

**CHARTER TOWNSHIP OF GARFIELD  
TOWNSHIP BOARD MEETING**

Tuesday, November 12, 2024 at 6:00pm  
Garfield Township Hall  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

**AGENDA**

**ORDER OF BUSINESS**

**Call meeting to order**

**Pledge of Allegiance**

**Roll call of Board Members**

**1. Public Comment**

**Public Comment Guidelines:**

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

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

**3. Consent Calendar**

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

a. Minutes – October 8, 2024 regular meeting  
(Recommend Approval)

b. (i) General Fund \$139,157.37  
(Recommend Approval)

(ii) Gourdie-Fraser  
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,  
Oversight & Closeout \$40,928.00  
General Utilities 2,102.50  
General 2,340.00  
Park Funds / DNR Trust Fund 4,564.06  
Total \$49,934.56  
(Recommend Approval)

- c. Consideration of new road name of Pearl Rose Lane for Garfield Township (Recommend Approval)
- d. Consideration of Intent to create Special Assessment District for Logan Valley Rd. & Racquet Club Dr. Road Improvement, Resolution 2024-28-T (Recommend Approval)
- e. Request to add delinquent special assessments to the winter tax roll (Recommend Approval)
- f. Consideration of financial institutions which the Township Treasurer will do business with in 2025, Resolution 2024-29-T (Recommend Approval)
- g. Consideration of Change Order No. 1 from Elmers for the Pressure Reducing Valve (PRV) Station of StoneRidge (Recommend Approval)
- h. Consideration of Contractor's Application for Payment No. 3 from Elmer's for the StoneRidge PRV (Recommend Approval)
- i. Consideration of Stoneridge PRV Station Close-out & Turnover documents (Recommend Approval)
- j. Consideration of Grand Traverse County Board of Public Works 2023 Master Specifications (Recommend Approval)

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

**5. Correspondence**

- a. Notice of intent to regionalize Materials Management Planning (Benzie, Grand Traverse and Leelanau)
- b. Letters from Art Krueger dated October 18, 2024 regarding:
  - Village at Garfield Water System Extension
  - Windy Hills Phase II Water System Extension
  - Marengo 31 Water System Extension
  - Ridge View Court Water System Extension

**6. Reports**

- a. County Commissioner's Report
- b. Construction Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. MMR Report
- f. Planning Department Report for November 2024
- g. Parks & Rec. Report
- h. Treasurer's Report
- i. Clerk's Report
- j. Supervisor's Report

7. **Unfinished Business**

- a. Consideration of accepting letter of resignation from Trustee Barsheff
- b. Consideration of resolution assigning duties to Township Manager, Resolution 2024-26-T

8. **New Business**

- a. Consideration of accepting the Project Agreement for MNRTF grant for Grand Traverse Commons Natural Area Accessible Trail, Resolution 2024-27-T
- b. Consideration of Letter of Recommendation for Copper Ridge Trailhead – GT Commons
- c. Consideration of playground equipment for River East Recreation Area
- d. Consideration of bids for Township snow removal contracts for 2024-2026, with a third year option

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.

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD MEETING  
October 8, 2024**

Supervisor Korn called the Town Board Meeting to order at the Garfield Township Hall on October 8, 2024 at 6:00p.m.

**Pledge of Allegiance**

**Roll Call of Board Members**

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: John Sych, Planning Director

**1. Public Comment (6:00)**

None

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

Barsheff declared a conflict with item 7a.

*Schmuckal moved and Agostinelli seconded to approve the agenda as presented accepting Barsheff's conflict.*

*Yeas: Schmuckal, Agostinelli, Duell, Barsheff, Macomber, McManus, Korn  
Nays: None*

**3. Consent Calendar (6:05)**

**a. Minutes**

September 10, 2024 Regular Meeting  
October 2, 2024 Study Session  
September 5, 19 and 26, 2024 Special Meetings  
(Recommend Approval)

**b. Bills**

(i)	General Fund (Recommend Approval)	\$125,541.56
(ii)	Gourdie-Fraser Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review, Oversight and Closeout	
		\$9,781.35
	General Utilities	4,597.50
	General	470.00
	<u>Park Funds/DNR Trust Fund</u>	<u>9,589.50</u>
	Total	\$24,438.35
	(Recommend Approval)	

- c. **MTT Update (Receive and File)**
- d. **Consideration of changing the name of Ramsdell Street, west of Incochee Woods Drive, if extended, to Ramsdell Road (Recommend Approval)**
- e. **Consideration of amending the address and applicant name for High Tops TC, LLC, Resolution 2024-15-T-Amended (Recommend Approval)**

Board members removed item 3e from the consent calendar.

*Agostinelli moved and Schmuckal seconded to adopt the consent calendar as amended removing item 3e.*

*Yeas: Agostinelli, Schmuckal, Macomber, McManus, Duell, Barsheff, Korn  
Nays: None*

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

- a. **Consideration of amending the address and applicant name for High Tops TC, LLC, Resolution 2024-15-T-Amended**

Board members discussed the matter and the options regarding the proposed nightclub and its liquor license

*Agostinelli moved and Barsheff seconded to approve amending the address and applicant name for High Tops TC, LLC, Resolution 2024-15-T-Amended.*

*Yeas: Agostinelli, Barsheff, Duell, Schmuckal, Macomber, McManus, Korn  
Nays: None*

**5. Correspondence (6:09)**

Correspondence from Parks and Rec Commission regarding their 2025 budget.

**6. Reports**

- a. **County Commissioner's Report (6:10)**

County Commissioners Brad Jewett and Lauren Flynn reported that the BOC held a discussion regarding a septic ordinance for the county and an ad hoc committee was created to discuss the subject. A study session for the 2025 budget will be held and the mental health crisis center will be open by the end of the year. The BATA open house was held. There will be a joint meeting of stakeholders at the airport to discuss bonding for a future project. Maxwell Cameron will be a Community Development Coordinator for the city and Flynn described the position and what it entails.

**b. Sheriff's Report (6:17)**

Lieutenant Roy Raska reported on some of the deputies and various education they received. Car seat inspections were completed and he also touched on the status of various crimes in the county.

**c. GT Metro Fire Report (6:20)**

Fire Chief Paul Mackin reviewed statistics from September 2024 and added that there were 504 calls total and 353 of those were in Garfield Township. Fire Prevention Week has Metro busy with events in schools. Metro received a Fire House Subs Grant for a Lucas Chest Compression device and Metro is also budgeting for the replacement of three thermal imaging cameras. Mackin stated that the new Engine 11 has been delivered and will be in service in a few weeks.

**d. MMR Report (6:27)**

MMR Operations Manager Amy Fairchild stated that there were 323 calls in Garfield Township and there are many EMT students testing this week. MMR is still working on a headquarters building in the township.

**e. Planning Department Report for October 2024 (6:29)**

Planner John Sych submitted his report in writing and noted that High Tops is on the agenda for the next PC meeting as is findings of fact for French Manor and a minor amendment for the BATA development.

**f. Parks & Rec Report (6:30)**

The Parks & Rec Report was submitted in writing. Parks Steward Derek Morton added that they may get some quotes for pickleball courts at Silver Lake. He added that the Copper Ridge Trailhead will be out for bids soon. Old trash cans were taken out of the Boardman Valley Park and a new bench was added at Buffalo Ridge.

**g. Treasurer's Report (6:35)**

Macomber presented an ARPA status report and asked the board to think of projects that are ready to go.

**h. Clerk's Report (6:36)**

McManus submitted her report in writing and added that her office is busy with elections with 5000 ballots issued thus far.

**i. Supervisor's Report (6:37)**

Korn reported that the 9/11 memorial was very nice and a golf Fundraiser was held last week for PTSD veterans. Korn said he attended a Safe Routes to School meeting and announced that the western half of Logan's Landing has sold. He also attended the BATA open house and said that attorneys are talking about the water issue.

**7. Unfinished Business**

**a. Consideration of revising the Employment Agreement for the Township Manager (6:41)**

Vacation and personal time for the new Township manager was discussed. After discussion, the board decided to keep vacation time at two weeks.

*Duell moved and Agostinelli seconded to maintain the current Employment Agreement with two weeks paid vacation for the first year.*

*Yeas: Duell, Agostinelli, Schmuckal, McManus, Korn*

*Nays: Macomber*

**8. New Business**

**a. Public Hearing - Consideration of Zoning Ordinance R-3 District Amendment, Resolution 2024-25-T (6:58)**

Planner Sych said that the goal of the Master Plan is to offer a balance of housing choices and types. This amendment to the Zoning Ordinance would allow for certain types of dwellings by right in the R-3 zoning district. Triplexes, and Quadplexes would be allowed by right and a minimum lot size of 12,000 square feet for a triplex and 16,000 square feet for a quadplex would be allowed going forward. The definition of “dwelling, multiple family” would also be adjusted

Supervisor Korn opened the public hearing at 7:01pm. With no one wishing to speak, the public hearing was closed.

*Schmuckal moved and Agostinelli seconded that Resolution 2024-25-T adopting Amendment No. 41 to Ordinance No. 68, Garfield Township Zoning Ordinance, be adopted.*

*Yeas: Schmuckal, Agostinelli, Duell, Barsheff, McManus, Macomber, Korn*

*Nays: None*

**b. Consideration of bids for landscaping services at the Logan’s Landing and Woodmere medians (7:02)**

Derek Morton explained the bids that were received and said that any work must be permitted by the road commission as well. Board members discussed the proposed landscaping and talked about maintenance of the medians. The board consensus pointed towards a blend of pavers and trees for the two medians.

*Schmuckal moved and Barsheff seconded to accept the bid from Premier Outdoors of Traverse City LLC bid in the amount of \$43,055.00 for Logan’s Landing.*

*Yeas: Schmuckal, Barsheff, Agostinelli, McManus, Macomber, Duell, Korn*

*Nays: None*

*Schmuckal moved to allow a committee to work with Premiere on suggestions for the Woodmere median not to exceed \$60,000.00 which included sedum and pavers. Barsheff seconded the motion.*

*Yeas: Schmuckal, Barsheff, Agostinelli, McManus, Macomber, Duell, Korn  
Nays: None*

**c. Consideration of adopting a new Township logo and official seal (7:23)**

Board members discussed the proposed seal and logos that were presented to the subcommittee who is working on a rebranding and website design for the township.

*Agostinelli moved and Schmuckal seconded to have the consultant come and present their ideas to the board.  
The motion was rescinded.*

Korn will ask the consultant to watch this meeting online and listen to the discussion among board members and possibly come up with a solution regarding logos and seals for the township.

Macomber asked to be removed from the subcommittee.

**9. Public Comment: (8:00)**

Joe McManus commented on the logo/seal and a Planning Commission opening that will be coming up soon.

Alisa Korn, representing the Grand Traverse County Road Commission stated that campaign signs are restricted from county road right of ways. She added that the road commission is budgeting for 2025 and that they are fully staffed and plow trucks are ready.

**10. Other Business (8:05)**

None

**11. Adjournment**

*Korn adjourned the meeting at 8:05pm.*

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

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





**Local Government Approval**  
(Authorized by MCL 436.1501)

**RESOLUTION 2024-15-T (AMENDED)**

**Instructions 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, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Charter Township of Garfield council/board  
(regular or special) (name of township, city, village)

called to order by Supervisor Korn on October 8, 2024 at 6:00 pm  
(date) (time)

the following resolution was offered:

Moved by Molly Agostinelli and supported by Chris Barsheff

that the application from High Tops TC, LLC  
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Liquor License  
(list specific licenses requested)

to be located at: 1214 W. South Airport Rd. Traverse City, MI 49684

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: \_\_\_\_\_

It is the consensus of this body that it recommends this application be considered for  
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: 7

Nays: 0

Absent: 0

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township  
council/board at a regular meeting held on October 8, 2024 (name of township, city, village)  
(regular or special) (date)

Lanie McManus

Print Name of Clerk

*Lanie McManus*

Signature of Clerk

10/9/2024

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  
Overnight packages: 2407 N. Grand River, Lansing, MI 48906  
Fax to: 517-763-0059

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 41

RESOLUTION #2024-25-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

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

WHEREAS the Garfield Township Board of Trustees, following the October 8, 2024 public hearing, finds that an amendment to the Charter Township of Garfield Zoning Ordinance is necessary to incorporate the following changes:

- **Section 201 – General Definitions**
  - Change the definition of “Dwelling, Multiple-Family” from three (3) to five (5) or more families
  - Add a definition for “Dwelling, Three-Family (Triplex)”
  - Add a definition for “Dwelling, Four-Family (Quadplex)”
- **Table 3-4 Use Chart**
  - Add the word “(Duplex)” to “Dwelling, Two-Family”
  - Add “Dwelling, Three-Family (Triplex)” as a use by right in R-3
  - Add “Dwelling, Four-Family (Quadplex)” as a use by right in R-3
- **Section 315 – R-3 (Multiple Family Residential)**
  - Add the word “(Duplex)” to “Dwelling, Two-Family”
  - Add “Dwelling, Three-Family (Triplex)” as a use by right
  - Add “Dwelling, Four-Family (Quadplex)” as a use by right
  - For Minimum Lot Area, add “Three-Family (Triplex): 12,000 sq. ft.” and “Four-Family (Quadplex): 16,000 sq. ft.”
  - For Minimum Lot Width, add “Three-Family (Triplex): 100 feet” and “Four-Family (Quadplex): 100 feet”
  - For Minimum Yard Setbacks (A), change side setbacks to “Each Side: 10 feet” and “Each Side (Multi-Family only): 20 feet”

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 41 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

- A. THAT **Section 201 Dwelling, Multiple-Family** BE REPEALED AND REPLACED in its entirety with the following language: Dwelling, Multiple-Family: A building, a portion thereof, or buildings containing five (5) or more dwelling units and designed for or occupied by five (5) or more families living independently

of each other.

- B. THAT **Section 201 Dwelling, Three-Family (Triplex)** BE ADDED in its entirety with the following language: Dwelling, Three-Family (Triplex): A building containing three (3) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by three (3) families living independently of each other.
- C. THAT **Section 201 Dwelling, Four-Family (Quadplex)** BE ADDED in its entirety with the following language: Dwelling, Four-Family (Quadplex): A building containing four (4) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by four (4) families living independently of each other.
- D. THAT **Table 3-4 Use Chart** BE REPEALED AND REPLACED in its entirety with the following language:

**Table 3-4 Use Chart**

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Adult Foster Care, Family Home	R	R	R	R	R								R		
Adult Foster Care, Small Group Home	SUP	SUP	SUP	SUP									SUP		\$ 708
Adult Foster Care, Large Group Home			SUP			R	R	R	R				SUP		\$ 709
Adult Foster Care Facility			SUP			SUP	SUP	SC	SUP						\$ 710
Airport or Airfield													SUP		
Auditorium or Assembly Hall								R	R	R					
Bar, Tavern, or Night Club								R	R	R					
Bed and Breakfast			SUP	SUP									SUP		\$ 713
Boarding Residence			SUP												\$ 714
Business College or Trade School								R			SC	SC			
Campground or Travel Trailer Park											SC				
Car Wash								SUP	SUP		SUP	SUP	SUP	SUP	\$ 716
Catering Establishment											R	R			\$ 717
Cemetery	R	R	R	R									R		
Child Care, Family Home (<7)	SC	SC	SC	SC	R								SC		\$ 718
Child Care, Small Group Home (7-12)	SC	SC	SC	SC									SC		\$ 719
Child Care Center			SUP		SUP	SUP	SUP	SC	SUP				SUP		\$ 720
Commercial District Housing Development								SUP	SUP	R					\$ 725
Contractor's Establishment											R	R			
Crematorium											SUP	SUP			\$ 727
Data Center and Computer Operations											R	R			
Drive-In Business											R	R			\$ 730
Drive-Through Business							SUP	R	R						\$ 730
Dry Cleaning Plant							SUP	R	R						
Dwelling, Single Family	R	R	R	R							SC	SC			
Dwelling, Two-Family (Duplex)		R	R										R		
Dwelling, Three-Family (Triplex)			R												
Dwelling, Four-Family (Quadplex)			R												
Dwelling, Multiple Family			SUP												
Essential Service Facility, Major	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	\$ 737.B
Essential Service Facility, Minor	R	R	R	R	R	R	R	R	R	R	R	R	R	R	\$ 737.A
Farm Employees House													SC		
Farm Market													R		
Farm Operation													R		

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Financial Institution, with Drive-Through						SUP	SUP	SC	R	R					\$ 730
Financial Institution, without Drive-Through						R	R	R	R	R					
Game or Hunting Preserve, Commercial													SUP		
Gasoline Service Station						SUP		SC	SC		SUP	SUP			\$ 748
Golf Course or Country Club	SC	SC	SC	SC									SUP		\$ 749
Greenhouse, Commercial													SUP		
Home Industry													R		
Home Occupation	R	R	R	R				R	R	R			R		\$ 612
Hospital															
Hotel or Motel								SC	SC	R					\$ 750
Incinerator															
Indoor Entertainment Center								R	SC	R		SUP	SUP		\$ 751
Institutional Uses and Structures	SUP	SUP	SUP	SUP		SUP	SUP	SC	SUP		SUP	SUP	SUP		\$ 752
Junk Yard												SUP			\$ 753
Keeping of Chickens, Personal	SC	SC	SC	SC											\$ 754.A
Keeping of Farm Animals													R		
Keeping of Horses, Personal				SC									SC		\$ 754.B
Kennel													SUP		\$ 755
Live-Work Unit							R			R	R	R			
Livestock Auction Yard													SUP		
Lumber Processing and Sawmill											R	R	SUP		\$ 756
Manufacturing, Heavy												R			
Manufacturing, Light											R	R			
Marina						R		R							
Mechanical Amusement Arcade															
Medical Marihuana Cultivation Facility								R	R		SUP				
Medical Marihuana Residential Cultivation	SC	SC	SC	SC							SC	SC	SC		\$ 757
Medical Office, Clinic															\$ 758
Medical Office, Surgical Center						R	R	R	R	R					
Metal Plating, Buffering, and Polishing							R	R	R	R			SUP		
Mobile Home															
Mobile Home Park															
Mobile Home Subdivision															\$ 759
Mortuary or Funeral Home			SC			SUP		SC			SUP				\$ 760

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Office						R	R	R	R	R	SUP				
Off-Site Parking						R	SC	R			SUP	SUP			
Open Space Preservation	SC	SC	SC	SC									SUP		\$ 428
Outdoor Entertainment Center, Major								R					SUP		\$ 761
Outdoor Entertainment Center, Minor															
Outdoor Sales, Major								SC	SC	SUP					\$ 762.A
Outdoor Sales, Minor								SC	SC						\$ 762.B
Outdoor Sales, Temporary						SC		SC	SC						\$ 762.C
Outdoor Storage, Accessory Use	SC	SC	SC	SC											\$ 613.A (4)
Outdoor Storage, Primary Use											SC	SC			\$ 763
Park, Mini	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
Park, Neighborhood	R	R	R	R											
Park, Community - Low Intensity															
Park, Community - High Intensity															
Passenger Terminal														SUP	
Pet Grooming Establishment							R	R	R	R	R	R			\$ 764
Pet Shop						SC		SC		R	SUP				\$ 765
Printing or Publishing Enterprise															
Processing Operation											SUP	SUP			
Professional Showroom							R								
Professional Studio							R	R		R	SUP				
Recreational Facility								R	SC	R	R	R			
Recreational Field Complex	SC	SC	SC	SC									SUP		\$ 766
Recycling Facility												SUP			
Rehabilitation Center							R								
Research and Design Facility							SC				SC	SC			\$ 767
Restaurant, with Drive-Through								SUP	R	R					\$ 768; \$ 730
Restaurant, without Drive-Through						SC		R	R	R					\$ 768
Retail Fabricator								SUP							\$ 769
Retail, Industrial Accessory											R	R			\$ 611
Retail, Industrial Primary										SUP					\$ 770
Retail, Low Volume						R		R	R	R					
Retail, Medium Volume								R	R	R					
Retail, High Volume								SUP	R	R					
Roadside Stand													R		
Sale of Prefabricated Structures								SUP							
Sand or Gravel Pit, Quarry											SUP	SUP	SUP		\$ 771

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Service Establishment, Business						SC		R	R	R					\$ 772
Service Establishment, Personal						R	R	R	R	R					\$ 640
Sexually Oriented Businesses								SC							
Shopping Center, General								SUP							
Shopping Center, Local						SUP		SC							
Small Warehousing Establishment												R			
Small Energy System, Accessory	R	R	R	R	R	R	R	R	R	R	R	R	R	R	\$ 773.A
Solar Energy System, Primary	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	\$ 773.B
Stormwater Containment, Non-Agricultural													SC		\$ 774
Swimming Pool, Private	SC	SC	SC	SC											\$ 776
Transportation Dispatch Center											R	R			
Truck or Rail Freight Terminal											SUP	SUP			
Vehicle Dealership, with Outdoor Sales								SC	SC		SUP				\$ 762
Vehicle Dealership, without Outdoor Sales								R	SC		SC				
Vehicle Service Center, Major								R	R		R	R			
Vehicle Service Center, Minor								R	R		SUP	SUP			
Veterinary Hospital						SC	SC	SC	R		R		SUP		
Warehouse or Distribution Center											R	R			
Warehouse or Distribution Center, Hazardous Materials											R	SUP			\$ 777
Waterfront Stairways and Landings	SC	SC	SC	SC											\$ 778
Wholesaler								SC			R	R			\$ 779
Wind Energy Conversion System						SUP		SUP			SUP	SUP	SUP		\$ 780
Wind Energy Conversion System, Personal	SUP	SUP	SUP	SUP	SUP								SC		\$ 781
Wireless Communication Facilities								SUP	SUP		SUP	SUP	SUP		\$ 792

E. THAT **Section 315 R-3** BE REPEALED AND REPLACED in its entirety with the following language:

### **SECTION 315 R-3 (MULTIPLE FAMILY RESIDENTIAL)**

**PURPOSE** – The R-3 (Multiple Family Residential) districts provide areas for medium to high density one and two family residential dwelling units mixed with a variety of multiple family residential dwelling types, including apartments and group housing, where adequate public facilities and services exist with capacity to serve such development. The districts are composed mainly of areas containing an existing mix of these dwelling types as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the township. The R-3 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, places of worship and parks that will promote a sense of community, urban vitality and the efficient provision of infrastructure. R-3 district regulations are designed to allow for market and design flexibility while preserving the neighborhood character and permitting applicants to cluster development to preserve environmentally sensitive and natural land areas.

#### **A. USES PERMITTED BY RIGHT:**

- (1) Adult Foster Care, Family Home
- (2) Cemetery
- (3) Dwelling, Single Family
- (4) Dwelling, Two Family (Duplex)
- (5) Dwelling, Three-Family (Triplex)
- (6) Dwelling, Four-Family (Quadplex)
- (7) Essential Service Facility, Minor – § 737.A
- (8) Home Occupation
- (9) Park, Mini
- (10) Park, Neighborhood
- (11) Solar Energy System, Accessory – § 773.A

#### **B. USES PERMITTED BY SPECIAL CONDITIONS:**

- (1) Child Care, Family Home (<7) – § 718
- (2) Child Care, Small Group Home (7-12) – § 719
- (3) Golf Course or Country Club – § 749
- (4) Keeping of Chickens, Personal – § 754.A
- (5) Medical Marihuana Residential Cultivation – § 758
- (6) Mortuary or Funeral Home – § 760
- (7) Open Space Preservation – § 428
- (8) Outdoor Storage, Accessory Use – § 613.A (4)
- (9) Recreational Field Complex – § 766
- (10) Swimming Pool, Private – § 776
- (11) Waterfront Stairways and Landings – § 778

#### **C. USES PERMITTED BY SPECIAL USE PERMIT:**

- (1) Adult Foster Care, Small Group Home – § 708
- (2) Adult Foster Care, Large Group Home – § 709
- (3) Adult Foster Care Facility – § 710
- (4) Bed and Breakfast – § 713
- (5) Boarding Residence – § 714
- (6) Child Care Center – § 720
- (7) Dwelling, Multiple Family
- (8) Essential Service Facility, Major – § 737.B
- (9) Institutional Uses and Structures – § 752
- (10) Solar Energy System, Primary – § 773.B
- (11) Wind Energy Conversion System, Personal – § 781



**D. ADDITIONAL STANDARDS:**

- (1) Driveways for single family residences shall comply with § 511.
- (2) Completion. Any single-family dwelling, accessory building or addition thereto must be completed on the exterior surface with a suitable finishing material including painting or staining in the case of wood, within two (2) years from date of issuance of a land use permit or one (1) year from the date of occupancy whichever occurs last.
- (3) Uses permitted by Special Use Permit in the R-3 District shall provide a minimum of 300-square feet of open space per dwelling unit. Required open space shall be consolidated and contiguous to the greatest extent reasonably possible to provide usable park-like areas. Structures shall be adjoined by open space areas on at least one side.

**E. DIMENSIONAL STANDARDS:**

**Minimum Lot Area:**

- One-Family: 10,000 sq. ft.
- Two-Family (Duplex): 10,000 sq. ft.
- Three-Family (Triplex): 12,000 sq. ft.
- Four-Family (Quadplex): 16,000 sq. ft.
- Multi-Family: 4,000 sq. ft. per dwelling unit

**Maximum Building Height:**

- In Stories: 3 stories
- In Feet: 40 feet (See section 341)

**Minimum Yard Setbacks (A):**

- Front: 25 feet
- Each Side: 10 feet
- Each Side (Multi-Family only): 20 feet
- Rear: 20 feet

**Minimum Lot Width:**

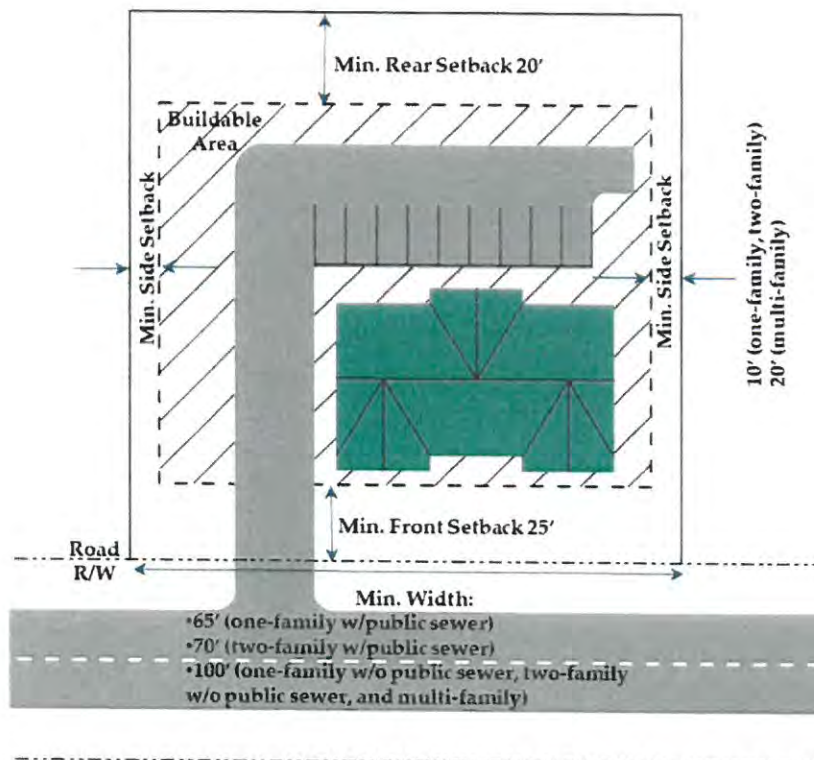
- 1- Family w/ Public Sewer: 65 feet
- 1- Family w/o Public Sewer: 100 feet
- 2-Family w/ Public Sewer: 70 feet
- 2-Family w/o Public Sewer: 100 feet
- Three-Family: 100 feet
- Four-Family: 100 feet
- Multi-Family: 100 feet

**Maximum Lot Coverage:** 35 %

**Minimum Bldg. Cross Section:** 24 feet

**Notes to Dimensional Standards:**

(A) Setbacks shall be measured from the furthest protruding point of structure.



