control services contract for Silver Lake Park.

Two have submitted a quote the third has promised to have their submitted by Thursday end of day. I have an appointment to meet with to fourth company at the park on Friday morning to verify some information and to confirm the current turf conditions.

Attached is the scope of work that was provided to each company. Copies of each bid with a recommendation will be available for the regular Board meeting Tuesday the 14th.

William Mouser

Charter Township of Garfield Grounds Maintenance



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

CHUCK KORN
SUPERVISOR

LANIE MCMANUS
CLERK

JEANE BLOOD
TREASURER

MOLLY AGOSTINELLI, *TRUSTEE*

ROBERT L. FEATHERSTONE, *TRUSTEE*

DENISE SCHMUCKAL, *TRUSTEE*

KIT WILSON, *TRUSTEE*

Fertilizer and Weed Control program specifications for Silver Lake Park

- Service area boundry is within the paved walking track.
- Area to be serviced within the boundry is 565,000 sq. ft.

Schedule of Treatments

Spring application of granular fertilizer with crabgrass preventer.

Early summer application of granular fertilizer with spraying for weeds.

Midsummer application of granular fertilizer

Late summer application of granular fertilizer and spraying for weeds.

Fall application of granular fertilizer.


Additional optional applications to Soccer field and Softball field.

Two applications of fertilizer. Softball field is 33,000 sq. ft. and Soccer field is 108,000 sq. ft.

Provide a list of products and application rates for all materials to be used.

Election Inspectors Wages

	Blair Township	East Bay Township	Garfield Township	Long Lake Township	Peninsula Township	Traverse City
Inspector	\$11.00	\$11.00	\$10.00	\$11.00	\$12.00	\$12.00
Co-Chair	\$13.00	\$15.00	\$13.00	\$13.00	\$14.00	\$15.00
Chair	\$13.00	\$15.00	\$14.00	\$13.00	\$14.00	\$15.00

		Charter Township of Garfield	
		Planning Department Report No. 2015-37	
Prepared:	April 8, 2015	Pages:	1 of 1
Meeting:	April 14, 2015 – Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Silver Lake Rec Area Sidewalks Project		

BACKGROUND:

The 2015 budget for the Silver Lake Recreation Area includes funding to construct a number of additional sidewalks within the park. These sidewalks will provide ADA-compliant access to and between a number of park features, such as the restroom, pavilions, playground area, the safe haven of the fire station, and the dog park. They will also be a nice way to mix up a walking or running route for park users.

The Township recently requested bids for construction of some or all of these pathways, in a prioritized manner starting with Segment #1 and progressing through Segment #5. The bid requested that the construction company identify how much of this work could be accomplished for approximately a \$60,000.00 budget. (See attached sidewalk plan).

Only one bid was received for the project, from Hallmark Construction, despite the RFP being advertised by the local builder's exchange, in the Record-Eagle, and online. The proposed Hallmark bid would complete the first two priority segments under the \$60,000.00. The bid proposes to build all five segments for the sum of \$94,127.15.

At this point, the Board is asked whether it would like to consider acceptance of the Hallmark bid or to re-bid the project in an attempt to obtain a higher number of responses. We have learned some lessons from the first bidding attempt we think would help in a second attempt, including making direct calls to contractors to ensure they are aware of the bid opportunity.

Additionally, we are aware that at least one contractor did not bid on the project due to the upfront material costs (which will be in the tens of thousands). To that end, if the project is re-bid, Staff is requesting that the Board consider an alternate bid structure where the Township would have an account with the concrete supply company, and essential pay the contractor to install the material (as opposed to the contractor ordering the concrete, and then billing the Township for the material). This alternate structure would probably open the door to a lot of contractors who would be interested in this work. Of course, references will be checked for whomever submits a competitive bid.

Board discussion regarding the above is requested, followed by a requested motion to either accept the Hallmark bid or to re-bid the project.

