

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, May 12, 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 – April 14, 2015 (Recommend Approval)

b. Bills -

General Fund
(Recommend Approval)

\$ 376,050.59

Gourdie-Fraser	
Developer's Escrow Fund	\$ 775.00
Utility Receiving Fund	<u>7,823.75</u>
Grand Total	\$ 8,598.75

(Recommend Approval)

- c. PD 2015-38 - Reappointment of Terry Clark to the City of Traverse City and Garfield Township Joint Planning Commission for a three (3) year term expiring May 14, 2018 (Recommend Approval)
- d. PD 2015-40 - Premier Manor – Major PUD Amendment – Report and Decision Order (Recommend Approval)
- e. MTT Update (Receive and File)

4. Correspondence

- a. Grand Traverse Conservation District's (GTCD) Staff Report - Activity for April 2015

5. Reports

- a. Construction Report
- b. Sheriff's Report
- c. GT Metro Fire Department's Report
- d. County Commissioner's Report
- e. Personnel Committee's Report
- f. Treasurer's Report
- g. Clerk's Report
- h. Supervisor's Report

6. Unfinished Business

- a. PD 2015-36 - Public Hearing – Ordinance No. 68, the Garfield Township Zoning Ordinance
- b. Consideration of Resolution 2015-07-T, a resolution adopting Ordinance No. 68, the Garfield Township Zoning Ordinance

7. New Business

- a. Chief Pat Parker and Gregg Bird – Consideration of Resolution 2015-06-T, Emergency Management Resolution
- b. Consideration of Resolution 2015-08-T, a resolution of intent to create a Special Assessment District for road improvements for Forestlane Subdivision and calling a public hearing for May 26, 2015 for said district

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
April 14, 2015

Chuck Korn called the Town Board Meeting to order on April 14, 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 and Rob Larrea

1. Public Comment (6:01)

None

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

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

Yeas: Agostinelli, Featherstone, Blood Law, Schmuckal, Wilson, McManus, Korn

Nays: None

3. Consent Calendar (6:02)

a. Minutes

March 24, 2015

(Recommend Approval)

b. Bills

General Fund	\$100,063.99
(Recommend Approval)	

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)

committee has not met yet regarding islands on South Airport near Logan's Landing and the board questioned ownership of the islands. Mouser also said he is collecting quotes for the sealing and striping of the parking lot.

f. Personnel Committee (6:21)

Schmuckal said that there may be some staffing changes in the near future since an employee would be switching her part time status. Some shifting of responsibilities will most likely occur.

g. Treasurer's Report (6:29)

Blood Law reported that 98% of taxes have been collected in 2014 and historically that has been the highest rate in recent years. She added that personal property tax write-offs have decreased.

h. Clerk's Report (6:32)

McManus reported that she submitted her financial report in writing and that she is receiving many absentee ballots back.

i. Supervisor's Report (6:33)

Korn said that Metro Fire has interviewed architectural firms and a decision will be made soon. CPO negotiations are ongoing and he hopes an agreement can be reached soon between the county and the townships. Criteria are being established for determining a raise based upon actual numbers of how much it actually costs for an officer. Meadowlane Park has contacted the township and may want to connect to the township's water system. Korn attended a joint Brownfield City/County meeting regarding a \$70 million Park Place Development Upgrade project. The township is considering whether to join a class action lawsuit against the makers of flushable products. A 2015 Ford F 250 Heavy Duty truck was delivered to the township today.

6. Unfinished Business

a. Consideration of authorization to proceed with the design, permitting and construction services for the Pump Station #3 Upgrade (6:46)

Jennifer Hodges from Gourdie-Fraser said that the original intention to fund the upgrade for the pump station was to apply for a SAW grant. Garfield Twp. was not chosen for the grant and this project needs to be done very soon. Funds will have to come from elsewhere. She hopes to manage projects with the BPW so that they can all be proactive rather than reactive and then get the township on a preventive maintenance program.

Wilson moved and Schmuckal seconded to approve \$157,986 for the sanitary sewer pump station #3 rehabilitation to come out of the sewer receiving fund.

Yeas: Wilson, Schmuckal, Featherstone, Blood Law, Agostinelli, McManus, Korn

Nays: None

7. New Business**a. Consideration of Bids for fertilization and weed control at Silver Lake Recreation Area (6:54)**

Mouser said that three quotes were received for the fertilization and weed control project in Silver Lake park. Tru Green has bid \$8,775 for five applications which is the same rate as last year, not including the two extra applications requested. Landgreen Lawncare has bid \$8,921 for five applications and will do two additional applications for a total of \$9,747. Board members discussed the quotes and all quotes include spraying for weeds.

Wilson moved and Blood Law seconded to approve the bid from Landgreen Lawncare for the Silver Lake Fertilizer and Weed Program at a cost of \$8,921.00 for the 2015 summer season.

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

b. Consideration of an increase in Election Inspectors Wages (7:09)

McManus said that the State of Michigan has changed the parameters and now anyone trained in election work can work at any precinct in the state, thus making it competitive to retain good election workers. McManus proposes raising the rates for election inspectors and the receiving board and recommends a rate of \$18-20 an hour for the receiving board.

Schmuckal moved and Featherstone seconded to pay election inspectors \$13 per hour; election co-chairs \$14 per hour; election chairs \$15 per hour and the receiving board members \$19 per hour.

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

c. Construction bid review of Silver Lake Recreation Area Sidewalks project (7:17)

Mouser said that only one bid was received for the Silver Lake Recreation Area sidewalk project and the board agreed that they were not comfortable taking action on a project with only one bid. The board would like to discuss the sidewalk plan and the bids in further detail when VanDenBrand could be present. Alisa Kroupa, former Parks and Recreation Committee Chair, said that the sidewalks were in the amended Silver Lake Master Plan and allow for ADA accessibility. This was a goal project when the state was giving out money for park projects, but that money has since been curbed considerably.

Featherstone moved to reject the bid from Hallmark Construction and to postpone action on the item for discussion of the Silver Lake Park sidewalk plan and possible rebidding of the project. Schmuckal seconded the motion.

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

d. County Road Improvement Agreement between the Grand Traverse County Road Commission and Garfield Township (7:29)

Agostinelli moved and Blood Law seconded to approve the County Road Improvement Agreement between the Grand Traverse County Road Commission and Garfield Township for two brine applications at a cost of \$307.31 per application.

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

e. County Commissioner's Report (7:32)

Kroupa reported that the Cass Road project will cost \$10.2 million and will be completed in two phases. The bridge alone will cost \$3.1 million and at their last meeting, the Road Commission agreed to fund \$.5 million towards the project. The bulk of the cost of dam removal (\$7.1 million) will fall on the county since it owns the dam. Funds could be raised for this removal phase of the project, but Kroupa says it is unlikely for all of it to be raised. The Board of Commissioners is moving forward with the Hartman/Hammond project since an east/west thoroughfare is still needed. The Ways and Means Committee will be reviewing the County Administrator's contract at its next meeting.

8. Public Comment: (7:46)

9. Other Business (7:46)

Schmuckal asked about the LaFranier Road project and said that heavy equipment was being parked on Ridgeview jeopardizing the integrity of that road.

Bill Mouser said that Elmer's would be receptive to comments and would contact the Engineer on the project and relay the problem.

10. Adjournment

Korn moved to adjourn the meeting at 7:52pm.

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 REGISTER FOR CHARTER TOWNSHIP OF GARFIELD
 CHECK DATE FROM 04 '015 - 05/06/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
04/13/2015	GEN	33778	0714	BETTY TEZAK	FREE EDUCATION DAY	20.65
04/13/2015	GEN	33779	MISC	CHERYL GOSS	FREE EDUCATION DAY	71.30
04/13/2015	GEN	33780	0064	CITY OF TRAVERSE CITY	JOINT PLANNING COMMISSION OPER/EXP	3,000.00
04/13/2015	GEN	33781	0124	ENGINEERED PROTECTION SYS.	EPS	354.75
04/13/2015	GEN	33782	0001	GARFIELD CHARTER TOWNSHIP	INSURANCE	232.70
04/13/2015	GEN	33783	0086	GRAND TRAVERSE COUNTY TREAS	MBOR ADVERT	41.88
04/13/2015	GEN	33784	0151	PALLET PAPERS	PAPER	178.22
04/13/2015	GEN	33785	0919	TC OFFICE EXPRESS	INK CARTRIDGES	199.98
04/13/2015	GEN	33786	0202	UNITED WAY	UNITED WAY	85.00
04/13/2015	GEN	33787	0006	VRIAC	DEFERRED COMP	1,576.00
04/14/2015	GEN	33788	0071	86TH DISTRICT COURT	NU ART DESIGN C/O CHAD ALBAUGH	77.00
04/14/2015	GEN	33789	0071	86TH DISTRICT COURT	KEENAN ENTERPRISES, INC C/O DENNY KEENA	57.00
04/14/2015	GEN	33790	0071	86TH DISTRICT COURT	GREAT LAKES STRIPING & SEALING C/O BRUC	77.00
04/14/2015	GEN	33791	0071	86TH DISTRICT COURT	INNOVATIVE MILLWORKS C/O DAVID SMITH II	37.00
04/14/2015	GEN	33792	0569	GBS INC	ELECTION SUPPLIES	55.55
04/14/2015	GEN	33793	MISC	GORNO FORD, INC	FORD F-250	28,718.00
04/14/2015	GEN	33794	0913	GRAND TRAVERSE DIESEL SERVICE, INC	GENERATOR REPAIR	318.00
04/14/2015	GEN	33795	0017	MAMC	MASTER ACADEMY CLASS 6.23.15	175.00
04/16/2015	GEN	33796	0375	FIFTH THIRD BANK	MASTERCARD - CHUCK #XXX7192	2,000.00
04/16/2015	GEN	33797	0001	GARFIELD CHARTER TOWNSHIP	2014-TAX YEAR SETTLEMENT	2,084.88
04/16/2015	GEN	33798	0001	GARFIELD CHARTER TOWNSHIP	2014 TAX YEAR SETTLEMENT	1,036.68
04/16/2015	GEN	33799	0111	GARFIELD CHARTER TWP FIRE	2014-TAX YEAR SETTLEMENT	51,217.63
04/16/2015	GEN	33800	0142	VERIZON	TELEPHONE	158.55
04/21/2015	GEN	33801	0053	AFLAC	ACCOUNT BQZ32	295.77
04/21/2015	GEN	33802	0064	CITY OF TRAVERSE CITY	#170975-98310	6.52
04/21/2015	GEN	33803	0313	GRAND TRAVERSE CONSERVATION DI	TOOL/VEHICLE FEES; TRASH REMOVAL	245.00
04/21/2015	GEN	33804	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	223.89
04/21/2015	GEN	33805	0434	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT & HOSTING	130.00
04/21/2015	GEN	33806	0498	NORTHERN MI JANITORIAL SUP	SUPPLIES	167.00
04/21/2015	GEN	33807	0021	PITNEY BOWES GLOBAL FIN. SVC. LLC	LEASING CHARGES	393.63
04/21/2015	GEN	33808	0145	PRIORITY HEALTH	INSURANCE	12,110.00
04/21/2015	GEN	33809	0053	AFLAC	ACCOUNT BQZ32	295.77
04/21/2015	GEN	33810	0064	CITY OF TRAVERSE CITY	#170975-98310	6.52
04/21/2015	GEN	33811	0313	GRAND TRAVERSE CONSERVATION DI	TOOL/VEHICLE FEES; TRASH REMOVAL	245.00
04/21/2015	GEN	33812	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	223.89
04/21/2015	GEN	33813	0434	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT & HOSTING	130.00
04/21/2015	GEN	33814	0498	NORTHERN MI JANITORIAL SUP	SUPPLIES	167.00
04/21/2015	GEN	33815	0021	PITNEY BOWES GLOBAL FIN. SVC. LLC	LEASING CHARGES	393.63
04/21/2015	GEN	33816	0145	PRIORITY HEALTH	INSURANCE	12,110.00
04/27/2015	GEN	33817	0147	ALWAYS CARE	EMPLOYEE HEALTH INSURANCE	1,347.50
04/27/2015	GEN	33818	0375	FIFTH THIRD BANK	EDUCATION	73.19
04/27/2015	GEN	33819	0001	GARFIELD CHARTER TOWNSHIP	HSA	232.70
04/27/2015	GEN	33820	0019	JEANE BLOOD LAW	MILEAGE	221.95
04/27/2015	GEN	33821	MISC	LANDGREEN LANWCARE	SPRING FERTILIZATION/CRABGRASS PREVENTE	1,655.00
04/27/2015	GEN	33822	0568	NORTHERN OFFICE EQUIP	CONTRACT SVC/SUPPLIES	381.53
04/27/2015	GEN	33823	0036	SMITH HAUGHY RICE & ROEGGE	MATTER #113542	1,592.76
04/27/2015	GEN	33824	0209	STATE OF MICHIGAN (P)	PAYROLL WITHHOLDING	2,498.65
04/27/2015	GEN	33825	0919	TC OFFICE EXPRESS	PRINTER CARTRIDGE	99.99
04/27/2015	GEN	33826	0391	THE GUARDIAN	EMP. LIFE INSURANCE	914.18
04/27/2015	GEN	33827	0202	UNITED WAY	UNITED WAY	85.00
04/27/2015	GEN	33828	0006	VRIAC	VF3202 DEFERRED COMP	1,576.00
04/27/2015	GEN	33829	MISC	WADE TRIM	BUFFALO RIDGE TRAIL PHASE II	2,993.25
04/28/2015	GEN	33830	MISC	HONOR STATE BANK	CD	250,000.00
04/30/2015	GEN	33831	0086	GRAND TRAVERSE COUNTY TREAS	PARCEL #05-027-010-00	647.91
04/30/2015	GEN	33832	0211	STATE OF MICHIGAN	FILE #15-28-0012-P	400.00
04/30/2015	GEN	33833	0907	CDM MOBILE SHREDDING, LLC	SHREDDING	100.00
04/30/2015	GEN	33834	0065	CHERRYLAND ELECTRIC COOP.	ELECTRIC SVCS	2,029.08

CHECK REGISTER FOR CHARTER TOWNSHIP OF GARFIELD
 CHECK DATE FROM 04 015 - 05/06/2015

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
04/30/2015	GEN	33835	0065	CHERRYLAND ELECTRIC COOP.	SILVER LAKE/BATH HOUSE	413.61
04/30/2015	GEN	33836	0569	GBS INC	ELECTION SUPPLIES	38.93
04/30/2015	GEN	33837	0915	SUPERFLEET	GAS ACCT#100 1675 303	164.43
04/30/2015	GEN	33838	0509	TEAMSTERS LOCAL 214	UNION DUES	203.00
05/04/2015	GEN	33839	0128	B S & A SOFTWARE	DEL. PERS PROP / SP ASSESS	1,383.00
05/04/2015	GEN	33840	0395	CHARTER	INTERNET SVCS	65.00
05/04/2015	GEN	33841	0048	CONSUMERS ENERGY	STREET LIGHTS	22.74
05/04/2015	GEN	33842	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	112.49
05/04/2015	GEN	33843	0017	MMMC	EDUCATION	40.00
05/04/2015	GEN	33844	0067	TRAVERSE CITY RECORD EAGLE	ADVERTISING	472.00
05/05/2015	GEN	33845	0890	JIMMY JOHN'S	ELECTION WORKER MEALS	365.85
05/05/2015	GEN	33846	MISC	THAT'S A PIZZA	ELECTION WORKER MEALS	119.02
05/06/2015	GEN	33886	MISC	GILBERT UIIHOI	ELECTION WORKER	208.00
05/06/2015	GEN	33887	0414	KAY SCHUMACHER	ELECTION WORKER	236.25
05/06/2015	GEN	33888	MISC	PATRICIA KOPRIVA	ELECTION WORKER	13.00