*\*Not to scale. To be used for illustrative purposes only\**

Moved: Denise Schmuckal


Supported: Molly Agostinelli

Ayes: Schmuckal, Agostinelli, Duell, Macomber, Barsheff, McManus, Korn

Nays: None

Absent and Excused: None

By:



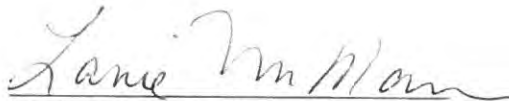
Chuck Korn, Supervisor  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2024-25-T which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of October 2024. Amendment No. 41 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated:

10-9-2024



Lanie McManus, Clerk  
Charter Township of Garfield

Introduced: August 27, 2024

Adopted: October 8, 2024

Published: October 13, 2024

Effective: October 20, 2024

Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/10/2024	GEN	42732	86TH DISTRICT COURT	DENALI SERVICES	101-253-801.000	70.00
10/10/2024	GEN	42733	BRYAN GUTIERREZ	MI PERMIT LIC PLAN REV REIMBURSEMENT	101-371-965.000	75.00
10/10/2024	GEN	42734	CONSUMERS ENERGY	103033456148	101-448-920.005	3,178.25
10/10/2024	GEN	42735	CONSUMERS ENERGY	100000311801	101-000-084.861	1,686.08
10/10/2024	GEN	42735	CONSUMERS ENERGY	100000311801	101-448-920.005	2,837.42
						<u>4,523.50</u>
10/10/2024	GEN	42736	DTE ENERGY	910020833133	101-265-920.601	73.45
10/10/2024	GEN	42737	DTE ENERGY	910020833257	101-265-920.601	47.52
10/10/2024	GEN	42738	ENGINEERED PROTECTION SYS.	EPS SVC AGREEMENT	101-265-957.000	486.00
10/10/2024	GEN	42739	FIFTH THIRD BANK	3406 - SPEAKERS	101-253-726.000	38.14
10/10/2024	GEN	42740	GFL ENVIRONMENTAL	002096164	208-000-805.000	577.74
10/10/2024	GEN	42741	GFL ENVIRONMENTAL	002114259	101-265-935.604	135.92
10/10/2024	GEN	42742	GMOSER'S SEPTIC SERVICE, INC	PORTABLE TOILET	208-000-805.000	540.00
10/10/2024	GEN	42743	GRAND TRAVERSE COUNTY DPW	5590511	208-000-805.000	57.10
10/10/2024	GEN	42744	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	508.34
10/10/2024	GEN	42745	INTEGRITY BUSINESS SOLUTIONS	BATTERIES/MOUSE/SEALER/ADHESIVE	101-101-726.000	85.74
10/10/2024	GEN	42745	INTEGRITY BUSINESS SOLUTIONS	NAME PLATE - ABBOTT	101-257-726.000	37.80
						<u>123.54</u>
10/10/2024	GEN	42746	LANDGREEN LAWCARE	WOODMERE	101-265-935.602	101.00
10/10/2024	GEN	42747	LAUTNER IRRIGATION INC	WINTERIZATION LOGANS LANDING	101-265-935.602	400.00
10/10/2024	GEN	42748	OLSON & HOWARD, P.C.	ZBA	101-704-801.000	874.50
10/10/2024	GEN	42749	SPECTRUM ENTERPRISE	INTERNET	101-228-955.001	159.98
10/10/2024	GEN	42750	TEMPERATURE CONTROL	GARAGE DISPOSAL	101-265-935.608	1,576.12
10/10/2024	GEN	42751	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	1,022.85
				ADVERTISING	101-704-901.000	168.95
				ADVERTISING	101-707-901.000	165.45
						<u>1,357.25</u>
10/17/2024	GEN	42752	B S & A SOFTWARE	HSA		** VOIDED **
				GL/AP/CR/PAY/BLD ANNUAL SVC		** VOIDED **

3.b.(i)



Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/07/2024	GEN	42770	ANNE WENDLING	CONTRACTED SVCS	208-000-805.000	97.00
11/07/2024	GEN	42771	BATTERIES PLUS OF TRAVERSE CITY	BATTERIES	101-265-726.003	23.92
11/07/2024	GEN	42772	CHERRYLAND ELECTRIC COOP.	ELECTRIC	208-000-805.000	184.40
11/07/2024	GEN	42773	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	296.53
		42773		ELECTRIC	101-265-920.603	906.89
		42773		ELECTRIC	101-448-920.005	750.37
						<u>1,953.79</u>
11/07/2024	GEN	42774	CHLOE MACOMBER	MILEAGE	101-253-860.500	60.03
11/07/2024	GEN	42775	CONSUMERS ENERGY	103043977273	208-000-805.000	55.25
11/07/2024	GEN	42776	CONSUMERS ENERGY	100018131597	101-448-920.005	49.62
11/07/2024	GEN	42777	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
11/07/2024	GEN	42778	CONTEMPORARY CLEANING	CONTRACTED SVCS	208-000-805.000	450.00
11/07/2024	GEN	42779	DTE ENERGY	910020833133	101-265-920.601	250.85
11/07/2024	GEN	42780	DTE ENERGY	910020833257	101-265-920.601	66.73
11/07/2024	GEN	42781	ENGINEERED PROTECTION SYS.	SVC CONTRACT	101-265-957.000	394.32
11/07/2024	GEN	42782	FIFTH THIRD BANK	3637-EDUCATION	101-101-726.000	7.41
		42782		3637-EDUCATION	101-171-960.200	44.40
						<u>51.81</u>
11/07/2024	GEN	42783	FIFTH THIRD BANK	3406-EDUCATION/DUES/SUPPLIES	101-253-726.000	195.99
		42783		3406-EDUCATION/DUES/SUPPLIES	101-253-960.000	609.42
		42783		3406-EDUCATION/DUES/SUPPLIES	101-253-965.000	397.00
						<u>1,202.41</u>
11/07/2024	GEN	42784	FIFTH THIRD BANK	1319-SUPPLIES-GFS/STAMPS/DIVIDER TABS/PLASTI	101-101-726.000	676.02
		42784		1319-SUPPLIES-GFS/STAMPS/DIVIDER TABS/PLASTI	101-262-726.000	159.29
		42784		1319-SUPPLIES-GFS/STAMPS/DIVIDER TABS/PLASTI	101-371-726.000	61.20
						<u>896.51</u>
11/07/2024	GEN	42785	FIFTH THIRD BANK	1319-CHAINS AW CHAINS	208-000-935.000	30.00
11/07/2024	GEN	42786	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	712.27
11/07/2024	GEN	42787	GRAND TRAVERSE COUNTY DPW	WATER	101-265-920.602	178.78
11/07/2024	GEN	42788	GRAND TRAVERSE COUNTY DPW	WATER	208-000-805.000	128.75
11/07/2024	GEN	42789	GRAND TRAVERSE COUNTY MTA	AWARDS BANQUET	101-101-960.000	94.00

Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		42789		AWARDS BANQUET	101-171-960.200	47.00
		42789		AWARDS BANQUET	101-172-960.000	47.00
		42789		AWARDS BANQUET	101-215-960.000	47.00
		42789		AWARDS BANQUET	101-253-960.000	94.00
		42789		AWARDS BANQUET	101-707-960.000	94.00
						<u>423.00</u>
11/07/2024	GEN	42790	GRAND TRAVERSE SUPPLY, LLC	TOILET TISSUE	101-265-726.003	104.00
11/07/2024	GEN	42791	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.09
11/07/2024	GEN	42792	GT SUPPLY, LLC	CAN LINERS/TOWELING	101-265-726.003	93.00
11/07/2024	GEN	42793	HALLAHAN & ASSOCIATES, P.C.	SAMS/WAL-MART SVCS	101-101-801.002	481.95
11/07/2024	GEN	42794	HI-TECH SYSTEM SERVICE, INC	MONTHLY SVC	101-228-955.000	1,179.00
11/07/2024	GEN	42795	HOME DEPOT CREDIT SERVICES	LIGHT BULBE/ GLOVES/ GLUE/ BRUSH	208-000-935.000	74.99
11/07/2024	GEN	42796	INTEGRITY BUSINESS SOLUTIONS	INK/SCISSORS/DIVIDERS	101-101-726.000	151.10
		42796		PAPER	101-262-726.000	39.99
		42796		PAPER/BINDERS	101-371-726.000	57.56
						<u>248.65</u>
11/07/2024	GEN	42797	KCI	POSTAGE	101-253-726.001	3,784.48
11/07/2024	GEN	42798	KRAFT BUSINESS SYSTEMS	SVC CONTRACT	101-101-726.002	484.72
11/07/2024	GEN	42799	LANDGREEN LAWCARE	FERTILIZER	101-265-935.602	416.00
11/07/2024	GEN	42800	LANDGREEN LAWCARE	FERTILIZER	208-000-805.000	1,771.00
11/07/2024	GEN	42801	LINGO	PHONES	101-265-850.000	71.52
11/07/2024	GEN	42802	NORTHWOODS BUSINESS FORMS	BUSINESS CARDS - C. BARSHEFF	101-172-726.000	43.30
11/07/2024	GEN	42803	OWEN G DUNN CO., INC/PRINTELECT	VOTING BOOTHS	101-900-970.001	6,684.25
11/07/2024	GEN	42804	PITNEY BOWES INC	INK	101-101-726.001	626.02
11/07/2024	GEN	42805	PREMIER OUTDOORS OF TRAVERSE CITY	WOODMERE	101-265-935.602	1,545.00
		42805		MOWING / PARK	208-000-805.000	1,920.00
						<u>3,465.00</u>
11/07/2024	GEN	42806	PRINCIPAL LIFE INSURANCE COMPANY	DENTAL/LIFE	101-101-711.030	290.10
		42806		DENTAL/LIFE	101-171-711.030	155.05
		42806		DENTAL/LIFE	101-215-711.030	155.47
		42806		DENTAL/LIFE	101-253-711.030	330.04
		42806		DENTAL/LIFE	101-257-711.030	345.10

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		42806		DENTAL/LIFE	101-371-711.030	330.04
		42806		DENTAL/LIFE	101-701-711.030	162.45
		42806		DENTAL/LIFE	101-702-711.030	303.60
						<u>2,071.85</u>
11/07/2024	GEN	42807	PRINTING SYSTEM	MASTER CARDS	101-262-726.000	80.05
11/07/2024	GEN	42808	STATE OF MICHIGAN	CERTIFICATION	101-257-965.000	175.00
11/07/2024	GEN	42809	TEMPERATURE CONTROL	BOILER	101-900-970.002	48,765.00
11/07/2024	GEN	42810	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		42810		00104403-7	101-448-920.005	46.44
						<u>713.18</u>
11/07/2024	GEN	42811	TRAVERSE REPRODUCTION	KIOSK POSTERS	208-000-805.000	80.32
11/07/2024	GEN	42812	UNITED WAY	UNITED WAY	101-000-238.000	90.00
11/07/2024	GEN	42813	VERIZON	PHONES	101-265-850.000	263.28
11/07/2024	GEN	42814	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	1,710.00

**TOTAL - ALL FUNDS TOTAL OF 83 CHECKS (1 voided) 139,157.37**

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	2,649.35
101-000-231.000	DEFERRED COMP	3,420.00
101-000-231.001	AFLAC	655.23
101-000-237.000	HSA (FORMERLY FLEX)	1,424.54
101-000-238.000	UNITED WAY	180.00
101-101-711.030	BENEFITS	3,292.96
101-101-726.000	SUPPLIES	1,056.91
101-101-726.001	POSTAGE	626.02
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	484.72
101-101-801.002	LEGAL SERVICES - TOWNBOARD	481.95
101-101-805.000	CONTRACTED AND OTHER SERVICES	404.50
101-101-901.000	ADVERTISING	1,022.85
101-101-960.000	EDUCATION & TRAINING	94.00
101-171-711.030	BENEFITS	2,322.06
101-171-960.200	EDUCATION - SUPERVISOR	91.40
101-172-726.000	SUPPLIES	43.30
101-172-960.000	EDUCATION & TRAINING	47.00
101-215-711.030	BENEFITS	2,902.57
101-215-726.000	SUPPLIES	47.98
101-215-960.000	EDUCATION & TRAINING	47.00
101-228-955.000	COMPUTER SUPPORT SYSTEMS	12,744.58
101-228-955.001	COMPUTER NETWORK	159.98
101-253-711.030	BENEFITS	3,872.08
101-253-726.000	SUPPLIES	234.13
101-253-726.001	POSTAGE	3,784.48
101-253-801.000	LEGAL SERVICES	70.00
101-253-860.500	MILEAGE - TREASURER	141.77
101-253-960.000	EDUCATION & TRAINING	703.42



Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-253-965.000			DUES & PUBLICATIONS			397.00
101-257-711.030			BENEFITS			4,651.74
101-257-726.000			SUPPLIES			51.19
101-257-965.000			DUES & PUBLICATIONS			350.00
101-262-726.000			SUPPLIES			279.33
101-265-726.003			SUPPLIES-MAINTANCE			220.92
101-265-850.000			TELEPHONE			1,105.45
101-265-920.601			HEATING / GAS			438.55
101-265-920.602			WATER / SEWER			687.12
101-265-920.603			LIGHTS BUILDING			906.89
101-265-935.602			LAWN MAINTENANCE			2,462.00
101-265-935.603			CLEANING SERVICE			1,350.00
101-265-935.604			RUBBISH REMOVAL			135.92
101-265-935.608			MAINTENANCE-OTHER			1,636.12
101-265-957.000			ELECTRONIC PROTECTION SYSTEM			880.32
101-371-711.030			BENEFITS			3,454.08
101-371-726.000			SUPPLIES			118.76
101-371-965.000			DUES & PUBLICATIONS			150.00
101-448-920.005			STREET LIGHTS TOWNSHIP			6,862.10
101-701-711.030			BENEFITS			2,548.98
101-702-711.030			BENEFITS			3,802.42
101-704-801.000			LEGAL SERVICES			874.50
101-704-901.000			ADVERTISING			168.95
101-707-805.000			CONTRACTED AND OTHER SERVICES			220.00
101-707-901.000			ADVERTISING			165.45
101-707-960.000			EDUCATION & TRAINING			94.00
101-900-970.001			CAPITAL OUTLAY - ELECTIONS			6,684.25
101-900-970.002			CAPITAL OUTLAY - TOWNSHIP HAL			48,765.00
208-000-805.000			CONTRACTED AND OTHER SERVICES			6,586.56
208-000-935.000			MAINTENANCE - MISC, EQUIP			104.99
			<b>TOTAL</b>			<b>139,157.37</b>



123 West Front Street  
 Traverse City, Michigan 49684  
 231.946.5874  
 231.946.3703

November 2, 2024

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

**I. Developer's Escrow Fund**

**A. Storm Water Reviews**

1. Engineering consulting services for storm water plan review. <b>Waggener Drive, Escrow No. 215.814</b> Project# 23209 Invoice No. 2320907	1,350.00
2. Engineering consulting services for storm water plan review. <b>Kingsley Lumber, Escrow No. 124.842</b> Project# 24167 Invoice No. 2416702	1,273.75
3. Engineering consulting services for storm water plan review. <b>Precision Plumbing &amp; Heating Systems, Escrow No. 214.803</b> Project# 24266 Invoice No. 2426601	1,255.00
4. Engineering consulting services for storm water plan review. <b>Historic Barns Park, Grand Traverse Commons, Barn 206, Escrow No. 214.810</b> Project# 24275 Invoice No. 2427501	691.25
5. Engineering consulting services for storm water plan review. <b>French Manor LaFranier, Escrow No. 214.836</b> Project# 24248 Invoice No. 2424801	2,575.00
<b>Total A</b>	<u>7,145.00</u>

**B. Utility Plan Review, Oversight & Closeout**

1. Engineering consulting services for plan review, construction services and project turnover. <b>Kchii-Noodin Kaamdaaking - II (Windy Hills Phase II)</b> Project# 20037 Invoice No. 2003707	29,395.00
2. Engineering plan review and overall capacity evaluation, construction services, project turnover <b>Marengo 31, Escrow #214.862</b> Project# 21265 Invoice No. 2126505	1,863.00
3. Engineering plan review and overall capacity evaluation, construction services, project turnover. <b>Fairfield Inn, Escrow No. 215.850</b> Project# 22311 Invoice No. 2231106	800.00
4. Construction services, project turnover. <b>The Flats at Carriage Commons (BATA/TCHC Transit Orientated Mixed Use) Escrow No. 214.816</b> Project# 24202 Invoice No. 2420203	1,725.00
<b>Total B</b>	<u>33,783.00</u>

**Total Developer's Escrow Fund** 40,928.00

**II. General Utilities**

1. Engineering and survey services for design, topo survey, bidding, construction services, project turnover <b>Stone Ridge PRV Replacement</b> Project# 21066 Invoice No. 2106611	2,102.50
<b>Total Utility Receiving Fund</b>	<u>2,102.50</u>

**III. General**

1. Engineering services for water contract review and data compilation for submission to legal counsel. <b>Water Contract</b> Project# 24029C Invoice No. 24029309	1,800.00
2. Engineering services for potential City of TC and Garfield Township water connection <b>GT Commons</b> Project# 24029C Invoice No. 24029310	540.00
<b>Total Park Funds / DNR Trust Fund</b>	<u>2,340.00</u>

**IV. Park Funds / DNR Trust Fund**

1. Engineering final design layout, cost estimated for parking improvements. <b>Copper Ridge Trailhead</b> Project# 24236 Invoice No. 2423602	4,564.06
<b>Total Park Funds / DNR Trust Fund</b>	<u>4,564.06</u>

**GRAND TOTAL** \$49,934.56

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc Pay By Credit Card:  
<https://quickclick.com/r/xsgjxl869prhal82eeeljlzhd>

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

November 02, 2024  
Project No: 23209  
Invoice No: 2320907

Re: Waggener Drive, Storm Water Review, Escrow No. 215.814

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include supplement review of post construction as required by ZBA and letter of acceptance.

Project Location: 1661 Lake Drive, Traverse City

**Professional Services from September 15, 2024 to November 02, 2024**

**Professional Personnel**

	Hours	Rate	Amount	
Project Engineer II	10.00	135.00	1,350.00	
Totals	10.00		1,350.00	
<b>Total Labor</b>				<b>1,350.00</b>
		<b>Total this Invoice</b>		<b>\$1,350.00</b>

**Billings to Date**

	Current	Prior	Total
Labor	1,350.00	3,492.50	4,842.50
<b>Totals</b>	<b>1,350.00</b>	<b>3,492.50</b>	<b>4,842.50</b>

**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874 Ext. 310  
melanie@gfa.tc Pay By Credit Card:  
<https://quickclick.com/r/xsgjxl869prhal82eeeljlzhd>

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

November 02, 2024  
Project No: 24167  
Invoice No: 2416702

Re: Kingsley Lumber, Storm Water Review, Escrow No. 214.842  
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of review with corrections and response.

Project Location: 1085 W. Hammond Road, Traverse City  
**Professional Services from September 15, 2024 to November 02, 2024**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	1.25	135.00	168.75	
Project Specialist	8.50	130.00	1,105.00	
Totals	9.75		1,273.75	
<b>Total Labor</b>				<b>1,273.75</b>
		<b>Total this Invoice</b>		<b>\$1,273.75</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	1,273.75	540.00	1,813.75
<b>Totals</b>	<b>1,273.75</b>	<b>540.00</b>	<b>1,813.75</b>



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

November 02, 2024  
Project No: 24266  
Invoice No: 2426601

Re: Precision Plumbing & Heating Systems, Storm Water Review, Escrow No. 214.803  
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final review with conditions.

Project Location: 13233 Cass Road, Traverse City  
**Professional Services from September 15, 2024 to November 02, 2024**  
**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	4.00	135.00	540.00	
Design Engineer	6.50	110.00	715.00	
Totals	10.50		1,255.00	
<b>Total Labor</b>				<b>1,255.00</b>
		<b>Total this Invoice</b>		<b>\$1,255.00</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	1,255.00	0.00	1,255.00
<b>Totals</b>	<b>1,255.00</b>	<b>0.00</b>	<b>1,255.00</b>

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

November 02, 2024  
Project No: 24275  
Invoice No: 2427501

Re: Historic Barns Park, Grand Traverse Commons, Barn 206, Storm Water Review, Escrow No. 214.810  
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.

Project Location: 1500 Red Drive, Traverse City  
**Professional Services from October 01, 2024 to November 02, 2024**  
**Professional Personnel**

	Hours	Rate	Amount	
Project Engineer II	1.75	135.00	236.25	
Project Specialist	3.50	130.00	455.00	
Totals	5.25		691.25	
<b>Total Labor</b>				<b>691.25</b>
		<b>Total this Invoice</b>		<b>\$691.25</b>

**Billings to Date**

	Current	Prior	Total
Labor	691.25	0.00	691.25
<b>Totals</b>	<b>691.25</b>	<b>0.00</b>	<b>691.25</b>

---

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

November 02, 2024  
Project No: 24248  
Invoice No: 2424801

Re: French Manor LaFranier, Storm Water Review, Escrow No. 214.836

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include review, communication with applicant / engineer, correspondence letter and acceptance letter with conditions. Services include multiple submittal changes and review.

Project Location: 3090 Lafranier Road, Traverse City, MI 49686

**Professional Services from September 15, 2024 to November 02, 2024**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	8.00	135.00	1,080.00	
Project Specialist	11.50	130.00	1,495.00	
Totals	19.50		2,575.00	
<b>Total Labor</b>				<b>2,575.00</b>
		<b>Total this Invoice</b>		<b>\$2,575.00</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	2,575.00	0.00	2,575.00
<b>Totals</b>	<b>2,575.00</b>	<b>0.00</b>	<b>2,575.00</b>



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 melanie@gfa.tc Pay By Credit Card:  
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MR CHUCK KORN  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

November 02, 2024  
 Project No: 20037  
 Invoice No: 2003707

Re: Kchii-Noodiin Kaamdaakiing - II (Windy Hills Phase II)

Services Performed: Provide plan and permit application review, over-sight inspection and project close out for the water main and sanitary sewer infrastructure to services the development located on Herkner Road.

1. Engineering Review - Meeting with the Windy Hills engineer, plan review and ACT 399 / Part 41 EGLE permit application assistance for pump station, water and sewer extension.
2. Construction observation & oversight - Estimated services for approximately (50 days) of construction oversight (100 hours) and over site of pump station start up. Owner is responsible for providing full time insepction, reports and testing compliant with township specifications.
3. Project Turnover - Review drawing, reports and close out documents and turnover documentation to township.

Additional Escrow:

1. Fulltime construction observation to cover additional inspection time and costs related to the installation of sewer main only. \$27,250.

**Professional Services from September 15, 2024 to November 02, 2024**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	8,000.00	100.00	8,000.00	8,000.00	0.00
Construction Observation	12,500.00	100.00	12,500.00	0.00	12,500.00
*Add'l Construction Observation	27,250.00	62.00	16,895.00	0.00	16,895.00
Proj. Turnover, Close Out	1,500.00	0.00	0.00	0.00	0.00
Total Fee	49,250.00		37,395.00	8,000.00	29,395.00
<b>Total Fee</b>					<b>29,395.00</b>
<b>Total this Invoice</b>					<b>\$29,395.00</b>



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

November 02, 2024  
Project No: 21265  
Invoice No: 2126505

Re: Marengo 31, Water/ Sewer Extension, Escrow #214.862

Services Performed: Engineering plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Construction observation and testing services for full time water main and sanitary sewer. Project turnover to review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: Along US-31 North behind Baymont Hotel, Traverse City

**Professional Services from September 15, 2024 to November 02, 2024**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	8,100.00	26.00	2,106.00	243.00	1,863.00
Project Turnover & Close Out	1,500.00	0.00	0.00	0.00	0.00
Total Fee	13,100.00		5,606.00	3,743.00	1,863.00
<b>Total Fee</b>					<b>1,863.00</b>
<b>Total this Invoice</b>					<b>\$1,863.00</b>



**Invoice**

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 melanie@gfa.tc Pay By Credit Card:  
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MR CHUCK KORN  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

November 02, 2024  
 Project No: 22311  
 Invoice No: 2231106

Re Fairfield Inn, Storm Water Review, Water Extension Review Escrow No. 215.850

Services Performed:  
 A. Engineering services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of initial review.  
 B.1 Plan review of overall capacity evaluation to determine impact to existing water and sewer system and ability to service, includes Act 399 permit assistance for the water main.  
 B.2 Full time construction observation for watermain, testing and walk through with DPW.  
 B.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North US-31 South, Traverse City

**Professional Services from September 15, 2024 to November 02, 2024**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. Storm Water Review	2,000.00	100.00	2,000.00	2,000.00	0.00
B.1 Water Extension Review	1,500.00	100.00	1,500.00	1,500.00	0.00
B.2 Construction Observation	3,500.00	100.00	3,500.00	3,500.00	0.00
B.3 Project Turnover	1,000.00	100.00	1,000.00	200.00	800.00
Total Fee	8,000.00		8,000.00	7,200.00	800.00
		<b>Total Fee</b>			<b>800.00</b>
				<b>Total this Invoice</b>	<b>\$800.00</b>

**Invoice**

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 melanie@gfa.tc Pay By Credit Card:  
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LANIE MCMANUS  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

November 02, 2024  
 Project No: 24202  
 Invoice No: 2420203

Re: The Flats at Carriage Commons (BATA/TCHC Transit Orientated Mixed Use Development) , Water / Sewer Extension, Escrow# 214.816

Services Performed: Engineering and construction services for, construction oversight and project close out for the installation of approximately 24000 LF of 8' water main and 1750 LF of 8' sanitary sewer to service a mixed use planned unit development.

Project Location: Corner of Hammond Road and Lafranier Road, Traverse City.

**Professional Services from September 15, 2024 to November 02, 2024**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Observation & Testing	25,000.00	61.50	15,375.00	13,750.00	1,625.00
Project Closeout & Turnover	2,500.00	4.00	100.00	0.00	100.00
<b>Total Fee</b>	<b>27,500.00</b>		<b>15,475.00</b>	<b>13,750.00</b>	<b>1,725.00</b>
		<b>Total Fee</b>			<b>1,725.00</b>
				<b>Total this Invoice</b>	<b>\$1,725.00</b>



**Invoice**

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 123 West Front Street, Suite A  
 Traverse City, MI 49684  
 Phone: 231-946-5874, Fax: 231-946-9634  
 melanie@gfa.tc Pay By Credit Card:  
<https://quickclick.com/r/xsgjxl869prhal82eeeljzhd>

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

November 02, 2024  
 Project No: 21066  
 Invoice No: 2106611

Re: Stone Ridge PRV Replacement

Services Performed: Professional engineering services for a topographic survey, preliminary design, final design, bidding, construction administration, construction staking, construction observation, project close out and turn over as detailed in proposal letter dated March 3, 2021.