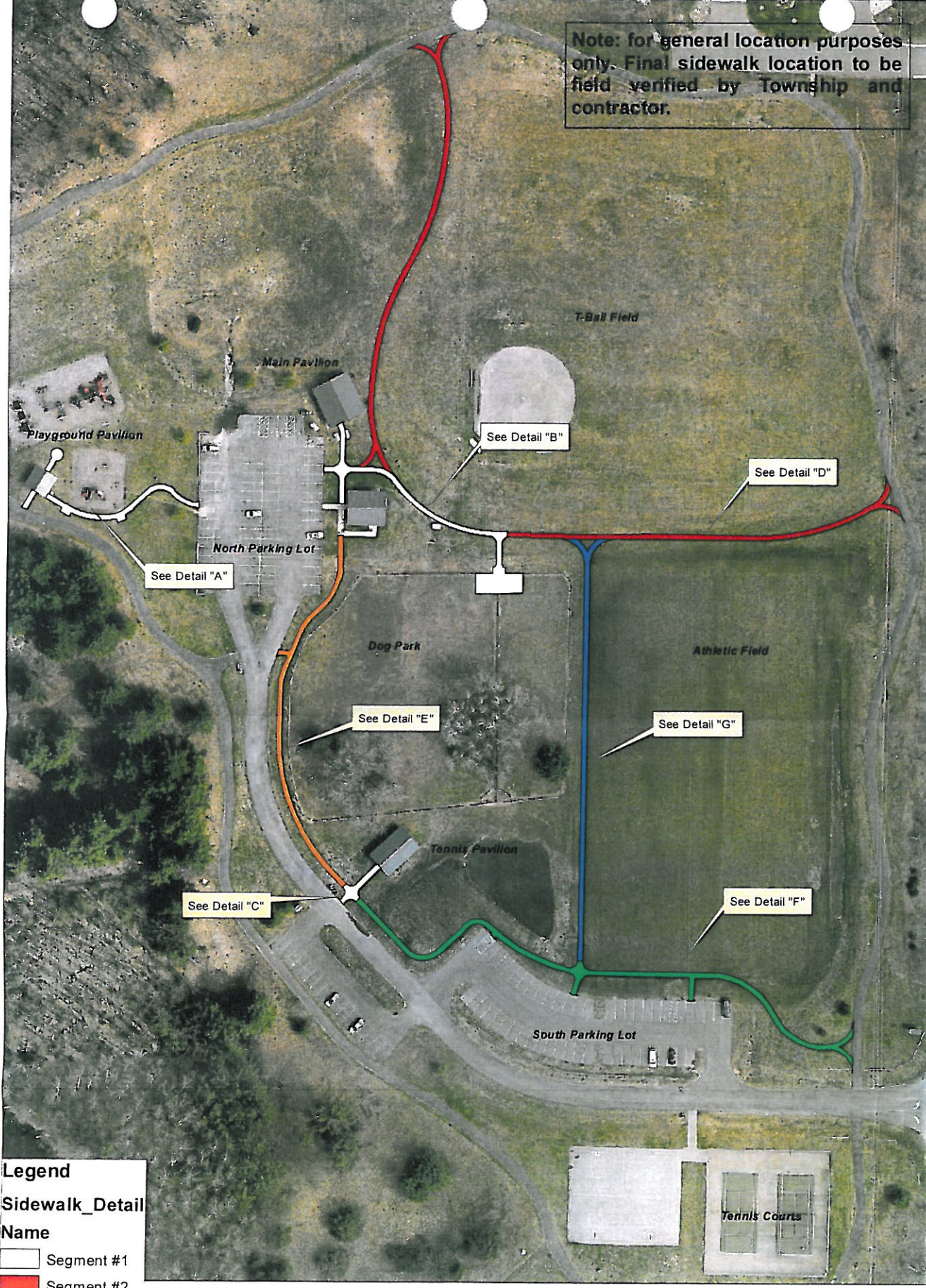
BID SUMMARY SHEET - SILVER LAKE RECREATION AREA SIDEWALK PROJECT

1 (one) bid received:

Hallmark Construction:

- **Total Bid for Segment #1: \$24,442.90**
- **Total Bid for Segment #2: \$25,608.45**
- **Total Bid for Segment #3: \$12,089.25**
- **Total Bid for Segment #4: \$19,519.00**
- **Total Bid for Segment #5: \$12,467.55**
- **Total Bid for Segments 1 through 5: \$94,127.15**

Note: for general location purposes only. Final sidewalk location to be field verified by Township and contractor.



Legend

Sidewalk_Detail Name

	Segment #1
	Segment #2
	Segment #3
	Segment #4
	Segment #5

Silver Lake Park Sidewalk Project

Phasing Plan

1 inch = 85 feet

Garfield Charter Township
 3848 Veterans Drive
 Traverse City, MI 49664
 Phone 231 941 1620
 Fax 231 941 1688
www.garfield-twp.com



NOT A LEGAL SURVEY

Garfield Township Planning Dept 3/2/2015