GEN TOTALS:

Total of 72 Checks: 389,622.40
 Less 8 Void Checks: 13,571.81
 Total of 64 Disbursements: 376,050.59



PH 231.946.5874

FAX 231.946.3703

www.gfa.tc

May 2, 2015

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

I. Developer's Escrow Fund

1. Engineering services for plan review and construction services.

Brookside Commons P.U.D. Sewer & Water Extension

Project#	13407	Invoice No. 1340704	595.00
----------	-------	---------------------	--------

2. Engineering services for plan review.

Maple Ridge

Project#	15029C	Invoice No. 150293113	180.00
----------	--------	-----------------------	--------

I. Total	775.00
----------	--------

II. Utility Receiving Fund

1. Engineering, survey and construction consulting services for

General Water & Sewer Infrastructure

Project#	15029C	Invoice No. 150293114	230.00
----------	--------	-----------------------	--------

2. Engineering services for

Coordination of Utilities w/GT County Road Commission

Project#	15029C	Invoice No. 150293112 Lafranier Road	2,530.00
----------	--------	--------------------------------------	----------

3. Engineering and construction services for watermain extension.

Harris and Cedar Run Road

Project#	15062	Invoice No. 1506202	4,143.75
----------	-------	---------------------	----------

4. Engineering services for utility agreement review.

Brookside Development (WODA)

Project#	15029C	Invoice No. 150293111	920.00
----------	--------	-----------------------	--------

III. Total	7,823.75
------------	----------

GRAND TOTAL	\$8,598.75
-------------	------------

Invoice



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

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

May 5, 2015
Project No: 13407
Invoice No: 1340704

Re: Brookside Commons P.U.D. Sewer and Water Extension
Services Performed: Plan review, construction observation, inspection and project close for the water main and sewer extension.
Project Location: Brookside Commons development at the NW intersection of Zimmerman and North Long Lake Road, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from March 29, 2015 to May 2, 2015

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Review	1,750.00	100.00	1,750.00	1,750.00	0.00
Additional Plan Review	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Observation/Inspection	1,750.00	34.00	595.00	0.00	595.00
Project Turnover	500.00	0.00	0.00	0.00	0.00
Total Fee	5,000.00		3,345.00	2,750.00	595.00
Total Fee					595.00
Total this Invoice					\$595.00

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

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

May 5, 2015
Project No: 15029C
Invoice No: 150293113

Re: Maple Ridge Plan Review

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

Professional Services from March 29, 2015 to May 2, 2015
Professional Personnel

	Hours	Amount
Design Engineer		
KOBYSKI, KYLE	2.00	
Maple Ridge Initial Plan Review		
Totals	2.00	
Total Labor		180.00
	Total this Invoice	\$180.00

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



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

May 5, 2015
Project No: 15029C
Invoice No: 150293114

Re: General Water & Sewer Infrastructure

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

Professional Services from March 29, 2015 to May 2, 2015

Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	2.00	
Review ability to service Olson Parcel on US31		
Totals	2.00	
Total Labor		230.00
	Total this Invoice	\$230.00

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

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

May 5, 2015
Project No: 15029C
Invoice No: 150293112

Re: GTC Utility Coordination - Lafranier Road

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

Professional Services from March 29, 2015 to May 2, 2015
Professional Personnel

	Hours	Amount
Project Manager		
HODGES, JENNIFER	2.00	
Construction updates for Lafranier Road rehab		
HODGES, JENNIFER	4.00	
Lafranier Road rehabilitation: Assit GTCRC with obtaining Part 41 Permit.		
HODGES, JENNIFER	2.00	
Lafranier Road shop drawing review.		
HODGES, JENNIFER	2.00	
Lafranier Road: Bypass schedule and shop drawing submittal review.		
HODGES, JENNIFER	4.00	
MDEQ Part 41 review and comments to GTCRC.		
HODGES, JENNIFER	2.00	
Onsite construction meeting regarding forcmain and sewer connection problems 04/27/15.		
HODGES, JENNIFER	2.00	
Onsite utility meeting for Lafranier Road rehab 04/20/15.		
HODGES, JENNIFER	2.00	
Onsite utility meeting for Lafranier Road rehab 04/28/15		
HODGES, JENNIFER	2.00	
Onsite utility meeting for Lafranier Road rehab 04/30/15		
Totals	22.00	
Total Labor		2,530.00
Total this Invoice		\$2,530.00

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

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

May 5, 2015
 Project No: 15062
 Invoice No: 1506202

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 March 29, 2015 to May 2, 2015
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Final Design	82,875.00	30.00	24,862.50	20,718.75	4,143.75
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		24,862.50	20,718.75	4,143.75
Total Fee					4,143.75
Total this Invoice					\$4,143.75

Invoice



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

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


May 5, 2015
Project No: 15029C
Invoice No: 150293111

Re: Coordination of Utilities with Brookside Development (WODA)
Services Performed: Engineering and survey consulting services as detailed below.

Professional Services from March 29, 2015 to May 2, 2015
Professional Personnel

Table with 3 columns: Personnel, Hours, Amount. Rows include Project Manager HODGES, JENNIFER with descriptions of services and their respective hours and amounts, and a final Total Labor row.



 Charter Township of Garfield		General:	<input checked="" type="checkbox"/>
		Budget Related:	<input type="checkbox"/>
		Closed Session:	<input type="checkbox"/>
Department:	Planning	Report No.	PD 2015-38
Prepared:	April 13, 2015	Pages:	Page 1 of 1
Meeting:	April 22, 2015 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Reappointment of Terry Clark to Joint Planning Commission		

PURPOSE:

This report is intended to advise the Township Board of current appointment status to the Joint Planning Commission and request appointments in accordance with the terms of the agreement between the City of Traverse City and Garfield Township. The Joint Planning Commission holds authority over the Grand Traverse Commons redevelopment district.


BACKGROUND:

Terry Clark’s appointment to the Joint Planning Commission will expire on May 14, 2015. Mr. Clark has long served as a valued member of both the Township Planning Commission and the Joint Planning Commission.

The Township Supervisor has nominated Mr. Clark for reappointment to a new 3-year term. Township Board action to reappoint Mr. Clark to the Joint Planning Commission is therefore requested.

ACTION REQUESTED:

THAT Terry Clark be appointed to the City of Traverse City and Garfield Township Joint Planning Commission for a 3 year term expiring on May 14, 2018.

		Charter Township of Garfield	
		Planning Department Report No. 2015-40	
Prepared:	May 5, 2015	Pages:	1 of 1
Meeting:	May 12, 2015 – Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Premier Manor – Major PUD Amendment		
File No.	SUP #2003 – 06 - D	Parcel No.	05-014-108-00
Applicant:	Mansfield Land Use Associates		
Owner:	Woodmere Crossing LLC		

STAFF COMMENT:

At its meeting on January 13, 2015, the Township board adopted a motion to approve changes to the Premier Manor apartment project, within the Premier Place PUD.

Following approval, Staff was directed to prepare the Report and Decision Order (RDO), which should be adopted by the Board to finalize the project. Because of the time required for the applicant to finalize drawings and to allow for legal review and discussion between the two parties, the RDO has only now been finalized and is attached to this report for the Board's consideration.

Because approval of the RDO is pretty much just a housekeeping item, the action has been placed on the Consent Calendar for approval, but may be removed if there are any questions or if discussion is necessary.

RECOMMENDED MOTION:

THAT the Report and Decision Order for Special Use Permit #2003-06-D, Premier Place PUD ("Premier Manor"), be adopted.

Attachment:

Report and Decision Order for Special Use Permit #2003-06-D

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

CHARTER TOWNSHIP OF GARFIELD
PLANNING DEPARTMENT
3848 VETERANS DRIVE
TRAVERSE TOWNSHIP, MI 49686

Above Space for Recorder's Use

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

REPORT and DECISION ORDER

for

Special Use Permit #2003-06-D

Woodmere Crossing, LLC – Premier Place PUD - "Premier Manor"

Owner: Woodmere Crossing LLC
Steve Nicolas
P.O. Box 155
Ada, MI 49301

WHEREAS, application having been made by the above named for a Major Amendment to the Premier Place Planned Unit Development, original SUP #2003-06 and incorporated in Special Use Permit Report and Decision Order #2003-06; and

WHEREAS, except as specifically modified by the current Major Amendment approval, each of the original terms and conditions of Special Use Permit Report and Decision Order #2003-06 shall remain in full force and effect; and

WHEREAS, the Planning Commission has adopted Findings of Fact for Special Use Permit and Planned Unit Development Amendment #2003-06-D, dated October 8, 2014, attached hereto and incorporated herein by reference; and

WHEREAS, it has been demonstrated that the standards and conditions for approval as set forth in the Garfield Township Zoning Ordinance have been met through the proposed site development plan and the Findings of Fact adopted by the Township Board; and

WHEREAS, due notices have been given and public hearings have been held on said Application at the Planning Commission and Township Board level, and following a recommendation of the Planning

Commission to approve the project, the Township Board has determined that the requested Special Use Permit amendment is appropriate; and

WHEREAS, the Township Board has determined that the project meets the specific and special standards as set forth in the Zoning Ordinance and as required by Sections 125.3501 – 125.3504 of Public Act 110 of 2006, as amended; and

WHEREAS, the Township Board has determined that certain conditions upon the use of the premises are necessary to protect the health, safety, and welfare of Township residents, to uphold the spirit and intent of the Zoning Ordinance, and to ensure that the development is harmonious and appropriate:

NOW, THEREFORE, the Township Board does hereby enter this Report and Decision Order for the development and use of the above referenced property as a planned unit development, subject to the following requirements:

1. Development Plan. Subject to the requirements set forth in this Report and Decision Order, the Applicant’s Development Plan, comprised of the drawings set out in the Schedule below, shall constitute the development and use allowed by this Special Use Permit.

DEVELOPMENT PLAN

Drawing Name	Original Issue Date	Latest Revision Date	Sheet	Scale
Site Plan	2-26-14	1-09-15	C-1	1"=30'
Existing Conditions Plan & Boundary	2-26-14	1-09-15	C-1a	1"=30'
Demolition Plan	2-26-14	1-09-15	C-1b	1"=30'
Drainage Plan	2-26-14	1-09-15	C-2	1"=30'
Grading Plan	2-26-14	06-23-14	C-2a	1"=30'
Site Utility Plan	2-26-14	1-09-15	C-3	1"=30'
Construction Details	2-26-14	1-09-15	C-4	NTS
Construction Details	2-26-14	1-09-15	C-4a	NTS
Overall Site Plan	2-26-14	1-09-15	C-5	Varies
Survey Plan	9-21-11		3A	1"=30'
Patio Cross Section Detail	6-20-14	6-24-14	1 of 3	1" = 20'
Cross Section - A	6-20-14	6-23-14	2 of 3	1" = 10'
Cross Section - B	6-20-14	6-23-14	3 of 3	1" = 10'
Landscape Plan	1-22-13	1-09-15	L-100	1" = 20'
Photometric / Site Lighting Plan	4-10-14		1 of 1	1" = 20'
Site Plan - Alternate Pedestrian Path	9-5-14		1 of 1	NTS
Building Height Sketch	8-12-14		1 of 1	NTS

2. Documentation. The representations made by the Applicant in its Application dated April 16, 2014 and clarified through February 14, 2015, by the documents appearing in the Schedule below, and by the Development Plan as referenced above, have been relied upon by the Township in making its determination in this matter. It is a condition of this Report and Decision Order that the Applicant shall abide by all representations in these documents and may not deviate from these documents

without the prior written consent of Garfield Township unless otherwise provided for in the Zoning Ordinance. The Schedule of Documents follows:

SCHEDULE OF DOCUMENTS

Document Name	Date
Application for Special Use Permit /PUD Amendment	4-16-14
Application Binder – RDO Exhibit February 19, 2015	2-19-15
Project Team	
Section 8.10.1 Statement of Intent (PUD Narrative)	
Regulations Summary	
Requested Relief from Standards	
Section 8.10.2 Objectives	
Section 8.10.3 Dimensional & Use Restrictions	
Section 8.10.4 Qualifying Conditions	
Architectural Elevations and Floorplans	
Civil Plan Set	
Landscape Plan	
Traffic Analysis	
Rail Road Crossing Agreement	
Photometric Plan	
Sign Detail	
Exhibits	
Regulatory Agency Reviews	
Supplemental exhibits presented at the Public Hearing	
Jozwiak Consulting Stormwater Review	9-8-14
Planning Commission Adopted Finding of Fact	10-8-14
Township Board Adopted Finding of Fact	1-13-15

3. Further Conditions. This Report and Decision Order is subject to the following conditions:

- a. Concerning the private railroad crossing:
 1. Woodmere Crossing, LLC and Premier Place LLC and Premier Place Condominium Association have obtained a Private Crossing Agreement with Great Lakes Central Railroad Inc. (Agreement Number TC24.1 dated September 18, 2012) that provides access to the Development.
 2. The approval of the Special Use Permit is conditioned expressly on this access being open and available for the Development.
 3. The Applicant, or Applicant's successors or assigns, shall be responsible for ensuring that all terms of the Crossing Agreement shall be complied with, including but not limited to yearly payment of consideration and maintenance of required insurance policies.
 4. Garfield Township shall be named as an additional insured on all insurance policies required by the Crossing Agreement. Purchase of insurance shall be the sole liability of the Applicant and proof of insurance will be provided to the Township prior to occupancy. Insurance policies shall be maintained during the time that the Crossing Agreement is in place and any

- policy shall include a provision for the insurance carrier to provide notice to the Township prior to termination or amendment of the insurance policy.
5. The Applicant shall deposit \$5,000.00 in an escrow account that may be drawn on by the Condominium Association or the Township in the event that the payment obligations under the Crossing Agreement are not met. The Township may require that the escrow be replenished if drawn down to make any payment owed under the Crossing Agreement. If the railroad right of way that is the subject to the Crossing Agreement is abandoned by the right of way owner, the escrow funds shall be refunded to the Applicant.
 6. In addition to the escrow above, the Township may (but is not obligated to) pay any obligation that becomes due and/or correct any Default of the Crossing Agreement on behalf of the Applicant. The Township shall be entitled to reimbursement of all of its actual expenses in curing the default, including but not limited to its actual attorney's fees, along with a penalty payment in the amount of \$500 or an amount equal to the amount owed and not paid that caused the default, whichever is greater.
 7. The Applicant shall secure all necessary agreements to Assignment of the Crossing Agreement prior to the Applicant transferring its interest in the property/development that the Crossing Agreement serves.
- b. The pedestrian pathway within the Conservation Easement shall use Best Management Practices to limit grading and damage to the vegetation and hillside.
 1. Prior to commencement of pathway construction, a separate grading plan for review of the northern pedestrian pathway by the township engineer shall be provided. Locations and ~~fencing~~ limiting the construction area within the easement shall be indicated on the plan and be approved by staff and the township engineer prior to grading.
 2. The construction of the pedestrian pathway shall be constructed with small scale equipment that will limit negative impact to the conservation easement.
 3. The pathway shall be constructed as to not damage the large oak tree within the northern buffer area.
 - c. Lighting compliance shall be maintained. Final review of lighting fixtures, acceptable and routine illumination levels, and photometric plans is subject to Staff approval.
 - d. Concerning the road and driveway network:
 1. Final completion of all existing Premier Place condominium and all proposed Premier Manor asphalt top coating shall be completed prior to the occupancy of the Premier Manor structure, including completion of Simsbury Street.
 2. Future roads which are part of the final (northeast portion) of the condominium need not be completed at this time, with the exception of Simsbury Street.
 3. A bond for the entire cost of final completion of all required paving, based on multiple valid estimates, plus an additional 10% shall be provided prior to issuance of a Land Use Permit. Occupancy of the building shall not take place until all asphalt is completed.
 4. All construction traffic shall utilize the existing construction access drive from Woodmere Road and shall not use streets within the existing residential portions of the development.
 - e. A stormwater management system maintenance plan shall be provided and accepted by the township engineer prior to the issuance of a Land Use Permit.
 - f. The applicant shall install a split rail or chain link fence along the full east line of the Conservation Easement prior to the issuance of a grading and/or Land Use Permit to ensure protection of the easement area.