**Professional Services from September 15, 2024 to November 02, 2024**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	5,250.00	100.00	5,250.00	5,250.00	0.00
Preliminary Design	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design	14,350.00	100.00	14,350.00	14,350.00	0.00
Bidding Services	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Administration	9,850.00	100.00	9,850.00	8,372.50	1,477.50
Construction Staking	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation	12,350.00	100.00	12,350.00	12,350.00	0.00
Project Closeout and Turnover	2,500.00	25.00	625.00	0.00	625.00
<b>Total Fee</b>	<b>64,300.00</b>		<b>62,425.00</b>	<b>60,322.50</b>	<b>2,102.50</b>
		<b>Total Fee</b>			<b>2,102.50</b>
				<b>Total this Invoice</b>	<b>\$2,102.50</b>

**Invoice**

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Traverse City, MI 49684  
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melanie@gfa.tc    Pay By Credit Card:  
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MR CHUCK KORN  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

November 02, 2024  
Project No:        24029C  
Invoice No:        24029309

Re: Water Contract

Services Performed: Engineering services for water contract review, data compilation and meetings with township staff, legal counsel and EGLE related to water contract (outstanding permits and water usage).

**Professional Services from September 15, 2024 to November 02, 2024**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Engineering	10.00	180.00	1,800.00	
Totals	10.00		1,800.00	
<b>Total Labor</b>				<b>1,800.00</b>
		<b>Total this Invoice</b>		<b>\$1,800.00</b>



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

November 02, 2024  
Project No: 24029C  
Invoice No: 24029310

Re: GT Commons, Potential City / Township Water Connection

Services Performed: Engineering services for research and meeting attendance with the City of Traverse City for the potential to connect Garfield Township water system to service the City of Traverse City to improve water pressures and flows for the GT Commons area.

**Professional Services from September 15, 2024 to November 02, 2024**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Director of Engineering	3.00	180.00	540.00	
Totals	3.00		540.00	
<b>Total Labor</b>				<b>540.00</b>
		<b>Total this Invoice</b>		<b>\$540.00</b>



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

November 02, 2024  
 Project No: 24236  
 Invoice No: 2423602

Re Copper Ridge Trailhead

Services Performed: Civil engineering services for site design, permitting and bidding documents to facility construction of a trailhead and trail spur to connect to the existing Copper Ridge Trail located off Park Forest Drive. Scope is consistent with the conceptual drawing and cost estimate approved by the Township Board in August 2024.

Project Location:  
Professional Services from September 15, 2024 to November 02, 2024

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topograhpic Survey	3,000.00	71.00	2,130.00	2,130.00	0.00
Engineering Site Design	7,450.00	100.00	7,450.00	3,799.50	3,650.50
RFP and Bidding	3,500.00	20.00	700.00	0.00	700.00
Total Fee	13,950.00		10,280.00	5,929.50	4,350.50
<b>Total Fee</b>					<b>4,350.50</b>
<b>Reimbursable Expenses</b>					
MITA					
10/17/2024	MITA		ADVERTISEMENT FOR BIDS		86.25
TRAVERSE CITY RECORD EAGLE					
10/14/2024	TRAVERSE CITY RECORD EAGLE		ADVERTISEMENT FOR BIDS		127.31
<b>Total Reimbursables</b>					<b>213.56</b>
<b>Total this Invoice</b>					<b>\$4,564.06</b>



# Charter Township of Garfield

3c.

## Grand Traverse County

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

CHUCK KORN  
SUPERVISOR


LANIE McMANUS  
CLERK

JEANE BLOOD LAW  
TREASURER

MOLLY AGOSTINELLI, TRUSTEE  
STEVE DUELL, TRUSTEE

CHRIS BARSCHEFF, TRUSTEE  
DENISE SCHMUCKAL, TRUSTEE

### MEMORANDUM

**DATE:** October 30, 2024  
**TO:** Township Board Members  
**FROM:** Amy L. DeHaan, Assessor  
**SUBJECT:** Road Name Request 

---

We have received a request to name a Private Drive/Easement for Bruce and Deb Lautner, 1625 Birmley Rd. They are in the process of dividing their property and would like to use Pearl Rose Lane (highlighted on attached survey) as the name for this drive off Birmley Rd. There are already three homes along this drive, and they have widened it per Township requirements to accommodate any additional home that may be constructed. The name has been approved through Grand Traverse County – which is also attached.

Please consider approval of this new road name for Garfield Township.

---

Amy L DeHaan, MMAO(4)  
Assessor



## Amy DeHaan

---

**From:** Bruce Lautner <brucelautner1953@gmail.com>  
**Sent:** Thursday, October 24, 2024 10:26 AM  
**To:** Amy DeHaan  
**Subject:** Proposed Rd name

Oct 24, 2024

Dear Amy,

We are making a request to you to put a name on our driveway per our earlier conversation, We would like to use Pearl Rose Lane. Please let us know if this name is acceptable to you.

Thank you,

Bruce and Deb Lautner  
1625 Birmley Rd.  
Traverse City, MI 49696  
213-499-6010  
231-590-3791



Proposed Road Name

Applicant Name: Bruce & Deb Lautner

Location of Road\*:

Section: 26 T 27 N; R 11 W

\*You must provide a map or site plan of the proposed road with this application

Proposed Road Name\*\*:

Directional PEARL ROSE LN Street Name Street Type

Existing Road Name: (If change is requested)

Directional Street Name Street Type

Approval (For Departmental Use Only):

Approved by Grand Traverse Equalization on 10/29/2024

Comments:

Signature: Joshua Green Digitally signed by Joshua Green Date: 2024.10.29 12:24:41 -04'00'

\*\* Private Road definition per Grand Traverse County Ordinance No. 11: Street and Road Naming and Address Ordinance section III subsection J: "Private road" shall mean any road, trail, or other type of access utilized for ingress/egress of a premises which is currently not a public road, and is not under the jurisdiction of the Local Municipality or the Road Commission.

This notice attests to the uniqueness of the proposed road name within Grand Traverse County and its uniqueness against any other proposed road names in the last ninety (90) days since the above approval date.

This form does NOT constitute final acceptance of the proposed road name. The local governing unit must ultimately approve a proposed name in accordance with the Grand Traverse County Street and Road Naming Ordinance as amended. Following local unit approval, Grand Traverse Equalization will require notice and or minutes to prompt the naming of the road.

If this form appears blank or is missing information:

Please check your email filters, security settings, or the compatibility of your PDF reader application.

THIS PROPOSED PARCEL DIVISION IS SUBJECT TO MUNICIPAL APPROVAL PURSUANT TO THE "LAND DIVISION ACT", P.A. 591, OF 1996, AS AMENDED.

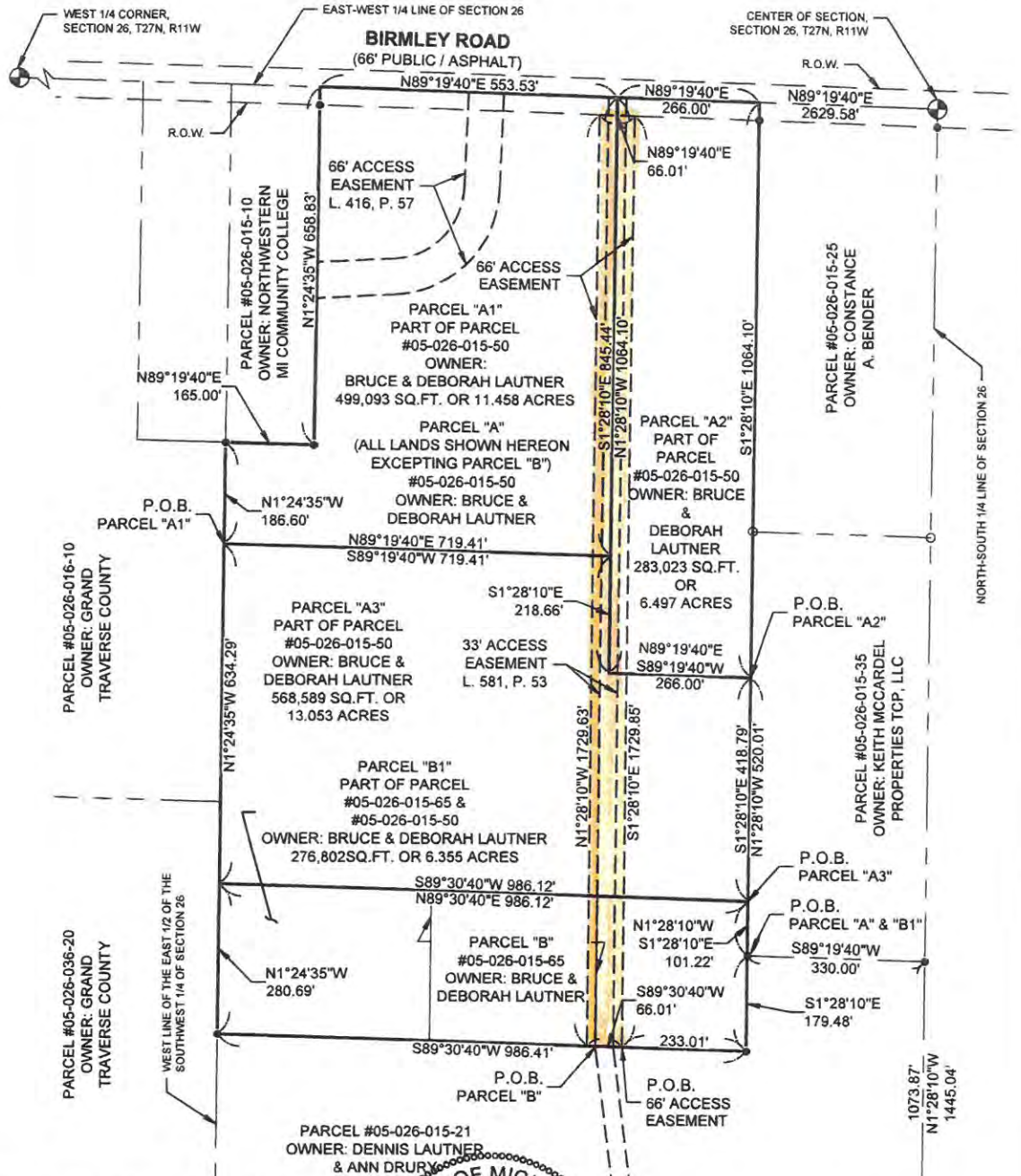
# CERTIFICATE OF SURVEY

SECTION 26, TOWN 27 NORTH, RANGE 11 WEST,  
GARFIELD CHARTER TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN

NOTE: THIS SURVEY SUPERSEDES ALL PREVIOUS SURVEYS ON THE SAME PROPERTY (BY LANDTECH).

## LEGEND

- IRON FOUND
- IRON SET
- MONUMENT FOUND
- (R) RECORD
- (M) MEASURED



I, the undersigned, being a Professional Land Surveyor, hereby certify that I have surveyed and mapped the above parcel of land, that the ratio of closure of the unadjusted field observations is noted and within limits and that I have fully complied with the regulations of Act 132, P.A. 1970 as amended.

The basis for bearings is: N01°28'10"W ALONG THE NORTH-SOUTH 1/4 LINE OF SECTION 26.

Error of Closure is smaller than 1/20000



*Matthew Mokanyk*  
Matthew T. Mokanyk, P.S., P.E.

P.O.C. SOUTH 1/4 CORNER, SECTION 26, T27N, R11W

SCALE: 1"=250'



P.S. No. 4001042063

Client:

BRUCE & DEBORAH LAUTNER  
1625 BIRMLEY ROAD,  
TRAVERSE CITY, MI 49685

Sheet 1 of 3

Job: 18502028B  
Date: 07/26/18  
Scale: AS SHOWN  
Drawn: RJH  
Chk'd.: M.T.M.  
Rev'd.: 10/01/24



**LANDTECH**  
PROFESSIONAL SURVEYING & ENGINEERING

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www.landtechps.com www.towersurveyors.com

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2024-28-T

INTENT TO CREATE SPECIAL ASSESSMENT DISTRICT  
FOR LOGAN VALLEY RD & RACQUET CLUB DR ROAD IMPROVEMENT

BE IT HEREBY RESOLVED that the Charter Township of Garfield does hereby declare its intention to improve Logan Valley Rd & Racquet Club Dr within the following described area:

All lands included in Logan Place West subdivision, and part of the Southeast quarter of the Southeast quarter of Section 15, commencing at the Northwest corner of the Logan Place West subdivision, said point being at the Northwest corner of Racquet Club Drive, for the point of beginning; thence Westerly along the South right-of-way line of West South Airport Road the following courses: North 89 degrees 49 minutes 15 seconds West, 2 feet; thence North 00 degrees 10 minutes 45 seconds East, 35 feet; thence South 89 degrees 39 minutes 59 second West, 278 feet; thence 47.92 feet along a 322.18 foot radius curve to the right with a central angle of 14 degrees 07 minutes 09 seconds and chord bearing North 55 degrees 27 minutes 23 seconds West; thence 112.51 feet along a 1055.63 foot radius curve to the right with a central angle of 06 degrees 06 minutes 24 seconds and chord bearing North 84 degrees 40 minutes 37 seconds West; thence North 81 degrees 37 minutes 31 seconds East, 223.78 feet; thence 22.84 feet along a 3769.72 foot radius curve to the left with central angle of 00 degrees 20 minutes 50 seconds and chord bearing North 81 degrees 47 minutes 56 seconds West, thence South 11 degrees 15 minutes 04 seconds East 64.83 feet; thence South 78 degrees 44 minutes 56 second West 20 feet; thence South 10 degrees 42 minutes 24 seconds West 276.60 feet; thence South 09 degrees 23 minutes 43 seconds West 230.51 feet; thence South 38 degrees 20 minutes 28 seconds East, 56.16 feet; thence North 81 degrees 19 minutes 50 seconds West, 86.12 feet; thence South 23 degrees 00 minutes 09 seconds East, 16.43 feet; thence South 36 degrees 56 minutes 09 seconds East, 366 feet; thence South 31 degrees 30 minutes 09 seconds West 130 feet; thence South 22 degrees 59 minutes 53 seconds East 140.6 feet; thence North 39 degrees 02 minutes 26 seconds East, 207.25 feet; thence North 22 degrees 23 minutes 50 seconds East, 158.43 feet; thence North 66 degrees East along the South border of Logan Place West subdivision to the West right-of-way line of Logan Valley Rd; thence North 23 degrees 59 minutes 38 seconds East 90 feet; thence following the North right-of-way line of Logan Valley Rd Northeasterly to the West right-of-way line of Racquet Club Dr and following said West right-of-way

line of Racquet Club Dr Northeasterly to the point of beginning, all in Section 15, Town 27 North, Range 11 West.

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

BE IT FURTHER RESOLVED that the Township Board does tentatively designate the special assessment district against which the costs of improvements are to be assessed as Logan Valley Rd & Racquet Club Dr Road Improvement District, which shall include the lands and premises more particularly described above.

BE IT FURTHER RESOLVED that a hearing on any objections to the improvement, the estimate of costs and to the special assessment district proposed to be established for the assessment of the cost of such improvement shall be held on December 10, 2024, at a regular meeting of the township board at Garfield Charter Township Hall in the upstairs, large meeting room, at 3848 Veterans Drive, Traverse City, Michigan, commencing at 6:00 p.m.

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

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

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2024-28-T DECLARED ADOPTED.

By:

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

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 12<sup>th</sup> day of November, 2024.

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

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

2711-1544

# Garfield

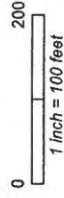
Grand Traverse County, Michigan

T27N-R11W

Section 15

SE 1/4 of SE 1/4

28-05-015 - ### - ##

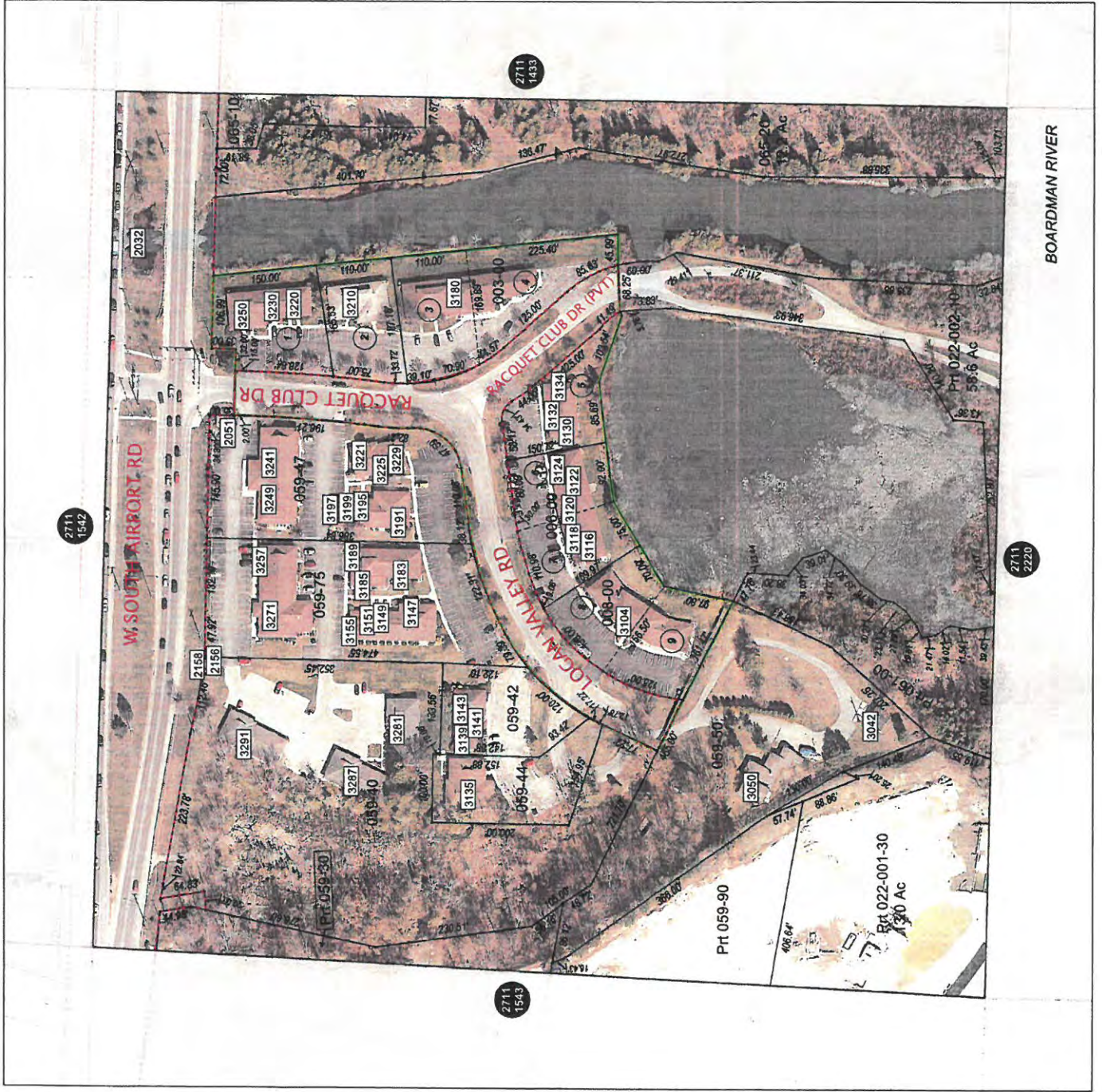


## LEGEND

- Parcel Lines 016-10
- Parcel Identification Number 13 4265
- Lot Number
- Address
- Platted Lines
- Parcel Ownership Hook
- Dimensions
- Direction N 1° 23' 30" E
- Acres 29.6 Ac.
- Subdivisions and Condominiums
- Subdivision and Condominium ID
- Lot Plat Establishes
- Drain Easement
- Government Lois
- Electrical Easement
- Section Posts
- Road Easement
- Road Name Hill Rd
- Railroad
- Rivers & Streams
- Lakes and Ponds
- Page Reference
- Miscellaneous Lines
- Address Range 6000 - 7000

This map is based on digital databases prepared by Grand Traverse County, Grand Traverse County does not warrant, expressly or impliedly, or accept any responsibility for any errors, omissions, or that the information contained in the map or the digital databases is currently or positionally accurate.

GTC-GIS / Dec 31, 2018 2711-1544



**PROPOSED SAD for ROAD IMPROVEMENT - LOGAN VALLEY ROAD AND RACQUET CLUB DRIVE**

22-Oct-24

**PETITION SIGNERS**

<u>Parcel #</u>	<u>Owner(s)</u>	<u>Street #</u>	<u>Project Frontage</u>	<u>Signers</u>	<u>Frontage of Signers</u>	<u>Who Signed</u>
1 05-218-001-00	Patrick & Austin Noland Trusts	3250 Racquet Club Dr	143.40	143.40	143.40	Pat Noland & Carolyn Austin
2 05-218-005-00	Patrick & Austin Noland Trusts	3132 Logan Valley Rd	227.71	227.71	227.71	Pat Noland & Carolyn Austin
3 05-015-059-47	Patrick Noland Trust	3191 Logan Valley Rd	75.39	75.39	75.39	Pat Noland & Carolyn Austin
4 05-015-059-75	Patrick Noland Trust	3147 Logan Valley Rd	172.00	172.00	172.00	
5 05-218-002-00	Medow Tarnow Partnership	3210 Racquet Club Dr	352.28	352.28	352.28	
6 05-015-059-40	Logan Valley Development LLC	3291 Racquet Club Dr	201.59	201.59	201.59	Pat Noland & Carolyn Austin
7 05-218-003-00	Marc Hudson Property Mgmt LLC	3180 Racquet Club Dr	108.72	108.72	108.72	Mike Tarnow
8 05-015-059-44	JDM & Co Holdings LLC	3135 Logan Valley Rd	77.22	77.22	77.22	Mike Tarnow
9 05-015-059-42	GFD Enterprises LLC	3139 Logan Valley Rd	365.26	365.26	365.26	Marc Hudson
10 05-218-006-00	Hilltop Properties of TC LLC	3118 Logan Valley Rd	30.04	30.04	30.04	Jonathan L McClure
11 05-218-008-00	Logan Valley Drive LLC	3104 Logan Valley Rd	120.00	120.00	120.00	George F DeLaMater
12 05-015-059-50	Logan Valley West LLC	3050 Logan Valley Rd	229.84	229.84	229.84	Christopher Kindlinger
			255.09	255.09	255.09	Douglas D Knorr
			66.00	66.00	66.00	Douglas D Knorr
						Racquet Club frontage
						Logan Valley frontage
						Racquet Club frontage
						Logan Valley frontage

**TOTALS: 2424.52 2424.52**

50% 1212.26 100.00%





**CHARTER  
TOWNSHIP OF  
GARFIELD**

**REQUEST FOR INFORMATION PETITION  
PRIOR TO INITIATION OF A  
SPECIAL ASSESSMENT DISTRICT**

Min. # of signatures Required to meet 25%: 2

We the undersigned, being owners of property located in the Charter Township of Garfield, Grand Traverse County, Michigan own property on the following roads/streets requesting to be repaired:

Use Road/Street Name Here: Racquet Club Dr and Logan Valley Dr, Traverse City, MI 49684

\*Please include a copy of a road/street map highlighting the areas to be included in this request.  
And Request that the Charter Township of Garfield prepare a preliminary cost estimate, prepare a preliminary design, and conduct an informal public information meeting to discuss the design, costs, and process prior to the initiation of a Special Assessment District to construct the following improvement in our area: (example: List Road/Street Name(s) here and/or any other Special Assessment District project you would like to include in your request.)

Racquet Club Dr and Logan Valley Dr Road Improvement

We understand that we are required to obtain at least 25% of the property owners to show interest. We also understand there is no obligation to initiate a special assessment district by signing this petition and that the initiation of a special assessment district will not begin until a formal petition signed by required amount of owners is submitted to the Township Clerk following the informal public information meeting. We further understand that the costs and design to be provided will be preliminary in nature and may change.  
Instructions: (1) Complete the request area of the petition before circulating. (2) Each signer must sign and print his or her first and last name. (3) Each signer must date his or her signature. (4) Each signer must enter his or her full address. (5) ALL record owners of a parcel of property must sign for that parcel to be counted toward the percentage of (frontage or land area).

Parcel #	Signature	Printed Name	Address	Date
28-05-218-001	<i>[Signature]</i>	PAT NOLAND	3250 RACQUET CLUB DR.	
28-05-218-005	<i>[Signature]</i>	PAT NOLAND	3132 LOGAN VALLEY RD	
28-05-015-059	<i>[Signature]</i>	PAT NOLAND	3147 LOGAN VALLEY RD	
28-05-015-059-47	<i>[Signature]</i>	PAT NOLAND	3191 LOGAN VALLEY RD	
28-05-218-001	<i>[Signature]</i>	CAROLYN AUSTIN	3250 RACQUET CLUB DR.	
28-05-218-005	<i>[Signature]</i>	CAROLYN AUSTIN	3132 LOGAN VALLEY RD	
28-05-015-059-47	<i>[Signature]</i>	CAROLYN AUSTIN	3147 LOGAN VALLEY RD	
28-05-015-059-47	<i>[Signature]</i>	CAROLYN AUSTIN	3191 LOGAN VALLEY RD	
05-218-002-00	<i>[Signature]</i>	Michael Tamm BATTMUND	CS 210 Racquet Club, Suite B	
05-015-059-40	<i>[Signature]</i>	Michael Tamm for Logan Valley Dev LLC	32687 Racquet Club	
05-218-003-00	<i>[Signature]</i>	MARK HADSON	3180 Summit Club Dr, Traverse City 49784	
05-015-059-44	<i>[Signature]</i>	Sonathya L. McClure	3135 Logan Valley Rd.	
05-015-059-42	<i>[Signature]</i>	George E. DeLoater	3141 Logan Valley Rd	
05-218-006-00	<i>[Signature]</i>	CHRISTOPHER KANDARIAN	3118 Logan Valley Rd	
05-218-008-00	<i>[Signature]</i>	Douglas D. Kueber	3104 Logan Valley Rd	
05-015-059-50	<i>[Signature]</i>	Douglass D. Kueber	3050 Logan Valley Rd	

Please note that a minimum of 25% of the property owners within the proposed special assessment district must sign the Informal petition in order to proceed with preliminary cost estimates and an informal public information meeting. After the informal public hearing is completed, a formal petition must be completed and signed by more than 51% of the total land area or road frontage owners in the requested special assessment district. If you have any questions, please call 231-225-3041 - Supervisor. Completed Petitions can be returned to 3848 Veterans Drive Traverse City, Michigan 49684.

