CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, June 13, 2017 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.

Minutes – May 9, 2017 Special Site Visit Minutes (Recommend Approval)
 May 9, 2017 Regular Meeting (Recommend Approval)

b. Bills -

General Fund (Recommend Approval)	\$ 324,857.73
Gourdie-Fraser Developer's Escrow Fund Utility Receiving Fund	\$ 5,712.50 13,320.00
Total	\$ 19,032,50

- c. MTT Update (Receive and File)
- d. PD 2017-39 Reappointment of John Racine to City of Traverse City and Garfield Township Joint Planning Commission for a 3 year term expiring on May 14, 2020 (Recommend Approval)
- e. PD 2017-40 Reappointment of Tim Hughes to the City of Traverse City and Charter Township of Garfield Recreational Authority for a 3 year term expiring on June 30, 2020 (Recommend Approval)
- f. PD 2017-36 Silver Lake Recreation Area Invoice (Recommend Approval)
- g. PD 2017-37 Rezoning request for 2535 W. Front Street from R-3 Multi-family Residential to C-O Office Commercial, without restriction - Introduce and schedule for public hearing on July 11, 2017 (Recommend Approval)
- h. Change Order No. 1 for Oak Terrace Drive SAD project in the amount of \$4,334.48 (Recommend Approval)
- Application for Partial Payment Request No. 1 for Oak Terrace Drive SAD project to D.J. McQuestion & Sons, Inc. in the amount of \$51,552.00 (Recommend Approval)

4. Items Removed from the Consent Calendar

5. Correspondence

a. Grand Traverse Conservation District Report - Activity for May 2017

6. Reports

- a. Construction Report
- b. Sheriff's Report
- c. GT Metro Fire Report
- d. Northflight EMS Report
- e. County Commissioner's Report
- f. Clerk's Report
- g. Supervisor's Report

7. <u>Unfinished Business</u>

- a. Northwest Infrastructure Project Water Storage Tank Concrete Tank Architectural Options/Costs
- Discussion regarding PD Report 2017-30 Zoning Ordinance Amendment No. 6 to Ordinance No. 68 - Hotel regulations

8. New Business

- a. Consideration of Resolution 2017-12-T, a resolution to <a href="mailto:approve/not approve/not appr
- Consideration of Resolution 2017-13-T, a resolution of Approval of Computerized Tax Roll

- 9. Public Comment
- 10. Other Business
- 11. Adjournment

Lanie McManus, Clerk

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

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD SPECIAL SITE VISIT MINUTES May 9, 2017 Minutes

ORDER OF BUSINESS

Call meeting to order

Supervisor Chuck Korn called the Town Board Special Site Visit to order on Tuesday, May 9, 2017, at 4:32 p.m. at 3000 Racquet Club Drive, Traverse City, Michigan.

Roll call of Board Members

Present: Lanie McManus, Jeane Blood Law, Denise Schmuckal, Molly

Agostinelli, Chuck Korn

Absent: Steve Duell, Dan Walters

Staff Present: Eric Perdonik

1. Business to come before the Board

a. Special site visit meeting to be held at 3000 Racquet Club Drive
The Board walked around the building and looked at the improvements
that had been made to the building. Jay Buckmaster and Thomas Graber
told the Boardmembers about all the improvements that the Y would like
to make to the building and discussed the associated costs.

2. Public Comment

There was no public comment

3. Adjournment

Korn adjourned the meeting at 5:34 p.m.

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

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

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING May 9, 2017

Chuck Korn called the Town Board Meeting to order on May 9, 2017 at 6:02 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

Present: Molly Agostinelli, Denise Schmuckal, Jeane Blood Law, Dan Walters, Steve Duell, Lanie McManus, Chuck Korn

Staff Present: Rob Larrea

1. Public Comment (6:03)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:03)

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

Yeas: Agostinelli, Schmuckal, Duell, Blood Law, McManus, Walters, Korn

Nays: None

3. Consent Calendar (6:04)

a. Minutes

April 25, 2017 Meeting (Recommend Approval)

b. Bills

General Fund	\$124,534.75
(Recommend Approval)	
Gourdie-Fraser	
Developer's Escrow Fund	\$ 3,225.00
Utility Receiving Fund	20,290.00
Grand Total	\$ 23,515.00
(Recommend Approval)	

c. MTT Report (Receive and File)

d. Consideration of approval of the Amended and Restated Master Sewer Agreement (2017) (Recommend Approval)

Agostinelli asked to remove Consent item d. and Walters asked to remove Consent Item b. Both were moved to Agenda Item #4.

Duell moved and Agostinelli seconded to adopt the Consent Calendar as amended.

Yeas: Duell, Agostinelli, Schmuckal, Walters, Blood Law, McManus, Korn

Nays: None

4. Items removed from Consent Calendar

a. Consideration of approval of the Amended and Restated Master Sewer Agreement (2017) (6:04)

John Divozzo, GT County DPW Director, gave background on the 2001 sewer agreement which included a clause on how the city could charge the townships. The city wanted costs based on flows and DPW wanted costs based on ownership percentage and the two parties went to mediation and a new agreement was drafted. The new agreement allows for additional capacity of 45% for the townships as a whole and 50% of the membrane costs will be split among the townships. Future membranes will be charged as a maintenance item. He added that bond payments would disappear in 2022 and then just maintenance costs would be expected. Board members asked questions and discussed the new agreement and the funding of the plant for the future.

Agostinelli moved and Schmuckal seconded to approve the Amended and Restated Master Sewer Agreement (2017).

Yeas: Agostinelli, Schmuckal, Duell, Blood Law, Walters, McManus, Korn

Nays: None

b. Bills (6:24)

Walters inquired about KLM Landscaping being on the roll again.

McManus explained that there was a mix-up in printing the report and that only the bills since April 24th should have been included.

Walters moved and Duell seconded to pay the bills from April 24th through May 2nd.

Yeas: Walters, Duell, McManus, Blood Law, Agostinelli, Schmuckal, Korn

Nays: None

5. Correspondence

Email from Doug Spence

b. Email from Grand Traverse Conservation District - April Report

6. Reports

a. Sheriff's Report (6:35)

Lieutenant Chris Barsheff reported that in both March and April of 2017, Garfield had 43% and 42% of calls in the county respectively. He noted no significant changes in any crime category. The department has been busy with presentations on road safety,

identity theft, and active shooters. The drug take back event was a success with 180 pounds of prescription drugs collected.

b. County Commissioner's Report (6:38)

No report

c. Personnel Committee Report (6:38)

Schmuckal said that there were good candidates for the appraiser positions.

Schmuckal moved and Agostinelli seconded to offer appraiser positions to both Brad Heikkila and Warren Parrish.

Yeas: Schmuckal, Agostinelli, Duell, Walters, Blood Law, McManus, Korn

Nays: None

e. Clerk's Report (6:41)

The Clerk's report was submitted in writing. She asks board members to give her a call if there are ever any questions regarding her report or the bills. She added that the elections went well last week and that the turnout was very light with only 4% of the township's registered voters voting.

h. Supervisor's Report (6:43)

Korn reported that the BPW will begin negotiating a new contract for water. He said that a transition may be made to Blue Cross since there will be a cost savings and details will be forthcoming.

Agostinelli asked about the Silver Lake drainage district and Drain Commissioner Steve Largent said that a new count needs to be made. Korn added that he attended a special meeting for the Metro Fire Board to discuss staffing issues. Board members commented on the staffing and also discussed Fire Board Representation and the existing lease agreements between Metro Fire and the Townships.

7. <u>Unfinished Business</u>

a. Public Hearing – PD Report 2017-30 – Zoning Ordinance Amendment No. 6 to Ordinance No. 68 – Hotel Regulations (7:03)

Larrea explained that the Planning Commission evaluated hotels in the area at several meetings and determined that hotel uses would be appropriate in the C-P Planned Shopping Districts as long as the height and number of stories for hotels in all districts were addressed. The zoning ordinance limits the height of buildings in the C-G zone to 35 feet, although the height can increase on a 1-1 foot basis if setbacks are increased. There is no maximum height for hotels in the C-G, C-H or C-P districts as long as FAA approval is given for anything over 35 feet in height. The 35' height allowance was discussed by the board members at length.

Blood Law moved to postpone any action on this item for further clarification on building heights by the Planning Commission. Walters seconded the motion.

Yeas: Blood Law, Walters, Duell, McManus, Schmuckal, Agostinelli, Korn

Nays: None

b. Northwest infrastructure Project – Water Storage Tank – Concrete Tank Architectural Options/Costs (7:37)

Korn said that a representative from Concrete Tank will be present in two weeks to discuss the options available for a tank design. Any decisions will be made at that time.

8. New Business

- a. Presentation by Tom Vitale Grand Traverse Conservation District (7:38)
 Steve Largent and Tom Vitale thanked Garfield Township for their support of the Conservation District. They gave a history of the conservation district and presented a Powerpoint which described what has been done in each township park and what are ongoing projects in the parks system. He encouraged Board members to get out and explore the parks since there was a lot happening.
- b. Presentation by Matt Cowall Selection of Bid for an observation deck in wetland of Historic Barns Park. (8:03)

Matt Cowall, Director of the Joint Recreation Authority, presented bids for the third and final piece of a grant for the Barns property. The bid is for a 16' x 14' observation deck to be located in the NE corner of the property. Obtaining three bids has been problematic and only two were collected. Cowall said that the bid from SEEDS is the best bid and that they need to move forward and complete the project by the end of July.

Schmuckal moved and Blood Law seconded to approve a bid in the amount of \$9,089.11 for a 16' x 14' observation deck to fulfill the DNR Project Number TF11-09.

Yeas: Schmuckal, Blood Law, Duell, Walters, Agostinelli, McManus, Korn

Nays: None

c. Consideration of the City of Traverse City and the Charter Township of Garfield Recreational Authority's Comprehensive Annual Budget for the Fiscal Year 2017/2018 (8:11)

Cowall presented a balanced budget for the Recreation Authority for 2017-18 since their budget year is July 1st to June 30th. Board members asked questions and discussed the proposed City of Traverse City and Charter Township of Garfield Recreational Authority budget.

Agostinelli moved and Schmuckal seconded to approve the 2017-18 City of Traverse City and Charter Township of Garfield Recreational Authority Budget.

Yeas: Agositnelli, Schmuckal, Duell, Blood Law, Walters, McManus, Korn

Nays: None

d. Discussion of adoption of an Ethics Policy for Board Members and Employees (8:17)

Korn said there was the State Ethics policy and an example of a township Ethics Policy included in the packets. He asked board members to review the policies for discussion at a study session at a later date. Schmuckal and Agostinelli volunteered to serve on a subcommittee to read and discuss the various options and present them to the rest of the board.

9. Public Comment: (8:20)

None

10. Other Business (8:20)

Walters asked about the status of the TART trail on Boardman Lake. Trail maintenance was discussed. Blood Law commented on the amount of parkland and a possible vision for the parkland.

Duell moved and McManus seconded to appoint Blood Law as a second alternate to serve on the Metro Fire Board.

Yeas: Duell, McManus, Walters, Agostinelli, Schmuckal, Blood Law, Korn

Nays: None

11. Adjournment

Schmuckal moved to adjourn at 8:31 p.m.

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

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05/24/2017	GEN	36046	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	101-000-227.000	1,834.00
05/25/2017	GEN	36047	BCBS	INSURANCE - EMPLOYEE HEALTH	101-851-873.030	12,265.33
05/25/2017	GEN	36048	NORTHERN OFFICE EQUIP	SUPPLIES - COPIER MAINTENANCE	101-101-726.002	290.09
05/25/2017	GEN	36049	WEED MAN	MAINTENANCE - MISC, EQUIP	308-000-935.000	563.20
05/25/2017	GEN	36050	FIRST CHRISTIAN CHURCH	SUPPLIES	101-191-726.000	150.00
06/01/2017	GEN	36052	86TH DISTRICT COURT	LEGAL SERVICES	101-253-801.000	15.00
06/01/2017	GEN	36053	86TH DISTRICT COURT	LEGAL SERVICES	101-253-801.000	15.00
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06/01/2017	GEN	36056	CHERRYLAND ELECTRIC COOP.	COM. PROM SILVER LAKE PARK	308-000-880.001	247.61
06/01/2017	GEN	36057	CITY OF TRAVERSE CITY		101-448-920.005	36.00
06/01/2017	GEN	36058	HOME DEPOT CREDIT SERVICES	MAINTENANCE - MISC, EQUIP	308-000-935.000	23.93
06/01/2017	GEN	36059	KLM LANDSCAPE	LAWN MAINTENANCE	101-265-935.602	276.25
06/01/2017	GEN	36060	KLM LANDSCAPE	MAINTENANCE - MISC, EQUIP	308-000-935.000	1,065.00
06/01/2017	GEN	36061	PLIC - SBD GRAND ISLAND	INSURANCE - EMPLOYEE HEALTH	101-851-873.030	1,207.64
06/01/2017	GEN	36062	SNAP PRINTING	SUPPLIES	101-371-726.000	465.50
06/01/2017	GEN	36063	SUPERFLEET	GAS & CAR WASHES	101-806-862.000	135.64
06/01/2017	GEN	36064	TRAVERSE TOPS	MAINTENANCE - MISC, EQUIP	308-000-935.000	778.36
06/05/2017	GEN	36065	BRENDA BURROWS	CONTRACTED AND OTHER SERVICES	101-101-805.000	45.00
06/05/2017	GEN	36066	CHLOE MACOMBER	MILEAGE - DEPUTY TREASURER	101-253-860.501	118.77