1. The Conservation Easement shall not be graded or trespassed upon in any manner to support the grading or construction of the Premier Manor Building or project.
 2. The fence may be removed following completion of construction and prior to occupancy of the building with the written consent of the Planning Director.
 3. Trees within the Conservation Easement shall not be damaged during construction.
- g. The applicant shall work with Staff in good faith to identify trees which may be saved and protected, or otherwise relocated, throughout construction. Trees which are to be saved shall be protected by temporary fencing prior to issuance of a grading permit.
 - h. The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within ninety (90) days of final approval by the Township or approval shall be considered to have expired.
 - i. No land use permits shall be issued until all required recorded documents have been provided to the Township.
 - j. The applicant shall provide two (2) full-sized plan sets, one (1) 11"x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval.
 - k. Any violation of a condition of approval shall immediately halt construction until a hearing before the Township Board has been scheduled and an agreement, if any, is reached. Failure to comply with this condition shall constitute a violation of the permit and grounds for revocation of the Special Use Permit following a public hearing.
4. Violations and Notice Requirements. Any violation of these conditions shall serve as grounds for revocation of the Special Use Permit issued by the Township. In the event of any such violation, the Township shall give written notice to the Applicant by ordinary mail addressed to the Applicant at the last address furnished to the Township by the Applicant. The Notice shall state that unless the violation is corrected or resolved to the satisfaction of the Township within 30 days from the date of the Notice, then the Township may revoke the Special Use Permit after hearing. In the event a hearing becomes necessary, the Township shall establish the notice requirements, and such other conditions with respect to the hearing, as the Township may deem appropriate. After the hearing, if the Township revokes the Special Use Permit, then enforcement of the revocation may be made by application for appropriate relief in Grand Traverse County Circuit Court and the Township may recover all of the costs, including attorney fees, associated with or resulting from such violation or noncompliance.
5. Fees and Expenses. All fees and expenses charged to the Applicant, pursuant to Township ordinance, shall be paid before the Special Use Permit becomes effective.
6. Non-vesting. The Special Use Permit approval contains certain pre-development conditions. To the full extent permitted by law, no rights shall vest in the Applicant as a result of the approval of this Report and Decision Order, and the issuance of the Special Use Permit by the Charter Township of Garfield, until the Township accepts in writing compliance with the pre-development conditions. Any

violation of a continued condition or obligation of the Special Use Permit may be enforced by the Township in any manor authorized by law.

7. Alteration, Amendment or Cancellation of Special Use Permit. This Special Use Permit shall not be altered, amended except as provided for in the Township’s Zoning Ordinance.

The undersigned hereby certifies that he is the Supervisor of the Charter Township of Garfield, Grand Traverse County, Michigan, and that the foregoing Report and Decision Order reflects the approval granted by the Township Board of the Charter Township on January 13, 2015, and the approval of this Order on May 12, 2015.

Chuck Korn, Supervisor
Charter Township of Garfield

STATE OF MICHIGAN)
)ss
COUNTY OF GRAND TRAVERSE)

The foregoing instrument was acknowledged before me this _____ day of _____, 2015, by Chuck Korn, Supervisor of the Charter Township of Garfield.

Notary Public
Grand Traverse County, State of Michigan
Acting in Grand Traverse County

My Commission expires: _____

Owner, Woodmere Crossing, LLC (Steve Nicolas), does hereby acknowledge receipt of the Report and Decision Order, and has read and understands all of the terms and conditions of the Report and Decision Order. The Owner agrees to comply with all of the terms and conditions thereof, and further agrees that all of the terms and conditions of said Report and Decision Order shall be binding upon all other owners or occupants of the subject property.

Steve Nicolas
Woodmere Crossing LLC

STATE OF MICHIGAN)
)ss

COUNTY OF GRAND TRAVERSE)

The foregoing instrument was acknowledged before me this day of , 2015, by Steve
Nicolas.

MTT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAC(I) - Assessor
As of: May 4, 2015

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Partitioner's Values		Value Differences		Status Notes	
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		
1 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	\$ 500,000	\$ (438,700)	\$ (437,463)	3/23/15 Based settlement offer on recent MTT judgments. 4/30/15 Added new year to appeal.	
				2015	OFFERED:	\$ 1,035,600	\$ 952,462	\$ 594,350	\$ 594,350	\$ (344,350)		\$ (343,113)
				TOTALS:	\$ 2,974,300	\$ 2,889,925	\$ 1,094,350	\$ 1,094,350	\$ (752,462)	\$ (752,462)		
2 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 (\$40,921/ft)	
3 455929	021-015-00 021-015-70	Grand Traverse Mall LLC Grand Traverse Mall LLC	3200 W South Airport Rd 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 4/30/15 MTT granted order extending value disclosure deadline.	
				2014	\$ 30,706,900	\$ 29,983,582	\$ 11,385,000	\$ 11,385,000	\$ (19,321,900)	\$ (18,598,582)		
				2015	\$ 64,300	\$ 64,300	\$ 15,000	\$ 15,000	\$ (49,300)	\$ (49,300)		
				2014	\$ 75,900	\$ 65,328	\$ 15,000	\$ 15,000	\$ (60,900)	\$ (50,328)		
				TOTALS:	\$ 29,575,700	\$ 29,575,700	\$ 11,400,000	\$ 11,400,000	\$ (18,175,700)	\$ (18,175,700)		
4 14-000002	900-385-18	Walgreen Company	3900 N US 31 South	2013	\$ 119,900	\$ 119,900	\$ 102,303	\$ 102,303	\$ (17,597)	\$ (17,597)	4/29/15 Made offer to settle, based on STC recommendation.	
2012	OFFERED:	\$ 107,850	\$ 107,850	\$ 92,580	\$ 92,580	\$ (15,270)	\$ (15,270)					
2011	OFFERED:	\$ 103,300	\$ 103,300	\$ 87,584	\$ 87,584	\$ (15,716)	\$ (15,716)					
2010	OFFERED:	\$ 115,200	\$ 115,200	\$ 87,600	\$ 87,600	\$ (27,600)	\$ (27,600)					
TOTALS:	\$ 426,250	\$ 426,250	\$ 367,967	\$ 367,967	\$ (159,200)	\$ (159,200)						
5 14-008072	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2014	\$ 203,443	\$ 203,443	\$ 191,800	\$ 191,800	\$ (11,643)	\$ (11,643)	1/5/15 Rec'd appeal of 4% uncapping based on Merger Documents provided by Northfield. 1/7/15 Answered	
				2013	\$ 200,240	\$ 195,547	\$ 188,780	\$ 188,780	\$ (11,460)	\$ (11,460)		
				2012	\$ 195,547	\$ 190,406	\$ 184,356	\$ 184,356	\$ (11,191)	\$ (11,191)		
				2011	\$ 190,406	\$ 187,224	\$ 179,510	\$ 179,510	\$ (10,896)	\$ (10,896)		
				2010	\$ 187,224	\$ 187,788	\$ 176,510	\$ 177,050	\$ (10,714)	\$ (10,714)		
				2009	\$ 187,788	\$ 179,874	\$ 169,590	\$ 169,590	\$ (10,738)	\$ (10,738)		
				2008	\$ 179,874	\$ 175,830	\$ 165,780	\$ 165,780	\$ (10,284)	\$ (10,284)		
				2007	\$ 175,830	\$ 175,830	\$ 165,780	\$ 165,780	\$ (10,050)	\$ (10,050)		
				TOTALS:	\$ 1,832,800	\$ 1,832,800	\$ 1,740,000	\$ 1,740,000	\$ (92,800)	\$ (92,800)		

Monthly Parkland Responsibilities

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

Nature Center Visitation this Month 594

Program Participants this month 384
 Drop ins this month 209
 Nature Center Visitation this year 1,411
 Nature Center Visitation since 2008 57,733

Nature Center Visitation April 2014

Program Participants April 2014
 Drop ins April 2014

Activity Detail	Conservation District Pillar	Location of activity	Property Owner	Staff Lead (Initials)
Completed the Third Annual Springtime Egg hunt at the Kids Creek Park. 176 egg hunters	Education	Kid's Creek Park	Garfield Township	TC
Completed a NEST program for 100 students from TCAPS Montessori	Education	Boardman River Nature Center	Grand Traverse County	TC
Completed Spring Break Peepers Program with 65 peepers in two days	Education	Boardman River Nature Center	Grand Traverse County	TC/TF
Completed Night at the Nature Center with 12 participants	Education	Boardman River Nature Center	Grand Traverse County	TC
Held an Earth Day native seedling planting event with 30-40 community children and adults	Parklands (including Parklands-based ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Grand Traverse County	RR/TV
Coordinated contractors on the treatment of all known highly invasive woody plants from the Silver Lake Recreation Area.	Parklands (including Parklands-based ISN)	Silver Lake Recreation Area	Garfield Township	RR
Guided a group of Boy Scouts on "Nature Tour" of the BRNC and NER	Education	Boardman River Nature Center	Grand Traverse County	RR
Purchased and constructed two composter bins to be used as functional and educational tools at the BRNC (funded by the Friendly Garden Club)	Education	Boardman River Nature Center	Grand Traverse County	RR
Hired two seasonal Parkland Interns	Parklands (including Parklands-based ISN)	Other	N/A	RR/TV/SL
Hired two Education Interns for Summer Camps. Still need one more.	Education	Other		TC
Picked up over 8,000 pre-ordered native trees and shrubs.				
Received Adams Chapter of Trout Unlimited grant to purchase stream sampling and fishing equipment for kids programs	Education	Other		TC
Completed Oleson Grant. Funding will support Education and GTSI	Education	Other		TC
Completed a one hour Boy Scout program with 12 Cub Scouts	Education	Boardman River Nature Center	Grand Traverse County	TC
Created a volunteer spotlight for Volunteer Recognition month. It was in the Record Eagle on April 15th.	Education	Other		TC
Organized a volunteer recognition event at the State through the Northwest Michigan Association of Volunteer Administrators.	Education	Other		TC
Received confirmation that we are granted a provisionary day camp license through the State of Michigan for this summer.	Education	Other		TC
Attended 2 Green Roof Planning Meetings for the proposed location of a tool shed sporting a demonstration Green Roof here at Nature Center.	Education	Boardman River Nature Center	Grand Traverse County	KMG
Assisted with the Egg Hunt event, April 4	Education	Kid's Creek Park	Garfield Township	KMG
Worked at Saturday seedling sale. wrapped individual seedlings for students in GT County, given through GTSI	Education	Boardman River Nature Center	Grand Traverse County	KMG
Assisted with the writing and submission of a grant proposal to the Rotary Sunrise for educational equipment for GTSI/GTCD	Education	Other		KMG
Prepared for and implemented all aspects of the GTSI/Michigan Green Schools Spring Celebration April 28	Education	Boardman River Nature Center	Grand Traverse County	KMG
GTSI teacher meeting for Professional Development planning	Education	In School		KMG
GTSI presentation about and distribution of white seedlings from Moorings, LLC at the following 5 schools: Mill Creek Elementary, TCAPS Montessori, The Greenspire School, The Children's House, and Grand Traverse Academy	Education	In School		KMG
Posted TCLP sign-up info for e-news updates of the West Transmission Line upgrade at Hickory Meadows kiosk stations	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Met with TCLP and contractors for pre-bid walk through of utility corridor at Hickory Meadows	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Attended and coordinated Hickory Meadows Advisory Committee meeting	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Assessed drainage issues at Historic Barns Trailhead at the Commons	Parklands (including Parklands-based ISN)	Commons Natural Area	Joint Recreational Authority	TV
Prepared and posted flyers for Hickory Meadows workbee	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Dismantled a fire pit and gathering site between East and West Meadow	Parklands (including Parklands-based ISN)	Hickory Meadows	Joint Recreational Authority	TV
Changed seasonal displays at all kiosk stations throughout Garfield Twp parklands	Parklands (including Parklands-based ISN)	Other	Garfield Township	TV
Responded to a report of a camper near Greenspire School	Parklands (including Parklands-based ISN)	Commons Natural Area	Garfield Township	TV
Contacted American Waste in regards to trash pick-up at trailheads	Parklands (including Parklands-based ISN)	Commons Natural Area	Garfield Township	TV
Coordinated stocking of Kid's Creek Pond	Parklands (including Parklands-based ISN)	Kid's Creek Park	Garfield Township	TV
Held a park-wide volunteer clean-up of Kid's Creek Park with Red Lobster and geo-cachers	Parklands (including Parklands-based ISN)	Kid's Creek Park	Garfield Township	TV
Purchased dog waste dispensers for Kid's Creek Park and Silver Lake's dog park	Parklands (including Parklands-based ISN)	Silver Lake Recreation Area	Garfield Township	TV
Contacted Emerald Hills Condo Association in regards to bench trail placement at Miller Creek Nature Reserve	Parklands (including Parklands-based ISN)	Miller Creek Nature Reserve	Garfield Township	TV
Gathered field parameters for boardwalk south of YMCA	Parklands (including Parklands-based ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Garfield Township	TV

Issued remediation plans to Jack's Creek with Consumer's Energy GEI Consultants	Parklands (including Parklands-based ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Grand Traverse County	TV,SL,RR
Contacted Consumer's Energy to follow-up on repairs along utility corridor from 2014 upgrade along the NER	Parklands (including Parklands-based ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Grand Traverse County	TV
Changed seasonal displays at all kiosk stations throughout the NER	Parklands (including Parklands-based ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Grand Traverse County	TV
Coordinated and assisted in Master Gardeners' Workbees at the Nature Center	Parklands (including Parklands-based ISN)	Boardman River Nature Center	Grand Traverse County	TV
Assisted with the preparation and submission of a grant proposal to the Oleson Foundation to support education programs here at the Nature Center	Education	Boardman River Nature Center	N/A	SL
Received Trout Unlimited Grant to purchase stream sampling and fishing equipment.	Education	Other		TC
Completed Oleson Grant. Funding will support Education and GTSI	Education	Other		TC
Completed a one hour Boy Scout program with 12 Cub Scouts	Education	Boardman River Nature Center	Grand Traverse County	TC
Attended the Childrens House to assist with the Perennial Harvest Program	Education	Other		TC
Created a volunteer spotlight for Volunteer Recognition month. It was in the Record Eagle on April 15th.	Education	Other		TC
Received confirmation that we are granted a provisional day camp license through the State of Michigan for this summer.	Education	Other		TC
Attended regularly scheduled Boardman River Dams Implementation Team and Project Management Team meetings.	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	SL
Attended a 30% design review meeting for the removal of Boardman Dam.	Stewardship (Boardman River and Non-parklands ISN)	Natural Education Reserve/Boardman Valley Nature Preserve	Grand Traverse County	SL
Hired the Boardman River Summer Technician (Dan Arza) who will work on a Small Dams inventory and Kids Creek erosion sites.	Stewardship (Boardman River and Non-parklands ISN)	Boardman River and its tributaries	N/A	SL
Coordinated packing 8,300 native tree and shrub seedlings using volunteers for 106 pre-sale orders. Conducted a very successful seedling sale.	Stewardship (Boardman River and Non-parklands ISN)	Boardman River Nature Center	N/A	SL
Met with the drain commissioner and others regarding adding the railroad crossing of Miller Creek to the Miller Creek drainage district. The railroad crossing is downstream of the drainage district and is in extremely bad condition and is restricting the amount of water that can pass as well as being a fish passage barrier.	Stewardship (Boardman River and Non-parklands ISN)	Boardman River and its tributaries	Garfield Township	SL
Ordered 300 white cedar seedlings for the GT Band work bee at Brown Bridge. Cedar is one of the most important Native American medicinal plants. It is especially associated with prayer, healing dreams, and protection against disease.	Stewardship (Boardman River and Non-parklands ISN)	Brown Bridge Quiet Area	City of Traverse City	SL
Attended a meeting hosted by Rotary regarding next steps for the Boardman River Prosperity Plan.	Stewardship (Boardman River and Non-parklands ISN)	Other	N/A	SL

Charter Township of Garfield**Construction Update****May 7, 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 reviewing shop drawings and conducting oversight inspection of the Brookside utilities and full time inspection of the Township utilities.