Signature of Circulator: *[Signature]* Date: 10/21/24  
 Printed Name of Circulator: JILL NOCANDI Complete Address of Circulator: 955 E 8th St Phone Number of Circulator: 776-49686  
 Petition received on: Oct. 21, 2024  
 Number of valid signatures on petition: 10/21/24 Page 1 of 1

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# GARFIELD CHARTER TOWNSHIP



**BOARD MEETING 11/12/24**

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**TO: GARFIELD TOWNSHIP BOARD**  
**FROM: CHLOE MACOMBER**  
**SUBJECT: DELINQUENT SPECIAL ASSESSMENTS**  
**DATE: 11/4/24**

**REQUEST TO ADD DELINQUENT SPECIAL ASSESSMENTS TO THE WINTER TAX ROLL**

Summer special assessments are due on September 1st of each year. If a special assessment installment is not paid by the due date, the assessment is delinquent. After the due date, penalty is added, as provided in Act 188 of 1954 section 41.727, at the rate of 1% for each month or fraction of a month, along with additional one-time penalty of 6% of the total amount past due (MCL 41.727). Delinquent specials that were not paid before November 1<sup>st</sup> have been added to this list to be added to resident's winter tax bill.

As Treasurer of Charter Township of Garfield, I have certified Exhibit "A" is the delinquent Special Assessment Roll and am asking the board to direct the supervisor to reassess the properties that are delinquent and include these delinquent special assessments on the winter tax roll. Upon doing so it will constitute a lien upon the respective parcels.

SEE EXHIBIT "A" – NAMES OF DELINQUENT PROPERTY OWNERS AND DELINQUENT INSTALLMENT AMOUNTS, INCLUDING INTEREST AND PENALTY DUE.

DELINQUENT SPECIAL ASSESSMENT ROLL TOTALS FOR GARFIELD TOWNSHIP:

\$38.09	OAK TERRACE ROADS (110)
\$283.44	HERITAGE ESTATES ENTRY WAY (111)
<b><u>\$321.53</u></b>	<b><u>TOTAL</u></b>

**MOTION:** DIRECT THE SUPERVISOR TO REASSESS THE PROPERTIES INCLUDED IN EXHIBIT "A" THAT ARE DELIQUENT AND INCLUDE THESE DELINQUENT SPECIAL ASSESSMENTS ON THE 2024 WINTER TAX ROLL.

*Chloe Macomber*

Chloe Macomber, Treasurer  
 Charter Township of Garfield



PARCEL BALANCES FOR GARFIELD CHARTER TWP

POPULATION: SPECIAL ASSESSMENT DISTRICTS (105, 109, 110, 111, 113)  
SPEC. POPULATION: PARCELS WITH INSTALLMENTS STILL OWED  
ALL PAYMENTS INCLUDED

CURRENT INSTALLMENT YEAR: 2024

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Cur Install	Tot Prin Pd		Tot Intrst Pd		Tot Adm Pd		Tot Pen Pd		Tot Late Charge Pd		Tot Cert Pd		Tot Balance	
				Cur Prin Pd	Cur Prin Pd	Cur Intrst Pd	Cur Intrst Pd	Cur Adm Pd	Cur Adm Pd	Cur Pen Pd	Cur Pen Pd	Cur Late Charge Pd	Cur Late Charge Pd	Cur Cert Pd	Cur Cert Pd	Cur Balance	Cur Balance
28-05-149-014-00 ADCOCK MARY E	111 TWP ROADS- HERITAGE	126.69	19.43	109.50	0.00	12.68	0.00	0.00	0.00	2.39	0.00	5.97	0.00	0.00	0.00	17.19	19.43
28-05-149-018-00 DUNLAP SHANNONE M & PAULTWP	111 ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	3.01	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-149-022-00 EMERY CHRISTOPHER L & DOTWP	111 ROADS- HERITAGE	126.69	22.40	105.10	0.00	14.16	0.00	0.00	0.00	1.05	0.00	5.00	0.00	0.00	0.00	21.59	1.49
28-05-149-028-00 MARTIN DAVID R & HELEN JTWP	111 ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	3.01	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-149-034-00 WOLFE JO CATHERINE	111 TWP ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	1.26	0.00	2.50	0.00	0.00	0.00	39.56	22.79
28-05-151-058-00 METEER ERIN	111 TWP ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	3.01	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-151-064-00 CROFF THOMAS & TRACY	111 TWP ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	3.01	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-151-073-00 RUEJAS RICHARD D & ALEXITWP	111 ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	2.59	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-152-101-00 THIEL MOLLY R	111 TWP ROADS- HERITAGE	126.69	22.79	87.13	0.00	12.68	0.00	0.00	0.00	3.01	0.00	5.97	0.00	0.00	0.00	39.56	22.79
28-05-154-133-00 THIEL JOSEPH A & MOLLY RTWP	111 ROADS- HERITAGE	126.68	22.78	103.85	0.00	16.81	0.00	0.00	0.00	3.47	0.00	7.22	0.00	0.00	0.00	22.83	22.78
28-05-154-138-00 TRICK JEREMY J & LAURA LTWP	111 ROADS- HERITAGE	126.68	11.87	116.18	0.00	12.68	0.00	0.00	0.00	0.24	0.00	1.25	0.00	0.00	0.00	10.50	11.87
28-05-154-144-00 FULLER JASON	111 TWP ROADS- HERITAGE	126.68	22.78	87.08	0.00	12.68	0.00	0.00	0.00	3.00	0.00	5.97	0.00	0.00	0.00	39.60	22.78
28-05-154-148-00 KONZER TRACI	111 TWP ROADS- HERITAGE	126.68	22.78	87.08	0.00	12.68	0.00	0.00	0.00	1.68	0.00	5.00	0.00	0.00	0.00	39.60	22.78
28-05-154-165-00 CHIARAVALLI MICHAEL	111 TWP ROADS- HERITAGE	126.68	22.78	87.08	0.00	12.68	0.00	0.00	0.00	0.63	0.00	1.25	0.00	0.00	0.00	39.60	22.78
<b>Totals For 111 TWP ROADS- HERITAGE</b>	Parcels: 1	1,773.61	304.35	1,305.78	0.00	183.13	0.00	0.00	0.00	0.00	0.21	69.98	0.00	0.00	0.00	467.83	283.44
Gr. Totals.....	15	4,423.19	765.65	3,917.27	0.00	419.86	0.00	0.00	0.00	69.46	0.00	146.15	0.00	0.00	0.00	505.92	321.53

Unit 05

**CHARTER TOWNSHIP OF GARFIELD  
RESOLUTION 2024-29-T**

**APPROVAL OF FINANCIAL INSTITUTIONS WHICH  
THE TOWNSHIP TREASURER WILL DO BUSINESS WITH IN 2025**

**BE IT RESOLVED**, that the Township Board of the Charter Township of Garfield approves of the Township Treasurer doing business with the following financial institutions in the year 2025.

Chase  
4 Front Credit Union  
Fifth Third Bank  
Traverse Catholic Federal Credit Union  
Independent Bank  
First Community Bank  
TBA Credit Union  
Honor State Bank  
Team One Credit Union  
Huntington Bank  
West Shore Bank

First National Bank of America  
Northwestern Consumers Credit Union  
Lake Michigan Credit Union  
Nicolet National Bank  
First Citizens Bank  
Credit Union One  
PNC Bank  
Michigan Class  
MSU Federal Credit Union  
State Savings Bank  
Flagstar Bank  
Consumers Credit Union

Moved:

Supported:

Yeas:

Nays:

Absent/Excused:

The Chairman declared Resolution 2024-29-T duly adopted this 12th day of November, 2024.

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

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2024-29-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of November, 2024.

Date: \_\_\_\_\_

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



Asphalt™ · Excavation · Concrete · Cranes

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 Traverse City, MI 49685  
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## Change Order Pricing

Date: September 10, 2024  
 To: Gourdie Fraser & Associates  
 RE: Stone Ridge PRV

Provide labor, equipment and materials to perform the following:

- 1 Install four (4) bollards with yellow covers - 6" diameter  
Total \$ 4,400.00
  
- 2 Install approximately 100 lineal feet of guard rail with an approach end and a departing end  
Total \$11,000.00

---

Jennifer Graham  
 GFA




---

Steve Folkersma  
 Elmer's Crane and Dozer, Inc.





Date of Issuance: September 22, 2024  
 Owner: Charter Township of Garfield  
 Contractor: Elmers  
 Engineer: Gourdie Fraser  
 Project: Pressure Reducing Valve Station - StoneRidge

Effective Date: September 22, 2024  
 Owner's Contract No.:  
 Contractor's Project No.:  
 Engineer's Project No.: 19135  
 Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: Addition of bollards and guardrail for added security and safety of \$15400. Reduction in electrical allowance based upon final billing from utility company of \$4545.  
 Attachments: Quote from Elmers dated September 10, 2024

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$731,680.00</u>	Original Contract Times: Substantial Completion: <u>November 1, 2024</u> Ready for Final Payment: <u>December 1, 2024</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>   </u> to No. <u>   </u> : <u>\$ N/A</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>   </u> to No. <u>   </u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: <u>\$731,680.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>                    </u> Ready for Final Payment: <u>                    </u> days or dates
[Increase] [Decrease] of this Change Order: <u>\$10,885.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>                    </u> Ready for Final Payment: <u>                    </u> days or dates
Contract Price incorporating this Change Order: <u>\$ 742,535.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>November 1, 2024</u> Ready for Final Payment: <u>December 1, 2024</u> days or dates

RECOMMENDED:		ACCEPTED:	
By: <u></u>	By: <u></u>	By: <u></u>	By: <u></u>
Title: <u>Project Manager, 9/22/2024</u>	Title: <u>Owner (Authorized Signature)</u>	Title: <u>Estimator</u>	Title: <u>Contractor (Authorized Signature)</u>
Date: <u>Project Manager, 9/22/2024</u>	Date: <u>                                    </u>	Date: <u>10/7/24</u>	Date: <u>                                    </u>



# Contractor's Application for Payment No. 3

Application Project:	7/17/2024-9/15/2024	Application Date:	9/22/2024
To (Owner):	GARFIELD TOWNSHIP	Via (Engineer):	GOURDIE-FRASER, INC. JENNIFER GRAHAM, PE
Project:	STONEBRIDGE FAV	Engineer Address:	123 W FRONT STREET TRAVERSE CITY, MI 49684
Owner's Contract No.:		Engineer's Project No.:	19115

## Application For Payment Change Order Summary


Approved Change Order Number	Additions	Deductions
1	\$10,885.00	
TOTALS	\$10,885.00	
NET CHANGE BY CHANGE ORDERS	\$10,885.00	

1. ORIGINAL CONTRACT PRICE.....	\$	573,688.00
2. Net change by Change Order.....	\$	10,885.00
3. Current Contract Price (Line 1 + 2).....	\$	574,573.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	572,188.00
5. RETAINAGE:		
a. 5% X Work Completed.....	\$	534,359.00
b. 5% X Stored Material.....	\$	536,359.00
c. Total Retainage (Line 5a + Line 5b).....	\$	570,818.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	516,765.16
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applications).....	\$	533,685.84
8. AMOUNT DUE THIS APPLICATION.....	\$	581,444.00
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 8.c above).....	\$	581,444.00


**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

- All previous progress payments received from Owner on account of Work done under the Contract have been applied on account of discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- TBA to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment five and clear of all Lien, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); and
- All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature:  Date: 10/7/24

Payment of: \$ Five Hundred and Twenty Five Thousand, Fifty Five Dollars and Eighty Four Cents  
(Line 8 or other - attach explanation of the other amount)

is recommended by:  (Engineer) 9/22/2024 (Date)

Payment of: \$ Five Hundred and Twenty Five Thousand, Fifty Five Dollars and Eighty Four Cents  
(Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)



**Progress Estimate - Unit Price Work**

**Contractor's Application**

For (Contract): 3600 RENNIE SCHOOL RD TRAVERSE CITY, MI 49685 Application Number: 3  
 Application Period: 7/1/2024-9/15/2024 Application Date: 9/22/2024

Bid Item No.	Item Description	Contract Information			B	C		D	E	F	G
		Item Qty	Units	Unit Price		Total Value of Item (\$)	Qty Instd Prev				
	CEDAR RUN PRV										
1	Mobilization	LS	1	\$40,570.00	\$40,570.00						
2	Traffic Control	LS	1	\$5,991.00	\$5,991.00					\$40,570.00	100.0%
3	Tapping Sleeve & Valve, 12"	EA	2	\$8,675.00	\$17,350.00					\$5,991.00	100.0%
4	Insertion Valve, 12"	EA	1	\$12,500.00	\$12,500.00					\$17,350.00	100.0%
5	Water Main, Ductile Iron, 12"	LF	35	\$300.00	\$10,500.00					\$12,500.00	100.0%
6	Pressure Reducing Station	LS	1	\$598,159.00	\$598,159.00					\$10,500.00	100.0%
7	Telemetry Allowance	LS	1	\$23,110.00	\$23,110.00					\$598,159.00	100.0%
8	Electrical Allowance	LS	1	\$9,000.00	\$9,000.00					\$23,110.00	100.0%
9	Restoration	LS	1	\$6,000.00	\$6,000.00					\$4,500.00	50.0%
10	Abandon PRV Station - Stone Ridge	LS	1	\$8,500.00	\$8,500.00					\$6,000.00	100.0%
11	CO #1	LS	1	\$10,585.00	\$10,585.00					\$8,500.00	100.0%
	<b>Total</b>				<b>\$742,265.00</b>					<b>\$727,180.00</b>	<b>98.0%</b>
											<b>\$10,585.00</b>



Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874   
231.946.3703 

November 5, 2024

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

RE: Stoneridge Pressure Reducing Valve Station (PRV)  
GFA #21066 / 19135  
Close-out & Turnover

Dear Chuck:

The project for Stoneridge PRV has been completed. Enclosed please find copies of the following items submitted by the contractor in compliance with the contract documents:

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

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

GFA has provided construction oversight on this project and hereby verifies to the best of our knowledge, the contractor has installed the facilities according to the approved plans and specifications. Based on this information, we recommend that the Township accept the facilities.

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

Sincerely,  
Gourdie-Fraser, Inc.

Jennifer Graham, P.E.  
Director of Engineering

Enclosures

cc: Kent Nothstine, Grand Traverse County DPW

# AFFIDAVIT OF COMPLETION / CONSENT OF SURETY

530301

Elmer's Crane and Dozer, Inc.

Name of Contractor

P.O. Box 6150, Traverse City, Michigan 49696 - 6150

Address of Contractor

being duly sworn, deposes and says that they entered into a contract with:


Charter Township of Garfield on the 21st day of February, 2024  
for the Stone Ridge Pressure Reducing Valve Station (PRV) Project.

Contractor further says that the said contract has been completed and all indebtedness incurred by him to subcontractors, suppliers, and laborers in their employ has been paid in full.

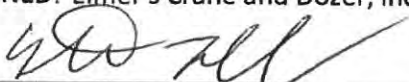
Contractor further says that there are no outstanding or pending claims, liens or actions in law involving this contract.

Contractor further says this affidavit is furnished as an inducement to the Owner to confirm  
Final Payment / Release Retainage on said contract.

WITNESSES:

  
Katie Honnrad


SIGNED: Elmer's Crane and Dozer, Inc.

  
Steve Folkersma

Subscribed and sworn to before me this

10<sup>th</sup> day of October, 2024

My commission expires: 08-05-27

  
Notary Public

## CONSENT OF SURETY

We, as Surety on the above-described contract, hereby give our consent to the payment to the Contractor as indicated.

NAME OF SURETY COMPANY:

The Cincinnati Insurance Company

PERFORMANCE AND PAYMENT BOND NO.:

B 3297263

FINAL CONTRACT PRICE:

\$ 742,535.00

Date: October 10, 2024

Signed: 

Name: Marcia J Miller, Attorney-in-Fact

THE CINCINNATI INSURANCE COMPANY  
THE CINCINNATI CASUALTY COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY and THE CINCINNATI CASUALTY COMPANY, corporations organized under the laws of the State of Ohio, and having their principal offices in the City of Fairfield, Ohio (herein collectively called the "Companies"), do hereby constitute and appoint

Robert G. Chapman; David G. Chapman; Nathan G. Chapman; Marcia J. Miller;  
Cloyd W. Barnes; Curtis M. Peterson; Ryan Peterson and/or Nicole Andries

of Lansing, Michigan

their true and legal Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and deliver on behalf of the Companies as Surety, any and all bonds, policies, undertakings or other like instruments, as follows:

Any such obligations in the United States, up to  
Fifty Million and No/100 Dollars (\$50,000,000.00).

This appointment is made under and by authority of the following resolutions adopted by the Boards of Directors of The Cincinnati Insurance Company and The Cincinnati Casualty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the President or any Senior Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company.

RESOLVED, that the signature of the President or any Senior Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Vice-President and the Seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS WHEREOF, the Companies have caused these presents to be sealed with their corporate seals, duly attested by their President or any Senior Vice President this 16th day of March, 2021.



STATE OF OHIO )  
COUNTY OF BUTLER )

THE CINCINNATI INSURANCE COMPANY  
THE CINCINNATI CASUALTY COMPANY

*Stephen A. Ventre*

On this 16th day of March, 2021 before me came the above-named President or Senior Vice President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, to me personally known to be the officer described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of said Companies and the corporate seals and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporations.



*Keith Collett*

Keith Collett, Attorney at Law  
Notary Public - State of Ohio

My commission has no expiration date.  
Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Vice-President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, hereby certify that the above is the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Power of Attorney is still in full force and effect.

Given under my hand and seal of said Companies at Fairfield, Ohio, this 10th day of October, 2024



*Ed H.*

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

<b>Owner:</b> Charter Township of Garfield <b>Contractor:</b> Elmers Crane & Dozer <b>Engineer:</b> Gourdie Fraser, Inc <b>Project:</b> Stoneridge PRV Replacement	<b>Owner's Contract No.:</b> <b>Contractor's Project No.:</b> <b>Engineer's Project No.:</b> 19135 <b>Contract Name:</b>
---	---

**This [preliminary] [final] Certificate of Substantial Completion applies to:**

All Work  The following specified portions of the Work:

July 13, 2024

**Date of Substantial Completion**

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: *[Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.]*

Amendments to Owner's responsibilities:  None  
 As follows

Amendments to Contractor's responsibilities:  None  
 As follows:

The following documents are attached to and made a part of this Certificate: *[punch list; others]*

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

<b>EXECUTED BY ENGINEER:</b> By: <u></u> (Authorized signature) Title: <u>Director of Engineering</u> Date: <u>10-8-2024</u>	<b>RECEIVED:</b> By: _____ Owner (Authorized Signature) Title: <u>Township Supervisor</u> Date: _____	<b>RECEIVED:</b> By: <u></u> Contractor (Authorized Signature) Title: <u>Project Manager</u> Date: <u>10-11-24</u>
--	---	--

**MAINTENANCE BOND**

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**CONTRACTOR (Name and Address):**

Elmer's Crane and Dozer, Inc  
3600 Rennie School Road  
Traverse City, MI 49685

**SURETY (Name and Address of Principal Place of Business):**

The Cincinnati Insurance Company  
6200 S Gilmore Road  
Fairfield, OH 45014

**OWNER (Name and Address):**

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

**CONTRACT**

Date: February 21, 2024

Amount: \$742,535.00

Project Description (Name and Location): Stone Ridge Pressure Reducing Valve Station (PRV)

**BOND**

Date (1 year from date of Acceptance by the Municipality): October 10, 2024

Amount: \$371,267.50

Bond Number: B3297263

Surety and Contractor, intending to be legally bound hereby, subject to the following terms, to each cause this Maintenance Bond to be duly executed on its behalf by its authorized officer, agent or representative.

**KNOW ALL MEN BY THESE PRESENTS,**

That we, Elmer's Crane and Dozer, Inc

entered into a Contract with said Oblige for Stone Ridge Pressure Reducing Valve Station (PRV)

The Cincinnati Insurance Company as Principal, (hereinafter called **Principal**), and  
as Surety (hereinafter called

**Surety**), are held and firmly bound into Charter Township of Garfield

in accordance with the General Conditions, the Drawings and Specifications, which Contract is by reference incorporated herein, and made a part hereof, and is referred to as the Contract..

as Oblige (hereinafter called **Oblige**), in the penal sum of Three Hundred Seventy One Thousand Two Hundred Sixty Seven and 50/100-

Dollars \$ 371,267.50 for the payment whereof Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents

NOW, THEREFORE, the condition of this obligation is such that, if said Principal shall maintain and remedy any defects due to faulty materials or workmanship, and pay for any damage to other Work resulting therefrom, and additional expense which shall appear within a period of one year(s) from the date of acceptance by the municipality of the Work provided for in the Contract, then this obligation

WHEREAS, said Principal has by written Agreement, dated February 21, 2024

to be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that said Obligee shall give Principal and Surety notice of observed defects with reasonable promptness.

Signed and sealed this 10th day of October, 2024

CONTRACTOR AS PRINCIPAL

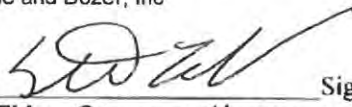
Company: (Corp. Seal)

Elmer's Crane and Dozer, Inc

SURETY

Company: (Corp. Seal)

The Cincinnati Insurance Company

Signature: 

Name and Title: Steve Folles MA  
Project Manager

Signature: 

Name and Title: Marcia J Miller, attorney-in-fact  
(Attach Power of Attorney)

(Space is provided below for signatures of additional parties, if required).

CONTRACTOR AS PRINCIPAL

Company: (Corp. Seal)

SURETY

Company: (Corp. Seal)

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Name and Title: \_\_\_\_\_ Name and Title: \_\_\_\_\_

NOTE: Date of Bond must not be prior to date of Substantial Completion. If Contractor is a Partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the Project is located.

THE CINCINNATI INSURANCE COMPANY  
THE CINCINNATI CASUALTY COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY and THE CINCINNATI CASUALTY COMPANY, corporations organized under the laws of the State of Ohio, and having their principal offices in the City of Fairfield, Ohio (herein collectively called the "Companies"), do hereby constitute and appoint

Robert G. Chapman; David G. Chapman; Nathan G. Chapman; Marcia J. Miller,  
Cloyd W. Barnes; Curtis M. Peterson; Ryan Peterson and/or Nicole Andries

of Lansing, Michigan

their true and legal Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and deliver on behalf of the Companies as Surety, any and all bonds, policies, undertakings or other like instruments, as follows:

Any such obligations in the United States, up to  
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This appointment is made under and by authority of the following resolutions adopted by the Boards of Directors of The Cincinnati Insurance Company and The Cincinnati Casualty Company, which resolutions are now in full force and effect, reading as follows:

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RESOLVED, that the signature of the President or any Senior Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Vice-President and the Seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS WHEREOF, the Companies have caused these presents to be sealed with their corporate seals, duly attested by their President or any Senior Vice President this 16th day of March, 2021.



STATE OF OHIO )  
COUNTY OF BUTLER )

THE CINCINNATI INSURANCE COMPANY  
THE CINCINNATI CASUALTY COMPANY

*Stephen A. Ventre*

On this 16th day of March, 2021 before me came the above-named President or Senior Vice President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, to me personally known to be the officer described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of said Companies and the corporate seals and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporations.



*Keith Colett*

Keith Colett, Attorney at Law  
Notary Public - State of Ohio  
My commission has no expiration date.  
Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Vice-President of The Cincinnati Insurance Company and The Cincinnati Casualty Company, hereby certify that the above is the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Power of Attorney is still in full force and effect.

Given under my hand and seal of said Companies at Fairfield, Ohio, this 10th day of October, 2024



*Ed H.*





3600 Rennie School Road  
Traverse City, MI 49685  
Phone (231) 943 - 3443 · Fax (231) 943 - 8975  
[www.TeamElmers.com](http://www.TeamElmers.com)  
An Equal Opportunity Employer

Alpena · Boyne City · Ellsworth · Harrison · Hillman · Ludington · Manistee · Mt. Pleasant · Omer · Oscoda · Petoskey · Tri-City · White Cloud

## ONE YEAR WARRANTY

October 9, 2024

Charter Township of Garfield

Project: Stoneridge Pressure Reducing Valve Station (PRV's)

Elmer's Crane and Dozer, Inc. will replace or repair any defect in material or workmanship provided and/or installed by us in connection with the project named above.

This warranty is valid one year from the date of substantial completion. The substantial completion date is July 13, 2024, making this warranty in effect until July 13, 2025.

We will not warranty workmanship defects caused by improper installation of materials provided by us and installed by others. However, if such materials are found to be faulty we will repair or replace the materials themselves.

Elmer's Crane and Dozer, Inc. will not be responsible for damage caused by any other type of natural disaster.

Steve Folkersma

Project Manager

10/9/2024

**Karen Leaver**

**From:** Jennifer Graham <jennifer@gfa.tc>  
**Sent:** Tuesday, November 5, 2024 3:20 PM  
**To:** Chuck Korn  
**Cc:** Karen Leaver  
**Subject:** FW: 2023 Specs / Details  
**Attachments:** Final PDF Packet Submission to BPW\_For Approval.pdf

Caution! This message was sent from outside your organization.

Was this ever placed on the board agenda to approve?

**From:** Jennifer Graham  
**Sent:** Tuesday, September 17, 2024 5:46 PM  
**To:** chuck@garfield-twp.com; BETH FRIEND <bfriend@eastbaytwp.org>; supervisor@elmwoodmi.gov; dwhite@acmetownship.org; supervisor@peninsulatownship.com  
**Cc:** Kent Nothstine <knothstine@gtcountymi.gov>  
**Subject:** RE: 2023 Specs / Details

Reviewing through old files , I know the BPW has approved and some townships but not sure all that have approved the new specs. If your Township has not, please add to a next available meeting for review and approval. Myself and/or Kent are happy and available to attend if requested.  
 Jennifer

**From:** Jennifer Graham  
**Sent:** Monday, April 1, 2024 11:15 AM  
**To:** [chuck@garfield-twp.com](mailto:chuck@garfield-twp.com); BETH FRIEND <bfriend@eastbaytwp.org>; [supervisor@elmwoodmi.gov](mailto:supervisor@elmwoodmi.gov); [dwhite@acmetownship.org](mailto:dwhite@acmetownship.org); [supervisor@peninsulatownship.com](mailto:supervisor@peninsulatownship.com)  
**Cc:** [jdivozzo@grandtraverse.org](mailto:jdivozzo@grandtraverse.org); Kent Nothstine <[knothstine@gtcountymi.gov](mailto:knothstine@gtcountymi.gov)>  
**Subject:** 2023 Specs / Details  
**Importance:** High

Happy Monday! I hope everyone had a nice holiday weekend 😊

I wanted to pass along the DPW specifications for your initial review. For reference the following measures have taken place:

1. GFA and DPW staff reviewed and implemented updates
2. Specs were solicited to your respective engineers with their comments incorporated as well
3. This packet includes a memo with updates, specs with the revisions on so you can see what changes did occur and also the final version
4. The DPW / BPW will be reviewing and approving these in the near future. Once this has occurred a formal request will be made to the respective Townships to do the same a formal board meeting

Thank you again for allowing GFA the ability to assist with this process!

**Jennifer Graham (Hodges)**

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## MEMO

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**To:** John Divozzo, DPW Director                      **Re:** Summary Memo  
**From:** Jennifer Graham, GFA                              **Date:** February 7, 2024  
**Re Project:** 2023 Master Specification  
and Detail Updates  
**Re Project No:** 23029

Attached for you review and approval are the 2023 Grand Traverse County Standard Specifications and Detail Drawings. The updates were performed by a collaborative effort among DPW staff, and local engineering, construction and sales / distribution companies. Also included in the revisions are the comments as received by Michigan Department of EGLE regulatory agencies whom permit the projects in Grand Traverse County. At the request of the Grand Traverse County Board of Public Works Members a summary of the updates that were incorporated in the documents is itemized below. Please note, this list is not fully comprehensive and only states those changes made applicable to material and/or constructability and not grammatical errors.