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06/05/2017	GEN	36069	DTE ENERGY		101-265-920.601	43.11
06/05/2017	GEN	36070	GARFIELD CHARTER TOWNSHIP	HSA (FORMERLY FLEX)	101-000-237.000	155.00
06/05/2017	GEN	36071	GARFIELD CHARTER TOWNSHIP	INSURANCE - EMPLOYEE HEALTH	101-851-873.030	300.00
06/05/2017	GEN	36072	GRAND TRAVERSE COUNTY ROAD	COM. PROM COMMUNITY AWAREN	101-747-880.007	323.81
06/05/2017	GEN	36073	GRID4 COMMUNICATIONS, INC.	TELEPHONE	101-265-850.000	1,081.02
06/05/2017	GEN	36074	INTEGRITY BUSINESS SOLUTIONS		101-101-726.000	86.6
06/05/2017	GEN	36075	RUBY CLEANING SERVICE	CLEANING SERVICE	101-265-935.603	1,150.00
06/05/2017	GEN	36076	RUBY CLEANING SERVICE	MAINTENANCE - MISC, EQUIP	308-000-935.000	225.00
06/05/2017	GEN	36077	SPECTRUM BUSINESS		101-258-935.016	75.00
06/05/2017	GEN	36078	STAPLES	SUPPLIES	101-101-726.000	108.28
		36078		SUPPLIES	101-191-726.000	2.58
		36078		SUPPLIES	101-401-726.000	9.08
						119.94
06/05/2017	GEN	36079	STATE OF MICHIGAN (P)	STATE TAXES PAYABLE	101-000-228.000	2,298.25
06/05/2017	GEN	36080	TEMPERATURE CONTROL	MAINTENANCE - MISC, EQUIP	308-000-935.000	164.25
06/05/2017	GEN	36081	TRAVERSE CITY RECORD EAGLE		101-101-901.000	293.00
		36081		ADVERTISING	101-400-901.000	123.75
06/05/2017	GEN	36082	UNITED WAY	UNITED WAY	101-000-238.000	90.00
06/05/2017	GEN	36083	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	101-000-227.000	1,834.00
			TOTAL - ALL FUNDS	TOTAL OF 98 CHECKS (1 voided)		324,857.73
GL TOTALS 101-000-084.861 101-000-227.000 101-000-228.000 101-000-238.000	LS 1.861 7.000 7.000 8.000 7.000		DUE FROM #861 STREET LIGHTS DEFERRED COMP AFLAC STATE TAXES PAYABLE HSA (FORMERLY FLEX) UNITED WAY	2,230.59 5,602.00 591.98 4,731.38 465.00		

Banks: GEN

Payee

Check #

Bank

Check Date

06/07/2017 12-19 PM

User: BETTY DB: Garfiel

Description

Amount

GL

9/9

Page

844.50 212.00 73.50 9.68 277.75 24.98 5.89 31.67 118.77 1,385.86 2,096.59 2,300.00 79.00 472.99 7,576.52 23,915.74 322.30 2,360.22 144.43 463.26 242.00 140.00 135.64 21.80 37.99 5,074.85 295.50 1,492.25 5,842.16 30.00 185.25 427.47 134.98 195.00 434.34 1,401.00 150.00 204.12 3,823.81 894.04 720.11 COM. PROM. - COMMUNITY AWAREN COM. PROM. - SILVER LAKE PARK DUES - MICHIGAN TOWNSHIP ASSO CONTRACTED AND OTHER SERVICES SUPPLIES - COPIER MAINTENANCE CONTRACTED AND OTHER SERVICES INSURANCE - EMPLOYEE HEALTH MILEAGE - DEPUTY TREASURER INSURANCE - EMPLOYEE LIFE MAINTENANCE - MISC, EQUIP COMPUTER SUPPORT SYSTEMS MILEAGE - DEPUTY PLANNER COM. PROM. - BVNP (YMCA) STREET LIGHTS TOWNSHIP COM. PROM. - TV BOARD PRINTING & PUBLISHING EDUCATION & TRAINING EDUCATION & TRAINING DUES & PUBLICATIONS MILEAGE - ASSESSOR SUPPLIES-MAINTANCE MAINTENANCE-OTHER GAS & CAR WASHES COMPUTER NETWORK LAWN MAINTENANCE CLEANING SERVICE LIGHTS BUILDING RUBBISH REMOVAL POLICE CONTRACT LEGAL SERVICES HEATING / GAS MISCELLANEOUS WATER / SEWER ADVERTISING ADVERTISING OIL CHANGES ADVERTISING ADVERTISING UNION DUES TELEPHONE SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES POSTAGE WAGES 101-265-850.000 101-301-830.000 308-000-880.006 101-191-726.000 101-215-726,000 101-253-960.000 101-258-935.016 101-265-935.603 101-265-935.604 101-265-935.608 101-371-726.000 101-371-965.000 101-400-805,000 101-400-900.000 101-400-901.000 101-401-726.000 101-410-901.000 101-448-920.005 101-747-880.007 101-806-862.000 101-806-863.000 101-806-864.000 101-851-873.030 101-851-873.040 308-000-935.000 101-000-239.000 101-101-726.000 101-101-726.001 101-101-726.002 101-101-805.000 101-101-901.000 101-101-965.102 101-171-860.201 101-171-960.000 101-191-701.000 101-191-901.000 101-253-726.000 101-253-801.000 101-253-860.501 101-258-935.015 101-265-726.003 101-265-920.601 101-265-920.602 101-265-920.603 101-265-935.602 101-401-860.901 101-747-880.017 308-000-880.001



June 3, 2017

SUMMARY OF MAY BILLINGS FOR APPROVAL FROM GARFIELD TOWNSHIP

I.	Dev	veloper's E	scrow Fu	nd		
	1	. Engineeri	ng consulti	ing services for construction oversight, record drawings re-	view and	
		project tui				
		The Ridg	es at 45, E	Buildings C &D		
				Invoice No. 15237101		1,200.00
	2.	Engineeri	ng consulti	ng services for storm water site plan review		
		Image 36	0, Escrow	# 214.831		
			17029C	Invoice No. 17029310		967.50
	3.			ng services for storm water site plan review		
				row# 215.826		
		Project#	17029C	Invoice No. 17029311		610.00
	4.			ng services for storm water site plan review		
		Soils & St				
	_	Project#	17029C	Invoice No. 17029312		810.00
	5.			for plan review and construction services.		
		Traditions	s at Ashlaı	nd Park		
		Project#	17088	Invoice No. 1708801		2,125.00
1/					Total	5,712.50
II.	Utili	ty Receivi	ng Fund			
	1.	Engineerin	g consultir	ng services.		
		Cass Roa	d Drainage	e District Improvements		
		Project#	17029C	Invoice No. 17029309		250.00
	2.	Engineerin	g consultir	ng services to attend meeting w/DEQ, City and Township.		
		Lafranier '	Tank Reha	abilitation		
		Project#		Invoice No. 17029313		250.00
	3.	Engineerin	g consultin	ig services for sanitary flow monitoring and analysis.		
		SAW Gran				
		Project#	17029C	Invoice No. 17029314		1,440.00
				for final design, bidding, construction services.		
		NW Service	e District	Water System Improvements (Water Storage Tank)		
		Project#	16037	Invoice No. 1603707		3,940.00
	5.	Engineering	g services	for plan review, bidding and construction services.		
				Sewer Extension		
		Project#	16106	Invoice No. 1610604		7,440.00
						.,
					Total	13,320.00
						10,020.00
				GRAND 1	TOTAL	\$19,032.50



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

Phone: 231-946-5874, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

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

June 3, 2017

Project No:

15237A

Invoice No:

15237101

Re: The Ridges at 45, Buildings C & D

Services Performed: Construction oversight, record drawings review and project turnover documents for the 1100 LF water and sewer extension.

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

Professional Services from March 20, 2017 to June 3, 2017 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Construction Oversight	1,200.00	100.00	1,200.00	0.00	1,200.00	
Record Drawings Review/Turnover	500.00	0.00	0.00	0.00	0.00	
Total Fee	1,700.00		1,200.00	0.00	1,200.00	
		Total F	ee			1,200.00
				Total this Invoice	ce	\$1,200.00

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

Phone: 231-946-5874, Fax: 231-946-9634 /ISA/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

June 3, 2017

Project No:

17029C

Invoice No:

17029310

Re: Image 360 Storm Water Review

Escrow# 214.831

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal for compliance with ordinance 49.

Amount

Professional Services from April 23, 2017 to June 3, 2017

Professional Personnel

Hours

Design Engineer

10.75

10.75

Total Labor

Totals

967.50

Total this Invoice

\$967.50

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

Phone: 231-946-5874, Fax: 231-946-9634 /ISA/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

June 3, 2017

Project No:

17029C

Invoice No:

17029311

Re: Pets Naturally Storm Water Review

Escrow# 215.826

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal for compliance with ordinance 49.

Professional Services from April 23, 2017 to June 3, 2017

Professional Personnel

	Hours	Amount
Sr. Project Manager	2.00	
Design Engineer	4.00	
Totals	6.00	
Total La	bor	

Total this Invoice

610.00

\$610.00



Phone: 231-946-5874, Fax: 231-946-9634 ISA/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

June 3, 2017

Project No:

17029C

Invoice No:

17029312

Re: Soils & Structures Storm Water Review

Escrow#

Services Performed: Engineering services for review of plans as submitted by developer, response letter and resubmittal for compliance with ordinance 49.

Professional Services from April 23, 2017 to June 3, 2017

Professional Personnel

Amount Hours

Design Engineer

9.00

9.00

Total Labor

Totals

810.00

Total this Invoice

\$810.00



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

Phone: 231-946-5874, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

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

June 3, 2017

Project No:

17088

Invoice No:

1708801

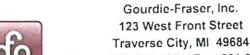
Re: Traditions at Ashland Park (Escrow Account)

Services Performed: Engineering plan review, construction administration, full time on site inspections, and project turnover for the water main and sanitary sewer extension.

Project Location: Rusch and Garfield Road intersection, Traverse City, Garfield Township, Grand Traverse County, Michigan.

Professional Services from March 19, 2017 to June 3, 2017 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Plan Reivew/Permit Assistance	2,500.00	85.00	2,125.00	0.00	2,125.00	
Construction Observation/Inspection	14,000.00	0.00	0.00	0.00	0.00	
Const. Admin/Project Turnover	1,000.00	0.00	0.00	0.00	0.00	
Total Fee	17,500.00		2,125.00	0.00	2,125.00	
		Total F	ee			2,125.00
				Total this Invoice	e	\$2,125.00



Phone: 231-946-5874, Fax: 231-946-9634 /ISA/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

June 3, 2017

Project No:

17029C

Invoice No:

17029309

Re: Cass Road Drainage District Improvement Project

Services Performed: Engineering service to attend project team on status / schedule on townships behalf.

Professional Services from April 23, 2017 to June 3, 2017

Professional Personnel

Hours

Amount

Sr. Project Manager

2.00

Totals

2.00

Total Labor

250.00

Total this Invoice

\$250.00



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

Phone: 231-946-5874, Fax: 231-946-9634 VISA/MASTERCARD Accepted, Due Upon Receipt

A/R email: melanie@gfa.tc

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

June 3, 2017

Project No:

17029C

Invoice No:

17029313

Re: Lafranier Tank Rehabilitation

Services Performed: Engineering services to attend meeting with DEQ, City and Township to discuss project options.

Professional Services from March 19, 2017 to June 3, 2017

Professional Personnel

Sr. Project Manager

Hours Amount 2.00

Totals

2.00

Total Labor

250.00

Total this Invoice

\$250.00

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

Phone: 231-946-5874, Fax: 231-946-9634 /ISA/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

June 3, 2017

Project No:

17029C

Invoice No:

17029314

Re: SAW Grant - US 31 Sanitary Flow Monitoring & Analysis (Siphon)

Services Performed: Engineering services for flow monitoring upstream and downstream of siphon including meter use data collection. Flow analysis and capacity evaluation including hydraulic model update and capital improvement plan for upgrades.

Professional Services from April 23, 2017 to June 3, 2017

Professional Personnel

Hours Amount
Operations & 18.00
Maintenance
Technician II

Totals 18.00
Total Labor

1,440.00

Total this Invoice

\$1,440.00



MR CHUCK KORN CHARTER TWP OF GARFIELD 3848 VETERANS DR TRAVERSE CITY, MI 49684 Gourdie-Fraser, Inc. 123 West Front Street Traverse City, MI 49684

Previous Fee Current Fee

Phone: 231-946-5874, Fax: 231-946-9634 A/R email: melanie@gfa.tc

June 3, 2017

Project No:

16037

Invoice No:

1603707

Re: NW Service District Water System Improvements

Services Performed: Engineering and construction services for final design, bidding, construction staking, observation and administration, close out and record drawings for watermain extension.

Percent

Project Location: Harris Road and Cedar Run Road, Garfield Township, Grand Traverse County, Michigan, Professional Services from April 23, 2017 to June 3, 2017 Fee

Billing Phase	Fee	Complete	Earned	Billing	Billing
WATER STORAGE TANK	0.00	0.00	0.00	0.00	0.00
Research	15,000.00	100.00	15,000.00	15,000.00	0.00
Engineering Design	25,000.00	100.00	25,000.00	25,000.00	0.00
Topographic Survey	5.000.00	100.00	5,000.00	5,000.00	0.00
Bidding	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	10,000.00	39.40	3,940.00	2,500.00	1,440.00
Construction Inspection	25,000.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	3,500.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
WATERMAIN EXTENSIONS	0.00	0.00	0.00	0.00	0.00
Prop. Acquisition/Utility Research	10,000.00	75.00	7,500.00	7,500.00	0.00
Final Design/Premitting	50,000.00	65.00	32,500.00	30,000.00	2,500.00
Topographic Survey	15,000.00	50.00	7,500.00	7,500.00	0.00
Bidding	6,500.00	2.00	130.00	130.00	0.00
Construction Staking	20,000.00	0.00	0.00	0.00	0.00
Construction Administration	25,000.00	0.00	0.00	0.00	0.00
Construction Inspection	120,000.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	9,500.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
INFRASTRUCTURE UPGRADE/BOOSTER STATION	0.00	0.00	0.00	0.00	0.00
Research	25,000.00	30.00	7,500.00	7,500.00	0.00
Final Design/Premitting	69,100.00	10.00	6,910.00	6,910.00	0.00
Topographic Survey	15,000.00	0.00	0.00	0.00	0.00
Bidding	6,850.00	0.00	0.00	0.00	0.00
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	30,000.00	0.00	0.00	0.00	0.00
Construction Inspection	20,350.00	0.00	0.00	0.00	0.00
Record Drawings/Close Out	6.500.00	0.00	0.00	0.00	0.00
Total Fee	527,300.00		115,980.00	112,040.00	3,940.00

Total Fee

3,940.00

Total this Invoice

\$3,940.00



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

Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN CHARTER TWP OF GARFIELD 3848 VETERANS DR

TRAVERSE CITY, MI 49684

June 3, 2017

Project No:

16106

Invoice No:

1610604

Re: Oak Terrace Water & Sewer Extension

Services Performed: Engineering preliminary and final design, bidding, construction observation, construction administration and close out services as detailed in memo dated April 20, 2016 to Garfield Township Board of Trustees.