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 in 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 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: GFA was hired by the GTCRC to conduct full time inspection of the utility adjustments.

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

Under contract and started the preliminary design.

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 issued. Awaiting construction schedule

Maple Ridge Apartments

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

Grand Traverse Sheriff Department Calls for Service Statistics

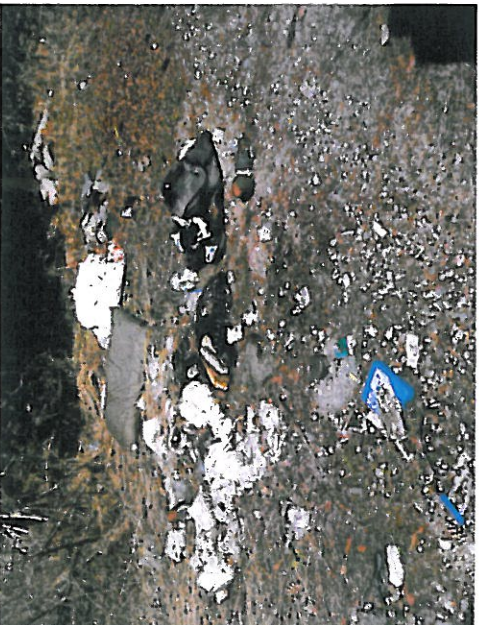
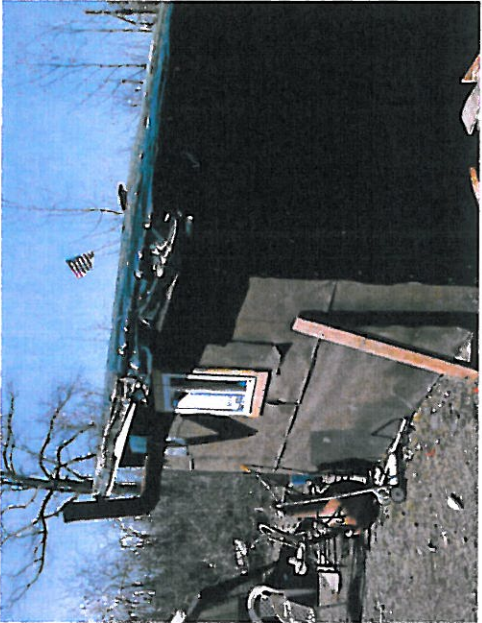
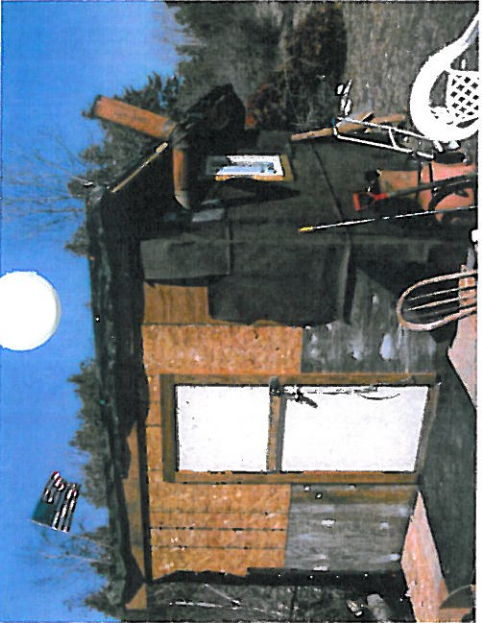
Month April Year 2015

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL
	0	1	2	3	4	5	6	7
Hour of Day	467	461	682	629	491	468	420	3,618
	130	80	81	26	43	54	58	123
	184	165	181	242	232	215	230	171
Location	Citations							
	Traffic Crashes							
	Fatal		PIA	PDA	OWI	MIP	Criminal	*Other
01 Acme	14	0	1	2	1	0	6	138
02 Blair	39	0	2	16	0	2	38	268
03 East Bay	71	0	1	30	3	1	24	300
04 Fife Lake	14	0	1	4	1	0	4	73
05 Garfield	133	0	3	76	12	3	87	823
06 Grant	1	1	0	1	0	0	3	17
07 Green Lake	18	0	0	3	0	0	8	159
08 Long Lake	8	0	1	8	1	0	5	81
09 Mayfield	5	0	0	10	1	0	3	38
10 Peninsula	5	0	0	1	1	0	1	51
11 Paradise	5	0	1	1	0	0	5	60
12 Union	2	0	0	1	0	0	1	6
13 Whitewater	7	0	1	5	0	0	0	44
29 Fife Lake Vlg	0	0	1	0	0	0	0	11
30 Kingsley Vlg	8	0	0	1	1	0	5	58
66 Traverse City	6	0	0	0	0	0	65	0
84 Out of County	0	0	0	0	1	0	37	0
Totals	336	1	12	159	22	6	292	2,127
								655
								664
								172
								3,618

*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 5/04/15.
 Arrest Stats are as of 5/04/15.

Subject property located south of Verizon Wireless at 2021 South Airport Rd., area of homeless shelter clean up.







May 5, 2015

Deputy Makowski,

Thank you for allowing American Waste the opportunity to assist with the cleanup of the wooded area off S Airport Road, near Logans Landing. We were happy to donate the initial 15yd roll off container at no cost. Apparently further cleanup of the area is needed. The standard rate for a 15yd roll off container is \$530. American Waste is willing to donate \$100 towards each of next two 15yd containers need to better further the cleanup of the area.

Your price would be \$430 for each of the next two 15yd containers for this project, for a total of \$860.

Thank you

Matthew Kuhn

American Waste

~ Your Hometown Hauler ~

3947 N. US 131 ~ P.O. Box 1030 ~ Kalkaska, Michigan 49646 ~ 231-258-9030 ~ Fax: 231-258-8857



GRAND TRAVERSE METRO FIRE DEPARTMENT

From the Desk of ASSISTANT CHIEF TERRY FLYNN

5. c.

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtfire.org Email: Info@gtfire.org

GTMESA 2015

May Report

Incidents of Interest for -

1. Grass fire 3575 Veterans Dr (Garfield Twp.)
2. Vehicle Fire 1721 Park Dr. (Garfield Twp.)
3. Building Fire 700 Broad (Garfield Twp.)
4. Vehicle accident w/injuries US 31 N/Mt. Hope Rd (Acme Twp.)
5. Grass Fire 704 N Three Mile Rd (East Bay Twp.)
6. Animal Rescue on Ice-Silver Lake (Garfield Twp.)
7. Vehicle accident w/injuries 3700 Silver Lake Rd (Garfield Twp.)
8. Vehicle accident w/injuries South Airport/Veterans Dr (Garfield Twp.)
9. Vehicle accident w/injuries 1789 Garfield Rd (Garfield Twp.)
10. Vehicle accident w/injuries Four Mile /Hammond (East Bay Twp.)
11. Grass Fire 3022 Wild Juniper (East Bay Twp.)
12. Dumpster Fire 3470 Veterans Dr (Garfield Twp.)
13. Woods Fire 3702 Supply Rd (East Bay Twp.)
14. Vehicle accident w/injuries Cass/South Airport (Garfield Twp.)
15. Woods fire 4503 Silver Valley Ln (Garfield Twp.)
16. Vehicle accident w/injuries Garfield/South Airport Rd (Garfield Twp.)
17. Vehicle accident w/injuries South Airport W of Garfield (Garfield Twp.)
18. Vehicle accident w/injuries Hammond/La Franier (Garfield Twp.)
19. Woods fire US 31 N/Kesner (Acme Twp.)

Mutual Aid/ Automatic Aid Given (2015) 5 Aid Received (2015) 1

GT Rural	3		
Paradise	1		
Whitewater	2	Elk Rapids	1
Blair	2		

Total Calls 2015 YTD-1575

Sta 11 -570 Sta 1 -370 Sta 8 261 Sta 9- 56 Sta 12- 309 Adm- 7

2014 YTD- 1524

Sta 11- 578 Sta 1- 340 Sta 8 – 232 Sta 9- 32 Sta 12- 342

Treasurers Report

January 1st - March 31st, 2015

5. f.

Unrestricted Funds		Current Month	Current Month	Difference	Maturity Date	Rate
General Fund	12/14	3/15				
General Fund	Checking	1,588,493	2,068,516	480,022	N/A	
5605 General Chase High Yield	Savings	168,379	168,391	12	N/A	
4670 General Fund Managed	Investments	1,204,582	1,235,069	30,487	N/A	
220 Bank of Northern Michigan	CD	251,876	251,876	-	2/4/2016	0.75%
740 Huntington	CD	80,332	80,332	-	10/17/2017	0.61%
740 Huntington	CD	104,430	104,430	-	5/7/2015	0.61%
236 Mbank CD - Closed Transferred to Team 1 & Gen Ckir Transferred to		96,311	-	(96,311)		* See Below
237 Mbank CD - Closed Transferred to Team 1 & Gen Ckir Transferred to		96,311	-	(96,311)		* See Below
238 Mbank CD - Closed Transferred to Team 1 & Gen Ckir Transferred to		60,828	-	(60,828)		* See Below
5101 4-Front Credit Union	CD	203,788	204,115	327	7/8/2017	1.51%
725 Northwestern Bank	CD	63,093	63,093	-	8/11/2015	0.65%
25 Northwestern Bank	CD	188,315	188,315	-	6/4/2017	0.50%
300 NW Consumers CU	CD	163,276	163,598	322	2/23/2017	0.80%
332 NW Consumers CU	CD	58,217	58,361	144	9/27/2015	1.00%
662 Traverse City State Bank	CD	259,099	259,099	-	3/12/2015	1.43%
55 1st Community Bank	CD	209,369	209,369	-	8/2/2016	0.75%
72 Citizens Bank	CD	250,000	250,000	-	2/21/2016	1.05%
15 First National Bank of America	CD	-	250,000	250,000	4/14/2018	1.39%
1 Team 1 Credit Union	CD	-	250,000	250,000	3/2/2018	1.35%
982 Credit Union One	CD	-	250,298	250,298	2/25/2018	1.50%
Total Unrestricted Funds - Available for Spending		5,046,700	5,304,564	507,864		

Restricted Funds		Current Month	Current Month	Difference	Maturity Date
		12/14	3/15		
7118 Park Fund	Checking	725,450	798,316	72,866	N/A
Roads	Checking	1,065,948	1,093,031	27,083	N/A
Fire Fund	Checking	142,023	219,042	77,019	N/A
4654 Fire Fund Managed	Investments	735,947	752,969	17,022	N/A
7134 Receiving Fund	Checking	5,936,661	5,873,536	(63,125)	N/A
4662 Receiving Fund	Investments	4,936,733	5,035,140	98,407	N/A
7940 DPW	Investments	103,343	104,913	1,570	N/A
7126 Tax Fund	Checking	2,181,617	25,948	(2,155,669)	N/A
4750 General Employee Flex	Checking	3,530	1,630	(1,900)	N/A
3734 Retirement Rec Fund	Checking	104,782	104,704	(78)	N/A
2343 Insurance Funding	Checking	398,723	397,724	(999)	N/A
923 Prescription Reimbnt	Checking	443	443	-	N/A
8681 Trust & Agency	Checking	50,194	58,643	8,449	N/A
1111 Special Lights	Checking	9,227	26,677	17,450	N/A
3801 Special Milfoil/Water/Sewer/Roads	Checking	34,501	53,655	19,154	N/A
Total Restricted Funds - Restricted Use		16,428,122	14,546,371	(1,882,751)	
TOTAL		\$ 21,475,822	\$ 19,850,935	\$ (1,374,887)	*

* Cashed in 3 CD's from Mbank and Purchased 2 New \$250,000 CD's, one at First National Bank of America and one at Credit Union One. They both had .80 higher yield than M-bank that is why I transferred them. Opened another new CD for \$250,000. at Team 1 Credit Union from excess cash in checking.

* Reason for decrease in Tax checking balance was due to the final distribution to the taxing authorities.

* Reduction in Receiving due to Bond Payments.

Respectfully Submitted:



Anne Blood Law, Treasurer

Clerk's Report

For April 2015

Submitted 5/5/15

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 January in the General Fund, you will find that we had a total of \$69,625.29 Revenues and \$208,517.68 Expenditures. For the year we have a total of \$1,562,868.91 Revenues and \$667,496.06 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 END: /30/2015

2015
ORIGINAL BUDGET
AMENDED BUDGET

ACTIVITY FOR
MONTH
04/30/2015

AVAILABLE
BALANCE

YTD BALANCE
04/30/2015

GL NUMBER

DESCRIPTION

Fund 101 - GENERAL OPERATING FUND

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 04/30/2015	ACTIVITY FOR MONTH 04/30/2015	AVAILABLE BALANCE
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,928,007.24	1,928,007.24	1,138,453.64	55,203.20	789,553.60
101-000-407.000	DEL PERSONAL PROP TAXES	0.00	0.00	(1,020.33)	(1,020.33)	1,020.33
101-000-412.000	SWAMP TAX COLLECTIONS	40.68	40.68	0.00	0.00	40.68
101-000-414.000	Protested R/E Interest	0.00	0.00	1,908.99	1,041.24	(1,908.99)
101-000-423.000	TRAILER PARK FEES	6,203.70	6,203.70	2,415.50	605.00	3,788.20
101-000-445.000	PENALTIES & INT. ON TAXES	7,627.50	7,627.50	5,142.78	0.00	2,484.72
101-000-476.000	BUILDING PERMITS	175,000.00	175,000.00	75,481.00	5,652.00	99,519.00
101-000-476.001	PLANNING FEES	6,000.00	6,000.00	2,000.00	650.00	4,000.00
101-000-476.002	MAINT INSPECTION FEES	1,525.50	1,525.50	610.00	520.00	915.50
101-000-476.003	TREASURER FEES	915.30	915.30	150.00	0.00	765.30
101-000-476.004	PARK USE FEES	2,034.00	2,034.00	780.00	320.00	1,254.00
101-000-476.005	ZONING FEES	15,000.00	15,000.00	6,060.00	1,740.00	8,940.00
101-000-574.000	STATE SHARED REVENUE	1,220,400.00	1,220,400.00	218,851.00	0.00	1,001,549.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,340.00	20,340.00	440.00	41.25	19,900.00
101-000-575.000	Road Right of Way	17,859.54	17,859.54	0.00	0.00	17,859.54
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	15,000.00	15,000.00	244.00	134.80	14,756.00
101-000-627.000	TAX COLLECTION FEES	22,374.00	22,374.00	0.00	0.00	22,374.00
101-000-656.000	Ordinance Enforcement Fees	0.00	0.00	676.69	225.34	(676.69)
101-000-664.000	EARNED INTEREST	15,000.00	15,000.00	1,058.62	0.00	13,941.38
101-000-668.000	RENTS	40,680.00	40,680.00	18,051.16	4,512.79	22,628.84
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	67,747.96	0.00	182,252.04
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	14,238.00	14,238.00	4,303.50	0.00	9,934.50
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	13,884.00	0.00	(13,884.00)
101-000-676.000	REIMBURSEMENTS	0.00	0.00	5,630.40	0.00	(5,630.40)
Total Dept 000		3,758,245.46	3,758,245.46	1,562,868.91	69,625.29	2,195,376.55
TOTAL Revenues		3,758,245.46	3,758,245.46	1,562,868.91	69,625.29	2,195,376.55
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,758,245.46	3,758,245.46	1,562,868.91	69,625.29	2,195,376.55