### Specifications

1. Section 1 – General Requirements
  - 1.02 - Included section related to contractor qualifications and experience
  - 1.06 - Interference with Existing Water and/or Sewage Systems – changes to accommodate both water and sewer utilizes.
  - 1.16 – Escrow for Telemetry Requirements – Removed the specific amount of upfront funds required and changed for amount to be determined by Grand Traverse DPW payable to the Township in advance of project initiation through an escrow. Also require all integration work to be completed by Township integrator.
  
2. Section 3 – Project Close Out
  - 3.02 – Operation and Maintenance Data - Changed required submittals to two paper copies and one flash drive copy, instead of CD.
  - 3.04.C – Closeout Documents – Changed “Easement Descriptions” to “Recorded Easements” and added document criteria requirements for acceptance of recorded easement.
  - 3.04. C.12. - Record Drawings – Added requirement for multiphase projects to submit record drawings at the end of each phase and a final complete set of all phases to Township. Also included criteria including size, orientation, text to ensure more uniformity of plans.
  
3. Section 4 – Excavating, Trenching and Backfilling
  - 4.03.D – Dewatering- Added requirements for Contractor to obtain all permits under Part 327 for water withdrawal.
  - 4.03.M – Boring & Jacking – Added requirement of contractor to comply with all State, local, or County Road Engineering Departments.

4. Section 5 – Concrete Work
  - 5.01 – Scope of Work – Added “foundations, ballasts,” to items included list.
  - 5.03. A. - Product – Added responsibility of Contractor to verify soil conditions and demonstrate adequate sized ballasts are provided at no additional costs to the project.
  - 5.03. B. – Concrete Quality – Increased minimum comprehensive strength from 3000 psi to 4000 psi.
  
5. Section 6 – Sanitary Sewer
  - 6.03.E – Horizontal and Vertical Separation – Changed state regulatory department reference from DEQ to EGLE.
  - 6.03.J.3. – Televising Inspection – Removed “CDs” and added “finished videos shall be turned over to the Township Engineer on a flash drive or CD”.
  
6. Section 7 – Sanitary Sewer Appurtenances
  - 7.02.A.1 – Water Stops - Require Manhole Waterstops to meet ASTM C923 (Resilient Connections Between Reinforced Concrete Manhole Structures). Added requirement for joint to be flexible and watertight.
  - 7.02.A.3. – Manhole Steps - Added requirement for alignment over opening for ease of access.
  - 7.03.B. - Manholes and Precast Structures – Change Pre-cast O-ring sections to be joined utilizing butyl sealant strips instead of lubricant.
  - 7.03.H. – Sewer Wyes & Leads – Deleted any specific measurements for placement outside of building limit, installation to an undeveloped parcel and post requirements for underground purposes.
  
7. Section 8 – Force Mains
  - 8.01 – Scope of Work – update Michigan regulatory department reference to EGLE
  - 8.02. A. – Pipe Materials – Added alternative material may be allowed on a case by case situation subject to Township approval.
  - 8.02.A.2. – PVC – removed requirement for PVC to be used on only 3” or smaller diameter pipes.
  - 8.02.C.2. – Plug Valves – removed entire section and updated to reflect a standard ductile iron plug valve rated for 175 psi, that complies with ASTM A126, with ANSI class 125 flanges, to be valmatic, cam-centric, or engineer approved equal.
  - 8.02.C.3. – Ball Valves – Added section on Ball valve requirements to minimize turbulence and pressure loss and utilized as isolation valves in meter / bypass chambers.
  - 8.02.C.4. – Check Valves – removed entire section and updated to reflect AWWA C508 Resilient Hinge Swing Check Valves, that have an ASTM A536 ductile iron body with a minimum non-shock W.O.G. working pressure of 250 psi.
  - 8.03 – Installation of Pipe and Fittings for Force Main – Added “PVC or HDPE” to section requiring tracer wire to be installed with force main.
  - 8.07 – Painting – Added “with color selection by DPW”
  - 8.09 – Excavation, Trenching, and Backfilling – added reference to Section 4.
  - 8.10 – Open Cut – Changed warning label to refer to force mains, instead of water mains.
  
8. Section 9 – Water Mains and Appurtenances
  - 9.01 – Scope of Work – update Michigan regulatory department reference to EGLE
  - 9.02.A. – Pipe & Fittings for Open Cut – Remove “Engineer” after “Township” for approval of alternative water main materials.

- 9.02.F.5 – Fire Hydrants –Require hydrant nozzle to be located above finish grade and not breakaway flange. Amended hydrant style for Peninsula Twp Fire Dept Requirements
- 9.02.G. – Water Service Connections – Move service saddle specifications for services larger than 1" from *Service Line Pipe and Fittings* down to *Water Service Saddles* and remove saddle requirements from section.
- 9.02.G.3. – Curb Stops – add Mueller B44 as model type
- 9.02.G.4. – Curb Boxes – Updated to include type and style of curb boxes accepted, materials, and lid to have a pentagon plug, and furnished with operating rod and cotter pin.
- 9.02.G.5. – Water Service Saddles – See 9.02.G. above.
- 9.05 – Connection to Existing Water Mains – Added "and DPW" after "Township Engineer" to witness the installation.
- 9.07.B. – Flushing of Mains – Removed "Prior to pigging and flushing the watermain must be charged with water."
- 9.07.D. – Disinfecting Water Mains – Added requirements for all materials to comply with NSF, safe drinking water components.
- 9.07.D.b. – Disinfecting Water Mains –Remove referenced sampling procedure requirements and added "Sampling shall be tested compliant with current Traverse City Water Department procedures".
- 9.07.D.b. – Disinfecting Water Mains – Remove "on the membrane filter" from Note because membrane filter is not always method utilized.
- 9.13. – Blowoff – Added "Hydrants shall be utilized for this purpose in lieu of blow-offs to extent possible." In order to prevent unnecessary blow-off installation.
- 9.15 – Painting – Added requirements for piping to be painted prior to operating the system and color selection to be completed by DPW, added paint primer and coater materials acceptable.
- 9.16 – Fire Hydrant Signs – Replaced "Fire Department" with "GTC DPW" to receive signs and posts.
- 9.17 – Water Main Valves – Removed "Valve marking post are available to be picked up at the Township Water Department for a nominal fee" as it is not necessary with 9.16 change.

#### 9. Section 12 – Submersible Sewage Pumping Station

- 12.03 – Submersible Sewage Flows – Added sentence requiring furnished pumps to "meet existing and future pumping conditions indicated with the same impellor if possible" otherwise must be able to accommodate larger impeller.
- 12.03.I. – Motor – Added Class H insulation type (withstands temperatures of 180°C).
- 12.04.C. – Interior Waterproofing – Removed first paragraph. Added "The interior surfaces shall be thoroughly covered with Tnemec Permaglaze 435, Ravencoat or approved equal. Application shall be compliant with manufacturers recommendation and surface thoroughly cleaned before.
- If any leaks in the wet well walls are detected twenty-four (24) hours after application of the first coat of the waterproofing system, they shall be sealed by application of a quick-set sealer. This sealer shall be a mixture of Portland Cement - Type One and "Ipanex R", "Waterplug" or equal. The quick-set sealer shall be applied in accordance with the manufacturer's directions. After the patched areas dry, they shall be covered with another coat of the waterproofing and allowed to dry. If any leaks are apparent after that time, the Contractor shall repatch them. The above steps shall be repeated until all leaks are sealed.
- 12.04.F. – Hatch Covers – Added section for requirements on wet well hatch covers. "The Wet well shall be equipped with a new concrete lid and compartment access covers and frames shall be load rated 300 pounds per sq. foot and shall be of aluminum tread plate construction with a minimum sized opening of 30" X 30". Contractor shall confirm and coordinate size with pump manufacture as size shall be adequate to accommodate pump removal. The cover shall be a single hinged door with stainless steel hardware and shall

include a hold open device when the covers are in the raised position (90 degree locking position). Hatches shall be equipped with aluminum lift handle and 316 grade stainless steel slam lock with keyway (compatible with DPW)."

- 12.05.A.1. – Cast Iron Fittings – removed entire section to eliminate the use of cast iron fittings.
  - 12.05.A.2. – Changed to Stainless Steel Pipe instead of galvanized and updated ASTM specification to A304.
  - 12.05.B.1. – Removed “cast iron or” from “Cast Iron or Ductile Iron Piping, Valves and Fittings” to eliminate the use of cast iron pipes and appurtenances.
  - 12.06.A. – Sewage Flow Meter – replaced “ultrasonic” with “inline” flow measuring devices. Added “Adequate cable shall be provided for termination between wetwell, valve vault, and control panel”.
  - 12.06.B.1. – Transducer – Changed approved manufacturer to Wika LS-10 and added “the transducer must be suitable for use in NEC, Class 1, Division 1 locations and be UL listed. Adequate cable shall be provided for termination between wetwell, valve vault, and control panel”.
  - 12.06.C. – Mercury Float Switch – Added “Adequate cable shall be provided for termination between wetwell, valve vault, and control panel”.
  - 12.07.A.3.a. – Control Panel – Added “or Allen Bradley Variable Frequency Drive” in addition to a magnetic starter being included in the control panel. Added “\*Pump station equipped with Variable Frequency Drives shall include bypass starters for stations that experience flows greater than 100,000 gallons per day (average). Stations less than do not require bypass starters” to the end of the section.
  - 12.07.A.4.a. – Alarm Contacts for Rapid Telemetry (or Alarm Monitoring) and Exterior Alarm Light – Removed the required dry contacts to be provided and added the following: Power Failure, High Level, Low Level, Communications Failure, Pump 1 Mechanical Fault, Pump 2 Mechanical Fault, Pump 1 Seal Failure, Pump 2 Seal Failure, Pump 1 VFD Fault, Pump 2 VFD Fault, Lag Pump Running, System Fault, Low Flow Alarm
  - 12.07.A.6. - Telemetry Equipment – Added “through an escrow policy as stated in Section 3” to end of first sentence and added “Contractor shall be responsible for supply, calibration and installation including 4-20ma wiring/conduit to proposed control panel. To provide the Integrator power and work with SCADA, the contact closures provided must have 120 VAC available or shall be directly fed into by an external power source” to the end of the paragraph.
  - 12.08 – Painting – Added requirements for pipe, valves, bolts, any exposed portions of sewer/forcemain inside manholes or valve vaults to be painted prior to operating the system and color selection to be completed by DPW, added paint primer and coater materials acceptable.
10. Section 13 – Replacement and Cleanup
- 13.02.B. – Bituminous Patching – Changed patch method “4EL” to be utilized for bituminous patching.
  - 13.02.D. - Concrete Pavement, Sidewalks, and Driveways – changed 28-day strength from “3,000” to “4,000” pounds per square inch.

#### Details

1. Added 2022 to each drawing.
2. Sewer:
  - Removed Submersible Pump Station Details #15, 16, 17, & 18
  - Updates to Pump Station Detail to include clarification notes, addition of suction piping, all stainless steel, removal of ultrasonic to level transducer, and miscellaneous
  - Added Force Main Discharge Manhole Detail #15
  - Added Force Main Meter Vault Section (3” and Larger) Detail #16

- Added Force Main Meter Vault Plan (3" and Larger) Detail #17
  - Added Force Main Meter Vault Notes Detail #18
3. Water:
- Added Water Meter Vault Section (3" and Larger) Detail #33
  - Added Water Meter Vault Plan (3" and Larger) Detail #34

#### Design Guidelines – Sewer SUP

1. Replaced references to DEQ with EGLE
2. Section 1. Added "Any sanitary sewer which services two or more separate buildings or dwellings SHALL be deemed public sanitary sewer unless approved by the Township to be considered private and future extension of the system will not be required by the Township"
3. Section 2. Added "All sanitary sewage that discharge into the Township system must adhere to the City of Traverse City Sewer Ordinance, Chapter 1043 Inflow and Infiltration".
4. Section 5. – Pumping Systems
  - Removed "ultrasonic" and replaced with "submersible" for level measuring devices. Removed the list of dry contacts to be provided and added "The pumps and controls should be selected to operate at varying delivery rates. Such stations should be designed to deliver as uniform a flow as practicable in order to minimize hydraulic surges. The station design capacity shall be based on the peak hourly flow for the service area accounting for 20 year planning period as decided by the Township. Flows shall be adequate to maintain a minimum velocity of 2 feet per second (0.6 m/s) in the force main".
  - Removed "An emergency power supply connection receptacle for pumping stations shall be required".
  - Removed Spare Parts and Operation & Maintenance Manual requirements
  - Added "The pumping station shall be readily accessible by maintenance vehicles during all weather conditions. The facility should be designed to accommodate a location off the traffic way of streets and alleys with an access drive. Security fencing and/or bollards may be provided as required by the Township".
  - Added "Wetwell and valve / meter structures shall be waterproofed and leak tested".
5. Section 8 – Plans
  - Section 8.A. Changed required plans from 7 to 2 sets to be submitted to Township and GTC DPW for review. Added "Four (4) copies including PDF of the final approved plans and specifications shall be provided at such time" to end of section.
  - Section 8.B. Added "The plans shall be prepared in black in white color and each sheet shall be orientated so that north is facing upward".
  - Removed "Manholes shall be numbered on plans and profile according to Township system, and Added "Existing manholes shall be numbered on plans and profile according to Township systems".
  - Added "Proposed manholes shall be numbered on the plans and profile. Numbers shall be obtained from the Township Engineer".
6. Section 9 – Alterations to Existing Systems
  - Section 9.A. Added "All service connections into manholes shall be made utilizing a wye and lead per the technical specifications and details. Direct connection to a sanitary manhole will not be allowed unless provided approval from the Grand Traverse County DPW".

#### Design Guidelines – Water SUP

1. Replaced references to DEQ with EGLE
2. Section 1 – General

- Added “Any water main which services two or more separate buildings or dwellings MAY be deemed public water main unless approved by the Township to be considered private and future extension of the system will not be required by the Township”.
  - Added “All water main shall be designed in accordance with current Township and standard technical specifications, EGLE requirements, Ten State Standards, and good engineering practice for this region”.
3. Moved Section 2 – Record Drawings to Section 5
  4. New Section 2 – General Design Requirements –
    - Added “Dead ends shall be minimized by making appropriate looping and connections whenever practical, in order to provide increased reliability of service and reduce head loss as required by the Township”.
    - Section 2. E. added “In addition, hydrants shall be strategically located at high points and dead ends in the main to provide a means for air relief and blow-off in the system” to the end of the paragraph.
    - Section 2. H. added “hydrant and/or” before blow off assembly.
  5. Section 3 – Plans
    - Section 3.A Changed required plans from 7 to 2 sets to be submitted to Township and GTC DPW for review. Added “Four (4) copies including PDF of the final approved plans and specifications shall be provided at such time” to end of section.
    - Section 3.B – Added “Proposed hydrants and valves shall be numbered on the plans and profiles. Numbers shall be obtained from the Township Engineer”.
    - Section 3.B. Added elevations to be based on USGS or NGVD datum instead of NAVD88.
    - Section 3.B. Added valves, hydrants, finish grade and depth of cover to profile view requirements.
    - Section 3.B. Added “The plans shall be prepared in black in white color and each sheet shall be orientated so that north is facing upward”.
  6. Section 4 – Existing Systems
    - Added entire section to outline requirements for alterations to public water system and approval of existing systems as public water main systems.
  7. Section 5 – Section 2 – Record Drawings was moved here. Additional clarifications added to ensure more uniformity in submission and consistency.
  8. Appendix was updated to included Letter of Guarantee Template



Complete copy of the 2023 Master Specification and Detail Updates is available on the Garfield Township website ([www.garfield-twp.com](http://www.garfield-twp.com)) under Meeting Handouts for the Township Board Regular Meeting – 11/12/24

**Karen Leaver**

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**From:** Karen Leaver  
**Sent:** Wednesday, November 6, 2024 3:35 PM  
**To:** Karen Leaver  
**Subject:** RE: Notice of Intent to Regionalize Materials Management Planning (Benzie, Grand Traverse, Leelanau)

**From:** Lydia Gulow <[lgulow@gtcountymi.gov](mailto:lgulow@gtcountymi.gov)>  
**Sent:** Tuesday, October 29, 2024 2:47 PM

**Subject:** Re: Notice of Intent to Regionalize Materials Management Planning (Benzie, Grand Traverse, Leelanau)

Hello All,

By law I am required to notify you of our regional materials management planning committee (MMPC) meetings that are open to the public.

Attached is the 11.8.24 MMPC agenda.

Let me know if you have any questions.

Lydia Gulow  
Resource Recovery Director  
Grand Traverse County  
Hotline: 231-941-5555  
Office: 231-995-6075  
Cell: 231-632-5162  
Email: [lgulow@gtcountymi.gov](mailto:lgulow@gtcountymi.gov)  
Web: [recyclesmart.info](http://recyclesmart.info)

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**From:** Lydia Gulow <[lgulow@gtcountymi.gov](mailto:lgulow@gtcountymi.gov)>  
**Sent:** Friday, September 6, 2024 3:54 PM  
**Subject:** Notice of Intent to Regionalize Materials Management Planning (Benzie, Grand Traverse, Leelanau)

Hello,

In accordance with state law, I am writing to notify you that Grand Traverse County intends to regionalize with Benzie and Leelanau Counties to prepare an updated Materials Management (Recycling and Solid Waste) Plan for our region. Below you will find a link to our webpage with additional information related to this topic.

If you're able to, I ask that you please link the following webpage on your local website as well. [Materials Management Planning \(MMP\) | Grand Traverse County, MI \(gtcountymi.gov\)](#)

It's important to note that the planning process will be conducted in a public setting and local

municipalities will be given opportunity to give feedback and input on the plan. Finally, the development of this plan is anticipated to happen over the course of 2-3 years.

If you have questions, please do not hesitate to reach out.

Thank you all for all that you do for Grand Traverse County!

[Materials Management Planning \(michigan.gov\)](#)

Lydia Gulow  
Resource Recovery Director  
Grand Traverse County  
Hotline: 231-941-5555  
Office: 231-995-6075  
Cell: 231-632-5162  
Email: [lgulow@gtcountymi.gov](mailto:lgulow@gtcountymi.gov)  
Web: [recyclesmart.info](http://recyclesmart.info)

## **MATERIALS MANAGEMENT PLANNING COMMITTEE**

Friday, November 8, 2024 at 1:00 PM

2nd Floor Commission Chambers

400 Boardman Ave. Traverse City, MI 49684

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL:**
- 3. FIRST PUBLIC COMMENT:**
- 4. APPROVAL OF AGENDA:**
  - a. Approval of Agenda  
Recommendation: That the Agenda be approved as presented.
- 5. SPECIAL ORDERS OF BUSINESS:**
- 6. ITEMS OF BUSINESS:**
  - a. Introductions  
Overview of the Materials Management Planning Committee and Part 115 of the Natural Resources and Environmental Protection Act.
  - b. Election of Officers - Chairperson and Vice-Chairperson
  - c. Review Proposed Bylaws  
Once approved by the committee, the bylaws will need to be further reviewed and approved by the Board of Commissioners for each respective County.
  - d. Discussion on Consulting Services for MMP Planning, Implementation, and Public Engagement
  - e. Committee Meeting Schedule
- 7. OLD BUSINESS:**
- 8. NEW BUSINESS:**
- 9. SECOND PUBLIC COMMENT**
- 10. NOTICES:**
- 11. ADJOURNMENT**



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The City of Traverse City  
Department of Municipal Utilities

625 Woodmere Avenue  
Traverse City, Michigan  
49686



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October 18, 2024

Jennifer Graham, P.E.  
Engineering Director  
Gourdie Fraser Associates  
123 West Front Street  
Traverse City, MI 49684

SUBJECT: Review of Village at Garfield Water System Extension, Garfield Township  
ACT 399 Permit No: TBD (Not Issued)

Dear Jennifer:

The City of Traverse City has completed its review of the Village at Garfield Water System Extension, Garfield Township. I am prepared to approve this application, pending the resolution of the outstanding issues with Garfield Township.

Please refer to the letter from the City Attorney dated April 30, 2024, which outlines the context and concerns related to this matter. As you may recall, the City requested that Garfield Township curb its irrigation in the summer of 2024 due to capacity concerns. Despite these efforts, whatever measures Garfield Township attempted to curb water usage were ineffective, and they exceeded their bulk water capacity in August. Additionally, none of the issues that were outlined in the above referenced communication have been addressed or resolved.

The matter currently lies with Garfield Township, and any concerns or questions should be directed to their Township Board for resolution.

Sincerely,  
City of Traverse City

  
Art Krueger, P.E.  
Director of Municipal Utilities

Attachment

Cc:  
Elizabeth Vogel, City Manager  
Lauren Tribble-Laucht, City Attorney  
Heidi Scheppe, City Finance Director  
Anne Pagano, City Engineer  
Chuck Korn, Garfield Township Supervisor  
Chloe Macomber, Garfield Township Treasurer  
Lanie McManus, Garfield Township Clerk  
Molly Agostinelli, Garfield Township Trustee  
Steve Duell, Garfield Township Trustee

October 18, 2024  
Jennifer Graham, P.E.  
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Denise Schmuckal, Garfield Township Trustee  
Chris Barsheff, Garfield Township Trustee  
John Sych, Garfield Township Planning Director  
Jeff Shaw, Chariman – GT County Board of Public Works  
Kent Nothstine, GT County Interim BPW Director  
Donal Brady, EGLE District Engineer  
Emily Wright, EGLE Environmental Engineer  
Jamie Wade, EGLE District Engineer  
Andrew Purvis, Gosling Czubak Engineering

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The City of Traverse City  
Department of Municipal Utilities

625 Woodmere Avenue  
Traverse City, Michigan  
49686



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October 18, 2024

Jennifer Graham, P.E.  
Engineering Director  
Gourdie Fraser Associates  
123 West Front Street  
Traverse City, MI 49684

SUBJECT: Review of Windy Hills Phase II (Kchii-Noodin Kaamdaakiing) Water System Extension, Garfield Township  
ACT 399 Permit No: TBD (Not Issued)

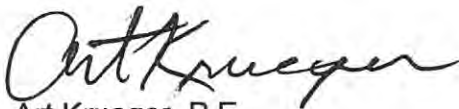
Dear Jennifer:

The City of Traverse City has completed its review of the Windy Hills Phase II (Kchii-Noodin Kaamdaakiing) Water System Extension. I am prepared to approve this application, pending the resolution of the outstanding issues with Garfield Township.

Please refer to the letter from the City Attorney dated April 30, 2024, which outlines the context and concerns related to this matter. As you may recall, the City requested that Garfield Township curb its irrigation in the summer of 2024 due to capacity concerns. Despite these efforts, whatever measures Garfield Township attempted to curb water usage were ineffective, and they exceeded their bulk water capacity in August. Additionally, none of the issues that were outlined in the above referenced communication have been addressed or resolved.

The matter currently lies with Garfield Township, and any concerns or questions should be directed to their Township Board for resolution.

Sincerely,  
City of Traverse City



Art Krueger, P.E.  
Director of Municipal Utilities

Attachment

Cc:  
Elizabeth Vogel, City Manager  
Lauren Tribble-Laucht, City Attorney  
Heidi Scheppe, City Finance Director  
Anne Pagano, City Engineer  
Chuck Korn, Garfield Township Supervisor  
Chloe Macomber, Garfield Township Treasurer  
Lanie McManus, Garfield Township Clerk  
Molly Agostinelli, Garfield Township Trustee



October 18, 2024  
Jennifer Graham, P.E.  
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Steve Duell, Garfield Township Trustee  
Denise Schmuckal, Garfield Township Trustee  
Chris Barsheff, Garfield Township Trustee  
John Sych, Garfield Township Planning Director  
Jeff Shaw, Chariman – GT County Board of Public Works  
Kent Nothstine, GT County Interim BPW Director  
Donal Brady, EGLE District Engineer  
Emily Wright, EGLE Environmental Engineer  
Jamie Wade, EGLE District Engineer  
Ryan Cox, GT Engineering & Construction  
Max Bott, Team Elmers

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The City of Traverse City  
Department of Municipal Utilities

625 Woodmere Avenue  
Traverse City, Michigan  
49686



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October 18, 2024

Jennifer Graham, P.E.  
Engineering Director  
Gourdie Fraser Associates  
123 West Front Street  
Traverse City, MI 49684

SUBJECT: Review of Marengo 31 Water System Extension, Garfield Township  
ACT 399 Permit No: 217061 (Expired 12/01/23)

Dear Jennifer:

The City of Traverse City has completed its review of the Marengo 31 Water System Extension, Garfield Township. I am prepared to approve this application, pending the resolution of the outstanding issues with Garfield Township.

Please refer to the letter from the City Attorney dated April 30, 2024, which outlines the context and concerns related to this matter. As you may recall, the City requested that Garfield Township curb its irrigation in the summer of 2024 due to capacity concerns. Despite these efforts, whatever measures Garfield Township attempted to curb water usage were ineffective, and they exceeded their bulk water capacity in August. Additionally, none of the issues that were outlined in the above referenced communication have been addressed or resolved.

The matter currently lies with Garfield Township, and any concerns or questions should be directed to their Township Board for resolution.

Sincerely,  
City of Traverse City

Art Krueger, P.E.  
Director of Municipal Utilities

Attachment

Cc:  
Elizabeth Vogel, City Manager  
Lauren Tribble-Laucht, City Attorney  
Heidi Scheppe, City Finance Director  
Anne Pagano, City Engineer  
Chuck Korn, Garfield Township Supervisor  
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October 18, 2024  
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Jeff Shaw, Chariman – GT County Board of Public Works  
Kent Nothstine, GT County Interim BPW Director  
Donal Brady, EGLE District Engineer  
Emily Wright, EGLE Environmental Engineer  
Jamie Wade, EGLE District Engineer  
Jim Hirschenberger, Mansfield Land Use Consultants  
Max Bott, Team Elmers

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The City of Traverse City  
Department of Municipal Utilities

625 Woodmere Avenue  
Traverse City, Michigan  
49686



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October 18, 2024

Jennifer Graham, P.E.  
Engineering Director  
Gourdie Fraser Associates  
123 West Front Street  
Traverse City, MI 49684

SUBJECT: Review of Ridge View Court Water System Extension, Garfield Township  
ACT 399 Permit No: TBD (Not Issued)

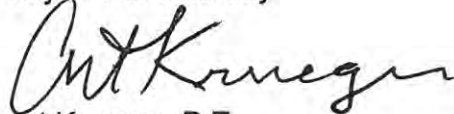
Dear Jennifer:

The City of Traverse City has completed its review of the Ridge View Court Water System Extension, Garfield Township. I am prepared to approve this application, pending the resolution of the outstanding issues with Garfield Township.

Please refer to the letter from the City Attorney dated April 30, 2024, which outlines the context and concerns related to this matter. As you may recall, the City requested that Garfield Township curb its irrigation in the summer of 2024 due to capacity concerns. Despite these efforts, whatever measures Garfield Township attempted to curb water usage were ineffective, and they exceeded their bulk water capacity in August. Additionally, none of the issues that were outlined in the above referenced communication have been addressed or resolved.

The matter currently lies with Garfield Township, and any concerns or questions should be directed to their Township Board for resolution.