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

Professional Services from April 23, 2017 to June 3, 2017

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing	
Preliminary Design	2,500.00	100.00	2,500.00	2,500.00	0.00	
Final Design	7,000.00	100.00	7,000.00	7,000.00	0.00	
Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00	
Construction Observation/Inspection	10,000.00	85.00	8,500.00	1,600.00	6,900.00	
Construction Administration	3,000.00	85.00	2,550.00	2,010.00	540.00	
Close Out Services	1,500.00	0.00	0.00	0.00	0.00	
Total Fee	25,000.00		21,550.00	14,110.00	7,440.00	
		Total F	-ce			7,440.00

Total this Invoice

\$7,440.00

	arter Township Garfield	General: Budget Related Closed Session	
Department:	Planning	Report No.	PD 2017-39
Prepared:	May 30, 2017	Pages:	Page 1 of 1
Meeting:	June 13, 2017 Township Board	Attachments:	
Subject:	Reappointment of John Racine 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:

John Racine's appointment to the Joint Planning Commission expired on May 14, 2017. Mr. Racine has long served as a valued member of both the Township Planning Commission and the Joint Planning Commission.

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

ACTION REQUESTED:

THAT John Racine be appointed to the City of Traverse City and Garfield Township Joint Planning Commission for a 3 year term expiring on May 14, 2020.

Charter Township of Garfield		General: Budget Related Closed Session	
Department:	Planning	Report No.	PD 2017-40
Prepared:	June 1, 2017	Pages:	Page 1 of 1
Meeting:	June 13, 2017 Township Board	Attachments:	
Subject:	Reappointment of Tim Hughes		

INTRODUCTION

Tim Hughes' appointment to the City of Traverse City and Charter Township of Garfield Recreational Authority will expire on June 30, 2017. Mr. Hughes is currently serving as the board's treasurer and is seeking reappointment. He is a valued member of the Authority and has represented the township well in this capacity.

The Township Supervisor has nominated Mr. Hughes for reappointment to a new 3-year term. Township Board action to reappoint Mr. Hughes is therefore requested.

ACTION REQUESTED:

(Motion)

THAT Tim Hughes be appointed to the City of Traverse City and Charter Township of Garfield Recreational Authority for a 3 year term expiring on June 30, 2020.

Judith Battle

From:

Matthew Cowall [mcowall@liaa.org] Wednesday, May 31, 2017 1:13 PM

nt:

Chuck Korn

Cc:

Judith Battle

Subject:

Rec Authority Board appointment

Hi Chuck,

As you know, the Township Board of Trustees appoints three seats on the Recreational Authority Board of Directors. The current appointment of Tim Hughes as a Garfield Township representative on the Recreational Authority Board expires on June 30. Mr. Hughes serves as the board's treasurer and is seeking reappointment, which I know the board would welcome. I would like to request consideration of Mr. Hughes' reappointment to a new three-year term (ending June 30, 2020) at one of the Township Board meetings in June.

Let me know if you have any questions or needs, and thanks as always,

Matt

Matt Cowall
Executive Director
The City of Traverse City and Charter Township of Garfield Recreational Authority
324 Munson Avenue
3verse City, MI 49686
1-929-3696
www.liaa.org

	narter Township of Garfield anning Department Report No. 2	017-36		
Prepared:	June 5, 2017	Pages:	1 of 1	
Meeting:	June 13, 2017 Township Board	Attachments	s:	M
Subject:	Silver Lake Recreation Area - Invoice			

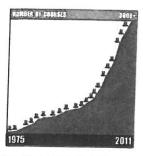
INTRODUCTION

In 2015, a public/private relationship was formed with Todd Lewis of Carly Jean Lewis Playground, a non-profit organization that designs and constructs disc golf courses throughout Michigan. Over a period of several days in 2016, Mr. Lewis and numerous volunteers took to the park with rented equipment, course materials, and a vision to create an 18- hole disc golf course at the Silver Lake Recreation Area.

Thanks to Mr. Lewis and his volunteers the course has been roughed in for future completion by the township when desired. That being said, the attached invoice essentially closes out the project and partnership with the non-profit.

REQUESTED ACTION

MOTION THAT the invoice attached to PD Report 2017-36 from the Carly Lewis Playground non-profit organization be accepted and paid from the parks and recreation fund.



CJLP- Disc Golf Course Design - A Community Non-Profit 661 Amy Ave Traverse City, MI 49686 (231) 631-1542 info@cjlplayground.com cjlplayground.com

INVOICE

BILL TO Garfield Twp 3848 Veterans Drive Traverse City, MI 49684

ACTIVITY		AMOUNT
Equipment Rental Equipment Rental		2,463.84
Legal Services Attorney – Operating Agreement		515.00
Course Materials Course Materials		455.25
Small Tools Small Tools	B	268.74
Volunteer Expenses Volunteer Expenses		909.93
Thanks for your Support	BALANCE DUE	\$4,612.76

	narter Township of Garfield anning Department Report No.	2017-36		
Prepared:	June 5, 2017	Pages:	1 of 1	
Meeting:	June 13, 2017 Township Board	Attachment		
Subject:	Silver Lake Recreation Area - Invoice	Attachment	S.	

INTRODUCTION

In 2015, a public/private relationship was formed with Todd Lewis of Carly Jean Lewis Playground, a non-profit organization that designs and constructs disc golf courses throughout Michigan. Over a period of several days in 2016, Mr. Lewis and numerous volunteers took to the park with rented equipment, course materials, and a vision to create an 18- hole disc golf course at the Silver Lake Recreation Area.

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REQUESTED ACTION

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CJLP- Disc Golf Course Design - A Community Non-Profit 661 Amy Ave Traverse City, MI 49686 (231) 631-1542 info@cjlplayground.com cjlplayground.com

INVOICE

BILL TO Garfield Twp 3848 Veterans Drive Traverse City, MI 49684

ACTIVITY		AMOUNT
Equipment Rental Equipment Rental		2,463.84
Legal Services Attorney – Operating Agreement		515.00
Course Materials Course Materials		455.25
Small Tools Small Tools		268.74
Volunteer Expenses Volunteer Expenses		909.93
Thomks for your Comment		
Thanks for your Support	BALANCE DUE	\$4,612.76

	harter Township of Garfield unning Department Report No. 2017-37		
Prepared:	May 17, 2017	Pages:	Page 1 of 5
Meeting:	June 13, 2017	Attachments:	П
Subject:	Proposed Rezoning		
File No.	Z-2017-01	Parcel No.	05-004-031-00
Applicant:	Matt McDonough - Munson Healthcare		
Owner(s):	Stone Real Estate Holdings LLC		

SUBJECT PROPERTY:

The subject property is located at 2535 W. Front Street and one of two remaining non-commercial parcel's in that area. The property has historically been used as residential however the home will be removed to make way for a commercial office use. The property is approximately 1.75 acres in size.

PURPOSE OF APPLICATION:

The application proposes to rezone the property from the current R-3 Multi-family Residential to C-O Office Commercial, without restriction.

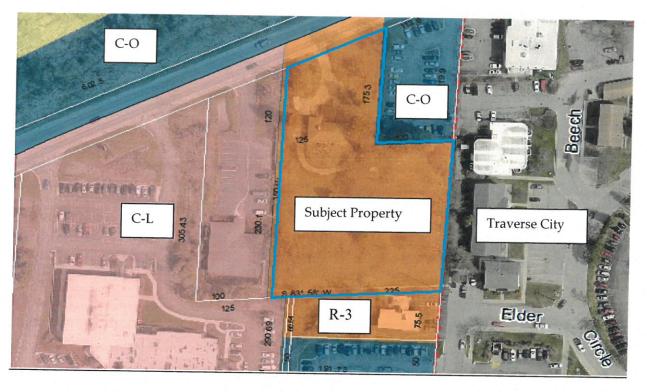


SURROUNDING PROPERTIES

The subject property is currently surrounded by commercial office uses and medical support services. They are appropriately zoned C-O Commercial Office (north), C-L Local Commercial (west) R-3 Multi Family (south) C-O Commercial Office (east), and City of Traverse City (east).

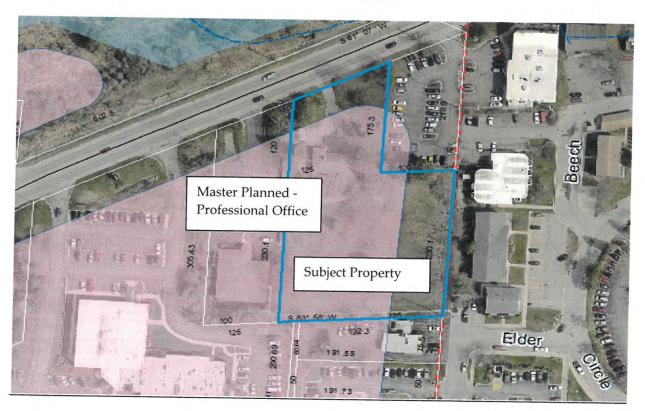
CURRENT ZONING

The property is currently zoned R-3 Residential as identified in orange below.



MASTER PLAN

The Master Plan (pink) identifies this area as Professional Office.



STAFF COMMENT:

The application was introduced to the Planning Commission at their April 12, 2017 meeting and scheduled for a public hearing on May 10, 2017. Following the public hearing and discussion, the planning commission unanimously recommended approval of the request to the Board.

To aid in the discussion, the following approval criteria was offered for consideration:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E.1 Master Plan Consistency through § 421.E.8 Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency

The Planning Commission finds this standard to be met for the following reasons:

The request to rezone the property to a lower intensity Commercial Office (C-O) district
appears to be consistent with Future Land Use Map (FLUM), which identifies this area
and particular parcel as Commercial Office.

2. Adverse Impacts on Neighboring Lands

The Planning Commission finds this standard to be met for the following reasons:

- The proposed C-O district is compatible with the surrounding local commercial and commercial office zoning and uses, therefore will not present an adverse impact on the surrounding commercial uses or create traffic congestion.
- The proposed zoning district is compatible with the neighboring professional office uses.

3. Suitability as Presently Zoned

The Planning Commission finds this standard to be met for the following reasons:

- With the exception of the subject property the area has evolved over time from residential to professional office uses.
- The subject property is an isolated R-3 Multifamily zoned property which is currently master planned Professional Office.
- Adjacent easterly and southerly properties are located within the City of Traverse City and consistent with the professional office uses.

4. Changed Conditions

The Planning Commission finds this standard to be met for the following reasons:

- The land use pattern in the area of this request has evolved over time from single-family residential to professional office and medical support services.
- The majority of adjacent properties have been planned and have developed into medical support services in the general vicinity of the request.

5. Health, Safety, and Welfare

The Planning Commission finds this standard to be met for the following reasons:

- The zoning district proposed will allow additional medical support services for Munson hospital as it continues to expand and offer additional medical and emergency medical services.
- No historic or cultural places and areas exist on the subject property.

6. Public Policy

The Planning Commission finds this standard to be met for the following reasons:

- The request to rezone the property from residential to commercial office is more consistent with the neighboring properties than currently zoned.
- The property will be more compatible with the surrounding office uses, the master plan and the development patterns of the area.
- The single family home is currently vacant and becoming dilapidated due to its vacancy therefore a redevelopment of the property will further benefit the neighborhood and community.

7. Size of Tract

The Planning Commission finds this standard to be met for the following reasons:

- Due to the current development pattern shifting over the years from residential to medical office it is appropriate to consider this property for a rezoning regardless of the properties size.
- As currently zoned this residential property is incompatible with the surrounding uses and zoned properties.

8. Other Factors

The Township may consider any other factors relevant to a rezoning application under state law.

STAFF COMMENT:

As stated above, the property in its entirety is approximately 1.75 acres in size and fronts on W. Front Street. The parcel does not appear to have any environmentally sensitive areas and is of size to adequately support a future office building and parking area. The parcel can be considered a "hold out" piece of property that had remained residential even as the area around it evolved. By supporting the map amendment we are solidifying the West Front Street medical corridor, which will be an area we review for a future sub-area plan.

PLANNING COMMISSION ACTION:

The Planning Commission is a <u>recommending</u> body for the purpose of a zoning ordinance amendment. Therefore, following an opportunity for public comment and commission discussion, the following motions are offered for consideration.

A MOTION was made by Joe Robertson and supported by Gil Uithol THAT the Findings of Fact for application Z-2017-01, as presented in Planning Department Report 2017-32, BE RECOMMENDED FOR ADOPTION.

Following the above motion to approve the Findings of Fact the application was then approved as follows::

A MOTION was made by Gil Uithol and supported by Joe McManus THAT Application Z-2017-1 to rezone certain lands from the R-3 Multi-family residential district to the C-O Commercial Office district to the Garfield Township Ordinance No. 68 (Zoning Ordinance) BE recommended for APPROVAL to the Township Board.

STAFF COMMENT

This report is a modified version of that provided to the Planning Commission and intended to explain the request as the planning commission discussed it. Similar to all recommendations by the Planning Commission, decisions are based on facts and by following the law. The recommendations do not take a personal agenda approach, rather they are made to withstand judicial scrutiny, if challenged.

Should the Township Board feel the application requires additional information prior to scheduling a public hearing the motion below would be premature.

ACTION REQUESTED:

The purpose of this meeting is to introduce the proposed zoning ordinance amendment and schedule the same for a public hearing on July 11, 2017. The following recommended motion is offered to that effect:

MOTION THAT proposed Amendment No. 7 to Charter Township of Garfield Ordinance No. 68, as described within and attached to Planning Department Report No. 2017-37 be accepted and scheduled for a public hearing on July 11, 2017.



"Our mission is to upgrade and maintain a safe and efficient road system"

May 16, 2017

Change Order No. 1 Oak Terrace Drive SAD Project GTCRC# 16E010

1881	l Traverse County Road Commission LaFranier Road rse City, MI 49696	D.J. McQuestion and Sons, Inc. 17708 18 Mile Road LeRoy, MI 49655
RE:	Additional Items	
	Original Contract Amount (Base Bid) Net Change Previous Previous Contract Amount Net Change this Change Order New Contract Amount	\$ 450,136.86 \$ 0.00 \$ 450,136.86 \$ + 4,334.48 \$ 454,471.34
Thor <u>Canf</u>	PTED BY: D.J. McQuestion and Sons, Inc. mas F. field Date: 2017.05.17 11:57:10 -04'00' Canfield, Project Managers	Date
RECO	MMENDED BY: Grand Traverse County Ro	pad Commission
James	P. Johnson, P.E. County Highway Engr.	Date
RECO	MMENDED BY: Gourdie-Fraser, Inc. (GFA)	
	er Hodges, P.E.	Date
RECO	MMENDED BY: <u>Garfield Township</u>	
Annual Assessment Control		Date

equity commission

Contract Modification

Grand Traverse County Road Commission

05/16/2017 11:15 AM

FieldManager 5.3a

Contract: _ 16E010, Oak Terrace Drive - Garfield Twp SAD

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Electronic File Created	N	et Change	Awarded Contract Amount
1		05/16/2017	No		\$4,334.48	\$450,136.86
Rout	e	AND SANGERS OF THE SA	iging Office		District	Entered By
		Grand Traverse	County Road Com	missi	0	Gary L Swanson

Contract Location

0.34 Miles West of Garfield on Oak Terrace

Short Description

Request approval to add the following additional items of work to this contract.