PERIOD END: /30/2015

GL NUMBER	DESCRIPTION	2015 BUDGET		YTD BALANCE 04/30/2015	ACTIVITY FOR MONTH 04/30/2015	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851-EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	6,000.00	6,000.00	3,620.00	905.00	2,380.00	60.33
101-851-873.001	John Hancock 403B	80,000.00	80,000.00	80,876.03	0.00	(876.03)	101.10
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	23,504.05	7,892.15	56,495.95	29.38
101-851-873.020	VACATION & PERSONAL PAYOUT	2,500.00	2,500.00	1,275.40	0.00	1,224.60	51.02
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	240,000.00	240,000.00	52,698.44	13,161.73	187,301.56	21.96
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	3,747.54	1,209.95	6,252.46	37.48
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	2,000.00	0.00	11,000.00	15.38
101-851-912.002	INSURANCE - WORKMENS COMP.	7,000.00	7,000.00	103.00	0.00	6,897.00	1.47
Total Dept 851-EMPLOYEE BENEFITS & INSURANCES		438,500.00	438,500.00	167,824.46	23,168.83	270,675.54	38.27
Dept 900-CAPITAL OUTLAY							
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	28,718.00	28,718.00	1,282.00	95.73
Total Dept 900-CAPITAL OUTLAY		70,000.00	70,000.00	28,718.00	28,718.00	41,282.00	41.03
TOTAL Expenditures		3,069,611.28	3,069,611.28	667,496.06	208,517.68	2,402,115.22	21.75
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,069,611.28	3,069,611.28	667,496.06	208,517.68	2,402,115.22	21.75

GL NUMBER	DESCRIPTION	2015		ACTIVITY FOR MONTH 04/30/2015	YTD BALANCE 04/30/2015	AVAILABLE BALANCE	% BDCGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101-TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	500.00	2,650.00	9,350.00	22.08
101-101-701.101	WAGES - FILE CLERK	22,352.00	22,352.00	2,976.00	8,591.66	13,760.34	38.44
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	1,200.00	4,450.00	7,550.00	37.08
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	850.00	3,450.00	8,550.00	28.75
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	750.00	3,250.00	8,750.00	27.08
101-101-701.105	WAGES - OFFICE MANAGER	34,703.29	34,703.29	3,902.40	12,626.72	22,076.57	36.38
101-101-726.000	SUPPLIES	6,500.00	6,500.00	125.03	132.03	6,367.97	2.03
101-101-726.001	POSTAGE	12,000.00	12,000.00	393.63	1,676.36	10,323.64	13.97
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,000.00	7,000.00	559.75	2,736.84	4,263.16	39.10
101-101-801.000	LEGAL SERVICES - TOWNBOARD	15,000.00	15,000.00	0.00	6,975.41	8,024.59	46.50
101-101-801.003	LEGAL - WATER & SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	50.00	9,950.00	0.50
101-101-802.000	AUDIT AND ACCOUNTING	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	3,000.00	3,000.00	471.25	2,617.37	382.63	87.25
101-101-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	0.00	791.81	2,208.19	26.39
101-101-901.000	ADVERTISING	3,500.00	3,500.00	0.00	1,584.65	1,915.35	45.28
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	980.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,000.00	1,000.00	0.00	0.00	20.00	98.00
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
Total Dept 101-TOWNBOARD		195,555.29	195,555.29	12,757.21	52,562.85	142,992.44	26.88
Dept 171-TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	70,472.81	70,472.81	8,131.47	24,364.88	46,107.93	34.57
101-171-701.202	WAGES - ASST. ASSESSOR	42,914.81	42,914.81	5,584.80	16,108.00	26,806.81	37.53
101-171-701.203	WAGES - ASSESSMENT CLERK	18,168.12	18,168.12	1,259.22	4,729.27	13,438.85	26.03
101-171-701.204	WAGES - APPRAISER	49,072.80	49,072.80	5,662.32	16,961.12	32,111.68	34.56
101-171-701.205	WAGES - ASSESSOR	86,252.81	86,252.81	9,952.26	29,808.32	56,444.49	34.56
101-171-726.000	SUPPLIES	1,000.00	1,000.00	431.18	1,476.63	(476.63)	147.66
101-171-805.000	CONTRACTED AND OTHER SERVICES	27,326.00	27,326.00	0.00	0.00	27,326.00	0.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-900.000	PRINTING & PUBLISHING	5,700.00	5,700.00	295.00	1,536.74	4,163.26	26.96
101-171-960.000	EDUCATION & TRAINING	4,075.00	4,075.00	735.00	1,860.58	2,214.42	45.66
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	1,800.00	1,800.00	0.00	249.50	1,550.50	13.86
Total Dept 171-TOWNSHIP SUPERVISOR		309,782.35	309,782.35	32,051.25	97,095.04	212,687.31	31.34
Dept 191-ELECTIONS							
101-191-701.000	WAGES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-191-726.000	SUPPLIES	6,000.00	6,000.00	114.47	2,182.56	3,817.44	36.38
101-191-726.001	POSTAGE	8,000.00	8,000.00	0.00	1,807.19	6,192.81	22.59
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 191-ELECTIONS		36,200.00	36,200.00	114.47	3,989.75	32,210.25	11.02
Dept 215-TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	70,472.81	70,472.81	0.00	8,101.94	62,370.87	11.50

PERIOD END: /30/2015

ACTIVITY FOR MONTH
04/30/2015

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 04/30/2015	ACTIVITY FOR MONTH 04/30/2015	AVAILABLE BALANCE	% BDC USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.302	WAGES - DEPUTY CLERK	41,249.66	41,249.66	30,497.52	12,746.85	10,752.14	73.93
101-215-701.303	WAGES - ACCOUNTANT	10,000.00	10,000.00	3,025.00	360.00	6,975.00	30.25
101-215-726.000	SUPPLIES	500.00	500.00	990.48	499.99	(490.48)	198.10
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	5,500.00	5,500.00	2,241.30	459.35	3,258.70	40.75
101-215-965.000	DUES & PUBLICATIONS	650.00	650.00	151.50	0.00	498.50	23.31
Total Dept 215-TOWNSHIP CLERK		129,672.47	129,672.47	45,007.74	14,066.19	84,664.73	34.71
Dept 247-BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	600.00	500.00	900.00	40.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	600.00	500.00	900.00	40.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	600.00	500.00	900.00	40.00
101-247-701.403	WAGES - B OF R	500.00	500.00	0.00	0.00	500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		5,200.00	5,200.00	1,800.00	1,500.00	3,400.00	34.62
Dept 253-TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	70,472.81	70,472.81	24,364.88	8,131.47	46,107.93	34.57
101-253-701.501	WAGES - ASSISTANT	18,168.12	18,168.12	4,034.02	1,259.31	14,134.10	22.20
101-253-701.502	WAGES - DEPUTY TREASURER	38,608.00	38,608.00	13,340.90	4,454.76	25,267.10	34.55
101-253-726.000	SUPPLIES	2,000.00	2,000.00	927.46	599.98	1,072.54	46.37
101-253-726.001	POSTAGE	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	412.00	398.00	2,588.00	13.73
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	402.51	221.95	297.49	57.50
101-253-860.501	MILEAGE - DEPUTY TREASURER	200.00	200.00	36.80	0.00	163.20	18.40
101-253-900.000	PRINTING & PUBLISHING	400.00	400.00	375.00	0.00	25.00	93.75
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	360.31	0.00	4,139.69	8.01
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 253-TOWNSHIP TREASURER		145,948.93	145,948.93	44,253.88	15,065.47	101,695.05	30.32
Dept 258-COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	5,000.00	5,000.00	1,521.60	34.10	3,478.40	30.43
101-258-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	20,000.00	20,000.00	11,974.00	130.00	8,026.00	59.87
101-258-935.016	COMPUTER NETWORK	3,500.00	3,500.00	2,795.00	1,365.00	705.00	79.86
Total Dept 258-COMPUTER SUPPORT		31,500.00	31,500.00	16,290.60	1,529.10	15,209.40	51.72
Dept 265-TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	12,000.00	12,000.00	2,557.82	682.08	9,442.18	21.32
101-265-726.003	SUPPLIES-MAINTANCE	3,000.00	3,000.00	687.01	199.77	2,312.99	22.90
101-265-850.000	TELEPHONE	17,000.00	17,000.00	3,387.80	1,135.40	13,612.20	19.93
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	6,760.09	1,614.27	5,239.91	56.33
101-265-920.602	WATER / SEWER	5,000.00	5,000.00	429.51	143.17	4,570.49	8.59
101-265-920.603	LIGHTS BUILDING	13,500.00	13,500.00	3,304.20	823.86	10,195.80	24.48

PERIOD END: /30/2015

2015
 ORIGINAL BUDGET
 AMENDED BUDGET
 ACTIVITY FOR MONTH
 04/30/2015


AVAILABLE BALANCE
 % BDCGT USED

GL NUMBER	DESCRIPTION	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 04/30/2015	ACTIVITY FOR MONTH 04/30/2015	AVAILABLE BALANCE	% BDCGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-935.601	SNOW PLOWING	8,000.00	8,000.00	1,748.00	70.00	6,252.00	21.85
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	1,655.00	1,655.00	8,345.00	16.55
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	3,575.00	1,150.00	11,425.00	23.83
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	316.00	79.00	684.00	31.60
101-265-935.605	BUILDING REPAIR	15,000.00	15,000.00	796.00	318.00	14,204.00	5.31
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,022.74	354.75	477.26	68.18
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	1,675.42	0.00	13,324.58	11.17
Total Dept 265-TOWNSHIP HALL		128,000.00	128,000.00	27,914.59	8,225.30	100,085.41	21.81
Dept 301-POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	942,450.00	942,450.00	0.00	0.00	942,450.00	0.00
101-301-830.001	POLICE CONTRACT - DETECTIVE	82,915.00	82,915.00	0.00	0.00	82,915.00	0.00
Total Dept 301-POLICE SERVICES		1,025,365.00	1,025,365.00	0.00	0.00	1,025,365.00	0.00
Dept 371-TOWNSHIP BUILDING INSPECTOR							
101-371-701.703	WAGES - BUILDING	65,288.16	65,288.16	22,560.18	7,533.24	42,727.98	34.55
101-371-701.704	WAGES - BUILDING	22,000.00	22,000.00	4,637.95	1,540.37	17,362.05	21.08
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	600.00	600.00	578.35	0.00	21.65	96.39
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-965.000	DUES & PUBLICATIONS	500.00	500.00	301.85	0.00	198.15	60.37
Total Dept 371-TOWNSHIP BUILDING INSPECTOR		90,388.16	90,388.16	28,078.33	9,073.61	62,309.83	31.06
Dept 400-PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	500.00	200.00	1,500.00	25.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	500.00	100.00	1,500.00	25.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	500.00	100.00	1,500.00	25.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	400.00	200.00	1,600.00	20.00
101-400-801.000	LEGAL SERVICES	10,000.00	10,000.00	6,016.88	832.50	3,983.12	60.17
101-400-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	3,396.00	3,000.00	1,604.00	67.92
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	1,000.00	1,000.00	455.50	0.00	544.50	45.55
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-400-965.000	DUES & PUBLICATIONS	350.00	350.00	0.00	0.00	350.00	0.00
Total Dept 400-PLANNING COMMISSION		33,350.00	33,350.00	13,568.38	5,032.50	19,781.62	40.68
Dept 401-TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	66,988.45	66,988.45	23,127.61	7,721.88	43,860.84	34.52
101-401-701.901	WAGES - DEPUTY PLANNER	51,120.63	51,120.63	17,666.40	5,899.20	33,454.23	34.56
101-401-726.000	SUPPLIES	1,000.00	1,000.00	1,157.17	652.74	(157.17)	115.72
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	150.00	150.00	0.00	0.00	150.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	150.00	150.00	0.00	0.00	150.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,200.00	480.00	2,300.00	48.89
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00

PERIOD END: /30/2015

2015 AMENDED BUDGET
 ORIGINAL BUDGET
 YTD BALANCE 04/30/2015
 ACTIVITY FOR MONTH 04/30/2015
 AVAILABLE BALANCE
 % BDDT USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2015 AMENDED BUDGET	YTD BALANCE 04/30/2015	ACTIVITY FOR MONTH 04/30/2015	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND Expenditures							
Total Dept 401-TOWNSHIP PLANNER		126,909.08	126,909.08	44,151.18	14,753.82	82,757.90	34.79
Dept 410-ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	100.00	0.00	1,100.00	8.33
101-410-801.000	LEGAL SERVICES	2,000.00	2,000.00	1,825.73	760.26	174.27	91.29
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	1,000.00	1,000.00	41.88	41.88	958.12	4.19
101-410-960.000	EDUCATION & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 410-ZONING BOARD OF APPEALS		11,500.00	11,500.00	2,767.61	802.14	8,732.39	24.07
Dept 412-ZONING ADMINISTRATOR							
101-412-701.601	WAGES	40,640.00	40,640.00	16,246.14	6,346.14	24,393.86	39.98
101-412-701.602	WAGES ZONING	15,000.00	15,000.00	3,820.66	1,495.92	11,179.34	25.47
101-412-726.000	SUPPLIES	500.00	500.00	579.09	0.00	(79.09)	115.82
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	320.00	0.00	180.00	64.00
Total Dept 412-ZONING ADMINISTRATOR		58,940.00	58,940.00	20,965.89	7,842.06	37,974.11	35.57
Dept 448-STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	92,000.00	92,000.00	20,894.96	6,075.33	71,105.04	22.71
Total Dept 448-STREET LIGHTS - TOWNSHIP		92,000.00	92,000.00	20,894.96	6,075.33	71,105.04	22.71
Dept 747-COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	15,000.00	15,000.00	3,500.00	3,500.00	11,500.00	23.33
101-747-880.009	COM. PROM. - TREE CARE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	90,000.00	90,000.00	46,319.31	23,337.97	43,680.69	51.47
101-747-880.017	COM. PROM. - TV BOARD	2,000.00	2,000.00	785.00	160.00	1,215.00	39.25
101-747-880.018	COM. PROM. - MILFOIL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 747-COMMUNITY PROMOTIONS		135,500.00	135,500.00	50,604.31	26,997.97	84,895.69	37.35
Dept 806-TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	428.49	164.43	2,571.51	14.28
101-806-863.000	OIL CHANGES	300.00	300.00	0.00	0.00	300.00	0.00
101-806-864.000	MISCELLANEOUS	2,000.00	2,000.00	580.00	580.00	1,420.00	29.00
Total Dept 806-TOWNSHIP VEHICLES		5,300.00	5,300.00	1,008.49	744.43	4,291.51	19.03

 Charter Township of Garfield Planning Department Report No. 2015-36		
Prepared:	May 4, 2015	Pages: 1 of 1
Meeting:	May 12, 2015 – Township Board	Attachments: <input checked="" 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.