Sincerely,  
City of Traverse City



Art Krueger, P.E.  
Director of Municipal Utilities

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Kent Nothstine, GT County Interim BPW Director  
Donal Brady, EGLE District Engineer  
Emily Wright, EGLE Environmental Engineer  
Jamie Wade, EGLE District Engineer

The following (2) letters dated April 29 and 30, 2024 were attached to each of the (4) letters dated October 18, 2024 from Art Krueger

April 29, 2024

To: Lauren Tible-Laucht  
 From: John DiCenzo  
 CC: Elizabeth Vogel, Art Krueger, Chuck Korn, Jeff Shaw, Isaiah Wunsch, Jennifer Graham

Re: City Water Purchase Volumes (2017-2023)

Lauren,

The tables below are summaries of annual water volumes purchased from the city for each township that has a purchase agreement with the city from 2017 to 2023. The totals are taken directly from invoices submitted to the DPW each month by the city. The volumes are calculated using master meter reads and subtracting flow back to the city (where applicable) at 115%.

We calculate the max daily flow by using the average flow of the maximum month and multiplying by a factor of 1.5. This calculation of max day is required by EGLE.

I have updated the 2023 average to account for actual days within a meter reading cycle. For the most part, each cycle consists of 28-33 days.

City Water Purchase (2023)			
Calendar Year	2023		
Month	Garfield	Elmwood	Peninsula
January	29,901,499	491,459	2,132,148
February	24,755,676	458,126	1,622,445
March	26,302,836	500,550	1,820,848
April	28,503,575	546,664	1,710,876
May	59,223,534	1,370,873	6,061,648
June	95,775,724	2,455,894	<b>12,243,536</b>
July	98,762,638	3,215,751	11,796,734
August	<b>99,969,229</b>	<b>3,520,511</b>	10,770,550
September	71,024,026	2,251,945	7,432,158
October	43,547,448	1,097,295	3,285,452
November	28,239,576	433,355	2,010,559
December	26,364,856	446,289	1,693,819
TOTAL	632,370,617	16,788,712	62,580,773
Ave/day	1.733	0.046	0.171
Peak Month (31)	99,969,229	3,520,511	12,243,536
Peak Day	4.544	0.160	0.633

City Water Purchase (2022)			
Calendar Year 2022			
Month	Garfield	Elmwood	Peninsula
January			
February	22,937,822	495,248	1,953,562
March	25,056,761	497,066	1,798,047
April	25,969,358	534,467	1,827,954
May	55,134,671	1,802,712	6,884,676
June	83,585,897	2,274,651	10,677,977
July	<b>102,634,104</b>	2,887,116	<b>13,237,219</b>
August	101,486,273	<b>3,416,396</b>	13,005,183
September	73,129,298	2,470,164	9,219,035
October	34,092,500	829,767	2,734,966
November	27,211,572	495,533	1,976,815
December	24,175,648	437,788	1,833,514
<b>TOTAL</b>	<b>575,413,904</b>	<b>16,140,908</b>	<b>65,148,948</b>
Ave/day	1.576	0.044	0.178
Peak Month (31)	102,634,104	3,416,396	13,237,219
Peak Day	5.309	0.155	0.685

City Water Purchase (2021)			
Calendar Year 2021			
Month	Garfield	Elmwood	Peninsula
January	24,389,198	376,093	2,184,742
February	23,891,254	427,835	1,989,313
March	27,755,754	565,159	2,020,871
April	27,184,896	555,292	2,099,812
May	53,166,414	1,604,368	5,285,346
June	<b>101,309,321</b>	2,426,479	<b>14,394,260</b>
July	99,280,253	2,830,462	10,815,306
August	97,559,632	<b>3,204,335</b>	11,118,335
September	69,927,930	2,936,314	7,014,348
October	37,457,388	1,146,177	3,046,538
November	29,579,852	490,697	2,184,548
December	25,082,197	468,834	1,956,180
<b>TOTAL</b>	<b>616,584,089</b>	<b>17,032,045</b>	<b>64,109,599</b>
Ave/day	1.689	0.047	0.176
Peak Month (31)	101,309,321	3,204,335	14,394,260
Peak Day	4.605	0.150	0.654



Public Works Department  
**GRAND TRAVERSE**

City Water Purchase (2020)			
Calendar Year 2020			
Month	Garfield	Elmwood	Peninsula
January	29,551,925	380,212	2,015,211
February	27,354,756	328,116	1,777,331
March	26,424,959	332,912	1,908,101
April	21,656,044	241,025	2,048,643
May	31,833,521	637,787	3,753,616
June	77,462,538	1,737,012	12,830,243
July	107,491,573	2,814,388	15,134,375
August	109,594,830	2,943,220	14,092,134
September	73,736,290	2,277,022	7,406,390
October	35,939,654	793,111	2,849,412
November	31,733,209	489,640	2,247,766
December	24,648,206	368,638	2,021,913
<b>TOTAL</b>	<b>597,427,505</b>	<b>13,343,083</b>	<b>68,085,135</b>
Ave/day	1.637	0.037	0.187
Peak Month (31)	109,594,830	2,943,220	15,134,375
Peak Day	5.137	0.138	0.732

City Water Purchase (2019)			
Calendar Year 2019			
Month	Garfield	Elmwood	Peninsula
January	31,102,680	413,960	2,131,727
February	24,949,090	365,360	2,046,649
March	28,729,057	377,372	1,721,132
April	30,388,544	421,635	2,229,543
May	43,185,990	547,837	4,723,255
June	76,765,061	1,630,313	8,218,805
July	88,801,437	1,616,082	10,714,131
August	97,567,859	1,939,186	12,383,838
September	73,300,899	1,421,698	7,462,224
October	39,045,605	776,123	2,918,244
November	27,511,128	421,409	2,034,905
December	28,645,060	373,867	2,143,253
<b>TOTAL</b>	<b>589,992,410</b>	<b>10,304,842</b>	<b>58,727,706</b>
Ave/day	1.616	0.028	0.161
Peak Month (30)	97,567,859	1,939,186	12,383,838
Peak Day	4.878	0.097	0.619

City Water Purchase (2018)				
Calendar Year		2018		
Month	Garfield	Elmwood	Peninsula	
January	29,212,723	423,733	2,151,274	
February	25,177,032	335,086	1,768,289	
March	25,936,033	324,871	1,738,186	
April	27,938,152	410,632	2,020,813	
May	47,692,751	1,103,605	5,963,192	
June	81,305,466	1,885,983	10,845,563	
July	<b>112,871,040</b>	<b>2,171,333</b>	<b>14,252,532</b>	
August	111,565,794	1,418,981	12,091,639	
September	79,881,029	2,170,210	6,929,055	
October	38,068,974	653,448	2,330,778	
November	28,008,827	397,951	1,946,862	
December	26,235,908	313,058	1,678,850	
<b>TOTAL</b>	<b>633,893,729</b>	<b>11,608,891</b>	<b>63,717,033</b>	
Ave/day	1.737	0.032	0.175	
Peak Month (32)	112,871,040	2,171,333	14,252,532	
Peak Day	5.291	0.102	0.668	

City Water Purchase (2017)				
Calendar Year		2017		
Month	Garfield	Elmwood	Peninsula	
January	29,197,980	365,945	2,367,873	
February	29,034,618	291,914	1,807,720	
March	26,819,942	306,445	1,755,123	
April	27,926,679	410,000	1,938,538	
May	59,333,003	1,318,183	6,241,380	
June	79,419,611	1,886,431	8,427,249	
July	<b>93,325,650</b>	<b>1,761,841</b>	<b>11,005,006</b>	
August	89,775,198	<b>1,968,050</b>	9,714,315	
September	75,293,395	1,477,410	7,924,936	
October	48,654,612	1,031,211	4,025,103	
November	26,143,782	325,767	2,053,607	
December	26,503,424	361,027	2,013,085	
<b>TOTAL</b>	<b>611,427,894</b>	<b>11,504,224</b>	<b>59,273,935</b>	
Ave/day	1.675	0.032	0.162	
Peak Month (31)	93,325,650	1,968,050	11,005,006	
Peak Day	4.516	0.095	0.533	

The information can be verified with actual city invoices.

Thank you.

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# The City of Traverse City

Office of the City Attorney

GOVERNMENTAL CENTER

400 Boardman Avenue  
Traverse City, MI 49684  
(231) 922-4404  
(231) 922-4476 Fax



April 30, 2024

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

via email: [ckorn@garfield-twp.com](mailto:ckorn@garfield-twp.com)

RE: *Bulk Water Agreement*

Dear Mr. Korn,

I am in receipt of your request dated April 15, 2024 to enter into negotiations for a new bulk water agreement to replace the current Bulk Water Agreement dated January 23, 2003 (the "Agreement"), and increase the water reserved to Garfield Township thereunder. The Agreement provides an amount of 5 million gallons of water per day (reserve capacity) to Garfield Township. This capacity is measured by the highest maximum daily consumption. The Agreement provides that when the Township has reached 80% (i.e. 4 million gallons per day) of its reserve capacity, then discussion regarding modifications shall begin. The calculations recently provided by BPW (attached) indicate that Garfield Township has exceeded its reserve capacity on three separate occasions since 2017. It appears that the 4 million gallon trigger was met some time ago.

There are several outstanding items that will need to be addressed before the City is able to enter into negotiations to discuss a new bulk water agreement.

1. It is my understanding that the master meters between the Township and the City are not functioning properly and have needed to be replaced for some time. I also understand that the master meters have been ordered and may have even been delivered but installation has been delayed. The meter project must be completed as soon as possible so that we have accurate readings of the water flowing between the City and the Township. This meter replacement project must be prioritized.
2. It is my understanding that last summer the Township extended a water main along Cedar Run Road and into Long Lake Township. Additionally, the Township entered into a "water franchise agreement" with Long Lake Township and the private owners of "Black Bear Farms" subdivision. Because the Bulk Water Agreement between the City and Garfield Township does not allow for the water main extension or the "water franchise agreement" we will need to address how to properly account for and document the infrastructure that

has been constructed by way of terminating the unauthorized "water franchise agreement" and entering in to a bulk water agreement between the City and Long Lake Township.

3. In the short term, the City will need to verify how much additional water capacity Garfield Township has committed by way of building permits within the Township in the imminent future. This is necessary because the Township is reaching/has reached its reserve capacity.
4. In the short term, Garfield Township must provide the City with a plan regarding how the Township plans to stay within its 5 million gallon reserve capacity until a long term solution can be identified and implemented.

Once the above issues have been addressed, we will be in a position to discuss the Agreement and any possibility of increasing the 5 million gallon reserve capacity. Thank you for your attention to this matter.

Sincerely,



Lauren Tribble-Laucht

CC (via email): E. Vogel, City Manager  
City Commission  
A. Krueger  
H. Scheppe  
J. Divozzo  
J. Wade  
J. Shaw  
R. Lemcool  
I. Wunsch

Encl.

Charter Township of Garfield  
Engineering Report / Construction Update  
October 2024

**I. Water Projects**

**Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in 2023 for permitting and bids. Project has been on hold due to high bid prices / volatile market. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Project is done and closed out

**McCrae PRV: US31 / 37 Water Pressure Issues**

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrea groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received

**Stone Ridge PRV Replacement**

The PRV located on Silverlake Road that services the Stoneridge Subdivision is one of the oldest and subject to frequent flooding / maintenance. The station is at its life expectancy and in need of replacement as identified both by the DPW and Township Capitol Improvement Plans. It was the original intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor however project was placed on hold last year due to high prices. Recently DPW noted priority of this station with additional maintenance needed and safety concerns. Project was recently rebid and Elmers awarded the contract. Station has been installed and operational as of last month with all punchlist items completed and just working on closeout paperwork with Elmers.

\*Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation for watermain replacement (Plastic C900) in the future.

### **Tank Inspection**

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE. GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. McCrae / Cedar Tanks inspections have been completed with no major issues noted. Final report received and on file. Copy also sent to EGLE for their files

### **Birmley Tank Mixer**

GFA assisted with review and implementation of some operation improvements to the existing elevated tank in Birmley Hills Estate Subdivision to improve pressures. These changes required raising the operating range of water levels in the tank which by doing so reducing proper mixing of the water. The board and DPW approved moving forward with the install and unit has been ordered.

### **Ridgeview Ct Water Main Extension**

GFA was requested by the Township Board to coordinate with the GTCRC to install public watermain as part of the Road improvement SAD. Design was completed earlier this year and provided to the GTCRC.

## **Sewer Projects**

### **SAW Grant – US 31 Siphon Flow Monitoring**

Township board approved recommendations in report at September 26<sup>th</sup> 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

Also reviewing PS#6 capacity and Blair Twp contract with Garfield (they share the station with a multi user agreement).

### **Birmley Estates**

GFA completed flow monitoring in this area and submitted results to Twp and EGLE. There is a limited pipe section from Northern Star Drive to Garfield that based upon flow monitored demonstrated is has

adequate capacity to meet existing some future growth in the area. No improvements needed at this time.

## **General Utilities**

### **Sewer / Water City Contracts**

GFA, DPW and Township continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. We are in the process of discussions with the City to negotiate and update the 2003 Water Contract and get outstanding permits issued (City is not approving several outstanding EGLE permits and EGLE will not release until City approves).

### **Water Reliability Study**

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, EGLE has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. The Township approved the EGLE DWRP Engineering report which will include completing the water study and was submitted to EGLE for funding consideration on June 1, 2023. The Township received a score of 45 out of 100 and was not funded. The application was resubmitted on June 1, 2024 for FY2025 funding. We are awaiting the results from the State.

### **GIS Mapping**

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1<sup>st</sup> step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The BPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

### **Water Service Expansion**

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37. GFA and Township staff have been working on cost sharing options and has been meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire. Based upon recent meetings with developer and Township, there is a verbal commitment from Developer to fund the extension of the watermain whereas the Township will fund the booster station as a CIP project since it is deemed a public benefit to the entire water system. Formal commitment was approved in November 2023 by the Township Board and the GFA contract was approved in May 2024.

We are actively working on preliminary design for the booster station and coordinating with the developer on the watermain route.

### **Capital Improvement Projects**

GFA continues working on capital improvement list and submitted an updated CIP for both utilities and park projects to the Planning Department last month. The list will be utilized to assist the Planning Commission and Township Board with prioritizing projects and for soliciting infrastructure funding that is upcoming, as applicable. Township submitted to EGLE for DWSRF grant for water infrastructure but due to number of applicants was not funded last year. GFA resubmitted for 2025 on June 1, 2024 and is awaiting results. In addition GFA is working with the Planning Dept to update the CIP.

## **II. Parks & Recreation**

### **East River Park – Capital Improvements**

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2023 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved to proceed with the phase 3 of this project including sidewalk and bathroom. Phase I and II have been completed and GFA has been approved to proceed with Phase III. Phase III is complete however based upon feedback from Park / Rec and Township Board additional amenities including water fountains are to be added. GFA updated overall cost estimate and conceptual drawing to show existing and future phases. Project bids were solicited early march and the board approved AJs as the low bidder. The board also approved to purchase the bathroom directly to expedite delivery. Bathroom has been ordered and GFA is currently working with AJS on contracts, schedules, permits and preconstruction meeting.

### **Copper Ridge – Trailhead Parking**

GFA had been working with Township staff on some conceptual layouts to provide additional overflow parking. Work includes locations, impacts to storm and accessibility and budgetary cost estimates. The Township Board approved GFA to proceed with an RFP to implement. Project is out for bids and opening is October 23<sup>rd</sup>.

### **GT Commons – North Trail**

The Township was awarded a Trust Fund Grant recently and requested GFA to assist with the design, permitting and construction of the project. Our contract was approved in May and GFA has been working on final design of the project. We are awaiting DNR agreements and once received will finalize with plans to solicit for bids in the Spring of 2025.



### **Barlow / South Airport Trail – Township ARPA Funded**

Garfield Township Board approved GFA to complete a segment of trail at their meeting in April. The project would include about 0.3 miles along South Airport Road and about 0.4 miles along Barlow Road to Gladewood. Preliminary Design has been completed with areas of easements identified. GFA is working with Township staff to obtain property permissions and once received will solicit for bids ASAP.

### **Utility Plan Reviews**

#### **Windy Hills (60 Acre Herkner Parcel) – Phase II**

Sewer permit has been issued and awaiting water permit. Project is currently under construction and GFA is providing fulltime inspection.

**Ashland Park - Phase 2 & 3** Plan review has been completed by GFA and in receipt of all EGLE permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

#### **Fox Run**

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and worked with developer / DPW to provide connection. A preconstruction meeting was held in 2022 and project never started.

#### **Chelsea Park West – Phase II**

Plans have been approved and am in receipt of all EGLE permits. GFA will be providing as needed construction oversight. No update

#### **BATA Facility / TCHC**

Project construction is complete and BATA portion was accepted / turned over to the Township in August. Infrastructure install for TCHC (The Flats) Phase I is complete and GFA provided full time onsite inspection and currently working with contractor / engineer on closeout paperwork.

#### **Marengo 31**

Stormwater and EGLE permits have been issued. The EGLE Water permit is on hold and awaiting issuance. A preconstruction meeting was held and GFA will provide full time inspection once permit is issued.

#### **Britten, New Buildings (Cass Road)**

Project is complete with GFA providing fulltime construction oversight. Currently waiting on closeout paperwork

**Villages at Garfield**

GFA has approved the plans and submitted to EGLE for permitting. Waiting on Water permit

**TCAPS Watermain Relocation**

Project is complete with GFA providing fulltime construction oversight. Currently waiting on closeout paperwork

**TC Evergreen (Long Lake Township – WM Extension)**

GFA has approved the plans and submitted to EGLE for permitting.

**Brook Valley (Long Lake – WM Extension)**

GFA has approved the plans and submitted to EGLE for permitting.

## 2023 – 2024 Storm Water & Private Road Plan Reviews

\*list represents those still outstanding / not approved

Brimely Meadows Site Condo	RS draft review 6/1, MWM sent CM comments on 7/11
French Manor II	Initial grading review approved 6/5 per email, Final letter out 6/22/23
Creekside Church	Letter sent 7/14 - DONE
Bish's RV	Initial review sent 7/24, received info 8/4- <b>Application was removed in review</b>
Boon	
1661 Lake Drive Driveway	Plans received on 7/26, initial review sent 8/2
Village at Garfield: Findings of Fact and Utility/SW Plan Review Set	Initial review by AB on 8/4 for MM QA. Sent out 8/14. Done
Ridge 45	Waiting on calcs from SJ. Calcs received: Done
Atomic Properties (Paving Review)	Conditional approval per letter 11/22/2023.
K1 Speed	AB initial review not sent to client, Req for info on 11/15, final letter 11/29
1353 Lake Rd	Initial review completed 11/13, Final letter out 11/15
TBD - TC Symphan	
TBD - BATA Housing minor amendment, ESCROW Q. from JENT	
Marango	
3167 Cass Rd	
3066 N Garfield SUP	Initial review was good, Internal draft on 3/20 w/ return QAQC comments and check calck on 4/1. Updated plans on 3/29. Lette on 4/4/24 sent out.
Cherryland Humane Society	Initial review sent by DL 4/4/24, 4/11 response, Evaluated on 5/15, Final letter draft on 5/16.
Hickory Forest trailhead parking Lot	Sent quick evaluation to JG>> No review required. 0.75hrs spent
TJ Maxx nonmotorized path	Fielded 4/2/24, Drafted 4/18, sent 5/2
Gaussia - Multi Fam concept Review	
5243 Highland Drive	Initial review on 5/7, site visit and finalize letter 5/8
Culver Meadows II	site visit 5/8, Initial Review to RC on 5/15. Receive Calcs and clarifications except for trench drains. 5/16
1448 N West Silverlake Rd	site visit 5/8, Initial review by DL on 6/4, Info received from applicant 6/7 to 6/10, letter out on 6/12.
Hickory Forest trailhead	Initial review questions sent 5/3 to clarify outlet.
Traverse Symphony Orchestra	Initial review started/ Like TC Curling, JK to review parking lot, requested letter of the storm water system.
670 Eta Lane	Initial review complete for MWM QA
1414 Trade Center	Initial completed on 5/30, sent initial on 6/13, Final on 6/24, Agreements, and storm sewer calcs required.
Kingsley Lumber	Initial review sent 7/3/24
820 N West Silver Lake Rd	Sent Email, No review required as no earth change or cover change.
French Manor	

# Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

October 2024

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme		0			2	8	0
02 Blair		0			2	6	0
03 East Bay		0			4	13	0
04 Fife Lake		0			0	4	0
05 Garfield		0			8	50	0
06 Grant		0			0	0	0
07 Green Lake		0			1	1	0
08 Long Lake		0			1	1	0
09 Mayfield		0			1	3	0
10 Peninsula		0			1	0	0
11 Paradise		0			0	1	0
12 Union		0			0	0	0
13 Whitewater		0			0	2	0
29 Fife Lake Vlg		0			0	1	0
30 Kingsley Vlg		0			0	2	0
66 Traverse City		0			0	35	0
84 Out of County		0			0	13	0
<b>Totals</b>	0	0	0	0	20	140	0
<b>% Garfield Twp</b>					<b>40.0%</b>	<b>35.7%</b>	

Ticket stats are based on what District Court has entered as of

Arrest stats are as of



# GRAND TRAVERSE METRO FIRE DEPARTMENT

6d.

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: [www.gtmetrofire.org](http://www.gtmetrofire.org) Email: [Info@gtmetrofire.org](mailto:Info@gtmetrofire.org)

## Garfield / Metro NFIRS Incidents - October 2024

Incident Type	Garfield	Metro
Medical assist, assist EMS crew	218	310
Emergency medical service, other	54	62
Dispatched and cancelled en route	29	38
Motor vehicle accident with injuries	11	11
Alarm system activation, no fire - unintentional	6	6
Motor vehicle accident with no injuries.	5	8
Assist invalid	5	6
Forest, woods or wildland fire	4	5
Water Flow Alarm - unintentional	4	4
Unauthorized burning	3	6
LP or Natural Gas Odor with no leak/gas found.	2	3
Power line down	2	3
Smoke detector activation, no fire - unintentional	1	5
Good intent call, other	1	2
Grass fire	1	2
Public service assistance, other	1	2
Smoke scare, odor of smoke	1	2
Tree Down onto High Voltage Lines	1	2
Arcing, shorted electrical equipment	1	1
Building Fire - Int/Ext Finish - Non-Structural	1	1
Building fire / Dryer/Appliance Fire	1	1
Carbon monoxide detector activation, no CO	1	1
Carbon monoxide incident	1	1
Cooking fire, confined to container	1	1
Electrical wiring/equipment problem, other	1	1
Extrication of victim(s) from vehicle	1	1
False alarm or false call, other	1	1
Gas leak (natural gas or LPG)	1	1
No incident found on arrival at dispatch address	1	1
Removal of victim(s) from stalled elevator	1	1
Telephone, malicious false alarm	1	1
Vehicle accident, general cleanup	1	1
Water or steam leak	1	1
Alarm system sounded due to malfunction		2
Brush or brush-and-grass mixture fire		2
Smoke detector activation due to malfunction		2
Aircraft fire		1
Assist police or other governmental agency		1
Building fire		1
CO detector activation due to malfunction		1
Motor vehicle/pedestrian accident (MV Ped)		1



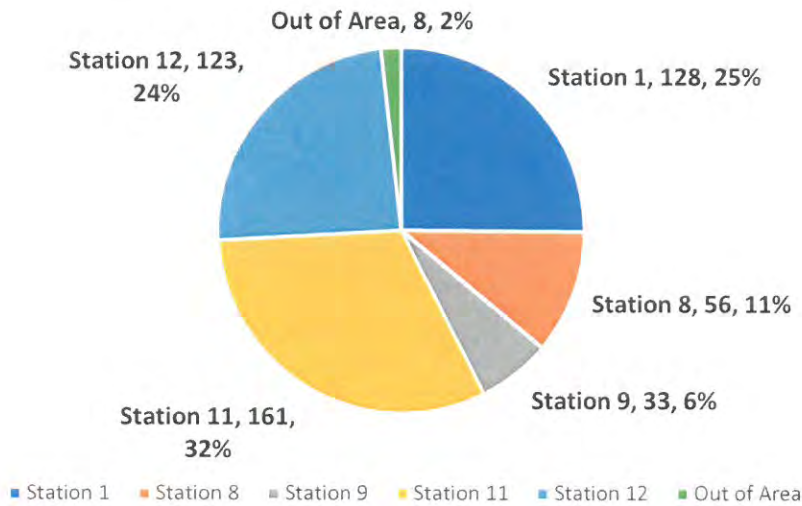
# GRAND TRAVERSE METRO FIRE DEPARTMENT

**FIRE OFFICE** 897 Parsons Road ~ Traverse City, MI 49686  
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Outside storage fire	1
Passenger vehicle fire	1
Sprinkler activation due to malfunction	1
Steam, other gas mistaken for smoke, other	1
Unintentional transmission of alarm, other	1
<b>Total</b>	<b>364</b>
	<b>508</b>

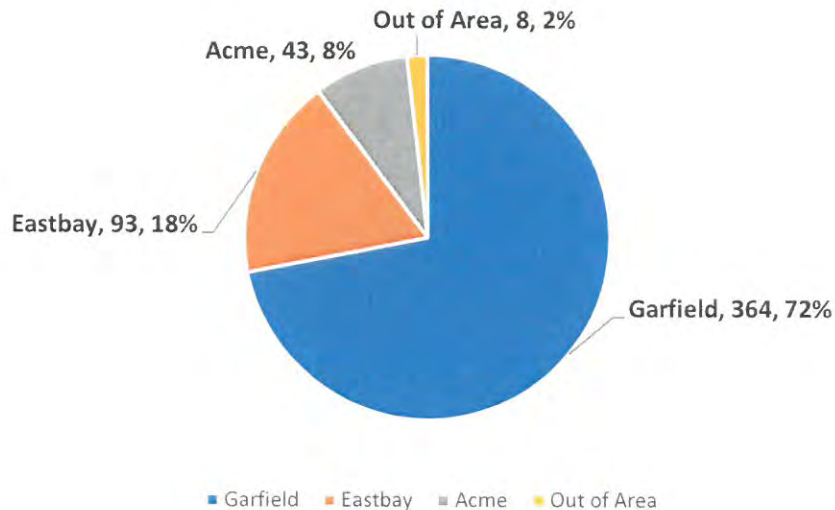
## GTMESSA - October 2024 Incidents by Station

508 Total



## GTMESSA - October 2024 incidents

508 Total





# GRAND TRAVERSE METRO FIRE DEPARTMENT

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686  
 Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: [www.gtmetrofire.org](http://www.gtmetrofire.org) Email: [Info@gtmetrofire.org](mailto:Info@gtmetrofire.org)