Description of Changes

- A. Original Contract Amount: \$450,136.86
- B. Current Contract Value (including this revision): \$454,471.34
- C. Net Total Change (B-A): + \$4,334.48
- D. Net Percent Change (C/A*100): + 0.96%
- E. Administered by the Grand Traverse County Road Commission

These items will not effect the contract time or open to traffic

New Items

TO IT ITO III										
Item Description	Item Code	Prop. Line		Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
_ 2-inch Water Service Lead, Type "K" Copper	8237001	0715	0360	_16E010-Cat.2	0002	Extra	60.000	Ft	40.75000	\$2,445.00
Reason: Added	a water se	rvice fo	r a bus	iness.						
_ Corporation, 2"	8237050	0720	0365	_16E010-Cat.2	0002	Extra	1.000	Ea	500.72000	\$500.72
Reason: Added	a water se	rvice fo	r a bus	iness.						
_Curb Stop and Box, 2"	8237060	0725	0370	_16E010-Cat.2	0002	Extra	1.000	Ea	1,388.76000	\$1,388.76
Reason: Added	a water se	rvice fo	r a bus	iness.						
1		- V						Total	Dollar Value:	\$4,334.48

Contract Modification

Grand Traverse County Road Commission

05/16/2017 11:15 AM

FieldManager 5.3a

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
_16E010-Cat.2	0.34 Miles West of Garfield on Oak Terrace - Utility Work	0	CNST			
0002	0.34 Miles West of Garfield on 0	Oak Terrace - Uti	lity Work			\$4,334.48
				,	Total:	\$4,334.48
			Total Ne	t Change Am	ount:	\$4,334.48
payment in full the	contractor agrees to do the w e basis of payment as indicate scribed herein in accordance	ed. Prime Contr	actor, you are authorized a	the Engineer and instructe	and to ac	cept as entractor
Prime Contractor Thomas F. Canfield	C. D. J. McQuestion & Sons, Ir Digitally signed by Thomas F. Canfield Date: 2017.05.17 12:16:29 -04'00		James P. Johnson, P.E.,	County High	way Engr.	
Signature		Date	Signature			Date
Gourdie-Fraser,	Jennifer Hodges, P.E.		Garfield Township			
Signature	Dat	te	Signature		Date	3



"Our mission is to upgrade and maintain a safe and efficient road system"

May 16 2017

Application for Partial Payment Request No. 1
Oak Terrace Drive SAD Projects
GTCRC# 16E010, Bluff Road
For Work Completed Through 04/30/2017

1881 I	l Traverse County Road Commission LaFranier Road rse City, MI 49696	177	McQuestion & Sons, Inc 08 18 Mile Road oy, MI 49655
RE:	Partial Payment Request #1		
	Original Contract Amount (Base Bid) Change Orders Revised Contract Amount	\$ \$ \$	450,136.86 0.00 450,136.86
	Work Completed Retainage 10% Retainage Reduced To Amount Earned Less Previous Payment Amount Due Contractor This Payment	\$ \$ \$ \$ \$ \$	57,280.00 - 5,728.00 0.00 51,552.00 0.00 51,552.00
ACCE Thoma Canfiel	PTED BY: D.J. McQuestion & Sons, Inc. Digitally signed by Thomas F. Canfield Date: 2017.06.05 16:46:22 -04'00'		
Tom C	anfield, Project Managers		Date
RECO	MMENDED BY: Grand Traverse County Ro	oad Co	ommission
James	P. Johnson, P.E. County Highway Engr.		Date
RECO	MMENDED BY: Gourdie-Fraser, Inc. (GFA)	!	
Jennife	er Hodges, P.E.		Date
RECO	MMENDED BY: Garfield Township		
			Date

COUNTY

Construction Pay Estimate Report

Grand Traverse County Road Commission

05/16/2017 10:14 AM

FieldManager 5.3a

Contract: _ 16E010, Oak Terrace Drive - Garfield Twp SAD

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
04/30/2017	1	Gary L Swanson	Semi-Monthly	No		04/20/2017
	10.105	ime Contractor IcQuestion & Sons, Inc.		Grand Travers	Managing Office e County Road Comr	nission
			Comments			

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.		Mod. No.	Quantity	Dollar Amount
_ 8-inch Sanitary Sewer, PVC, SDR 26	8257001	0680	_16E010-Ca	it. 0002	0340	00	000	335.000	\$16,080.00
_Connect to Existing Sanitary Manhole	8257050	0710	_16E010-Ca	at. 0002	0355	00	000	1.000	\$600.00
_Standard Sanitary Manhole, 48-inch Dia	8257050	0700	_16E010-Ca	at. 0002	0350	00	000	1.000	\$3,600.00
Minor Traf Devices (Category 1)	8120170	0470	_16E010-Ca	at. 0001	0235	00	000	0.500	\$7,500.00
Minor Traf Devices (Category 2)	8120170	0580	_16E010-Ca	nt. 0002	0290	00	000	0.500	\$4,500.00
Mobilization, Max (Category 1)	1500001	0010	_16E010-Ca	it. 0001	0005	00	000	0.500	\$5,000.00
Mobilization, Max (Category 2)	1500001	0550	_16E010-Ca	it. 0002	0275	00	000	0.750	\$7,500.00
Traffic Regulator Control (Category 1)	8120370	0520	_16E010-Ca	t. 0001	0260	00	000	0.500	\$1,000.00
Traffic Regulator Control (Category 2)	8120370	0590	_16E010-Ca	t. 0002	0295	00	000	0.500	\$750.00
Tree, Rem, 19 inch to 36 inch	2020002	0020	_16E010-Ca	t. 0001	0010	00	000	4.000	\$3,600.00
Tree, Rem, 19 inch to 36 inch	2020002	0560	_16E010-Ca	t. 0002	0280	00	000	1.000	\$950.00
Tree, Rem, 37 inch or Larger	2020003	0030	_16E010-Ca	t. 0001	0015	00	000	2.000	\$3,000.00
Tree, Rem, 6 inch to 18 inch	2020004	0040	_16E010-Ca	t. 0001	0020	00	000	9.000	\$2,700.00
Tree, Rem, 6 inch to 18 inch	2020004	0570	_16E010-Ca	t. 0002	0285	00	000	2.000	\$500.00

Total Estimated Item Payment:

\$57,280.00

Time Charges

Site Site	e Description	Site Method Days Charged	Liq. Damages
00 Ove	erall Contract Site	Completion Date 11	\$0
		Total Liquidated Damages:	\$0

Construction Pay Estimate Report



Grand Traverse County Road Commission

05/16/2017 10:14 AM

FieldManager 5.3a

Pre-Voucher Summary

Project		Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
_16E010-Cat.1, 0.34 Miles West of Gar Terrace - Road Work	field on Oak	0001	\$22,800.00	\$0.00	\$22,800.00
_16E010-Cat.2, 0.34 Miles West of Gar Terrace - Utility Work	field on Oak	0001	\$34,480.00	\$0.00	\$34,480.00
		W. C. F. C.		Voucher Total:	\$57,280.00
Summary					
Current Voucher Total:	\$57,28	0.00	Earnings to	date:	\$57,280.00
-Current Retainage:	\$5,72	8.00	- Retainage to	date:	\$5,728.00
-Current Liquidated Damages:	\$	0.00	- Liquidated Damages to	date:	\$0.00
-Current Adjustments:	\$	0.00	- Adjustments to	date:	\$0.00
Total Estimated Payment:	\$51,55	2.00	Net Earnings to	date:	\$51,552.00
			- Payments to	date:	\$0.00
			Net Earnings this pe	orlod:	\$51,552.00

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document. I also certify the prime contractor is meeting all requirements for minority percentages and the payrolls are current.

Thomas F. Johnson, Canfield	Pogral County Highway Engr. (Project Engineer) and/or Canfield Date: 2017.05.17 12:14:33 -04'00'	(Date)
D.J.McQuestion & So	(Construction Engineer) ons, Inc.; Project Manager	(Date)
*		
Garfield Township		(Date)



Grand Traverse Conservation District May 2017 Report

CONSERVATION TEAM

OWNER/PARKLAND: Garfield Township - Various

Administration

- Hosted a TC West Middle School Greenagers event at Kid's Creek Park in which native trees were planted, invasives were removed, and trails were maintained.
- Presented PowerPoint recap of District services to Garfield Twp Board of Trustees.
- Contacted the GT County Sherriff Department in regards to illegal camps at Miller Creek.
- Ordered and stocked 980 4-6 inch bluegill for Oleson Pond at Kid's Creek Park.
- Solicited bids for demolition and removal of mill at Kid's Creek Park.
- Solicited bids for proposed connector from Kid's Creek trail system to the Buffalo Ridge Trail.
- Solicited bid from SEEDS for construction of black locust fishing platform at Miller Creek pond.
- Installed informational signs designed and narrated by TC West Middle School students in collaboration with GT Stewardship Initiative and TART along the Buffalo Ridge Trail

Routine Monitoring and Maintenance

- Monitored trails and trailheads at all Garfield parklands and replaced dog waste bags as needed.
- Mowed and pruned trails and trailheads as needed at all parks.
- Removed down trees at the Commons and Kids Creek parks.
- Assessed potential boardwalk for northeast section of trail at Miller Creek Nature Reserve that floods.
- Picked-up trash and abandoned camps at Miller Creek and the Commons.
- Installed posts and chain at the Verizon Parcel to deter vehicular traffic with Boardman River Clean Sweep.
- Assessed need for to extend boardwalk on Cedar Cathedral Trail at the Commons Natural Area.

Grants

 Awarded \$5,000 in match funds from the Traverse City Track Club Endowment through the Community Foundation for a connector trail from Kids Creek Park to the Buffalo Ridge Trail.



OWNER/PARKLAND: Recreational Authority - Hickory Meadows

Administration

- Coordinated and attended monthly meeting with the Hickory Meadows Advisory Committee.
- Attended monthly Rec Authority Board meeting and provided updates.
- Met with TCL&P and Matt Cowall for utility line removal.
- Hosted a work event with Children's House Montessori students to plant native plants and remove invasives.
- Reached out to wildlife biologist, Linda Thomasma, in regards to potential bio-blitz at Hickory Meadows.

Routine Monitoring and Maintenance

- Visited trailheads weekly to refresh dog bags, pick-up trash, and check for maintenance needs.
- Removed highly invasive garlic mustard at known sites and surveyed for other sites.
- Mowed and pruned trails and trailheads as needed along the NER.
- Monitored success of plantings this spring.
- Repaired fluvial erosion at Randoph St. Trailhead due to improper drainage off of parking lot.
- Assessed other trail erosion needs.

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BOARDMAN RIVER STEWARDSHIP:

- Met with Great Lakes Fishery Commission staff including Science Director Andrew Muir, Communications Director and Legislative Liaison Marc Gaden, Dan Zielinski, Scientist, and MSU Extension Educator Mark Breederland re: the proposed FishPass project at Union Street Dam. The FishPass project is designed to "enhance fish passage and connectivity between the Boardman River and Lake Michigan while removing invasive or non-desirable fishes through controlled experimentation".
- Assisted with streamside aquatic ecology classes at Kids Creek for 90 East Middle School students over a 3-day period.
- Met with Union Township Supervisor regarding a Natural River Zoning variance request
 downstream of the Forks. The property owner is asking for a 60 foot variance from the 150'
 required setback and has offered to place a deed restriction on the property in return. The
 deed restriction would limit the number of houses on the property to one.
- Continued to work with The Concrete Service on a project that will increase their stormwater basin capacity. This work is supported through an EPA grant to the Watershed Center Grand Traverse Bay.



- Continued to sell tickets for the kayak raffle scheduled for June 3rd. Proceeds from the event help offset costs to manage the river for habitat and recreational improvements.
- Attended monthly Boardman River Dams meetings.
- Conducted 3 dam removal project tours at Brown Bridge.
- Assisted with the 14th Annual Boardman River Clean Sweep.
- Assisted with the set up and participated in the Open House and Public Meeting here at the Boardman River Nature Center for the removal of Sabin Dam.

ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 859 1,221

Program Participants this month: 720

Drop ins this month: 139

Nature Center Visitation this year: 3,503

74,116

Nature Center Visitation May 2016:

Program Participants May 2016: 1,057

Drop in May 2016: 164

Nature Center Visitation since 2008:

Program Participation & Program Planning:

- 2017 Nature Day Camp and 2017 Knee High Naturalist registration open
- Ran six Environmental Education Preschool Programs (Knee High Naturalist & Peepers)
 - o 45 Peepers participants including four new families to GTCD Programming
 - o Three Knee High Naturalist Programs consisting of eight participants each week
- One Cub Scout program completed to help scouts earn their Tiger badge
- Three Streamside Classroom programs completed at Kid's Creek, serving a total of 87 Jr. High students
- Hosted one birthday party with education component, 20 children in attendance
- 319 students served through ten NEST programs (Natural Education for Students and Teachers)

FOOD SAFETY

- Attended Food Safety Preventative Controls Alliance, NMC May 2-4
 With completion of the course, technician earned the designation of PCQI (Preventive
 Controls Qualified Individual).
- Visited Grand Valley State University Sustainable Agriculture Farm with the other Food Safety technicians, and participated in a Safe Food review.
- Attended New Educator Workshop, MSU campus, May 17-18
 Visited swine, dairy and horse farms and studied plant and soils.



- GroupGAP, Marquette
 Met with Phil Britton, state coordinator for Michigan GroupGap. Phil was part of the pilot
 GroupGAP program in the U.P., which led to approval of GroupGAP by the USDA in 2016.
- MSU North Farm, Chatham
 Visited the North Farm is a GroupGAP member farm. GroupGAP is a cost-effective way for growers to be certified, by sharing the cost amongst other local farms.
- Engle Farm, Williamsburg
 Toured Engle Farm where they grow high- density tart cherries, five different kinds of wine
 grapes, 20+ varieties of cider apples and conventional apples. They are a MAEAP-certified
 farm.

FORESTRY ASSISTANCE PROGRAM (FAP)

Trainings: Forest Soils Workshop, earned 7.5 CFEs

On-Site Visits:

Grand Traverse County

- 1. Lorrie, 1 ac., Garfield Twp.
- 2. Roth, 1 ac., Garfield Twp.
- 3. Frye, 1 ac., Long Lake Twp.
- 4. Gay, 76 acs., Blair Twp.