The proposed zoning ordinance was introduced as a consent calendar item on the Board's April 14, 2015 agenda and scheduled for a public hearing on May 12, 2015.

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.

ACTION REQUESTED:

The first purpose of this agenda item on May 12th will be to invite public comment on the proposed ordinance, followed by an opportunity for Board dialogue. If the Board is prepared to adopt the proposed zoning ordinance following this discussion, the following motion is recommended:

(MOTION) THAT Resolution 2015-07-T, a Resolution to adopt Zoning Ordinance No. 68 and to repeal Zoning Ordinance No. 10, be adopted. (Resolution attached).

If the Board is not prepared to adopt the new zoning ordinance at this time, and would like to consider changes, additions, or alterations to the proposed ordinance, the ordinance may be referred back to the Planning Commission for further consideration and comment within a time period specified by the Board.

Attachments: Resolution 2015-07-T

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

RESOLUTION # 2015-07-T

A RESOLUTION TO ADOPT A ZONING ORDINANCE AS TOWNSHIP ORDINANCE NO. 68, AND TO REPEAL EXISTING ZONING ORDINANCE NO. 10, in accordance with the provisions of Act 110 of the Public Acts of 2006, as amended.

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

AND WHEREAS the Township has administered Township-wide zoning since February 14, 1974 as Garfield Township Zoning Ordinance No. 10;

AND WHEREAS Garfield Township Zoning Ordinance No. 10 is antiquated, has been amended over 300 times since its original adoption, and is in need of replacement;

AND WHEREAS the Township has undertaken a public process to develop a Proposed Zoning Ordinance to replace Zoning Ordinance No. 10;

AND WHEREAS the fundamental purpose of the Proposed Zoning Ordinance is to promote and safeguard the public health, safety, and general welfare;

AND WHEREAS a notice of public hearing regarding the Proposed Zoning Ordinance was published in the Traverse City Record-Eagle on March 22, 2015, noting the opportunity for the public to comment upon the Proposed Zoning Ordinance at the regular Planning Commission meeting on April 8, 2015;

AND WHEREAS the full final draft of the Proposed Zoning Ordinance was made available for review in person at the Township Hall and also on the Township's Website beginning on March 22, 2015, and continuing until the date of this Resolution;

AND WHEREAS the Township Planning Commission held a public hearing on April 8, 2015, whereas one Township resident spoke in favor of the Proposed Zoning Ordinance;

AND WHEREAS, at the conclusion of public comment on April 8, 2015, the Township Planning Commission unanimously approved a motion to recommend that the Proposed Zoning Ordinance be adopted;

AND WHEREAS a Grand Traverse County Planning Commission review committee has also reviewed the ordinance and commended the Township for its efforts;

AND WHEREAS a notice of public hearing regarding the Proposed Zoning Ordinance was published in the Traverse City Record-Eagle on April 26, 2015, noting a

the opportunity for additional public comment upon the Proposed Zoning Ordinance at the regular Township Board meeting on May 12, 2015;

AND WHEREAS the Charter Township of Garfield Planning Commission and Board of Trustees find that it is in the best interest of the residents of the Township to adopt the proposed Zoning Ordinance and Zoning Map;

NOW THEREFORE, BE IT RESOLVED, that proposed Ordinance No. 68, the Garfield Township Zoning Ordinance and Zoning Map, be adopted, and **BE IT FURTHER RESOLVED** and that Garfield Township Zoning Ordinance No. 10 and Zoning Map be repealed in entirety.

Ordinance No. 68, the Charter Township of Garfield Zoning Ordinance, and repeal of Zoning Ordinance No. 10 shall take effect upon the expiration of 7 days after publication.

MOVED:

SECONDED:

YEAS:

NAYS:

ABSENT AND EXCUSED:

ORDINANCE AMENDMENT DECLARED ADOPTED.

By:

Charles S. Korn, Supervisor
Charter Township of Garfield

CERTIFICATION

I hereby certify that the above is a true copy of a resolution adopted by the Garfield Township Board at a regular meeting held on May 12, 2015, pursuant to the required statutory procedures.

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: April 14, 2015

Adopted:

Published:

Effective:

The Charter Township of Garfield
Emergency Management Resolution

Resolution 2015-06-T

A resolution to provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within the Charter Township of Garfield by being part of the Grand Traverse County emergency management program; to appoint the county emergency management coordinator as the Charter Township of Garfield emergency management coordinator; to provide for a means for coordinating the resources of the municipality with those of the county; and to provide a means through which the Charter Township of Garfield may exercise the authority and discharge the responsibilities vested in them by this resolution and Act No. 390 of the Public Acts of 1976, as amended.

Article 1 - Short Title

Section 101. This resolution shall be known as the “Emergency Management Resolution”.

Article 2 – Definitions

Section 201. For the purpose of this resolution, certain words used herein are defined as follows:

- (a) “Act” means the Michigan Emergency Management Act, Act No. 390 of the Public Acts of 1976, as amended.(b)“Disaster” means an occurrence or threat of widespread or severe damage, injury or loss of life or property resulting from a natural or human-made cause, including but not limited to, fire, flood, snowstorm, ices storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, blight, drought, infestation, explosion, or hostile military action or paramilitary action, or similar occurrences resulting from terrorist activities, riots, or civil disorders.
- (c) “Disaster relief force” means all agencies of county and municipal government, private and volunteer personnel, public officers and employees, and all other persons or groups of persons identified in the Grand Traverse County Emergency Operations Plan as having duties to perform or those called into duty or working at the direction of a party identified in the plan to perform a specific disaster or emergency related task during a local state of emergency.
- (d) “District Coordinator” means the Michigan Department of State Police District Emergency Management Coordinator. The District Coordinator serves as liaison between local emergency management programs and the Michigan State Police, Emergency Management Division in all matters pertaining to the mitigation, preparedness, response and recovery of emergency and disaster situations.
- (e) “Emergency management coordinator” means the person appointed to coordinate all matters pertaining to emergency management within the municipality. The emergency management coordinator for Charter Township of Garfield is the Grand Traverse County emergency management coordinator.
- (f) “Emergency management program” means a program established to coordinate mitigation, preparedness, response and recovery activities for all emergency or disaster situations within a given geographic area made up of one or several political subdivisions. Such a program has an appointed emergency management coordinator and meets the program standards and requirements established by the Department of State Police, Emergency Management Division. The Charter Township of Garfield has elected to be part of the Grand Traverse County emergency management program.

- (g) “Emergency operations plan” means the plan developed and maintained by county and political subdivisions included in the emergency management program area for the purpose of responding to all emergency or disaster situations by identifying and organizing the disaster relief force.
- (h) “Governor’s state of disaster” means an executive order or proclamation by the Governor that implements the disaster response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- (i) “Governor’s state of emergency” means an executive order or proclamation by the Governor that implements the emergency response and recovery aspects of the Michigan Emergency Management Plan and applicable local plans of the county or municipal programs affected.
- (j) “Local state of emergency” means a declaration by the Township Supervisor or Township Clerk¹ pursuant to the act and this resolution which implements the response and recovery aspects of the Grand Traverse County Emergency Operations Plan and authorizes certain actions as described in this resolution.
- (k) “Vital records” means those records that contain information needed to continue the effective functioning of a government entity and for the protection of the rights and interests of persons under emergency conditions in the event of an emergency or disaster situation.

Article 3 - Emergency Management Coordinator: Appointment

Section 301. By the authority of this resolution the Charter Township of Garfield Supervisor hereby appoints the Grand Traverse County Emergency Management Coordinator as the emergency management coordinator for the Charter Township of Garfield². In addition to acting for, and at the direction of, the Grand Traverse County Board of Commissioners Chair, the Emergency Management Coordinator will also act for, and at the direction of, the Charter Township of Garfield Supervisor.³

Section 302. A line of succession for the Grand Traverse County Emergency Management Coordinator has been established and is listed in the Grand Traverse County Emergency Operations Plan.

¹ According to Act 390, as amended, sec. 10 (1) (b) any county or municipality that has an appointed emergency management coordinator can declare a local state of emergency. This power is given to the “chief executive official” (see definitions in the act) or the official designated by charter.

² Act 390, as amended, sec. 9 (2-3) states that the coordinator shall be appointed by the “chief executive official” (see definitions in the act) in a manner provided in the municipal charter.

³ Act 390, as amended, sec. 9 (1-3) states that the appointed county coordinator shall act for and at the direction of the chairperson or county executive. It also says that a coordinator appointed by a municipality shall act for and at the direction of the “chief elected official” (see definitions in the act) or the official designated by the municipal charter.

Article 4 - Emergency Management Coordinator; Duties

Section 401. The Emergency Management Coordinator shall comply with standards and requirements established by the Department of State Police, Emergency Management Division, under the authority of the act, in accomplishing the following⁴:

- (a) Direct and coordinate the development of the Grand Traverse County Emergency Operations Plan, which shall be consistent in content with the Michigan Emergency Management Plan.
- (b) Specify departments or agencies which must provide an annex to the plan or otherwise cooperate in its development.
- (c) Identify departments and agencies to be included in the Emergency Operations Plan as disaster relief force.
- (d) Develop and maintain a county Resource Manual.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer personnel.
- (f) Assure the emergency management program meets eligibility requirements for state and federal aid.
- (g) Coordinate and/or conduct training and exercise programs for the disaster relief force within the county and to test the adequacy of the Emergency Operations Plan.
- (h) Through public information programs, educate the population as to actions necessary for the protection of life and property in an emergency or disaster.
- (i) Assist in the development of mutual aid agreements.
- (j) Assist the Charter Township of Garfield municipal liaison with the development of municipal standard operating procedures which are consistent with the county Emergency Operations Plan.
- (k) Oversee the implementation of all functions necessary during an emergency or disaster in accordance with the Emergency Operations Plan.
- (l) Coordinate county emergency management activities with those municipalities included in the county emergency management program, other municipalities, the state, and adjacent counties.
- (m) Coordinate all preparedness activities, including maintaining primary and alternate Emergency Operations Centers.
- (n) Identify mitigation opportunities within the county and encourage departments/agencies to implement mitigation measures.

Article 5 - Emergency Management Liaison; Duties

Section 501. By the authority of this resolution the Charter Township of Garfield Supervisor has appointed a liaison for the purpose of assisting the county Emergency Management Coordinator in coordinating the emergency management activities within the municipality. The duties of the liaison are as follows:

⁴ Act 390, as amended, sec. 7a (4) gives the Emergency Management Division the authority to promulgate several standards and requirements.

- (a) Coordinate municipal emergency management activities with those of the county jurisdictions.
- (b) Assist the county Emergency Management Coordinator with the development of the county Emergency Operations Plan and the incorporation of municipal resources into the plan.
- (c) Identify municipal departments and agencies to be included in the Emergency Operations Plan as part of the disaster relief force.
- (d) Identify municipal resources and forward information to the county Emergency Management Coordinator for inclusion in the county Resource Manual.
- (e) Coordinate the recruitment, appointment, and utilization of volunteer resources.
- (f) Assist the county Emergency Management Coordinator with administering training programs.
- (g) Coordinate municipal participation in exercises conducted by the county.
- (h) Assist in the development of mutual aid agreements.
- (i) Assist in educating the population as to actions necessary for the protection of life and property in an emergency or disaster.
- (j) Encourage departments/agencies within the municipality to identify and implement procedures to mitigate the effects of potential disasters.
- (k) Assist in the assessment of the nature and scope of the emergency or disaster and collect damage assessment information and forward to the county.
- (l) Coordinate the vital records protection program.
- (m) Develop municipal standard operating procedures for disaster response which are consistent with the county Emergency Operations Plan.

Section 502. The Charter Township of Garfield Supervisor shall appoint a minimum of two persons as successors to the position of the municipal liaison. The line of succession shall be supplied to the county Emergency Management Coordinator.

Article 6 – Charter Township of Garfield Supervisor: Power/Duties

Section 601. On an annual basis, the Charter Township of Garfield Supervisor shall review the eligibility and performance of the Emergency Management Coordinator and make recommendations to the township board⁴.

Section 602. The Charter Township of Garfield Supervisor shall, review the effectiveness of the Grand Traverse County Emergency Operations Plan as the plan relates to the municipality once every two years. With the assistance of the municipal liaison, he\she shall make recommendations to the county Emergency Management Coordinator of any changes which may be needed. After this review and incorporation of necessary changes, the Charter Township of Garfield Supervisor shall certify the plan to be current and adequate for Charter Township of Garfield for the ensuing two years.⁵

⁵ Rule 4 (c) (d-q) of the administrative rules promulgated for Act 390, sec. 19 states that the plan shall be considered official upon bearing the signature of the chief executive official of the municipality. The plan must be current and adequate (see rule) within two years.

Section 603. When circumstances within the township indicate that the occurrence or threat of occurrence of widespread or severe damage, injury or loss of life or property from natural or human-made cause exists the township supervisor may declare a local state of emergency.¹ Such a declaration shall be promptly filed with the Grand Traverse County Emergency Management Office, who shall forward it to the Department of State Police, Emergency Management Division. This declaration shall not be continued or renewed for a period in excess of 7 days except with the consent of the township board.⁶

Section 604. If the Charter Township of Garfield Supervisor invokes such power and authority, he/she shall, as soon as reasonably expedient, convene the township board for one or more emergency meetings in accordance with the Open Meetings Act to perform its normal legislative and administrative duties as the situation demands, and will report to that body relative to emergency activities. Nothing in this resolution shall be construed as abridging or curtailing the powers of the township board unless specifically provided herein.

Section 605. The Charter Township of Garfield Supervisor may do one or more of the following under a local state of emergency:

- (a) Direct the Emergency Management Coordinator to implement the Emergency Operations Plan.
- (b) Issue directives as to travel restrictions on local roads within the municipality.
- (c) Relieve township employees of normal duties and temporarily reassign them to other duties.
- (d) Activate mutual aid agreements.
- (e) Direct the municipal disaster relief effort in accordance with the county Emergency Operations Plan and municipal standard operating procedures.
- (f) Notify the public and recommend in-place or evacuation or other protective measures.
- (g) Request a state of disaster or emergency declaration from the Governor as described in Article 7.
- (h) When obtaining normal approvals would result in further injury or damage, township supervisor may, until township board convenes, waive procedures and formalities otherwise required pertaining to the following:
 - (1) For a period of up to 7 days, send the disaster relief force and resources to the aid of other communities as provided by mutual aid agreements.
 - (2) For a period of up to 7 days, appropriate and expend funds from the disaster contingency fund created in Article 9 up to \$10,000
 - (3) For a period of up to 7 days, make contracts, obtain and distribute equipment, materials, and supplies for disaster purposed.
 - (4) Employ temporary workers.
 - (5) Purchase and distribute supplies, materials, and equipment.
 - (6) Make, amend, or rescind ordinances or rules necessary for emergency management purposes which supplement a rule, order, or directive issued by the

⁶ Act 390, as amended, sec. 10 (1) (b) provides for the 7 day limit and disposition of the declaration.