## Garfield / Metro EMS Complaints - October 2024

Complaint	Priority 1	Priority 2	Priority 3	Garfield Total	Metro Total
Fall	13	14	42	69	92
Difficulty Breathing / SOB	20	4	4	28	34
Seizure	16		6	22	23
Invalid Assist/Lift Assist			20	20	34
Vehicle Accident	15			15	26
Syncope/near-fainting	10	3	2	15	23
Cardiac Issues (Chest Pain)	13			13	16
No Other Appropriate Choice	1	1	11	13	13
Altered LOC	10		2	12	17
General Weakness	4	1	6	11	17
Psychiatric Problem/Suicide Attempt	4	2	5	11	12
Stroke/CVA	9	1		10	13
Hypotension / hypertension	5	2	3	10	12
Abdominal Pain	4		3	7	14
Medical Alarm		4	3	7	11
Unresponsive	5			5	9
Back Pain (Non-Traumatic)	1		4	5	7
Assault	2		3	5	6
Cardiac Issues - No Chest Pain	3		2	5	6
Nausea/Vomiting	2	1	1	4	7
Hemorrhage/Laceration	2		2	4	6
Traumatic Injury			3	3	7
CPR	3			3	4
Lower Limb Swelling	1		2	3	3
Diabetic Emergency		1	1	2	4
Infection			2	2	4
Allergic Reaction / Stings	1		1	2	3
Animal Bite			2	2	2
Alcohol intoxication		1		1	2
Assist Other Agency			1	1	1
Choking	1			1	1
Death - Priority 5			1	1	1
Driver Request			1	1	1
Epistaxis (Nosebleed)		1		1	1
GI Bleed	1			1	1
Headache	1			1	1
Patient Assist Only			1	1	1
Urinary problem			1	1	1
Pregnancy/Childbirth/Miscarriage					1
Welfare Check					1
<b>Garfield Totals</b>	<b>147</b>	<b>36</b>	<b>135</b>	<b>318</b>	
<i>Metro Totals</i>	<i>180</i>	<i>56</i>	<i>203</i>		<i>439</i>

# Garfield Township Responses

## October 2024

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	12	12
11-Choking	2	2
12-Convulsions/Seizures	23	23
13-Diabetic Problems	5	5
17-Falls	84	84
18-Headache	2	2
19-Heart Problems / A.I.C.D.	7	7
1-Abdominal Pain/Problems	7	7
21-Hemorrhage/Lacerations	8	8
23-Overdose / Poisoning (Ingestion)	1	1
24-Pregnancy/Childbirth/Miscarriage	1	1
25-Psychiatric/ Abnormal Behavior/Suicide At	6	6
26-Sick Person (Specific Diagnosis)	56	56
28-Stroke (CVA)	11	11
29-Traffic/Transportation/Accidents	23	23
2-Allergies (Reactions)/Envenomations (Sting	4	4
30-Traumatic Injuries (Specific)	1	1
31-Unconscious/Fainting (Near)	22	22
32-Unknown Problem (Man Down)	10	10
3-Animal Bites/Attacks	1	1
4-Assault/Sexual Assault	5	5
5-Back Pain (Non-traumatic or Non Recent Tr	4	4
6-Breathing Problems	26	26
7-Burns (Scalds) /Explosion	8	8
9-Cardiac or Respiratory Arrest/Death	5	5
<b>Total</b>	<b>334</b>	<b>334</b>

Call Disposition	GT-Garfield	Total
Transport	211	211
Refusal	45	45
Cancelled	78	78
<b>Total</b>	<b>334</b>	<b>334</b>

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	190	190
P-2 Emergency BLS	24	24
P-3 Non-Emergent	119	119
P-18 Stage	1	1
<b>Total</b>	<b>334</b>	<b>334</b>



## Garfield Response Times October 2024



### P-1 Life Threatening Emergency


Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	11	11	2.93%	2.93 %
01:00 - 01:59	16	27	4.26%	7.18 %
02:00 - 02:59	23	50	6.12%	13.30 %
03:00 - 03:59	37	87	9.84%	23.14 %
04:00 - 04:59	43	130	11.44%	34.57 %
05:00 - 05:59	34	164	9.04%	43.62 %
06:00 - 06:59	44	208	11.70%	55.32 %
07:00 - 07:59	28	236	7.45%	62.77 %
08:00 - 08:59	45	281	11.97%	74.73 %
09:00 - 09:59	28	309	7.45%	82.18 %
10:00 - 10:59	25	334	6.65%	88.83 %
11:00 - 11:59	11	345	2.93%	91.76 %
12:00 - 12:59	6	351	1.60%	93.35 %
13:00 - 13:59	6	357	1.60%	94.95 %
15:00 and up	19	376	5.05%	100.00 %

### P-2 Emergency No Lights

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
02:00 - 02:59	2	2	4.08%	4.08 %
03:00 - 03:59	2	4	4.08%	8.16 %
04:00 - 04:59	4	8	8.16%	16.33 %
05:00 - 05:59	7	15	14.29%	30.61 %
06:00 - 06:59	6	21	12.24%	42.86 %
07:00 - 07:59	6	27	12.24%	55.10 %
08:00 - 08:59	6	33	12.24%	67.35 %
09:00 - 09:59	11	44	22.45%	89.80 %
14:00 - 14:59	2	46	4.08%	93.88 %
15:00 and up	3	49	6.12%	100.00 %

### P-3 Downgrade (No Lts/Sirens)

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	10	10	4.61%	4.61 %
01:00 - 01:59	2	12	0.92%	5.53 %
02:00 - 02:59	8	20	3.69%	9.22 %
03:00 - 03:59	4	24	1.84%	11.06 %
04:00 - 04:59	13	37	5.99%	17.05 %
05:00 - 05:59	28	65	12.90%	29.95 %
06:00 - 06:59	32	97	14.75%	44.70 %
07:00 - 07:59	19	116	8.76%	53.46 %
08:00 - 08:59	24	140	11.06%	64.52 %
09:00 - 09:59	24	164	11.06%	75.58 %
10:00 - 10:59	24	188	11.06%	86.64 %
11:00 - 11:59	9	197	4.15%	90.78 %
12:00 - 12:59	4	201	1.84%	92.63 %
15:00 and up	16	217	7.37%	100.00 %

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2024-94</b>		
Prepared:	October 30, 2024	Pages: 3
Meeting:	November 12, 2024 Township Board	Attachments: <input type="checkbox"/>
Subject:	Planning Department Monthly Report – November 2024	

**PURPOSE:**

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. The presentation of this report also provides a venue for the Township Board to have a dialog with staff about any of the activities or planning-related issues facing the Township.

**DEVELOPMENTS:**

The Planning Commission is currently conducting the following development review activity:

***TowerNorth Wireless Communication Facility – Special Use Permit Review***

- *Location:* 2767 Zimmerman Road, west side of Zimmerman Road, north of Silver Lake Road intersection
- *Development Description:* Proposed monopole wireless communication facility (cell tower)
- *Status:* The Planning Commission tabled the application at their 6/12/2024 meeting and requested more information on the application. Commissioners tabled the application at their 7/10/2024 meeting so that the applicant can propose a different location on the site for the proposed tower which meets setback standards for wireless communication facilities. The Commissioners again tabled the application at their meetings on 8/14/2024, 9/11/2024, and 10/9/2024 as the applicant has not yet submitted updated materials or information.

***French Manor LaFranier – Special Use Permit Major Amendment Review***

- *Location:* 3090 LaFranier Road, east side of LaFranier Road, south of South Airport Road
- *Development Description:* Proposed expansion of existing senior residential facility
- *Status:* The Planning Commission had an introduction for the application at their 8/14/2024 meeting and held the public hearing at their 9/11/2024 meeting. At their meeting on 10/9/2024, Commissioners reviewed the Findings of Fact and approved the application with conditions.

***Angel Care Child Care / Church of the Living God – Special Use Permit Review***

- *Location:* 1514 Birmley Road, north side of Birmley Road east of Keystone Road
- *Development Description:* Proposed child care center within existing church
- *Status:* The Planning Commission had an introduction for the application at their 9/11/2024 meeting and held the public hearing at their 10/9/2024 meeting. The Planning Commission will review proposed Findings of Fact for the application at their 11/6/2024 meeting.

***K1 Speed / High Tops – Site Plan Review Amendment***

- *Location:* 1212 W South Airport Road, north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed bar/tavern and nightclub at former Sears in Cherryland Center
- *Status:* The Planning Commission tabled the application at their 9/11/2024 meeting based on concerns about the impact of the project on the neighboring residential area; the application remained tabled at the 10/9/2024 meeting. The Planning Commission will again review the application at their meeting on 11/6/2024.

***Cherryland Center Comprehensive Development Plan – Site Plan Review***

- *Location:* Multiple parcels and addresses; north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed comprehensive development plan for entire Cherryland Center site
- *Status:* The Planning Commission will review the application at their meeting on 11/6/2024.

***Copper Ridge PUD – Major Amendment***

- *Location:* Multiple parcels and addresses; north side of Silver Lake Road near Barnes Road
- *Development Description:* Proposed addition of residential uses to existing development
- *Status:* The Planning Commission will hold an introduction on the application at their meeting on 11/6/2024.

***Cherryland Center 24/7 Golf – Site Plan Review***

- *Location:* 1712 S Garfield Ave; west side of Garfield Avenue and north of South Airport Road
- *Development Description:* Proposed indoor golf recreation facility in part of Cherryland Center
- *Status:* The Planning Commission will review the application at their meeting on 11/6/2024.

***Cherryland Humane Society – Special Use Permit Major Amendment Review***

- *Location:* 1750 Ahlberg Drive; southeast of the intersection of Hammond Road and Keystone Road
- *Development Description:* Proposed building additions to existing humane society building
- *Status:* The Planning Commission will hold an introduction on the application at their meeting on 11/6/2024.

The Planning Department is also currently conducting the following administrative development review activity:

***Mobile Medical Response***

- *Location:* 1733 Park Drive, east side of Park Drive north of South Airport Road
- *Development Description:* Proposed headquarters and operational based for Mobile Medical Response
- *Status:* Approved with conditions

***Kingsley Lumber***

- *Location:* 1807 N Garfield Road, southwest corner of Garfield Road and Hammond Road
- *Development Description:* Proposed lumber processing and sawmill operation
- *Status:* Approved with conditions

***Resurrection Life Church Addition – PUD Administrative Amendment***

- *Location:* 2586 Crossing Circle, part of the Grand Traverse Crossings PUD
- *Development Description:* Proposed addition to existing church building
- *Status:* Under review; additional information requested from applicants

***Bay Meadows Golf Course***

- *Location:* 5550 Bay Meadows Drive, north of Barney Road near Harris Road
- *Development Description:* Proposed addition to an existing building at existing golf course
- *Status:* Approved with conditions

***Historic Barns Park***

- *Location:* 1500 Red Drive, northwest of the intersection of Silver Lake Road and Silver Drive
- *Development Description:* Proposed renovations of an existing barn and additional connector between barns
- *Status:* Under review; additional information requested from applicants

***Creekside Community Church***

- *Location:* 3686 W South Airport Road, north side of South Airport Road west of US 31
- *Development Description:* Proposed redesign of parking lot
- *Status:* Under review; additional information requested from applicants

**PLANNING:**

Other Planning Department activities include the following:

- At their 8/14/2024 regular meeting, the Planning Commission held the public hearing for a proposed Zoning Ordinance text amendment. This amendment encompasses changes to the R-3 zoning district to allow triplex and quadplex housing types by right in the R-3 zoning district, and associated text changes. Commissioners recommended approval of the proposed amendment to the Township Board. The Township Board introduced the proposed Zoning amendment at their 8/27/2024 meeting. The public hearing was held at the Township Board meeting on 10/8/2024 and was adopted by the Township Board.
- At their study session on 10/23/2024, the Planning Commission reviewed the following items:
  - There was continued discussion on updating sign regulations in the Zoning Ordinance. The Planning Commission recommended legal review of the sign regulations to the Township Board considering recent federal case law regarding sign regulations.
  - The Planning Commission discussed potential definitions for “substantial construction” which is an undefined phrase in the Zoning Ordinance. Commissioners encouraged reviewing how this term is used in regulations and if rewording some of the language may also be worth consideration.
  - Mike Green, Zoning Administrator, attended the study session and provided Commissioners with an update on several items.
  - Staff presented information on several sessions from the 2024 Planning Michigan Conference, held September 25-27, 2024 in Grand Rapids.
  - Staff presented a photo montage of recent development activity, including developments which were reviewed administratively and those which were reviewed by the Planning Commission.

**STAFF:**

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Stephen Hannon, AICP, Deputy Planning Director  
Email: [shannon@garfield-twp.com](mailto:shannon@garfield-twp.com)  
Direct Line: (231) 225-3156



**Charter Township of Garfield**  
**Parks Report**

**Silver Lake Recreation Area**

Drinking fountain is operational.

Tennis Courts repaired.

Reservations are done.

Getting quotes for future pickleball courts.

Working on repainting kiosks.

**Commons**

Planning has been getting updates about DNR grant.

Copper Ridge Trailhead in the works. May start this year yet.

Many trees down from high winds. Busy clearing.

Covering up some late graffiti.

## **River East**

Working on quotes for playground equipment.

Keeping portable toilets for the year until bathrooms are installed.

CPO's assisted staff in removing more campers behind Goodwill Inn.

Walk through our camera system with new IT Staff.

Communication with pre-casted bathroom company about potential installation date.

## **Boardman Valley**

Added some crushed gravel in spots where it gets wet.

Updating Kiosk for pickleball and trailhead.

Clearing back trails.

## **Miller Creek**

Cleaned up trails, and pruned back.

4Front Credit Union completed a volunteer clean-up for wind-blown trash.

No encampments recently.

## **Kid's Creek**

Monthly maintenance. Pruning and mowing back trails.

Tree count for CRA for grant replanting.

## **Buffalo Ridge Trail**

Monthly maintenance. Mowing and pruning.

Contractor to start clearing autumn olive in a week or so.

Confirming tree count for CRA and grant replacement.

Submitted Nov 6th, 2024

Derek Morton

Sean Kehoe



**Charter Township of Garfield  
Treasurer's Report  
Ending Sept 30th, 2024**

ACCT.	UNRESTRICTED FUNDS	TYPE	06/30/24	09/30/24	DIFFERENCE	MATURITY	RATE
7118	General Fund	Checking	\$ 1,850,552	\$ 1,386,883	\$ (463,669)	N/A	
0001	General Fund - MI CLASS	Invest.Pool	\$ 3,168,115	\$ 3,210,903	\$ 42,788	N/A	4.94%
401	ARPA Fund - State Savings Bank	MM/ICS	\$ 1,863,551	\$ 1,865,153	\$ 1,602	N/A	3.00%
* 4670	Managed Account - General Fund	Invest	\$ 4,126,053	\$ 4,290,045	\$ 163,992	N/A	
1330	Huntington - TCF Bank	CD	\$ 142,788	\$ 142,788	\$ -	6/3/24	4.15%
330	TBA Credit Union - Budget Stab.	CD	\$ 83,986	\$ 83,986	\$ -	11/18/25	3.25%
57	Nicolet National Bank (Mbank)	CD	\$ 243,573	\$ 243,573	\$ -	10/2/26	2.50%
12316	4-Front Credit Union	CD	\$ 232,840	\$ 235,749	\$ 2,909	8/10/25	3.15%
301	NW Consumers CU	CD	\$ 176,619	\$ 177,397	\$ 778	11/29/24	1.75%
302	NW Consumers CU	CD	\$ 66,660	\$ 66,937	\$ 277	9/28/24	1.65%
662	Independent	CD	\$ 283,438	\$ 283,438	\$ -	3/21/26	4.33%
55	1st Community Bank	CD	\$ 227,401	\$ 227,401	\$ -	8/2/27	2.48%
1864	West Shore Bank	CD	\$ 246,480	\$ 246,480	\$ -	5/23/25	0.40%
6015	First National Bank of America	CD	\$ 245,340	\$ 245,829	\$ 489	7/14/27	4.52%
1002	Team One Credit Union	CD	\$ 271,947	\$ 274,149	\$ 2,201	3/2/27	3.20%
212	Credit Union One	CD	\$ 266,075	\$ 267,752	\$ 1,677	2/26/27	2.50%
206	Honor Bank	CD	\$ 263,506	\$ 263,506	\$ -	12/2/25	0.20%
41	Lake Michigan Credit Union	CD	\$ 255,464	\$ 258,625	\$ 3,161	1/23/24	4.22%
115	State Savings Bank	CD	\$ 246,045	\$ 246,045	\$ -	7/3/25	0.20%
147	MSU Credit Union	CD	\$ 249,423	\$ 250,081	\$ 659	10/29/25	1.05%
<b>Total Unrestricted Funds - Available for Spending</b>			<b>\$ 14,509,857</b>	<b>\$ 14,266,721</b>	<b>\$ (243,136)</b>		

ACCT.	RESTRICTED FUNDS	TYPE	06/30/24	09/30/24	DIFFERENCE	MATURITY	RATE
7118	Park Fund	Checking	\$ 930,517	\$ 881,030	\$ (49,487)		
7118	Road Fund	Checking	\$ 538,353	\$ 153,353	\$ (385,000)		
8728	Fire Fund	Checking	\$ 392,482	\$ 449,697	\$ 57,215		
* 4654	Managed Account - Fire Fund	Invest	\$ 816,079	\$ 837,124	\$ 21,045		
7134	Receiving Fund - Water/Sewer	Checking	\$ 3,206,876	\$ 4,556,558	\$ 1,349,681		
0002	Receiving Fund - Water - MI CLASS	Invest.Pool	\$ 3,203,559	\$ 3,246,825	\$ 43,267		4.94%
0003	Receiving Fund - Sewer - MI CLASS	Invest.Pool	\$ 4,242,837	\$ 4,300,140	\$ 57,303		4.94%
* 4662	Managed Account - Receiving Fund	Invest	\$ 15,435,569	\$ 16,005,357	\$ 569,788		
* 7940	Managed Account - DPW Fund	Invest	\$ 125,656	\$ 127,269	\$ 1,613		
7126	Tax Fund	Checking	\$ 523,325	\$ 841,016	\$ 317,691		
4750	General Employee Flex (H.S.A)	Checking	\$ 22,578	\$ 19,600	\$ (2,978)		
3734	Retirement Rec Fund	Checking	\$ 32,544	\$ 28,345	\$ (4,199)		
8681	Trust & Agency	Checking	\$ 233,475	\$ 430,748	\$ 197,273		
1726	Specials Lights	Checking	\$ 6,280	\$ 6,280	\$ -		
1073	Specials (Milfoil, Roads, Water, Sewer)	Checking	\$ 41,481	\$ 47,052	\$ 5,572		
<b>Total Restricted Funds - Restricted Use</b>			<b>\$ 29,751,611</b>	<b>\$ 31,930,394</b>	<b>\$ 2,178,783</b>		

<b>TOTAL</b>			<b>\$ 44,261,468</b>	<b>\$ 46,197,115</b>	<b>\$ 1,935,647</b>		
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\* 5/3 Managed Accounts - See full breakdown of investments on the page (2) of report

**Notes:**

Road Fund - Paid Blue Star Estates Special Assessment to Grand Traverse County Road Commission \$385,000

Respectfully Submitted By:

*Chloe Macomber 10-21-24*

Chloe Macomber, Treasurer  
Email: cmacomber@garfield-twp.com  
Phone: (231) 225-3043





**Charter Township of Garfield  
Treasurer's Report  
Ending Sept 30th, 2024**

**FIRE FUND MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.81%	N/A	N/A	MM	N/A	N/A	\$ 278,578	\$ 278,578	\$ -
3130AJN54	\$ 600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 600,000	\$ 558,546	\$ (41,454)
<b>TOTAL</b>										<b>\$ 878,578</b>	<b>\$ 837,124</b>	<b>\$ (41,454)</b>

**RECEIVING FUND (WATER/SEWER) MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.81%	N/A	N/A	MM	N/A	N/A	\$ 1,059,500	\$ 1,059,500	\$ -
3130AIR68	\$ 2,684,211	FEDERAL HOME LOAN BANK	AGENCY BOND	0.92%	6/30/2026	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 2,684,211	\$ 2,553,195	\$ (131,016)
3133ELZ23	\$ 1,000,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	0.98%	4/27/2027	99.850	FIXED	3/16/2022	Anytime	\$ 998,500	\$ 933,860	\$ (64,640)
3130AJN54	\$ 5,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 5,000,000	\$ 4,654,550	\$ (345,450)
3130AJRF8	\$ 649,351	FEDERAL HOME LOAN BANK	AGENCY BOND	1.05%	6/24/2027	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 649,351	\$ 599,857	\$ (49,494)
3130AMBH4	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/12/2028	100.000	STEP CPN	5/12/2022	Quarterly	\$ 2,000,000	\$ 1,866,240	\$ (133,760)
3130AKNU6	\$ 1,600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	7/28/2028	100.000	FIXED	4/28/2022	Quarterly	\$ 1,600,000	\$ 1,439,984	\$ (160,016)
3130APM69	\$ 1,200,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	11/16/2029	100.000	STEP CPN	11/16/2022	Quarterly	\$ 1,200,000	\$ 1,105,092	\$ (94,908)
3130AMBFB	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/19/2036	100.000	STEP CPN	5/19/2022	Quarterly	\$ 2,000,000	\$ 1,793,080	\$ (206,920)
<b>TOTAL</b>										<b>\$ 17,191,561</b>	<b>\$ 16,005,357</b>	<b>\$ (1,186,203)</b>

**GENERAL FUND MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.81%	N/A	N/A	MM	N/A	N/A	\$ 277,561	\$ 277,561	\$ -
3130AUZC1	\$ 500,000	FEDERAL HOME LOAN BANK	AGENCY BOND	4.63%	3/14/2025	99.656	FIXED	N/A	N/A	\$ 498,278	\$ 500,245	\$ 1,967
3133EPCFO	\$ 500,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	4.50%	3/2/2026	100.000	FIXED	N/A	N/A	\$ 500,000	\$ 504,325	\$ 4,325
3130AJN54	\$ 1,400,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 1,400,000	\$ 1,303,274	\$ (96,726)
3134GWNX0	\$ 2,000,000	FREDDIE MAC	AGENCY BOND	1.10%	8/27/2030	100.000	FIXED	5/27/2022	Quarterly	\$ 2,000,000	\$ 1,704,640	\$ (295,360)
<b>TOTAL</b>										<b>\$ 4,675,839</b>	<b>\$ 4,290,045</b>	<b>\$ (385,794)</b>

**DPW FUND MANAGED ACCOUNT**

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	4.81%	N/A	N/A	MM	N/A	N/A	\$ 127,269	\$ 127,269	\$ -
<b>TOTAL</b>										<b>\$ 127,269</b>	<b>\$ 127,269</b>	<b>\$ -</b>

Par Value: The face value of a bond. It determines the maturity value as well as the dollar value of coupon payments. How much the issuer pays the holder at maturity.

Book Value: Par Value of the bond less any discount or plus any premium.

Market Value: The actual price that the bond is worth at a current point in time for trade on the market. What a bond is actually worth if sold before maturity.

Net Unrealized Gain/Loss: The Book Value - Market Value. Changes with the bond's value as it goes up and down with the market. Unrealized gains/losses are only 'realized' or occur when a bond is sold before maturity.

# Clerk's Report

For October 31,2024

Submitted 11/7/2024

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 if the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of October in the General Fund, you will find that we had a total of \$1,889.00 Revenues and \$190,410.07 Expenditures. For the year we have a total of \$4,046,184.59 Revenues and 2,400,304.76 Expenditures.

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

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/2024	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
<b>Fund 101 - GENERAL OPERATING FUND</b>						
Revenues						
Dept 000						
101-000-402.000	CURRENT REAL PROPERTY TAXES	2,118,840.00	2,118,840.00	1,917,186.98	0.00	201,653.02
101-000-412.000	DEL PERSONAL PROP TAXES	500.00	500.00	2,289.81	0.00	(1,789.81)
101-000-414.000	Protected Pre Interest	1,000.00	1,000.00	6,436.79	0.00	(5,436.79)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	6,918.50	769.00	2,081.50
101-000-445.000	PENALTIES & INT. ON TAXES	6,000.00	6,000.00	12,775.88	0.00	(6,775.88)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	143,088.00	190.00	56,912.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	11,400.00	800.00	(1,400.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	0.00	0.00	5,000.00
101-000-476.003	TREASURER FEES	100.00	100.00	25.00	0.00	75.00
101-000-476.004	PARK USE FEES	0.00	0.00	105.00	0.00	(105.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	16,620.00	140.00	(1,620.00)
101-000-574.000	STATE SHARED REVENUE	2,135,776.00	2,135,776.00	1,362,820.00	0.00	772,956.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	25,836.25	0.00	(5,836.25)
101-000-574.002	EVIP DISTRIBUTION	72,024.00	72,024.00	44,118.00	0.00	27,906.00
101-000-665.000	EARNED INTEREST	70,000.00	70,000.00	268,030.78	0.00	(198,030.78)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	178,231.65	0.00	71,768.35
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	17,110.24	0.00	4,889.76
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	50,000.00	50,000.00	6,214.71	0.00	43,785.29
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	155.85	0.00	(55.85)
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	26,821.15	0.00	(9,821.15)
<b>Total Dept 000</b>		<b>5,002,390.00</b>	<b>5,002,390.00</b>	<b>4,046,184.59</b>	<b>1,899.00</b>	<b>956,205.41</b>
<b>TOTAL REVENUES</b>		<b>5,002,390.00</b>	<b>5,002,390.00</b>	<b>4,046,184.59</b>	<b>1,899.00</b>	<b>956,205.41</b>
<b>Fund 101 - GENERAL OPERATING FUND:</b>						
<b>TOTAL REVENUES</b>		<b>5,002,390.00</b>	<b>5,002,390.00</b>	<b>4,046,184.59</b>	<b>1,899.00</b>	<b>956,205.41</b>