Written Forest Management Recommendations: O QFP Verifications: 1 MAEAP/FWH Verifications: O

FAP Referrals to Private Sector: 3

FAP Referrals to Public Sector: 1

<u>In-office Contacts:</u> 36 landowners

Follow-up Contacts: 44 landowners/qualified

foresters

FAP Promotion/Program Development:

- 1. Update website/forester referral lists/landowner email lists
- 2. FAP Conference Call
- 3. Interview with U of M forest landowner research study
- 4. Apply to present FAP services at 2018 Small Farms Conference
- 5. FAP Presentation to Friendly Garden Club (50 participants)
- 6. TC West 8th grade Greenagers at Johnson Preserve (24 youth, 6 adults)
- 7. Forestry training for Sleeping Bear Dunes NPS staff (25 participants)



INVASIVE SPECITS NETWORK (ISN)

Active Contacts: 338

Passive Contacts: 59,557 + website

Volunteer Hours: 242

Volunteers: 103

Bags of garlic mustard pulled: 107.5

Acres Treated: 31 Sites Treated: 16 Acres Surveyed: 63.5 Sites Surveyed: 27

Meetings/Presentations:

• 5/8 - IAA forest ecology site visit w/ class (20 students)

- 5/13 Japanese Barberry Dumpster Day; 102 plants collected (3 volunteers, 11 hours)—BRNC
- 5/13 Invasive Species Paper-making (25 sign-ins + 5-10 missed [passive])—BRNC
- 5/19 Presented *Habitat Matters* to 1st & 3rd graders at Mill Creek (Kim Ranger students); 48 students

Treatments and Surveys:

- 5/13 Grand Traverse County Garlic Mustard Workbee (2 acres, 20 bags, 17 volunteers, 51 volunteer hours)—NER
- 5/26 JK site visit, Garfield Twp
- Surveyed 14 sites in 4 counties; 181 acres, 108 road miles
- Pulled garlic mustard in 4 counties (2.5+2+0.5+5.5+ acres, 5+1+1+2 sites, 12+11.5+5+50 bags)
- Contractor treatment of GM; 20 acres in GT, 5 acres in Manistee County
- Sent JK Tx request letters; 112 passive contacts
- Knotweed treatments set to start June 5th

Other Accomplishments:

- 5/9 Paper making trial with <u>coverage by Record Eagle</u> (5/12, 20,000 passive)
- One new GBB participant: Friendly Garden Club (TC)
- Completed templates for invasive ordinance/native planting guide
- Article in Record Eagle on <u>ticks with JB trade-up mention</u> (5/4, 20,000 passive)
- Article in Manistee News Advocate on workbee (5/4, 3,700 passive)
- GM workbee article in Record Patriot; 3400 subscribers
- Article on Japanese barberry/ticks in Petoskey News (~10,000 circulation)
- Provided outreach materials for state-wide garden club meeting (200+ passive)

Upcoming Events:

- 6/1, 9am: Elberta baby's breath workbee
- 6/3, 9am: Japanese Knotweed Community Workshop
- 6/5, 9am: Invasives ID/GPS workshop
- 6/17, 9am: Elberta baby's breath workbee
- 7/1, 12pm: Crystal Lake Landing Blitz



MAEAP

Farms Visited: 6

Risk Assessments Completed: 5

Farms Verified: 2

Updates:

- 5/2 5/4 Nutrient Management Planning Training in Charlotte
- 5/5 Wine Grape Kickoff at the Northwest Michigan Horticultural Research Station
- 5/9 Phase 1 Event at IPM updates in Leelanau and Grand Traverse Counties
- 5/10 Phase 1 Event at IPM updates in Benzie and Antrim counties
- 5/12 Verification in Kewadin (Antrim County)
- 5/16 IPM updates through the Research Station in Leelanau
- 5/17-5/18 MSUE New Educator/Technician In Service Training in E. Lansing
- 5/23-5/24 IPM updates through Research Station in Grand Traverse, Antrim, and Benzie
- 5/26 Verification in Northport (Leelanau County)

Current Projects:

- Working with:
 - o 5 farms in Benzie
 - o 6 farms in Leelanau
 - o 7 farms in Grand Traverse
 - o 4 farms in Antrim
- Risk Assessments Completed in May: 6
- Partnering with MSUE on IPM seasonal meetings (planning second Phase 1 events in each county for June)
- Coordinating new Agriculture Container Recycling program at with local agrichemical businesses, ACRC contractor, and MDARD

Upcoming Events:

- 6/5-6/6 Michigan Association of Conservation Districts 2017 Summer Conference
- 6/7, 6/13, 6/14, 6/20, 6/21, 6/27, 6/28 IPM Meetings (Leelanau, Antrim, Grand Traverse, Benzie)
 - o Phase 1 Events on 6/27 & 6/28
- 6/26-6/29 Ag Container Recycling collection week
- 6/30 Ag Container Recycling collection day by G. Phillips & Sons

Hour of Day 0 10 12 12 19 19 19 19 19 19 19 19 19 19 19 19 19	4		Meds	2								
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	101	55	55	34	28	53	73	119	139	181	192	174
		13	14	15	16	17	18	19	20	21	22	23
	193	212	206	270	258	199	215	184	176	203	234	142
	Citations	Tra	Traffic Crash	hes		Arrests		*Other	Criminal	Non-	Traffic	Total
	٦	Fatal	PIA	PDA	OWI	MIP	Criminal			Criminal	Crashes	
01 Acme	14	0	-	6	3	0	6	113	27	57	10	207
02 Blair	34	0	0	20	4	4	16	287	80	112	20	499
03 East Bay	17	0	-	25	2	2	12	248	7.1	106	26	451
04 Fife Lake	7	0	_	3	1	0	2	55	7	14	4	80
05 Garfield	20	0	6	86	7	2	64	299	354	413	95	1.529
06 Grant	-	0	-	-	0	0	1	13	3	10	2	28
07 Green Lake	9	0	-	14	2	0	5	116	35	58	15	224
08 Long Lake	80	0	_	80	2	0	5	29	34	55	6	165
09 Mayfield	0	0	0	3	-	0	0	48	10	9	8	67
10 Peninsula	10	0	0	5	0	0	3	50	13	57	5	125
11 Paradise	9	0	0	11	-	0	5	29	16	17	11	111
12 Union	_	0	-	3	0	0	1	11	1	9	4	22
13 Whitewater	2	0	0	6	_	0	3	44	10	18	6	81
29 Fife Lake Vlg	_	0	0	0	0	0	1	17	3	6	0	29
30 Kingsley Vlg	4	0	0	3	0	0	2	49	13	14	3	62
66 Traverse City	4	0	0	0	2	-	89	0	0	0	0	0
84 Out of County	0	0	0	0	0	0	23	0	0	0	0	0
Totals 1	185	0	16	200	26	6	220	1,852	677	952	216	3 697

Year

Month

Grand Traverse Sheriff Department Calls for Service Statistics

*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 6/02/17.
Arrest Stats are as of 6/04/17.

GTMESA 2017 May Report

Training Items

Fire —NFPA pumping drills, 6 firefighters to University of Illinois Light and fight live fire training, tanker training with airport crash trucks, water supply 9 training EMS—Pediatric training day, EMS driving

Incidents of Interest for the last 30 days

CPR with ROSC, May 1, LaFranier Rd, Garfield. A female called 911 when her husband became unresponsive while traveling on LaFranier. Lt Scanlon, who was in the area for fire inspections was first to arrive to find a pulseless male in passenger seat of car. He was pulled from the seat and CPR initiated. The patient was defibrillated and airway was secured. The patient regained a pulse and was transported to Munson. Outcome unknown.

Tractor Fire, May 5, Garfield Rd, East Bay. A neighbor borrowing a tractor to do some yard work had an unexpected fire due to a nest being built on top of the engine, which ignited once the tractor warmed up.

Finger amputation, May 6, East Bay. A homeowner working with a table saw cut a portion of his finger off. Metro along with 9A and North Flight worked together to transport patient. Metro stayed on scene and aided in the search of the missing appendage and clean up.

Vehicle crash with extrication, May 9, M-72 Acme. Initial dispatch had Whitewater Twp responding to a call west of the casino in Acme. Upon arrival a one vehicle rollover had two patients. One was still entrapped in the vehicle. Crews carefully removed the roof to extricate the female driver. Driver reported that another vehicle had ran them off the road.

ORV crash, May 9, Loth Lorien East Bay. While Station 1 and 8 crews worked on the extrication a call was dispatched for an injured and pinned ORV rider in East Bay. Engine 11 and 9A responded with law enforcement. 9A was able to clear Metro units.

Multiple Calls, May 12, Garfield. While Station 11 and 12 met to train on vehicle stabilization in the afternoon, numerous calls were dispatched including a fall causing a hip injury, a fire alarm at K-Mart, a Priority 1 chest pain at a doctor's office, and a fall causing a significant leg fracture at Chili's.

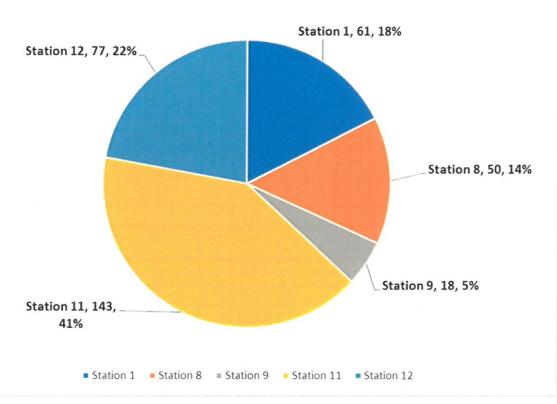
Mutual Aid Given

Mutual Aid Received

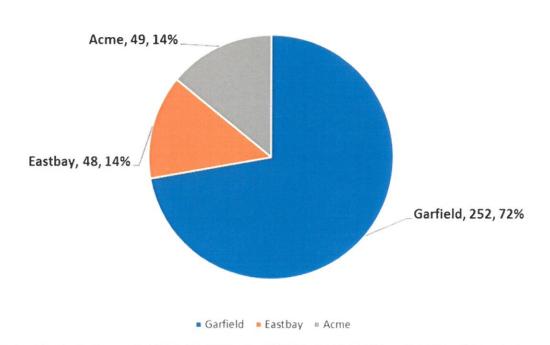
None

None





GTMESA Incidents 4/19/17 to 5/16/17 349 Total



Basic Incident Type	Count of Fire Incidents	Percent
Alarm system activation, no fire - unintentional	10	15.63%
Motor vehicle accident with injuries	6	9.38%
Smoke detector activation, no fire - unintentional	6	9.38%
False alarm or false call, other	4	6.25%
Unauthorized burning	4	6.25%
False alarm or false call, other	3	4.69%
Public service assistance, other	3	4.69%
Assist police or other governmental agency	2	3.13%
Attempted burning, illegal action, other	2	3.13%
Brush or brush-and-grass mixture fire	2	3.13%
Building fire	2	3.13%
Natural vegetation fire, other	2	3.13%
Power line down	2	3.13%
Vehicle accident, general cleanup	2	3.13%
Alarm system sounded due to malfunction	1	1.56%
Authorized controlled burning	1	1.56%
Carbon monoxide detector activation, no CO	1	1.56%
Chemical hazard (no spill or leak)	1	1.56%
Extrication of victim(s) from vehicle	1	1.56%
Gas leak (natural gas or LPG)	1	1.56%
Gasoline or other flammable liquid spill	1	1.56%
HazMat release investigation w/no HazMat	1	1.56%
Off-road vehicle or heavy equipment fire	1	1.56%
Passenger vehicle fire	1	1.56%
Public service	1	1.56%
Smoke detector activation due to malfunction	1	1.56%
Sprinkler activation due to malfunction	1	1.56%
Steam, other gas mistaken for smoke, other	1	1.56%

Total:

64

Incident Complaint Reported By Dispatch	Count of Incidents	Percent
Fall	47	15.88%
General Weakness	28	9.46%
Altered LOC	26	8.78%
Difficulty Breathing / SOB	22	7.43%
Chest Pain (Non-Traumatic)	16	5.41%
Vehicle Accident	13	4.39%
Invalid Assist/Lift Assist	12	4.05%
Psychiatric Problem/Suicide Attempt	12	4.05%
Seizure	12	4.05%
Traumatic Injury	12	4.05%
Hypotension / hypertension	10	3.38%
Medical Alarm	10	3.38%
Unresponsive	9	3.04%
Diabetic Emergency	8	2.70%
Stroke/CVA	8	2.70%
Abdominal Pain	7	2.36%
Syncope/near-fainting	7	2.36%
Back Pain (Non-Traumatic)	6	2.03%
Nausea/Vomiting	6	2.03%
Death - Priority 5	4	1.35%
Patient Assist Only	4	1.35%
Assault	3	1.01%
Hemorrhage/Laceration	3	1.01%
Alcohol intoxication	2	0.68%
Choking	2	0.68%
CPR	2	0.68%
Headache	2	0.68%
Overdose - Unintentional	2	0.68%
Allergic Reaction / Stings	1	0.34%

Total

Clerk's Report

For May 31, 2017 Submitted 06/01/17 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 May in the General Fund, you will find that we had a total of \$269,868.53 Revenues and \$375,558.87 Expenditures. For the year we have a total of \$2,419,432.45 Revenues and \$1,009,117.60 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