Governor or a state agency. Such an ordinance or rule shall be temporary and, upon the Governor's declaration that a state of disaster or state of emergency is terminated, shall no longer be in effect.⁷

Section 606. If a state of disaster or emergency is declared by the Governor, assign and make available for duty the employees, property, or equipment of the township within or without the physical limits of the township as ordered by the Governor or the Director of the Department of State Police in accordance with the act.⁸

Article 7 - Governor Declaration Request

Section 701. If a disaster or emergency occurs that has not yet been declared to be a state of disaster or a state of emergency by the Governor, and the township supervisor determines that the situation is beyond control of the municipality, he/she may request the Governor to declare that a state of disaster or state of emergency exists in the municipality in accordance with the act. This shall be done by immediately contacting the Grand Traverse County Emergency Management Coordinator. The Emergency Management Coordinator shall immediately contact the District Coordinator. The District Coordinator, in conjunction with the Emergency Management Coordinator, shall assess the nature and scope of the disaster or emergency, and they shall recommend the state personnel, services, and equipment that will be required for its prevention, mitigation, or relief.⁹

Article 8- Volunteers; Appointment; Reimbursement

Section 801. Each municipal department, commission, board, or other agency of municipal government is authorized to appoint volunteers to augment its personnel in time of emergency to implement emergency functions assigned in the county Emergency Operations Plan. Such individuals are part of the disaster relief force and shall be subject to the rules and operational control set forth by the respective department, commission, board, or agency through which the appointment was made, and shall be reimbursed for all actual and necessary travel and subsistence expenses.¹⁰

Article 9 - Disaster Contingency Fund

Section 901. A disaster contingency fund is hereby created in the budget of not less than \$10,000. Money may be expended from the fund when a local state of emergency has been declared for the purpose of paying the disaster relief force, purchase of supplies and services, repair costs, or other needs required specifically for the mitigation of the effects of, or in response to, the emergency or disaster.

Article 10 - Rights of Disaster Relief Force

Section 1001. In accordance with the act, personnel of the disaster relief force while on duty shall have the following rights:

⁷ Act 390, as amended, sec.12 (2) provides this authority.

⁸ Act 390, as amended, sec. 10 (1) (h) provides this authority.

⁹ Act 390, as amended, sec.12 states that the "chief executive official" (see definitions in act) of a county or any municipality may make this request. However, he/she must do this utilizing the procedures set forth in sec. 14 of the act which states that the appointed emergency management coordinator and the district coordinator must jointly assess the situation and make recommendations.

¹⁰ Act 390, as amended, sec. 11 (1) (a-c) discusses disaster relief force rights and duties.

- (a) If they are employees of the municipality, or other governmental agency regardless of where serving, have the powers, duties, rights, privileges, and immunities and receive the compensation incidental to their employment.
- (b) If they are not employees of the municipality, or other governmental agency be entitled to the same rights and immunities as are provided for by law.¹⁰

Article 12 - Temporary Seat of Government

Section 1201. The township board shall provide for the temporary movement and reestablishment of essential government offices in the event that existing facilities cannot be use.

Article 13 - Liability

Section 1301. As provided for in the act and this resolution, the municipality, or the agents or representatives of the municipality, shall not be liable for personal injury or property damage sustained by the disaster relief force. In addition, any member of the disaster relief force engaged in disaster relief activity shall not be liable in a civil action for damages resulting from an act of omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the worker's compensation law, any pension law, or act of congress will not be effected as a result of said activity.¹¹

Section 1302. As provided for in the act, any person owning or controlling real estate or other premises who voluntarily and without compensation grants the municipality the right to inspect, designate and use the whole or any part of such real estate or premises for the purpose of sheltering persons or for any other disaster related function during a declared local state of emergency or during an authorized practice disaster exercise, shall not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission, or for loss of, or damage to, the property of such person.¹¹

Article 14 - Sovereignty

Section 1401. Should any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid.

Article 15 - Repeals

Section 1501. All resolutions or parts of resolutions inconsistent herewith are hereby repealed.

Article 16 - Annual Review

Section 1601. This resolution shall be reviewed annually by the township board and changes shall be made if necessary.

Article 17 - Effective Date

Section 1701. This resolution shall have immediate effect.

(The community may choose to adopt either an ordinance or resolution, whichever is the most appropriate procedure within the community, and promulgate it according to normal procedures.)

¹¹ Act 390, as amended, sec. 11 (2-8) discusses liability.

THIS PAGE LEFT INTENTIONALLY BLANK

The Charter Township of Garfield

Support Emergency Operation Plan

A support plan to Grand Traverse County Emergency Operations Plan

May 2015



TABLE OF CONTENTS

Signature Page

Introduction to the Plan.....	1
Purpose	1
Scope.....	1
Plan Maintenance and Implementation	1
Emergency Management Program Oversight.....	1
Basic Information.....	2
Community Profile.....	2
Emergency Management Authority.....	2
Response Resources.....	2
Emergency Management Organization.....	3
General Emergency Management Planning Assumptions	4
Emergency Response Procedures	5
Addenda: Emergency Support Functions.....	6
Attachment A: Direction and Control	7
Attachment B: Fire Services	8
Attachment C: Law Enforcement.....	9
Attachment D: Warning and Communications	10
Attachment E: Public Information	11
Attachment F: Damage Assessment.....	12
Attachment G: Public Works	13
Attachment H: Emergency Medical Services	14
Attachment I: Human Services	15

SIGNATURE PAGE

Date:

To all Recipients:

Transmitted herewith is the Support Emergency Operations Plan for the Charter Township of Garfield in support to the Grand Traverse County Emergency Operations Plan. The plan provides a framework for the Charter Township of Garfield to use in performing emergency functions before, during, and after a natural disaster, technological incident or a hostile attack.

This plan was adopted by the Charter Township of Garfield Board under Resolution No. _____ dated _____. It supersedes all previous plans.

Signature of Chief Executive Official

Date

THE CHARTER TOWNSHIP OF GARFIELD

INTRODUCTION TO THE PLAN

I. Purpose

The Charter Township of Garfield has elected to be incorporated into the Grand Traverse County Emergency Management Program. By becoming part of the county emergency management program, the township and county have certain responsibilities to each other. This Support Emergency Operations Plan has been developed to identify the responsibilities between the township and county in regards to pre-disaster emergency management activities. It also provides for The Charter Township of Garfield government agencies to respond to various types of emergencies or disasters that affect the community. This support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document. The support plan will be maintained in accordance with the standards of current-ness of the Grand Traverse County Emergency Operations Plan. Review of this support plan shall be accomplished concurrently with the county plan.

II. Scope

This plan is a flexible document in which changes from the content of the plan may occur due to unique nature of emergencies. Each agency that has a supported role in this plan or its elements has developed Standard Operating Procedures (SOP) which provides systematic instructions for accomplishing assigned functions. In addition, to support emergency preparedness and response efforts, the local government also conducts other activities such as personnel training, participating in exercises, encouraging chronic disease prevention techniques; educate the public on awareness activities, and use of appropriate land use planning decisions for mitigation and prevention purposes as well. Through this plan, the township continues to implement the National Incident Management System, participating in efforts to provide an effective and efficient incident management operation.

III. Plan Maintenance and Implementation

The plan has been developed together with local community, and county officials to ensure consistency within the county emergency management program documents. The plan is required to be approved by The Charter Township of Garfield Supervisor every four, or whenever the CEO changes, and is to be forwarded to the County Emergency Management Office. Upon approval, it will be implemented, tested through exercises in concurrence with County officials, and review/updated to maintain current-ness with the County Emergency Operations Plan.

This plan has been provided to all municipal agencies, elected officials, the county emergency management office and the MSP/EMHSD district coordinator.

IV. Emergency Management Program Oversight

The Charter Township of Garfield has adopted via resolution that the Grand Traverse County Emergency Management Coordinator will serve as the municipal emergency management coordinator in matters pertaining to emergency management for the municipality. Pursuant the requirements in P.A. 390, of 1976, as amended, Section 19, Grand Traverse County has adopted a resolution that incorporates The Charter Township of Garfield into its emergency management program, necessary for disaster assistance.

BASIC INFORMATION

I. Community Profile

The Charter Township of Garfield is situated in the center of Grand Traverse County, immediately south of Traverse City. The community has a population of 16,256 residents. Of this number, approximately 10% are identified as individuals with special/functional needs. Many of these individuals reside in congregate care centers, but others reside in non-group homes where help is provided as needed or on-call. The city/township's major industry is food processing and light industry employing approximately 500 people. Due to this industry, the township is concerned with potential food emergencies, and hazardous materials incidents.

According to the County's Hazard Mitigation Plan, the community is most vulnerable to: severe thunderstorms, high winds, severe winter weather, and flooding. More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

Within the community, there are 11 sites that contain extremely hazardous materials. Pursuant to SARA Title III, off-site emergency response plans have been developed by the LEPC to prepare the fire department(s) to respond to the specific hazardous materials on the sites. In addition, the owners of the site(s) have reported the types of hazardous material that is housed on-site, as required by the Emergency Planning and Community Right-To-Know Act.

II. Emergency Management Authority

Pursuant to P.A. 390 of 1976, as amended, the municipal CEO may declare a local state of emergency for the The Charter Township of Garfield in the CEO's absence, pursuant to local legislation, the township Clerk is authorized to declare the local state of emergency as well. Upon a declaration, PA 390 also authorizes the CEO to issue directives, such as restrictions to travel on local roads. The local declaration activates this emergency plan as well as the emergency operations center to conduct activities to ensure the safety of people, property, and the environment.

Since the Charter Township of Garfield has been a recipient of federal preparedness assistance, a resolution has been adopted by the local government for establishing the National Incident Management System as the standard for incident management for all-hazards. Through the adoption, the township continues to implement the concepts of the NIMS through training, planning, and exercising activities.

III. Response Resources

The Charter Township of Garfield maintains 2 fulltime departments responsible for providing public safety and welfare to the community. Each department is comprised of qualified emergency personnel, and maintains equipment capable of responding to emergencies. A list of resources that the departments use for emergency situations can be requested through the municipal emergency management liaison. Under circumstances, if the incident requires additional resources beyond the capability of the township the CEO may enact mutual aid, or it may be necessary to request county assistance through proper procedures.

IV. Emergency Management Organization

The Charter Township of Garfield emergency management organization mirrors Grand Traverse County's Emergency Operations Plan when conducting activities in response to emergencies within the community. These departments have been assigned to specific emergency support functions for which the municipality, in conjunction with the county has identified necessary in order to provide an effective response to secure the safety of people, property, and the environment. Each agency is responsible for implementing pre-disaster activities to help prevent and/or prepare for various hazards that the community is vulnerable to such as: chronic diseases, flooding, hazardous material spills, inclement weather, tornadoes, and public disturbance to name a few; a more profound list can be found in the County's Hazard Mitigation Plan/Analysis. Prevention and preparedness activities include: awareness training, exercising, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, and educating people to self-care for themselves in an emergency.

The CEO serves as the incident manager for municipal coordination. At his/her side includes the emergency management coordinator, a planning chief, finance chief, operations chief, and logistics chief. The operations chief is responsible for coordinating the individual emergency functions assigned by agencies.

The table lists the functions, assigned agencies, primary point of contact, and phone number.

Function	Agency	Primary Contact	Phone
Direction and Control	Supervisor	Chuck Korn	231-941-1620
Fire Services	Metro Fire Department	Pat Parker	231-947-3000
Law Enforcement	Grand Traverse Sheriff's Dept	Tom Bensley	231-995-5001
Warning and Communications	Grand Traverse Central Dispatch	Jamel Anderson	231-922-4550
Public Information	Metro Fire Department	Pat Parker	231-947-3000
Damage Assessment	Assessor's Office	Amy DeHaan	231-941-1620
Public Works	Grand Traverse Co. Roads	Jim Cook	231-922-4848
Emergency Medical Services	North Flight EMS	Roye Meis	231-935-9901
Human Services	MI Dept. of Human Services	Natalie Patterson	231-929-2523

Line of Succession

The following is a list of the 2nd and 3rd alternates for each agency identified in the plan to maintain the emergency tasks assigned.

Agency	2 nd Alternate	3 rd Alternate
Administration	Township Clerk	Senior Township Trustee
Metro Fire Dept.	Asst. Chief	Asst. Chief
Grand Traverse Sheriff's Dept.	Under Sheriff	Patrol Capt.
Public Information	Kyle Clute	Gregg Bird
Damage Assessment	James Baker	Russ Casselman
Public Works	Road Commission Engineer	Road Commission Shop Manager
EMS	Anthony Forton	Olga Topash
Human Services	MI Dept. of Human Services designee	MI Dept. of Human Services designee

THE CHARTER TOWNSHIP OF GARFIELD

GENERAL EMERGENCY MANAGEMENT PLANNING ASSUMPTIONS

The following guidelines are general to the municipality, all agencies, and individuals who have a role in responding to an emergency within the community and coordinated by the Charter Township of Garfield. Being that emergency planning is a work in progress guidelines are continuously reviewed and modified due to the situation and complexity of incidents.

- a) Report to the local emergency operations center when activated for scheduled exercises or disasters, or delegate another individual to staff the EOC and implement the plan.
- b) Implement mutual aid agreements or contracts with other organizations to supplement local resources that have been exhausted.
- c) Ensure compliance with this plan and the County Emergency Plan, and any pertinent procedures and documents issued, which impact the provision of emergency services in the municipality.
- d) Train department emergency personnel in emergency management functions and NIMS/ICS concepts.
- e) Assists in the development, review and maintenance of the plan and of the County EOP.
- f) Develop and maintain standard operating procedures for specific functions or actions identified in the plan.
- g) Maintain a list of resources available by the departments/agencies.
- h) Protect records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
- i) Establish mutual aid agreements and/or contracts with other jurisdictions/entities to supplement municipal resources.
- j) Establish a system of coordination, such as the incident command system, within the EOC. Field operations, however, are required to use the incident command system.
- k) Participate in the review and update of this emergency operations plan, in accordance to a schedule identified by the municipal emergency management liaison and the county emergency management coordinator.
- l) Adapt and provide printed emergency management materials and verbal messages to those who are vision impaired, non-English speaking, or deaf/hard of hearing.
- m) Conduct pre-disaster public awareness activities including education classes, self-care guidelines, communications plans, and protocols.
- n) Make recommendations to the CEO regarding protective actions.
- o) Utilize MICIMS or other systems to record and log significant events throughout the duration of the emergency, as well as the decisions made by the incident commander and municipal CEO.
- p) Continuously conduct emergency planning activities as it is a work-in-progress, periodically being reviewed and updated.
- q) All emergency response agencies are considered to be available to respond.

THE CHARTER TOWNSHIP OF GARFIELD

EMERGENCY RESPONSE PROCEDURES

The following are procedures that the Charter Township of Garfield conducts and coordinates with the county in response to a local state of emergency.

- a) Assure that the municipal emergency response agencies, elected officials and the county emergency management coordinator are notified of the situation.
- b) Municipal agencies assess the nature and scope of the emergency or disaster.
- c) If the situation can be handled locally, do so, following the Concept of Operations section of the Grand Traverse County EOP.
- d) If assistance is requested, the county emergency management coordinator assesses the situation and makes recommendations on the type/level of assistance. The County will also take the following steps:
 1. Activate the County Emergency Operations Center
 2. Activate the County Emergency Operations Plan
 3. Respond with county resources as requested
 4. Activate mutual aid agreements
 5. Coordinate county resources with municipal resources
 6. Notify MSP/EMHSD District Coordinator.
 7. Develop a jurisdiction situation report and a damage and injury assessment report via and submit to the MSP/EMHSD.
 8. Assist the municipality with prioritizing and allocating resources.
- e) If county resources are exhausted, the county makes a request to the Governor to declare a state of emergency or state of disaster in accordance with procedures set forth in PA 390, as amended. The county shall not request state assistance or a declaration of a state of disaster or a state of emergency unless requested to do so by the CEO of the Charter Township of Garfield if the situation occurs solely within the confines of the municipality.
- f) If state assistance is requested, the MSP/EMHSD District Coordinator, in conjunction with the county emergency management coordinator and municipal emergency management liaison, assess the disaster or emergency situation and recommends the necessary resources that are required for its prevention, mitigation, or relief efforts.
- g) After completing the assessment the MSP/EMHSD District Coordinator immediately notifies the State Director of Emergency Management and Homeland Security of the situation.
- h) The State Director of Emergency Management and Homeland Security notifies the Governor and makes recommendations.
- i) If state assistance is granted, procedures are followed in accordance to the Michigan Emergency Management Plan and the County Emergency Operations Plan.