: 1/1	AVAILABLE	000	(378.19) 3,496.50	1,300.22	320.00	1,640.00	539,065.00	19,500.00	22,000.00	1,047.85	191,350.33	(7,285.95)	100.00	(216.62)	1,038,399.51	1,038,399.51	1,038,399.51
Page:	ACTIVITY FOR MONTH 05/31/2017	680 6	0.00	38,094.00	0000	3,190.00	225,890.00	0.00	0000	0.00	00.00	00.0	00.00	312.00	269,868.53	269,868.53	269,868.53
	YTD BALANCE 05/31/2017	1,528,344.50	2,503	100,488.00	180.00	860.00	660,935.00	500.00	0.00	23,952.15	4,260.30	7,285.95	3,812.15	716.62	2,419,432.45	2,419,432.45	2,419,432.45
REPORT FOR GARFIELD TOWNSHIP RIOD EN 05/31/2017	2017 AMENDED BUDGET	1,669,231.96	0.00	175,000.00	500.00	2,500.00	1,200,000.00	20,000.00	22,000.00	25,000.00	17,000.00	0.00	00.00	200.00	3,457,831.96	3,457,831.96	3,457,831.96
REVENUE REPORT FOR GA	2017 ORIGINAL BUDGET	1,669,231.96	0.00	175,000.00	500.00	2,500.00	1,200,000.00	20,000.00	22,000.00	25,000.00	17,000.00	0.00	0.00	00.008	3,457,831.96	3,457,831.96	3,457,831.96
PM	DESCRIPTION	GENERAL OPERATING FUND OO CURRENT REAL PROPERTY TAXES	DEL FERSONAL FROP TAXES TRAILER PARK FEES PENALTIES & INT. ON TAXES	BUILDING PERMITS PLANNING FEES	MAINT INSPECTION FEES TREASURER FEES	FARA USE FEES ZONING FEES STAFF STAFF	STATE SHARED REV LIQUOR LA	CHARGES FOR TOWNSHIP SERVICES	TAY COLLECTION FEES Ordinance Enforcement Fees	EAKNED INTEREST RENTS & ROYALTIES CABLE VIS	RENTS & ROYALTIES CABLE EQUIP	ONGEALIZED LOSS ON INVESTMENT SALE OF FIXED ASSETS	REIMBURSEMENTS Reimbursed Treasurer Ican Food	וויייייייייייייייייייייייייייייייייייי			- GENERAL OPERATING FUND: ENUES
06/01/2017 05:49 User: Lani DB: Garfie	GL NUMBER	Fund 101 - GENERAL Revenues Dept 000 101-000-403.000	101-000-423.000	101-000-476.000	101-000-476.002	101-000-476.005	101-000-574.001	101-000-612.000	101-000-656.000	101-000-668.002	101-000-668.003	101-000-673,000	101-000-676.000		Total Dept 000	TOTAL REVENUES	Fund 101 – GENERAL TOTAL REVENUES

			107/10				
GL NUMBER	DESCRIPTION	201/ ORIGINAL BUDGET	2017 AMENDED BUDGET	YTD BALANCE 05/31/2017	ACTIVITY FOR MONTH	AVAILABLE	% BDGT
Fund 101 - GENERAL	OPERATING FUND					PARAMOE	OBED
Expenditures							
101-101-701.100	WAGES - TRIISTEE	0					
101-101-701.101	1	12,000.00	12,000.00	3,900.00	850.00	8,100.00	32.50
101-101-701.102	1	00	000		1,500.00	200	44.56
101-101-701.104	WAGES - TRUSTEE WAGES - TRISTER	12,000.00	12,000.00		0	40	30.00
101-101-701.105	-1	00	12,000.00	m .	00.006	8,700.	27.50
101-101-701.106	WAGES - RECEPTIONIST	75	27,040.00		2,896.00	168.	38.46
101-101-726.000	SUPPLIES	0.00	5,000.00	1,644 73		7,378.	33.10
101-101-726.001		15,000.00	15,000.00		497.98	355.	32.89
101-101-801 002	SUPPLIES - COPIER MAINTENANCE	00	500.	1,673.91	720.11	2 6	18.57
101-101-801.004	LEGAL -Tax Tribinal	15,000.00	15,000.00	-	00.00	3,492.	10.05
101-101-802.000	AUDIT AND ACCOUNTING	16,500,00	10,000.00		0.00	000	00.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	1,729.00	0.00	500.	42.42
101-101-860.000	MILEAGE DEINTING CHIMITENIA					-	34.58
101-101-901.000	ADVERTISING & PUBLISHING	-	-	881.		2,618.90	25 17
101-101-960.000	EDUCATION & TRAINING	4,000.00	0.000	m 1	1,199.25	191	95.21
101-101-965.101	w	500	2000	27.82		72.1	0.70
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	,500	,500.0		0.00	2,090.00 657.84	16.40
Total Dept 101-TOWNBOARD	NBOARD						
4		218,623.40	218,623.40	71,315.03	18,904.05	147,308.37	32.62
IP	SUPERVISOR						
101-171-701.201	1	71,889.32	71.889 32	7 013	L .		
101-171-701.202	1	50,065.56	50,065.56	621.5	1 216 74	239.6	8.4
101-171-701.204	WAGES - ASSESSMENT CLERK WAGES - ADDRAISED II	11,130.04	11,130.04	3,842.74	742.17	7,287.3	2 4
101-171-701.205	1	50,065.56	50,065.56	351.1	1,946.30	714.4	9.4
101-171-726.000	IES	2,086,49	2 000 00	841.	6,768.20	4	3.4
101-171-726.001		3,500.00	3.500.00	436.	0.00	563.4	1.8
101-1/1-805.000		20,000.00	000	000	0.00	618.1	2.3
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	000	215.	00.0	7	2. n
101-171-900.000	PRINTING & PHRITAHING	000	000	155.74	31.67	00	
101-171-960.000	EDUCATION & TRAINING	6,000,00	1,500.00		0.00	5	4.
101-171-960.200	EDUCATION - SUPERVISOR		0000	250.00	30.00	60	8
000.000-171-101	DOES & PUBLICATIONS	1,800.00	0.	73	00.00	1,527.00	15.17
Total Dept 171-TOW	171-TOWNSHIP SUPERVISOR	308.936.97	308 936 97	,			
				71.060,011	16,265.02	192,240.85	37.77
Dept 191-ELECTIONS 101-191-701 000		- 3					
101-191-726.000	SUPPLIES	20,000.00	20,000.00	0	7,727.25	976.5	0
101-191-726.001	POSTAGE	8,500.00	8,500.00	7 0	717.39	872.	
101-191-901,000	MILLEAGE	400.00	400.00		00.0	4. C	n 0
101-191-935.010	MACHINE MAINTENANCE			73.50	73.50	5	
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	0.00	00
Total Dept 191-ELECTIONS	CTIONS	45,300.00	45,300.00	13,216,42	8.518.14	32 083 60	7
					1.010	0.0	29.18

Page: 1/5

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

05/31/2017

PERIOD EN

06/01/2017 05:50 PM User: Lanj DB: Garfie

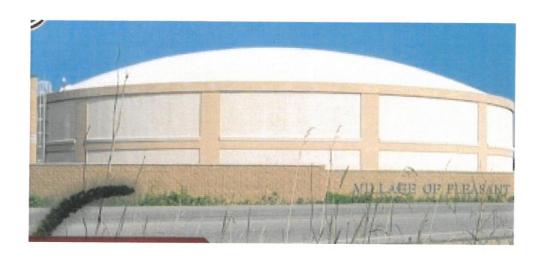
% BDGT	38.46 38.46 38.46 10.25 47.49 0.00 0.00 31.94	0 1	33.33	24.19	8 8 8 7 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	37 15	1.9	50.66	9.1 6.5 7.2 1.4
Page: 2/5 AVAILABLE	44,239.62 25,110.20 5,385.00 525.15 400.00 400.00 4,083.59	-	1,000.00 1,000.00 1,000.00 1,500.00 200.00	4,700.00	235.7 100.9 698.7 698.7 310.0 310.0 561.4 81.0 100.0 500.0 500.0	91.854.08	000. 162. 625.	15,787.53	085.5(920.1) 623.7(332.7) 425.7
ACTIVITY FOR MONTH	529.94 138.76 0.00 9.68 9.68 0.00 0.00	0.0	00000	0.00	5,530.72 371.04 2,550.25 134.98 0.00 150.00 0.00 0.00 0.00 0.00 0.00 0.	9,171.33	0.0 401.0 75.0	1,476.00	717.75 322.30 1,279.20 857.25 144.43
TIP YTD BALANCE	27, 649.70 15, 693.80 615.00 474.85 0.00 0.00 1,916.41		500.0	1,500.00	27,653.60 15,105.29 15,105.29 500.14 0.00 690.00 138.57 118.93 0.00 1,533.64	47,639.24	0.00 15,837.47 375.00	16,212.47	2,914.50 579.87 6,376.24 5,667.26
GARFIELD TOWNSHIP 05/31/2017 2017 AMENDED RUDGET	880044007		500. 500. 500. 200.	6,200.00	71,889.32 7,000.00 40,804.00 2,500.00 6,000.00 3,000.00 300.00 700.00 2,000.00 4,500.00 500.00	139, 493.32	6,000.00 22,000.00 4,000.00	32,000.00	10,000.00 3,500.00 15,000.00 12,000.00 5,000.00
EXPENDITURE REPORT FOR PERIOD EN 2017 ORIGINAL BUDGET	71,889.32 40,804.00 6,000.00 1,000.00 400.00 400.00 500.00 500.00	127, 693.32	1,500.00 1,500.00 1,500.00 1,500.00	6,200.00	71,889.32 7,000.00 40,804.00 2,500.00 6,000.00 3,000.00 700.00 2,000.00 2,000.00 4,500.00 500.00	139, 493.32	6,000.00 22,000.00 4,000.00	32,000.00	10,000.00 3,500.00 15,000.00 12,000.00 5,000.00
) PM DESCRIPTION	CLERK WAGES - CLERK WAGES - DEPUTY CLERK WAGES - ACCOUNTANT SUPPLIES MILEAGE - CLERK MILEAGE - DEPUTY CLERK MILEAGE - DEPUTY CLERK MILEAGE - DEPUTY CLERK MILEAGE - DEPUTY CLERK MISCELLANEOUS EDUCATION & TRAINING DUES & PUBLICATIONS	NSHIP CLERK	REVIEW WAGES - B OF R EDUCATION & TRAINING	247-BOARD OF REVIEW	TREASURER WAGES - TREASURER WAGES - ASSISTANT WAGES - DEPUTY TREASURER SUPPLIES POSTAGE LEGAL SERVICES BANK Fees MILEAGE - TREASURER MILEAGE - DEPUTY TREASURER MILEAGE - DEPUTY TREASURER ANLEAGE - DEPUTY TREASURER ADVERTISING EDUCATION & TRAINING DUES & PUBLICATIONS	253-TOWNSHIP TREASURER	SUPPORT SUPPLIES COMPUTER SUPPORT SYSTEMS COMPUTER NETWORK	PUTER SUPPORT	HALL Maintenance Wages SUPPLIES-MAINTANCE TELEPHONE HEATING / GAS WATER / SEWER
06/01/2017 05:50 User: Lani DB: Garfie GL NUMBER	Fund 101 - GENERAL Expenditures Dept 215-TOWNSHIP 0 101-215-701.300 101-215-701.302 101-215-701.303 101-215-706.000 101-215-860.301 101-215-860.301 101-215-960.000 101-215-960.000	Total Dept 215-TOWNSHIP	Dept 247-BOARD OF B 101-247-701.400 101-247-701.401 101-247-701.402 101-247-701.403 101-247-960.000	Total Dept 247-BOAF	Dept 253-TOWNSHIP 1 101-253-701.500 101-253-701.501 101-253-701.502 101-253-726.001 101-253-801.000 101-253-809.000 101-253-860.500 101-253-900.000 101-253-900.000 101-253-965.000	Total Dept 253-TOWN	Dept 258-COMPUTER S 101-258-726.000 101-258-935.015 101-258-935.016	Total Dept 258-COMPUTER	Dept 265-TOWNSHIP H 101-265-701.011 101-265-726.003 101-265-850.000 101-265-920.601 101-265-920.602

ø	CE USED	8 36.38 0 16.35 4 11.63 0 39.50 0 0.00 0 47.30 4 0.66	6 22.24	23.	0 23.68	1 38.46 8 29.15 0 0.00 1 63.70 0 44.00 5) 111.85	5 36.72	222 1221 1221 1221 1221 1300 1300 1300 1	10.20	38.4 11.5 4.5.4 0.0 0.0 0.0 0.0
Page: 3/5	BALANCE	8,588.88 8,365.00 8,536.74 10,400.00 50,000.00 790.50 8,901.74	125,575.7	782,551.00	782,551.00	40,984.91 15,586.48 1,000.00 363.01 560.00 (82.95)	58,411.49	1,700.00 1,800.00 1,700.00 1,700.00 1,700.00 1,700.00 20,000.00 5,700.50 693.82 1,381.00	42,115.32	052.2 102.8 954.6 150.0 144.1 630.0 500.0
ACTIVITY FOR	05/31/17	2,096.59 0.00 463.26 1,150.00 79.00 0.00 844.50	7,954.28	242,814.00	242,814.00	5,123.10 1,401.38 0.00 472.99 0.00 212.00	7,209.47	100.00 0.00 100.00 100.00 100.00 100.00 72.00 204.12 154.00 0.00	1,030.12	5,256.54 1,935.20 15.90 0.00 5.89 0.00 0.00
ISHIP		4,911.12 1,635.00 1,463.26 4,600.00 395.00 0.00 709.50 6,098.26	35,924.24	242,814.00	242,814.00	25,615.50 6,413.52 0.00 636.99 440.00 782.95	33,888.96	500.00 400.00 500.00 500.00 500.00 500.00 299.50 299.50 260.00	4,784.68	26,282.70 6,045.31 45.37 0.00 5.89 370.00 0.00
FOR GARFIELD TOWNSHIP 05/31/2017	AMENDED BUDGET	13,500.00 10,000.00 10,000.00 15,000.00 1,000.00 50,000.00 1,500.00	161,500.00	1,025,365.00	1,025,365.00	66,600.41 22,000.00 1,000.00 1,000.00 1,000.00	92,300.41	2,200.00 2,200.00 2,200.00 2,200.00 2,200.00 2,200.00 2,200.00 2,000.00 6,000.00 1,000.00 2,000.00 2,000.00	46,900.00	68,334.91 52,148.16 1,000.00 150.00 2,000.00 4,500.00
EXPENDITURE REPORT E PERIOD EN 2017 ORIGINAL	BUDGET	13,500.00 10,000.00 10,000.00 15,000.00 1,000.00 50,000.00 1,500.00	161,500.00	1,025,365.00	1,025,365.00	66,600.41 22,000.00 1,000.00 1,000.00 1,000.00	92,300.41	2,200.00 2,200.00 2,200.00 2,200.00 2,200.00 2,200.00 2,000.00 6,000.00 1,000.00 2,000.00	46,900.00	68,334.91 52,148.16 1,000.00 150.00 2,000.00 4,500.00 1,000.00
Д	DESCRIPT		265-TOWNSHIP HALL	SERVICES POLICE CONTRACT	LICE SERVICES	BUILDING INSPECTOR WAGES - BUILDING WAGES - BUILDING WAGES - CONSTRUCTION BOARD SUPPLIES EDUCATION & TRAINING DUES & PUBLICATIONS	371-TOWNSHIP BUILDING INSPECTOR	COMMISSION WAGES - PLANNING EGAL SERVICES CONTRACTED AND OTHER SERVICES PRINTING & PUBLISHING ADVERTISING EDUCATION & TRAINING DUES & PUBLICATIONS	400-PLANNING COMMISSION	PLANNER WAGES - PLANNER WAGES - DEPUTY PLANNER SUPPLIES MILEAGE - TOWNSHIP PLANNER MILEAGE - DEPUTY PLANNER PRINTING & PUBLISHING EDUCATION & TRAINING DUES & PUBLICATIONS
06/01/2017 05;50 User: Lanj DB: Garfie	GL NUMBER	90000000000000000000000000000000000000	Total Dept 265-TO	Dept 301-POLICE SI 101-301-830.000	Total Dept 301-POLICE	Dept 371-TOWNSHIP 101-371-701.703 101-371-701.704 101-371-701.705 101-371-726.000 101-371-960.000	Total Dept 371-TOV	Dept 400-PLANNING 101-400-701.800 101-400-701.801 101-400-701.804 101-400-701.805 101-400-701.806 101-400-701.808 101-400-801.000 101-400-801.000 101-400-900.000 101-400-901.000 101-400-901.000	Total Dept 400-PLA	Dept 401-TOWNSHIP 101-401-701.900 101-401-701.901 101-401-726.000 101-401-860.901 101-401-960.000 101-401-960.000

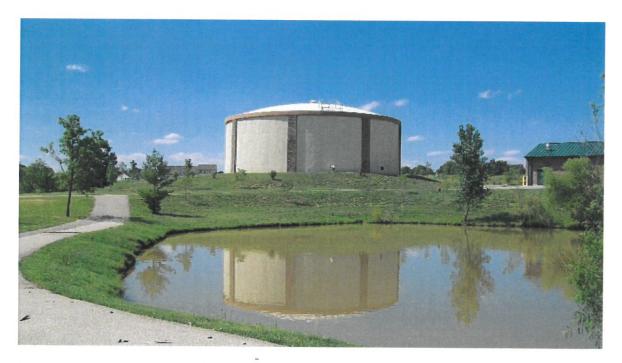
06/01/2017 05:50 P User: Lani DB: Garfie	PM EX	EXPENDITURE REPORT POR PORTINE PORT PORTINE PERIOD EN	POR GARFIELD TOWNSHIP 05/31/2017	A II		Page: 4/5	
GL NUMBER	DESCRIPTION	2017 ORIGINAL BUDGET	2017 AMENDED BUDGET	YTD BALANCE 05/31/2017	ACTIVITY FOR MONTH 05/31/17	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL O Expenditures	OPERATING FUND						
Total Dept 401-TOWNSHIP	HIP PLANNER	129,283.07	129,283.07	32,749.27	7,213.53	96,533.80	25.33
Dept 410-ZONING BOARD 101-410-701.001 W 101-410-701.002 W 101-410-701.003 W 101-410-701.004 W 101-410-801.000 L 101-410-805.000 C 101-410-960.000 E E	D OF APPEALS WAGES - ZONING CLEGAL SERVICES CONTRACTED AND OTHER SERVICES ADVERTISING EDUCATION & TRAINING	1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 1,000.00 1,000.00	1,200.00 1,200.00 1,200.00 1,200.00 1,200.00 10,000.00 1,000.00 1,000.00	0.00 100.00 100.00 100.00 2,116.50 0.00 774.25	0.00 0.00 0.00 0.00 0.00 242.00	1,200.00 1,100.00 1,100.00 1,100.00 1,100.00 7,883.50 1,000.00	0.00 8.33 8.33 8.33 8.33 21.17 0.00
Total Dept 410-ZONIN	410-ZONING BOARD OF APPEALS	20,000.00	20,000.00	3,290.75	242.00	16,709.25	16.45
Dept 412-ZONING ADMII 101-412-701.601 101-412-701.602 101-412-726.000 101-412-860.601 101-412-860.602 101-412-960.000	ADMINISTRATOR WAGES WAGES ZONING SUPPLIES MILEAGE - ZONING ADMIN MILEAGE - DEPT ZONING EDUCATION & TRAINING DUES & PUBLICATIONS	48,985.00 15,000.00 1,000.00 150.00 2,000.00 500.00	48,985.00 15,000.00 1,000.00 150.00 2,000.00	18,840.40 5,552.80 0.00 0.00 0.00 0.00	3,768.08 1,249.60 0.00 0.00 0.00 0.00	30,144.60 9,447.20 1,000.00 150.00 150.00 2,000.00	38.46 37.02 0.00 0.00 0.00 0.00
Total Dept 412-ZONING	412-ZONING ADMINISTRATOR	67,785.00	67,785.00	24,393.20	5,017.68	43,391.80	35.99
Dept 448-STREET LIGHTS 101-448-920.005 ST	TS - TOWNSHIP STREET LIGHTS TOWNSHIP	92,000.00	92,000.00	26,873.44	7,527.45	65,126.56	29.21
Total Dept 448-STREET LIGHTS	I LIGHTS - TOWNSHIP	92,000.00	92,000.00	26,873.44	7,527.45	65,126.56	29.21
Dept 747-COMMUNITY PI 101-747-880.003 101-747-880.004 101-747-880.007 101-747-880.011 101-747-880.011 101-747-880.017	PROMOTIONS COM. PROM TRAVERSE BAY EDC COM. PROM TC-TALUS COM. PROM COMTNATY AWAREN COM. PROM CONTRACTED SERVI COM. PROM P.E.G. COM. PROM TV BOARD COM. PROM MILFOIL	15,000.00 3,000.00 20,000.00 20,000.00 95,000.00 2,500.00 8,000.00	15,000.00 3,000.00 20,000.00 20,000.00 95,000.00 2,500.00 8,000.00	15,000.00 3,000.00 3,500.00 47,970.20 800.00	0.00 0.00 3,500.00 0.00 140.00	0.00 0.00 16,500.00 20,000.00 47,029.80 1,700.00	100.00 100.00 17.50 0.00 50.49 32.00
Total Dept 747-COMMUNITY	NITY PROMOTIONS	163,500.00	163,500.00	70,270.20	3,640.00	93,229.80	42.98
Dept 806-TOWNSHIP VEI 101-806-862.000 101-806-863.000 101-806-864.000	VEHICLES GAS & CAR WASHES OIL CHANGES MISCELLANEOUS	4,000.00 500.00 3,500.00	4,000.00 500.00 3,500.00	532.16 53.95 182.99	135.64 21.80 37.99	3,467.84 446.05 3,317.01	13.30 10.79 5.23
Total Dept 806-TOWNS	806-TOWNSHIP VEHICLES	8,000.00	8,000.00	769.10	195.43	7,230.90	9.61

06/01/2017 05:50 PM User: Lani DB: Garfie	PM	EXPENDITURE REPORT FOR PERIOD EN 2017 ORIGINAL	GARFIE	7	ACTIVITY FOR MONTH	Page: 5/5	e BDGT
	CESCALE 11ON	BODGEI	AMENDED BUDGET	05/31/201/	05/31/1/	BALANCE	USED
Fund 101 - GENERAL Expenditures Dept 851-EMPLOYEE	GENERAL OPERATING FUND ss IPLOYEE BENEFITS & INSURANCES 000 WAGES	36 000	000				1
101-851-873.001	John Hancock 403B	00.000,000	90,000.00	76,666.35	482.37	13, 388.15	15.07
101-851-873.020	VACATION & PERSONAL PAYOUT	5,000.00	5,000.00	00.0	4,890.39	54,834.73	31.46
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	250,000.00	250,000.00	98,255.67	23,615.74	151,744.33	39.30
101-851-912.001	1	13,000.00	13,000.00	11,878.00	713.49	1,985.89	44.60
101-851-912.002	INSURANCE - WORKMENS COMP.	7,500.00	7,500.00	1,695.00	00.00	5,805.00	22.60
Total Dept 851-EMI	Total Dept 851-EMPLOYEE BENEFITS & INSURANCES	470,500.00	470,500.00	220,086.25	29,701.99	250,413.75	46.78
Dept 900-CAPITAL OUTLAY	TTAL OUTLAY -	110,000.00	110,000.00	0.00	0.00	110,000.00	0.00
101-900-970.002	OUTLAY -	40,000.00 15,000.00	40,000.00	0.00	0.00	40,000.00	0.00
	CAFITAL COLLAI - LAND	00.0	0.00	344.47	00.00	(344.47)	100.00
Total Dept 900-CAPITAL OUTLAY	TTAL OUTLAY	165,000.00	165,000.00	344.47	00.00	164,655.53	0.21
TOTAL EXPENDITURES		3,320,380.49	3,320,380.49	1,009,117.60	375,558.87	2,311,262.89	30.39
Fund 101 - GENERAL OPERATING FUND: TOTAL EXPENDITURES	OPERATING FUND:	3,320,380.49	3,320,380.49	1,009,117.60	375,558.87	2,311,262.89	30.39

Page: 1/1		R H AVAILABLE % BDGT 7 BALANCE USED	000	1/3,100.00	(13,072.94)		5.000.00	13,040.00	12,260.00	30,580.18	262,532.83 (75.02)	262,532.83 (75.02)	
		ACTIVITY FOR MONTH 05/31/17		711.91	2,098.19	0.00	00.00	0.00	00.00	4,685.60	7,495.70	7,495.70	
SHIP		YTD BALANCE 05/31/2017	00 001 621)	3,394.41	17,252.94	73,000.00	00.0	00.00	00.00	22,919.82	(112,532.83)	(112,532.83)	0 00 001
JRE REPORT TOR GARFIELD TOWNSHIP	05/31/2017	2017 AMENDED BUDGET	C	3,580.00	4,180.00	11,320.00	5,000.00	13,040.00	12,260.00	53,500.00	150,000.00	150,000.00	00 000 041
EXPENDITURE REPORT	PERIOD EN	2017 ORIGINAL BUDGET	00.0	3,580.00	4,180.00	11,320.00	5,000.00	13,040.00	12,260.00	53,500.00	150,000.00	150,000.00	00 000
		DESCRIPTION	EM FUND Const.& Land (Grant, Equip)	COM. PROM SILVER LAKE PARK	COM. PROM CONT. Serv. GTCD	PROM	PROM	PROM	COM. PROM KIDS CREEK PARK	MAINTENANCE - MISC, EQUIP			4 FUND:
06/01/2017 05:50 PM	USEL: Lang	GL NUMBER D	SYSTI	308-000-880.001						308-000-935.000 M	Total Dept 000	TOTAL EXPENDITURES	Fund 308 - PARK SYSTEM FUND: TOTAL EXPENDITURES

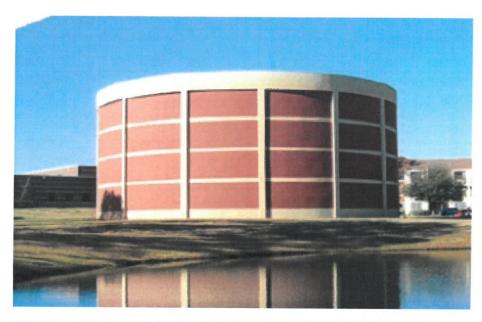


OPTION 1: Exterior Concrete pilasters. \$49,500 Cost Added to tank base price Color is Twp choice, this is an example)



OPTION 2: Brick pilasters going up to the dome ring. \$110,000 Cost Added to tank base price Color is Twp choice, this is an example)

DIVISION A: NORTHWEST INFRASTRUCTURE PROJECT – WATER STORAGE TANK CONCRETE TANK ARCHITECTURAL OPTIONS / COSTS



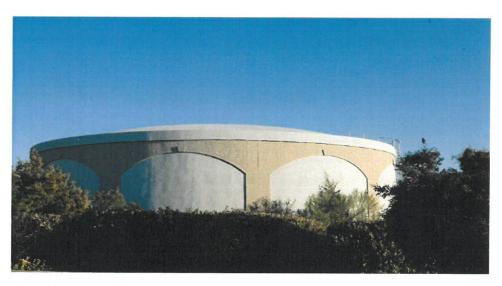
<u>OPTION 3 - Orlando Tank:</u> Completely wrapped (exterior finish concrete coat) which warrants additional design, wall thickness, materials. Cost Adder of \$175,000 to base tank price Color is Twp choice (this is an example)



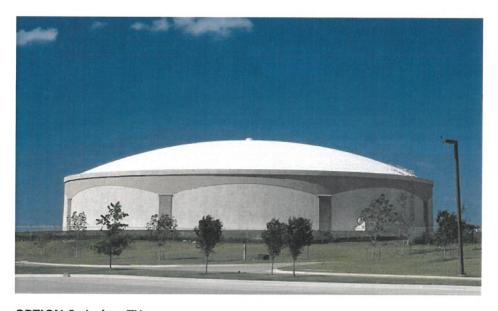
<u>OPTION 4- Pleasant Prairie:</u> Exterior Concrete arches and pilasters

The additional cost for this architectural treatment would be \$60,000.00 added to the base tank price Color by Owner, this is an example

DIVISION A: NORTHWEST INFRASTRUCTURE PROJECT – WATER STORAGE TANK CONCRETE TANK ARCHITECTURAL OPTIONS / COSTS



<u>OPTION 5- Lakeway, TX:</u> Exterior Stamped Concrete arches and pilasters to give a stone masonry look Additional \$65,000.00 added to the base tank price. Example, color selection by owner



OPTION 6: Irving, TX

Exterior Concrete arches with masonry (Brick) pilasters. The additional cost for this architectural treatment would be \$115,000.00 added to the base tank price.

Example (color selection by Owner)

DIVISION A: NORTHWEST INFRASTRUCTURE PROJECT – WATER STORAGE TANK CONCRETE TANK ARCHITECTURAL OPTIONS / COSTS



OPTION 7: Novi

Completely wrapped (exterior finish brick) which warrants additional design, wall thickness, materials. Cost Adder of \$375,000 to base tank price Color is Twp choice (this is an example)

	arter Township of Garfield ning Department Report No. PD 2017-30			
Prepared:	April 19, 2017	Pages:	1 of 5	
Meeting:	May 9, 2017 Township Board	Attachments:		
Subject:	Zoning Ordinance Amendment #6 - Public	Hearing	372	

Please Note: with the exception of updating the "Action Requested" portion of this report it remains the same as the report provided to you at the April 11, 2017 meeting.

BACKGROUND:

Based on discussion at previous planning commission meetings (12-14-17, 1-25-17, 2-8-17, 3-8-17) the Planning Commission was supportive of allowing hotels in the C-P Planned Shopping district provided the height and number of stories for hotels in all districts were addressed.

STAFF COMMENT

The public hearing was held on March 8, 2017, with one person commenting and requesting a change to allow an increase in height and decrease in setbacks for the use. Following discussion, the Planning Commission voted 6-1 to recommend the amendment to the Township Board as presented. For clarification, the descending vote preferred a 40 foot height maximum (rather than 35) but supported permitting the use in the C-P District.