THE CHARTER TOWNSHIP OF GARFIELD

EMERGENCY OPERATIONS PLAN

The following attachments provide direction for each function that has been assigned to the agencies in response to an emergency or disaster situation.

- Attachment A: Direction and Control
- Attachment B: Fire Services
- Attachment C: Law Enforcement
- Attachment D: Warning and Communications
- Attachment E: Public Information
- Attachment F: Public Works
- Attachment G: Emergency Medical Services
- Attachment H: Human Services

Each agency assigned is responsible for maintenance of the plans, as well as approving any changes to the plan or changes to the official responsible for implementation.

DIRECTION AND CONTROL

REFER TO THE GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN

BASIC PLAN, SECTION X.
DIRECTION, CONTROL, AND COORDINATION

FIRE SERVICES

REFER TO THE GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN

ESF 4: FIREFIGHTING
ESF 9: SEARCH AND RESCUE
ESF 10: HAZMAT

ATTACHMENT C

LAW ENFORCEMENT

REFER TO THE GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN

ESF 1: TRANSPORTATION

ESF 13: PUBLIC SAFETY AND SECURITY

WARNING AND COMMUNICATIONS

REFER TO THE GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN
ESF 2: COMMUNICATIONS

PUBLIC INFORMATION

REFER TO THE GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN
ESF 15: EXTERNAL AFFAIRS

PUBLIC WORKS

REFER TO GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN
ESF 3/ PUBLIC WORKS & ENGINEERING PAGE

EMERGENCY MEDICAL SERVICES

REFER TO GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN
ESF 8/ PUBLIC HEALTH & MEDICAL SERVICES PAGE

ATTACHMENT I

HUMAN SERVICES

REFER TO GRAND TRAVERSE COUNTY EMERGENCY OPERATIONS PLAN
ESF 6/ MASS CARE, EMERGENCY ASSISTANCE, HOUSING, & HUMAN
SERVICES PAGE



Charter Township of Garfield

Grand Traverse County

7. b.

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

CHUCK KORN
SUPERVISOR

LANIEMcMANUS
CLERK

JEANE BLOOD
TREASURER

MOLLY AGOSTINELLI, TRUSTEE
ROBERT L. FEATHERSTONE, TRUSTEE

DENISE SCHMUCKAL, TRUSTEE
KIT WILSON, TRUSTEE

MEMO

DATE: May 12, 2015

TO: Garfield Township Board

FROM: Amy L. DeHaan, Assessor *ald*

SUBJECT: Special Assessment District for Road Improvement -
INTRODUCTION

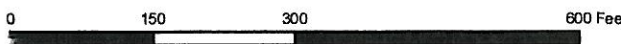
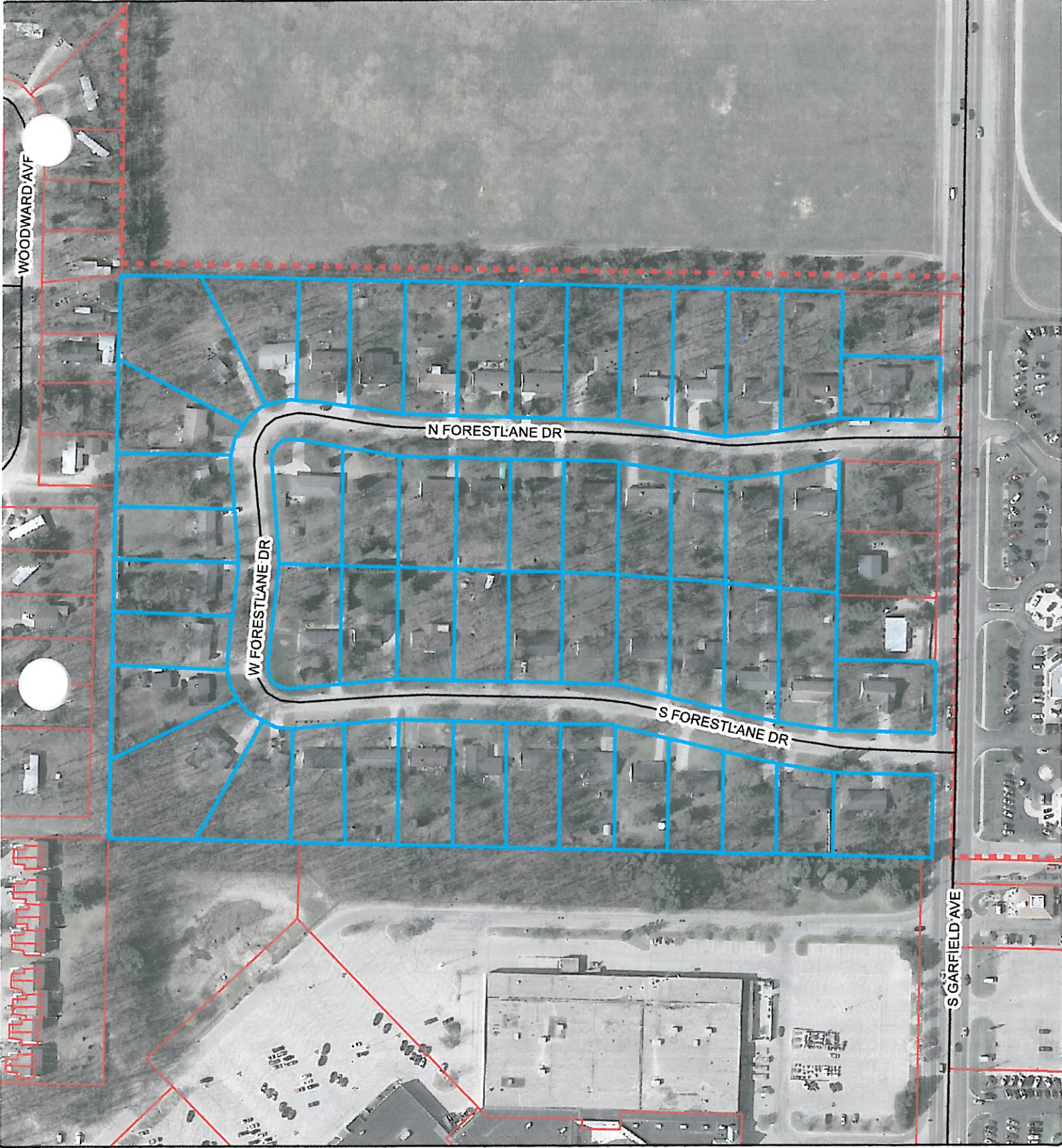
In 2013, the property owners in the Forestlane Subdivision petitioned the Township to create a Special Assessment District to improve the roads within the subdivision, at their own expense. And, they wish to pay for the improvements as a special assessment.

Petitions were circulated by property owners. Attached is a list of all properties in the proposed Special Assessment District. In accordance with MCL 41.723, Section 3 of the Public Improvements Act, P.A. 188 of 1954, as amended, (MCL 41.721, et seq.), properties consisting of at least 51% of the total road frontage, within the Special Assessment District, are required to sign to petition for the establishment of such a district. In this instance, 68.09% of the frontage of the property's owners have signed the required petitions.

After several meeting with property owners, Supervisor Korn and the Road Commission feel they have a viable plan. And the property owners are ready to move forward.

The special assessment laws require a Public Hearing to be held to create the District. And, a second public hearing to be held once the amount of the special assessment to each property owner is calculated. Please schedule the first of these hearings at the Regular Meeting of the Township Board on May 26, 2015.

Amy L. DeHaan, MMAO(4)
Assessor



Forestlane Road Improvement Special Assessment District

This map is based on digital databases prepared by the Charter Township of Garfield. The Township does not warrant, control, or imply, or accept any responsibility for any

Garfield Charter Township
 3848 Veterans Drive
 Traverse City, MI 49684
 Phone: 231.941.1620
 Fax: 231.941.1688
www.garfield-twp.com



Charter Township of Garfield

Forestlane Subdivision Proposed Special Assessment District Road Improvement Project

<u>Parcel #</u>	<u>Owner(s)</u>	<u>Street #</u>	<u>Dir</u>	<u>Street</u>	<u>Total Frontage</u>	<u>Frontage of Signers</u>
05-110-001-00	LEIST ALMA	979	S	Forestlane Dr	87	
05-110-002-00	HAMPEL THOMAS O & KAREN M	973	S	Forestlane Dr	87	87
05-110-003-00	VANDRAGT KAREN	963	S	Forestlane Dr	87	
05-110-004-00	LAKE DALE & LAKE JAMES & LAKE NANCY	959	S	Forestlane Dr	87	
05-110-005-00	JEWELL CHARLES D & PEGGY J TRUST	953	S	Forestlane Dr	85	
05-110-006-00	KUZMA NICHOLASS &	943	S	Forestlane Dr	85	85
05-110-007-00	WHITTEN SHIRLEY	939	S	Forestlane Dr	85	85
05-110-008-00	GRIEVE JEFFREY A & RAYA J	935	S	Forestlane Dr	85	85
05-110-009-00	MASSONI MARK & BESSIE	923	S	Forestlane Dr	85	85
05-110-010-00	BUCKS EMILY A	919	S	Forestlane Dr	85	
05-110-011-00	KILLIAN ELIZABETH ANNE	913	S	Forestlane Dr	54	54
05-110-012-00	MYERS DAVID K & THOMPSON JENNIFER J	909	S	Forestlane Dr	54	
05-110-013-00	RIFFLE ROBERT & ELIZABETH	905	W	Forestlane Dr	54	54
05-110-014-00	GAUTHIER MARY S	899	W	Forestlane Dr	85	85
05-110-015-00	SHUMSKY FRANK III TRUST	893	W	Forestlane Dr	85	85
05-110-016-00	RAVEN THOMAS G & ELAINE L	892	W	Forestlane Dr	86	
05-110-017-00	POOLE TONI L	898	W	Forestlane Dr	86	86
05-110-018-00	LALLY MARY JO	904	W	Forestlane Dr	53	53
05-110-019-00	LYON PHILIP A & PATRICIA A	908	N	Forestlane Dr	53	53
05-110-020-00	GREENLAW FRANK & SANDRA TRUST	912	N	Forestlane Dr	53	53
05-110-021-00	DANIELS AMBER I & KENNETH L	918	N	Forestlane Dr	86	
05-110-022-00	SWAINSTON ROBERT & PATRICIA A	926	N	Forestlane Dr	86	86
05-110-023-00	STAGMAN TAMARA K	932	N	Forestlane Dr	85	85
05-110-024-00	FELLOWS JAMES O & JANICE R	938	N	Forestlane Dr	85	85
05-110-025-00	MILLER DALE & MARY	946	N	Forestlane Dr	85	85
05-110-026-00	SHAW JONATHAN B & GRETCHEN P	952	N	Forestlane Dr	85	
05-110-027-00	SALVATION ARMY	958	N	Forestlane Dr	86	
05-110-028-00	GIUFFRE MICHAEL & BERNADETTE	966	N	Forestlane Dr	85	85
05-110-029-00	GREER DEBRA I	976	N	Forestlane Dr	85	85
05-110-030-00	GABLER PAUL M & MICHELLE	982	N	Forestlane Dr	82	
05-110-031-00	LAMIA JOSEPH JR & DARLENE	981	N	Forestlane Dr	86	86
05-110-032-00	CASE CHARLOTTE E	975	N	Forestlane Dr	85	85
05-110-033-00	GRIFFITH MICHAEL & BETH	965	N	Forestlane Dr	86	86
05-110-034-00	BALCEZAK DIANE R	957	N	Forestlane Dr	86	86
05-110-035-00	DEWILDER ALBERT JR & MINDA B	951	N	Forestlane Dr	86	86
05-110-036-00	OLSON THOMAS W & LAURENE A	945	N	Forestlane Dr	85	85
05-110-037-00	GREGG FORREST D & SHARON M	937	N	Forestlane Dr	85	85
05-110-038-00	ALEXANDER PATRICIA L TRUST	933	N	Forestlane Dr	89	89

Prepared by: *Amy L DeHaan, MMAO(4)*
Township Assessor
May 23, 2013

Garfield Charter Township

Forestlane Subdivision
Proposed Special Assessment District
 Road Overlay Project

05-110-039-00	GREGG MATTHEW W	925 N	Forestlane Dr	91	
05-110-040-00	IRWIN JOHN T	917 N	Forestlane Dr	111	111
05-110-041-00	SENECAL BETSY A	920 S	Forestlane Dr	111	111
05-110-042-00	WOLFF DIXIE SUE TRUST	924 S	Forestlane Dr	91	91
05-110-043-00	GREEN B KATHLEEN	934 S	Forestlane Dr	85	85
05-110-044-00	GREGG FORREST D & SHARON M	940 S	Forestlane Dr	85	85
05-110-045-00	BUCHHEIM RICHARD W	944 S	Forestlane Dr	85	85
05-110-046-00	BOROWICZ LOTTIE & JAMES	954 S	Forestlane Dr	85	
05-110-047-00	CHAPPELL NICHOLAS JR & SHARON TOMAR	960 S	Forestlane Dr	87	87
05-110-048-00	ZIMMERMAN SHAWNA	964 S	Forestlane Dr	87	87
05-110-049-00	KOUCKY WILLIAM	972 S	Forestlane Dr	87	87
05-110-050-00	WOODRING RODNEY G	980 S	Forestlane Dr	87	
05-350-001-00	ASH DORIS J	987 S	Forestlane Dr	156	
05-350-002-00	JEWELL DEBORAH P	988 S	Forestlane Dr	156	156
05-350-005-00	FAY SCOTT M	1610 S	Forestlane Dr	100	

68.52% 37 Property Owners out of 54, total, responded favorably
 19 of the 54 Property owners had spouses that also responded favorably
 1 Property owner had 2 properties and responded favorably for both

Total Road Frontage: 4563 3134

Percentage of signer's
 road frontage to

Total Road Frontage: 68.68%

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2015-08-T

INTENT TO CREATE SPECIAL ASSESSMENT DISTRICT
FOR ROAD IMPROVEMENTS
FOR FORESTLANE SUBDIVISION

BE IT HEREBY RESOLVED that the Charter Township of Garfield does hereby declare its intent to improve the roads within the following described area:

Lots 1 - 50, Forestlane Subdivision; and Lot 1, except the North 66', Lots 2, 5 and Lot 6, except the South 66', Wilbur Woods.

By using an approved method of road improvement, together with the necessary structures and other work incidental thereto, all within the proposed district in accordance with the petitions of property owners therefore.

BE IT FURTHER RESOLVED that the Township Board does tentatively designate the special assessment district against which the costs of improvements is to be assessed as Forestlane Roads, which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the petitions, to the improvement, the estimate of costs and to the special assessment district proposed to be established for the assessment of the cost of such improvement shall be held on May 26th, 2015, at a regular meeting of the township board at Garfield Charter Township Hall in the upstairs, large meeting room, at 3848 Veterans Drive, Traverse City, Michigan, commencing at 6:00 p.m.

BE IT FURTHER RESOLVED that the Clerk is instructed to give the proper notice of such hearing by mailing and publication in accordance with law and statute provided.

BE IT FURTHER RESOLVED that all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2015-08-T DECLARED ADOPTED.

By: _____
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of May, 2015.

Dated: _____

Lanie McManus, Clerk