The Planning Commission was supportive to the idea of allowing the Hotel use in the C-P district but required clarification and additional information such as the height and number of stories of existing hotels. The following information was evaluated by the planning commission prior to drafting the language and resulted in the recommendation.

Height / # of Stories:

As a reminder, the Zoning Ordinance limits the height of buildings in the C-G zone to 35-feet, although this can increase on a 1-to-1 foot basis as setbacks increase. There is no maximum number of stories for hotels in the C-G, C-H, or C-P districts. However, anything over 35-feet does require FAA approval.

For clarification, height is measured to the <u>middle of the roof</u> on <u>peaked roofs</u> or to the <u>lop of a lat roof</u>. Measuring to the middle of a peaked roof allows for a more aesthetic roof line, however absent architectural regulations (not encouraged) allowing additional height does not guarantee a peaked roof. Traditionally, hotel projects in Garfield Township were approved by way of a PUD, which allows leniency on height, if requested.

In an effort to make an informed decision the Planning Commission asked for an evaluation of the three existing hotels in the area near the intersection of W. South Airport and US-31 South (Sam's Club).

Our findings are as follows:

Courtyard by Marriot (S. Airport Road). 3 stories; ~ 41 feet in height to middle of roof / 35 feet to eave - Allowed extra height due to PUD. A buildings height is measured to the middle of the roof on peaked roofs.



Fairfield Inn & Suites (North Country Drive near Cracker Barrel). 3 stories, ~ 35 feet in height to middle of roof - 40 to the peak. (not a PUD). Again, height is measured to the middle of the roof.







Following discussion, the Planning Commission (majority) felt that the district maximum of 35 feet combined with a 3-story limitation was warranted to stay consistent with hotels currently in place. The Planning Commission discussed this topic on numerous instances spanning several months and have made the recommendation to move the amendment forward as written.

THE FOLLOWING LANGUAGE IS PROPOSED TO BE REPLACED IN ITS ENTIRETY Section 320 B (5)

- (5) Hotels and Motels under the following conditions:
 - (a) <u>Minimum Floor Area</u>: Each guest unit shall contain not less than two hundred fifty (250) square feet of floor area.
 - (b) Minimum Lot Area: 800 square feet of lot area per guest unit, with a minimum one (1) acre lot and one hundred fifty (150) feet of road frontage:
 - (c) <u>Maximum Lot Coverage</u>: All buildings, including accessory buildings, shall not occupy more than twenty-five percent (25%) of the net area within property lines of land developed at any one time.
 - (d) <u>Minimum Yard Dimensions</u>: All buildings shall be set back no less than one hundred (100) feet from any street line, and no less than forty (40) feet from any side or rear property line.
 - (e) <u>Site Screening</u>: The site may be enclosed by an open structure wood or wire fences along any yard line, but shall not exceed six (6) feet in height. Shrubs and/or trees may be used to screen alone or in combination with structural screens. No screening shall in any way impair safe vertical or horizontal sight distance for any moving vehicle.

- Screening at least four (4) feet high shall be erected to prevent headlight glare from shining on adjacent residential or agricultural property. No screening shall be closer than seventy-five (75) feet to any street line, except for headlight screening which shall not be closer than thirty (30) feet.
- (f) <u>Swimming pools</u> and other outdoor recreational uses, PROVIDED, such facilities are an accessory use to a permitted use within the district and are located on the same site as the principal use to which they are accessory.
- (g) <u>Accessory uses</u>, such as meeting rooms, tavern, bar or similar uses, PROVIDED, such accessory use shall be carried on within the same building as the principal use. A caretaker's or proprietor's residence shall be permitted as an accessory use only when the principal use is a motel, motor-hotel, or other transient tourist facility.

THE FOLLOWING LANGUAGE IS *PROPOSED* TO REPLACE SECTION 320 B (5) IN ITS ENTIRETY

- 5. Hotels and Motels under the following conditions:
 - a. The property has a minimum lot area of one (1) acre and one hundred fifty (150) feet of road frontage.
 - i. In addition to "a" above, a minimum of 800 square feet of lot area is required per guest unit.
 - Guest units shall have a minimum size of two hundred fifty (250) square feet of floor area.
 - c. All structures shall have a minimum front yard setback of one-hundred (100) feet and a side yard setback of no less than 40 feet.
 - d. The structure shall not exceed 35' in height and shall not exceed 3 stories.
 - i. For the purpose of "d" above, height exceptions permitted by Section 614 of this ordinance shall not apply.
 - e. The maximum lot coverage shall not exceed twenty-five percent (25%) of the property.
 - f. Indoor accessory uses such as meeting rooms, taverns, restaurants or similar uses, may be permitted provided they are located within or attached to the hotel.
 - g. Outdoor swimming pools and other outdoor recreational uses may be permitted, provided such facilities are deemed an accessory use to the hotel, and are located on the same parcel.

THE FOLLOWING LANGUAGE IS PROPOSED TO BE ADDED TO ARTICLE 3 SECTION 322, B.:

(2) Hotels and Motels, subject to the conditions specified in Section 320.B(5)

ACTION REQUESTED:

In my absence, there appeared to be a great deal of confusion regarding the recommended amendment language at the (April 11, 2017) Township Board meeting. As a result, you have not been provided with the required documents to formally adopt the amendment, instead Staff requests direction following the public hearing and discussion of the proposed amendment.

The Board should consider one of the following:

- 1. Direct Staff to prepare a formal amendment and resolution to approve the amendment.
- 2. Send the amendment back to the PC with further direction. (please note: height and stories have already been studied so a specific directive is needed)
- 3. Direct Staff to prepare a reasoning for denial of the Planning Commission's recommended amendment.

From: Kelly Kieft [mailto:kelly@polyculturekombucha.com]

Sent: Wednesday, March 29, 2017 7:49 PM

To: Lanie McManus

Subject: Seeking local government approval

Hi Lanie,

I am starting a small business in Garfield township that produces kombucha, a beverage made from fermenting tea and sugar. As part of the licensing process with the State of Michigan, I need to seek approval from the township and am contacting you to find out what steps I need to take to go forward with that.

In case it's pertinent to the township's decision, I'd like to provide you with some additional information about kombucha and my business.

Kombucha is generally considered a non-alcoholic beverage by many people, however it does contain trace amounts of alcohol. The Alcohol and Tobacco Tax and Trade Bureau, who regulates alcoholic everages, states that anything above 0.5% ABV is considered an alcoholic beverage and requires specific ensing.

I am in the process of seeking licensing from the TTB and the State of Michigan since my product is around 1% ABV. Since kombucha is still fairly new to the commercial market, the TTB and the State of Michigan do not have a separate license for kombucha brewers, so they require kombucha brewers to seek licensing as a beer brewer. The license that I am applying for is the Manufacturer and Wholesaler License and Permit for a Micro Brewer. I've attached a copy of the form that the State of Michigan is requesting.

I currently rent space at a commercial kitchen called Center City Kitchen at 767 A Duell Rd.

Please feel free to contact me with any additional questions. I'd also be happy to attend a township board meeting to answer any questions in person. Thank you for your time and consideration.

Sincerely, Kelly Kieft (734) 649-4469

Polyculture Kombucha 767 A Duell Road Traverse City, MI 49686

RESOLUTION 2017-12-T

Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC)

Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID:	
Request ID:	
	(For MLCC use only)

Local Government Approval

(Authorized by MCL 436.1501)

.ructions for Applicants:

 You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

•	Complete this resolution or provide a resolution, alo	long with	certification	from t	the clerk	or adopted	minutes from	the	meeting	at
	which this request was considered.								_	

At a regular	meeting of the	Chart	er Township of Garfiel	d	council/board
(regular or special)			(township, city, village)		
called to order by	Chuck Korn, Supervisor	on _	June 13, 2017	at	6:00 p.m.
the following resolution was o			(date)		(time)
Moved by		and su	upported by		
that the application from	Kelly Kieft of Polyculture Kombu				
for the following license(s):	Manufacturer and Wholesaler Lie	cense and Pe		er	
to be located at:	767 A Duell Road, Traverse City, N	101 47	fic licenses requested) 586		
and the following permit, if ap		10.00	20		
☐ Banquet Facility Permit	Address of Banquet Facility:				
	that it				
approval by the Michigan Liqu	(recommends/do	es not recomme	end)		
If disapproved, the reasons for	disapproval are				
	<u>v</u>	<u>ote</u>			
	Yeas:				
	Nays:				
	Absent				
I hereby certify that the forego	ing is true and is a complete copy o	f the resolut	ion offered and adopt	ed by the	2
council/board at a	med	eting held or	1	•	(township, city, village)
	(regular or special)		(date)		
Print Name of Cler	k	Signature o	of Clerk		Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

> Please return this completed form along with any corresponding documents to: Michigan Liquor Control Commission Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

GARFIELD CHARTER TOWNSHIP



BOARD MEETING 6/13/17

TO:

GARFIELD TOWNSHIP BOARD

FROM:

JEANE BLOOD LAW TREASURER

SUBJECT: APPROVAL OF COMPUTERIZED TAX ROLL

1.) REQUESTING THE BOARD TO APPROVE A RESOLUTION THAT THE GRAND TRAVERSE COUNTY TREASURER BE APPROVED TO SUBMIT A REQUEST UPON OUR BEHALF TO THE STATE TAX COMMISSION AND THE STATE TREASURER FOR APPROVAL OF THE TOWNSHIP'S COMPUTERIZED TAX ROLL.

This request will allow us to use our computerized database as the official record of our tax roll.. Without this certification we are required to keep a paper tax roll showing all posting of the receipts, transaction number, date of payment and partial payment validation with unpaid balance listed on the settlement .

THE COUNTY CURRENTLY MAINTAINS A BACK UP OF OUR TAX DATBASE ALONG WITH THE TOWNSHIP.

REQUIRED: APPROVE RESOLUTION (2017 43T) APPROVAL OF COMPUTERIZED TAX ROLL

CHARTER TOWNSHIP OF GARFIELD GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION 2017-13-T

APPROVAL OF COMPUTERIZED TAX ROLL

Whereas, Act 112 of 1990 as amended by P.A. 415 0f 1994, P.A 505 of 2002, P.A. 461 of 2012 and P. A. 140 of 2015 sets two conditions that must be met for the State Tax Commission to authorize the use of a computerized database as the tax roll, and

Whereas, the local tax collecting unit can demonstrate that the proposed system has the capacity to enable the local unit to comply with the property tax law, and

Whereas, the local unit must comply with all the requirements of Form 3944 (Rev. 12-15), (See attachments), or 2696 (Rev. 12-15)

Whereas, the proposed system is compatible with the system used by the County Treasurer,

Whereas, the Board of Trustees of the Charter Township of Garfield resolves to request that the County Treasurer submit a request to the State Tax Commission and the State Treasurer for approval of the Township's computerized tax roll.

Motion to approve by Board Mer	mber		
Seconded by Board Member			
Roll call vote:			
Molly Agostinelli Name	Y/N	Dan Walters Name	Y/N
Steve Duell		Jeane Blood Law	
Name Denise Schmuckal	Y/N	Name Lanie McManus	Y/N
Name	Y/N	Name	Y/N
Chuck Korn			
Name	Y/N		
The Chairman declared Resolution	on 2017-13-T a	adopted.	

Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, hereby certify that the
above Resolution 2017-13-T is a true and correct copy of a Resolution adopted by the Township
Board of the Charter Township of Garfield on this 13 th day of June.

Lanie McManus, Clerk	
Date	

Michigan Department of Treasury 2696 (Rev. 12-15)

STATE TAX COMMISSION USE ONLY		
Date Received	Date Approved	Date Denied

Request for Approval of Computerized Tax Roll By a Local Unit

Issued under authority of Public Act 112 of 1990. Filing is voluntary.

Use this form to apply to the State Tax Commission for authorization to use a computerized database as the tax roll.

P.A. 112 of 1990 as amended by P.A. 415 of 1994, P.A. 505 of 2002, P.A. 461 of 2012, and P.A. 140 of 2015 sets two conditions that must be met for the State Tax Commission to authorize the use of a computerized database as the tax roll. They are: (1) the local tax collecting unit must demonstrate that the proposed system has the capacity to enable the local unit to comply with property tax law; and (2) the local unit must comply with all the requirements listed below. P.A. 505 of 2002 authorizes the County Treasurer to make the application on behalf of the local units (a local unit may still make an application of its own right). It also indicates that the State Tax Commission must approve or deny the application within 120 days.

PAR	T 1: SETTLEMENT TAX ROLL			
1				
1.	Will the treasurer of the local unit tax collecting unit an roll to certify taxes collected?	d the assessor produce a final settlement tax Yes No		
2.	Will the assessor certify that taxable valuations, state of the spread of taxes and adjusted taxes are correctly re	equalized valuations, adjusted valuations, and corded in the settlement tax roll?		
3.	Will the treasurer of the local tax collecting unit certify t are posted on the settlement tax roll?	he delinquent taxes and that all tax collections Yes No		
4.	Will those certifications and the settlement tax roll be to computer-printed or electronic data format compatible v	ansmitted to the County Treasurer in either with the system used by the county?		
5.	5. Will the certification by the assessor, attached to or included with the settlement tax roll, include documentation that authorizes and reports all changes in the pre-collection tax roll? (Submit sample)			
PART	2: PROCEDURES AND REQUIREMENTS			
6. 7.	Will the treasurer of the local tax collecting unit prep collections, totaled and reconciled to the amount of actu Will payment of each tax be posted to the computerized	al daily collections?		
**	number with the payment date?	Yes No		
8.	8. Does the computerized database system have internal and external security procedures sufficient to assure the integrity of the system? (Attach a description of the procedures used)			
9. Does the system have a "read only" terminal or other procedure for public viewing of the posted tax roll? (If no "read only" terminal is available, describe the procedure used)				
	3: CERTIFICATION			
the requ must be	uirements and that it will comply with the requirements of a reaffirmed to the State Tax Commission every three yea	authorized to represent, has the capacity to enable it to comply with Act 112 of 1990, as amended. We understand that this certification are after approval by the State Tax Commission.		
City or Tov	vnship	County		
City or Tov	vnship Address			
City or Tow	vnship Treasurer (printed)	Assessing Officer's Signature		
ity or Tow	rnship Treasurer's Signature	Assessing Officer's Signature		

PART 4: COUNTY COMPATIBILITY CERTIFICAT	
I declare that I have examined this application and hat Township making application. By signing, I agree that currently in use in our office.	ave become familiar with the tax collection system described for the City or at to the best of my knowledge, this system is compatible with the systems
County	
County Treasurer's Address	
County Treasurer's Name (printed)	County Treasurer's Signature