GL NUMBER	DESCRIPTION	2024		ACTIVITY FOR MONTH 10/31/24	YTD BALANCE 10/31/2024	AVAILABLE BALANCE	% BODGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,450.00	13,450.00	1,300.00	10,370.00	3,080.00	77.10
101-101-701.101	WAGES - FILE CLERK	47,172.18	47,172.18	5,443.20	39,916.80	7,255.38	84.62
101-101-701.102	WAGES - TRUSTEE	13,450.00	13,450.00	1,425.00	10,585.00	2,865.00	78.70
101-101-701.103	WAGES - TRUSTEE	13,450.00	13,450.00	1,795.00	11,795.00	1,655.00	87.70
101-101-701.104	WAGES - TRUSTEE	13,450.00	13,450.00	1,550.00	10,300.00	3,150.00	76.58
101-101-701.105	WAGES - OFFICE COORDINATOR	43,927.26	43,927.26	5,068.80	28,382.11	15,545.15	64.61
101-101-726.000	SUPPLIES	6,500.00	6,500.00	250.46	4,902.49	1,597.51	75.42
101-101-726.001	POSTAGE	12,000.00	12,000.00	2,000.00	11,413.31	586.69	95.11
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	0.00	4,363.82	3,136.18	58.18
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	0.00	3,828.00	6,172.00	38.28
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	75.00	9,925.00	0.75
101-101-802.000	AUDIT AND ACCOUNTING	35,000.00	35,000.00	0.00	22,600.00	12,400.00	64.57
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	32,500.00	849.00	46,911.66	(14,411.66)	144.34
101-101-860.000	MILEAGE	500.00	500.00	0.00	48.24	451.76	9.65
101-101-900.000	PRINTING & PUBLISHING	4,000.00	4,000.00	0.00	2,658.02	1,341.98	66.45
101-101-901.000	ADVERTISING	7,500.00	7,500.00	1,022.85	4,098.35	3,401.65	54.64
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	4,000.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,000.00	1,000.00	0.00	861.51	138.49	86.15
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	8,600.00	8,600.00	0.00	8,776.63	(176.63)	102.05
Total Dept 101 - TOWNBOARD		258,999.44	283,999.44	20,059.31	221,885.94	62,113.50	78.13
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	95,140.91	95,140.91	10,977.81	80,503.94	14,636.97	84.62
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	186.13	813.87	18.61
101-171-960.200	EDUCATION - SUPERVISOR	2,000.00	2,000.00	44.93	709.41	1,290.59	35.47
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	0.00	1,219.81	2,780.19	30.50
Total Dept 171 - TOWNSHIP SUPERVISOR		102,140.91	102,140.91	11,022.74	82,619.29	19,521.62	80.89
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	95,140.91	95,140.91	10,977.81	80,503.94	14,636.97	84.62
101-215-701.302	WAGES - DEPUTY CLERK	61,447.59	61,447.59	7,090.11	51,994.14	9,453.45	84.62
101-215-701.303	WAGES - ACCOUNTANT	6,000.00	6,000.00	0.00	5,000.00	1,000.00	83.33
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	1,000.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	47.98	247.96	1,252.04	16.53
101-215-860.300	MILEAGE - CLERK	600.00	600.00	0.00	0.00	600.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-960.000	EDUCATION & TRAINING	7,500.00	7,500.00	0.00	2,886.00	4,614.00	38.48
101-215-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	510.00	(10.00)	102.00
Total Dept 215 - TOWNSHIP CLERK		174,088.50	174,088.50	18,115.90	141,142.04	32,946.46	81.07
Dept 228 - COMPUTER SUPPORT							
101-228-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 228 - COMPUTER SUPPORT		3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	0.00	750.00	750.00	50.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,750.00	0.00	(250.00)	116.67
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	106.53	0.00	93.47	53.27
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>2,606.53</b>	<b>0.00</b>	<b>3,593.47</b>	<b>42.04</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	95,140.91	95,140.91	80,503.94	10,977.81	14,636.97	84.62
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	61,447.59	61,447.59	51,994.14	7,090.11	9,453.45	84.62
101-253-726.000	SUPPLIES	1,500.00	1,500.00	1,094.60	38.14	405.40	72.97
101-253-726.001	POSTAGE	7,700.00	7,700.00	4,810.34	0.00	2,889.66	62.47
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	100.00	70.00	2,900.00	3.33
101-253-809.000	Bank Fees	300.00	300.00	32.00	0.00	268.00	10.67
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	81.74	0.00	618.26	11.68
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	141.24	0.00	358.76	28.25
101-253-900.000	PRINTING & PUBLISHING	3,200.00	3,200.00	1,555.84	0.00	1,644.16	48.62
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,909.00	65.00	1,591.00	64.64
101-253-965.000	DUES & PUBLICATIONS	750.00	750.00	0.00	0.00	750.00	0.00
<b>Total Dept 253 - TOWNSHIP TREASURER</b>		<b>183,838.50</b>	<b>183,838.50</b>	<b>143,222.84</b>	<b>18,322.80</b>	<b>40,615.66</b>	<b>77.91</b>
<b>Dept 257 - ASSESSING DEPARTMENT</b>							
101-257-701.202	WAGES - APPRAISER II	50,102.70	50,102.70	39,290.84	5,781.62	10,811.86	78.42
101-257-701.203	WAGES - GIS	10,000.00	10,000.00	13,590.00	1,980.00	(3,590.00)	135.90
101-257-701.204	WAGES - APPRAISER III	66,258.37	66,258.37	55,992.37	7,644.02	10,266.00	84.51
101-257-701.205	WAGES - ASSESSOR	117,468.87	117,468.87	99,396.66	13,554.09	18,072.21	84.62
101-257-726.000	SUPPLIES	1,800.00	1,800.00	451.08	51.19	1,348.92	25.06
101-257-726.001	POSTAGE	5,000.00	5,000.00	(320.17)	0.00	5,320.17	(6.40)
101-257-805.000	CONTRACTED AND OTHER SERVICES	35,000.00	35,000.00	17,948.85	0.00	17,051.15	51.28
101-257-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-257-900.000	PRINTING & PUBLISHING	4,025.00	4,025.00	3,006.62	0.00	1,018.38	74.70
101-257-901.000	ADVERTISING	500.00	500.00	33.13	0.00	466.87	6.63
101-257-960.000	EDUCATION & TRAINING	6,750.00	6,750.00	3,471.53	149.00	3,278.47	51.43
101-257-965.000	DUES & PUBLICATIONS	0.00	0.00	896.22	175.00	(896.22)	100.00
<b>Total Dept 257 - ASSESSING DEPARTMENT</b>		<b>297,904.94</b>	<b>297,904.94</b>	<b>233,757.13</b>	<b>29,334.92</b>	<b>64,147.81</b>	<b>78.47</b>
<b>Dept 262 - ELECTIONS</b>							
101-262-701.000	WAGES	121,550.00	121,550.00	56,368.25	4,416.00	65,181.75	46.37
101-262-726.000	SUPPLIES	30,000.00	30,000.00	24,121.83	34.99	5,878.17	80.41
101-262-726.001	POSTAGE	1,000.00	1,000.00	8,628.53	0.00	(7,628.53)	862.85
101-262-860.000	MILEAGE	200.00	200.00	168.51	0.00	31.49	84.26
101-262-901.000	ADVERTISING	500.00	500.00	468.40	0.00	31.60	93.68
101-262-935.010	MACHINE MAINTENANCE	8,000.00	8,000.00	4,156.00	0.00	3,844.00	51.95
<b>Total Dept 262 - ELECTIONS</b>		<b>161,250.00</b>	<b>161,250.00</b>	<b>93,911.52</b>	<b>4,450.99</b>	<b>67,338.48</b>	<b>58.24</b>
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTENANCE	4,000.00	4,000.00	1,905.06	72.76	2,094.94	47.63

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-265-850.000	TELEPHONE	14,000.00	14,000.00	10,814.93	842.17	3,185.07	77.25
101-265-920.601	HEATING / GAS	14,500.00	14,500.00	7,100.53	120.97	7,399.47	48.97
101-265-920.602	WATER / SEWER	4,000.00	4,000.00	3,365.98	508.34	634.02	84.15
101-265-920.603	LIGHTS BUILDING	12,000.00	12,000.00	8,895.47	1,069.08	3,104.53	74.13
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	800.00	0.00	9,200.00	8.00
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	7,040.20	1,744.00	2,959.80	70.40
101-265-935.603	CLEANING SERVICE	17,200.00	17,200.00	12,550.00	1,350.00	4,650.00	72.97
101-265-935.604	RUBBISH REMOVAL	1,400.00	1,400.00	1,359.20	135.92	40.80	97.09
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	186.00	0.00	9,814.00	1.86
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	16,207.91	1,636.12	(1,207.91)	108.05
<b>Total Dept 265 - TOWNSHIP HALL</b>		<b>112,200.00</b>	<b>112,200.00</b>	<b>70,225.28</b>	<b>7,479.36</b>	<b>41,974.72</b>	<b>62.59</b>
<b>Dept 301 - POLICE SERVICES</b>							
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	715,937.51	0.00	884,062.49	44.75
<b>Total Dept 301 - POLICE SERVICES</b>		<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>715,937.51</b>	<b>0.00</b>	<b>884,062.49</b>	<b>44.75</b>
<b>Dept 321 - TOWNSHIP VEHICLES</b>							
101-321-862.000	GAS & CAR WASHES	4,000.00	4,000.00	2,076.26	0.00	1,923.74	51.91
101-321-863.000	OIL CHANGES	500.00	500.00	85.34	0.00	414.66	17.07
101-321-864.000	MISCELLANEOUS	1,500.00	1,500.00	1,027.80	0.00	472.20	68.52
<b>Total Dept 321 - TOWNSHIP VEHICLES</b>		<b>6,000.00</b>	<b>6,000.00</b>	<b>3,189.40</b>	<b>0.00</b>	<b>2,810.60</b>	<b>53.16</b>
<b>Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>							
101-371-701.702	WAGES BUILDING ASSISTANT	19,872.83	19,872.83	17,163.57	2,340.47	2,709.26	86.37
101-371-701.703	WAGES - BUILDING OFFICIAL	98,316.14	98,316.14	83,190.58	11,344.17	15,125.56	84.62
101-371-701.704	WAGES - BUILDING INSPECTOR	28,930.13	28,930.13	16,962.25	0.00	11,967.88	58.63
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	500.00	500.00	0.00	0.00	500.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	308.44	(46.99)	691.56	30.84
101-371-960.000	EDUCATION & TRAINING	500.00	500.00	899.00	0.00	(399.00)	179.80
101-371-965.000	DUES & PUBLICATIONS	2,000.00	2,000.00	403.00	150.00	1,597.00	20.15
<b>Total Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>		<b>152,619.10</b>	<b>152,619.10</b>	<b>118,926.84</b>	<b>13,787.65</b>	<b>33,692.26</b>	<b>77.92</b>
<b>Dept 448 - STREET LIGHTS - TOWNSHIP</b>							
101-448-920.005	STREET LIGHTS TOWNSHIP	70,000.00	70,000.00	58,430.42	6,893.18	11,569.58	83.47
<b>Total Dept 448 - STREET LIGHTS - TOWNSHIP</b>		<b>70,000.00</b>	<b>70,000.00</b>	<b>58,430.42</b>	<b>6,893.18</b>	<b>11,569.58</b>	<b>83.47</b>
<b>Dept 701 - TOWNSHIP PLANNER</b>							
101-701-701.900	WAGES - DIRECTOR OF PLANNING	93,004.61	93,004.61	78,696.20	10,731.30	14,308.41	84.62
101-701-701.901	WAGES - DEPUTY PLANNER	66,363.39	66,363.39	56,153.68	7,657.32	10,209.71	84.62
101-701-701.902	WAGES -PLANNER ASSISTANT	15,418.44	15,418.44	12,872.75	1,755.36	2,545.69	83.49
101-701-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-701-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-701-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-701-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-701-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	5,240.82	1,419.00	(240.82)	104.82
101-701-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	725.00	0.00	275.00	72.50
<b>Total Dept 701 - TOWNSHIP PLANNER</b>		<b>189,386.44</b>	<b>189,386.44</b>	<b>153,688.45</b>	<b>21,562.98</b>	<b>35,697.99</b>	<b>81.15</b>
<b>Dept 702 - ZONING ADMINISTRATOR</b>							
101-702-701.601	WAGES - ZONING ADMINISTRATOR	66,363.66	66,363.66	56,153.90	7,657.35	10,209.76	84.62
101-702-701.602	WAGES - ZONING CODE ENFORCER	31,241.60	31,241.60	27,051.02	3,604.80	4,190.58	86.59
101-702-701.603	WAGES ZONING ASSISTANT	15,418.44	15,418.44	12,872.48	1,755.37	2,545.96	83.49
101-702-701.604	WAGES -ZONING CODE ENFORCER	28,371.20	28,371.20	24,135.98	3,273.60	4,235.22	85.07
101-702-701.606	WAGES -ZONING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-702-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-702-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-702-860.602	MILEAGE - DEPT ZONING	150.00	150.00	145.39	0.00	4.61	96.93
101-702-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	178.50	0.00	1,821.50	8.93
101-702-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
<b>Total Dept 702 - ZONING ADMINISTRATOR</b>		<b>145,694.90</b>	<b>145,694.90</b>	<b>120,537.27</b>	<b>16,291.12</b>	<b>25,157.63</b>	<b>82.73</b>
<b>Dept 704 - ZONING BOARD OF APPEALS</b>							
101-704-701.001	WAGES - ZONING	1,200.00	1,200.00	750.00	125.00	450.00	62.50
101-704-701.002	WAGES - ZONING	1,200.00	1,200.00	500.00	125.00	700.00	41.67
101-704-701.003	WAGES - ZONING	1,200.00	1,200.00	875.00	125.00	325.00	72.92
101-704-701.004	WAGES - ZONING	1,200.00	1,200.00	1,625.00	250.00	(425.00)	135.42
101-704-701.005	WAGES - ZONING	1,200.00	1,200.00	1,000.00	0.00	200.00	83.33
101-704-801.000	LEGAL SERVICES	10,000.00	10,000.00	7,713.45	874.50	2,286.55	77.13
101-704-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	578.75	123.00	421.25	57.88
101-704-901.000	ADVERTISING	2,000.00	2,000.00	813.45	168.95	1,186.55	40.67
101-704-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Dept 704 - ZONING BOARD OF APPEALS</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>13,855.65</b>	<b>1,791.45</b>	<b>6,144.35</b>	<b>69.28</b>
<b>Dept 707 - PLANNING COMMISSION</b>							
101-707-701.800	WAGES - PLANNING	3,200.00	3,200.00	2,000.00	125.00	1,200.00	62.50
101-707-701.801	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-707-701.802	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	125.00	1,075.00	66.41
101-707-701.804	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	125.00	1,325.00	58.59
101-707-701.805	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	125.00	1,075.00	66.41
101-707-701.806	WAGES - PLANNING	3,200.00	3,200.00	2,000.00	125.00	1,200.00	62.50
101-707-701.808	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-707-801.000	LEGAL SERVICES	25,000.00	25,000.00	4,417.75	0.00	20,582.25	17.67
101-707-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	1,522.25	102.75	4,477.75	25.37
101-707-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-707-901.000	ADVERTISING	2,000.00	2,000.00	950.50	165.45	1,049.50	47.53
101-707-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-707-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Dept 707 - PLANNING COMMISSION</b>		<b>59,400.00</b>	<b>59,400.00</b>	<b>21,515.50</b>	<b>1,143.20</b>	<b>37,884.50</b>	<b>36.22</b>
<b>Dept 720 - COMMUNITY PROMOTIONS</b>							
101-720-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	20,000.00	20,000.00	0.00	0.00	100.00



EXPENDITURE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDCGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-720-880.004	COM. PROM. - TC-TALUS	5,000.00	5,000.00	3,378.13	0.00	1,621.87	67.56
101-720-880.007	COM. PROM. - COMMUNITY AWAREN	40,000.00	40,000.00	50,872.80	0.00	(10,872.80)	127.18
101-720-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.009	COM. PROM. - TREE CARE	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	78,906.02	19,404.35	21,093.98	78.91
Total Dept 720 - COMMUNITY PROMOTIONS		146,100.00	165,100.00	153,156.95	19,404.35	11,943.05	92.77
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	7,501.20	750.12	1,598.80	82.43
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	1,640.00	0.00	2,360.00	41.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		13,100.00	13,100.00	9,141.20	750.12	3,958.80	69.78
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	50,000.00	50,000.00	42,555.00	0.00	7,445.00	85.11
101-900-970.003		15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		155,050.00	155,050.00	42,555.00	0.00	112,495.00	27.45
TOTAL EXPENDITURES		3,856,972.73	3,900,972.73	2,400,304.76	190,410.07	1,500,667.97	61.53
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,856,972.73	3,900,972.73	2,400,304.76	190,410.07	1,500,667.97	61.53

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP  
 PERIOD ENDING 10/31/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 10/31/2024	ACTIVITY FOR MONTH 10/31/24	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 208 - PARK/RECREATION FUND							
Expenditures							
Dept 000							
208-000-701.905	WAGES - REC BOARD	7,000.00	7,000.00	3,375.00	0.00	3,625.00	48.21
208-000-701.906	Parks Steward	31,241.60	31,241.60	25,819.38	3,604.80	5,422.22	82.64
208-000-701.907	Park Steward 2	28,371.20	28,371.20	23,876.82	3,273.60	4,494.38	84.16
208-000-711.010	SOCIAL SECURITY - EMPLOYER	32,000.00	32,000.00	4,000.83	517.91	27,999.17	12.50
208-000-711.030	BENEFITS	999.70	999.70	0.00	0.00	999.70	0.00
208-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-000-805.000	CONTRACTED AND OTHER SERVICES	82,980.00	82,980.00	52,726.23	8,175.73	30,253.77	63.54
208-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.008	COM. PROM. - Cont. Serv GTCD	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
208-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.015	COM. PROM. - PARK & TRAIL MAI	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
208-000-890.000	CONTINGENCIES	100.00	100.00	0.00	0.00	100.00	0.00
208-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	5,544.82	117.51	19,455.18	22.18
208-000-970.000	CAPITAL OUTLAY	365,000.00	365,000.00	33,698.61	0.00	331,301.39	9.23
Total Dept 000		584,592.50	584,592.50	149,041.69	15,689.55	435,550.81	25.49
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
208-851-711.010	SOCIAL SECURITY - EMPLOYER	5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
TOTAL EXPENDITURES		590,000.00	590,000.00	149,041.69	15,689.55	440,958.31	25.26
Fund 208 - PARK/RECREATION FUND:							
TOTAL EXPENDITURES		590,000.00	590,000.00	149,041.69	15,689.55	440,958.31	25.26

Chris Barsheff  
5475 North Liberty Drive  
Traverse City, MI 49685  
csbarsheff@gmail.com

October 28, 2024

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

Dear Mr. Korn:

My employment as a full-time manager with Garfield Township officially began today at 7:30am. To avoid office incompatibility issues, I hereby resign from my Garfield Township Trustee duties effective immediately.

I want to thank you, my fellow Trustees, township staff and residents of Garfield Township for the support and opportunity to serve our great community. I am very excited to start a new career with the township and will continue to serve with dedication and provide a high level of community service.

Sincerely,



Chris Barsheff



# Charter Township of Garfield

## Grand Traverse County

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

TO: Garfield Township Board  
FROM: Chloe Macomber, Treasurer  
DATE: November 7, 2024  
SUBJECT: Assigning Duties to Township Manager

Dear Township Board:

On May 14<sup>th</sup>, 2024, the Township Board took action by resolution (#2024-11-T) to make the Garfield Township Supervisor position part-time, and reduce the salary of the office to \$22,810.00. The new status and salary were set to proportionally reflect the new expected workload with significant duties to be assigned to the new Township Manager.

The Charter Township Act, Act 359 of 1947, section 42.10a, grants power to a Board to employ a Township Manager. By this law we are allowed to assign and delegate the duties (a-o) to a Township Manager.

Now that the Manager position and job description have been finalized the Board needs to officially take action by resolution to assign the duties of MCL 42.10 (a-o) to the Township Manager.

I have included a resolution for consideration to be adopted by the Board and for reference have included our approved resolution to create a part-time supervisor position and have included MCL 42.10 and MCL 42.10a the Charter Township Act.

Respectfully,

Chloe Macomber, Treasurer

[Cmacomber@garfield-twp.com](mailto:Cmacomber@garfield-twp.com)

231-225-3043

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

**RESOLUTION #2024-26-T**

**RESOLUTION ASSIGNING DUTIES TO TOWNSHIP MANAGER**

WHEREAS, the MCL 42.10a authorizes the Township Board of a Charter Township to employ a Township Manager; and

WHEREAS the Charter Township of Garfield Board has appointed Chris Barsheff as the Township Manager; and

WHEREAS the Township Board finds it necessary and appropriate to the smooth functioning of the Township for the statutory duties of MCL 42.10 be transferred and delegated to the Township Manager as of November 20<sup>th</sup>, 2024:

- a) To see that all laws and township ordinances are enforced;
- b) To manage and supervise all public improvements, works, and undertakings of the township;
- c) To have charge of the construction, repair, maintenance, lighting and cleaning of streets, sidewalks, bridges, pavements, sewers and of all the public buildings or other property belonging to the township;
- d) To manage and supervise the operation of all township utilities;
- e) To be responsible for the preservation of property, tools, and appliances of the township;
- f) To see that all terms and conditions imposed in favor of the township or its inhabitants in any public utility franchise, or in any contract, are faithfully kept and performed.
- g) To attend all meetings of the township board, with the right to take part in discussions, but without the right to vote;
- h) To be a member, ex officio, of all committees of the township board;
- i) To prepare and administer the annual budget under policies formulated by the township board and keep the said board fully advised at all times as to the financial condition and needs of the township;
- j) To recommend to the township board for adoption such measures as he may deem necessary or expedient;
- k) To be responsible to the township board for the efficient administration of all departments of the township government;
- l) To act as the purchasing agent for the township or, under his responsibility, delegate such duties to some other office or employee;
- m) To conduct all sales of personal property, which the township board may authorize to be sold;
- n) To assume all the duties and responsibilities as personnel director of all township employees or delegate such duties to some other officer or employee;
- o) To perform such other duties as may be prescribed by this act or required of him by ordinance or by direction of the township board, or which are not assigned to some other official in conformity with the provisions of this act.

NOW THEREFORE BE IT HEREBY RESOLVED THAT the above statutory duties are transferred to the Township Manager as of this date; and

IT IS FURTHER RESOLVED that the Manager shall receive no additional compensation for the performance of these duties at this time; and

IT IS FURTHER RESOLVED that all resolutions or parts of resolutions in conflict herewith are hereby repealed.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

#### CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Charter Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on November 12 2024, at which meeting \_\_\_\_\_ members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

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

\_\_\_\_\_  
Lanie McManus  
Clerk, Charter Township of Garfield  
Grand Traverse County, Michigan

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

**RESOLUTION #2024-11-T**

**RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY AND  
ESTABLISHING THE POSITION AS "PART TIME"**

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

**WHEREAS**, the Charter Township of Garfield Board deems that the elected position of Township Supervisor be established as a "part-time" role with duties consisting of the following, with the duties in MCL 42.10 to be appointed to a township manager:

- Moderating board and annual meetings
- Chief Assessing Officer
- Secretary to board of review
- Township's legal agent
- Maintains records of supervisor's office
- Responsible for allocation of Board budget
- Develops township budget
- Recommends appointments for board or commission members
- May call special meetings
- May appoint a deputy

**WHEREAS**, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Township Supervisor is warranted in consideration of the changes to the administrative role of Supervisor to "part-time" status; and

**NOW, THEREFORE, BE IT RESOLVED**, that effective as of November 20, 2024, the establishment of the "part time" status of the elected position and salary of the office of Township Supervisor shall be as follows: \$22,810.00

**BE IT FURTHER RESOLVED**, that this resolution supersedes Resolution 2024-06-T.

Moved: Denise Schmuckal

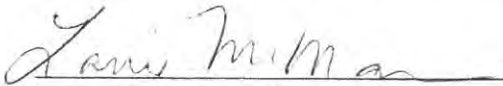
Supported: Molly Agostinelli

Ayes: Schmuckal, Agostinelli, McManus, Barsheff, Macomber, Duell, Korn

Nays: None

Absent and Excused: None

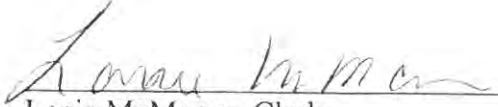
RESOLUTION 2024-11-T DECLARED ADOPTED.

By:   
Lanie McManus, Clerk  
Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution 2024-11-T which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of May, 2024.

Dated: 5-15-2024

  
Lanie McManus, Clerk  
Charter Township of Garfield



**THE CHARTER TOWNSHIP ACT (EXCERPT)**  
**Act 359 of 1947**

**42.10 Township superintendent; appointment; delegation of powers and duties of township supervisor.**

Sec. 10. The township board in each charter township shall have power to appoint a township superintendent and may delegate to him any or all of the following functions and duties which functions and duties, unless so delegated, shall be exercised by the supervisor:

- (a) To see that all laws and township ordinances are enforced;
- (b) To manage and supervise all public improvements, works, and undertakings of the township;
- (c) To have charge of the construction, repair, maintenance, lighting and cleaning of streets, sidewalks, bridges, pavements, sewers, and of all the public buildings or other property belonging to the township;
- (d) To manage and supervise the operation of all township utilities;
- (e) To be responsible for the preservation of property, tools, and appliances of the township;
- (f) To see that all terms and conditions imposed in favor of the township or its inhabitants in any public utility franchise, or in any contract, are faithfully kept and performed;
- (g) To attend all meetings of the township board, with the right to take part in discussions, but without the right to vote;
- (h) To be a member, ex officio, of all committees of the township board;
- (i) To prepare and administer the annual budget under policies formulated by the township board and keep the said board fully advised at all times as to the financial condition and needs of the township;
- (j) To recommend to the township board for adoption such measures as he may deem necessary or expedient;
- (k) To be responsible to the township board for the efficient administration of all departments of the township government;
- (l) To act as the purchasing agent for the township or, under his responsibility, delegate such duties to some other officer or employee;
- (m) To conduct all sales of personal property which the township board may authorize to be sold;
- (n) To assume all the duties and responsibilities as personnel director of all township employees or delegate such duties to some other officer or employee;
- (o) To perform such other duties as may be prescribed by this act or required of him by ordinance or by direction of the township board, or which are not assigned to some other official in conformity with the provisions of this act.

**History:** 1947, Act 359, Eff. Oct. 11, 1947;—CL 1948, 42.10;—Am. 1949, Act 70, Eff. Sept. 23, 1949.

**THE CHARTER TOWNSHIP ACT (EXCERPT)**  
**Act 359 of 1947**

**42.10a Township manager; employment; service; duties.**

Sec. 10a. If a township has not appointed a township superintendent under section 10, the township board may employ a township manager who shall serve at the pleasure of the township board and perform such duties lawfully delegated to the manager by the township board. The duties may include those that are delegated by law to another township official if written consent has been granted by that official.

**History:** Add. 2003, Act 205, Imd. Eff. Nov. 26, 2003.

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2024-90</b>			
Prepared:	November 4, 2024	Pages:	1
Meeting:	November 12, 2024 – Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Commons Natural Area Accessible Trail Grant Project – Resolution		

**BACKGROUND:**

In December 2023, Garfield Township was informed that its grant application for \$300,000 for an accessible trail at the Grand Traverse Commons Natural Area (Project #TF23-0025) was recommended for funding by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees. On October 8, 2024 an appropriations bill (Public Act 135 of 2024) was approved by the Governor which included \$300,000 for Garfield Township for the accessible trail at the Grand Traverse Commons Natural Area. The Michigan Department of Natural Resources (MDNR) has issued the Project Agreement for this project. The Project Agreement must be submitted to MDNR by December 9, 2024 and shall include the following information as attachments:

- A legal description of the project area
- A boundary map of the project area, outlined in red, signed and dated
- A certified resolution by the local governing body accepting the grant

The project agreement is provided as an attachment to this report along with a legal description, boundary map, and a draft resolution. A sample full potential timeline for the project is also provided below:

Sample Project Timeline	
October 10, 2024	Beginning of project period
October 2024	Step 1: Project Agreement
Fall 2024	Step 2: Plans, specifications, and bid documents
Winter 2025	Step 3: Contractor / vendor selection
Spring-Fall 2025	Project construction (anticipated)
Fall 2025	Step 4: Request grant reimbursement (partial reimbursement may be requested once at least 25% of construction expenses have been paid)
October 31, 2026	End of project period

**ACTION REQUESTED:**

This item is placed on the agenda to allow the Township Board to review the Project Agreement for Project #TF23-0025. If this agreement is acceptable to the Township Board, then the following motion is suggested:

MOTION THAT Township Board Resolution #2024-27-T, to accept the Project Agreement for Michigan Natural Resources Trust Fund Grant #TF23-0025 for an accessible trail at the Grand Traverse Commons Natural Area, BE ADOPTED.

Any additional information the Township Board deems necessary should be added to the motion.

**Attachments:**

1. Project Agreement
2. Boundary Map
3. Legal Description
4. Resolution #2024-27-T



Michigan Natural Resources Trust Fund
Development Project Agreement

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between Garfield Charter Township - Grand Traverse in the county of Grand Traverse County, hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT."

The purpose of this Agreement is to provide funding in exchange for completion of the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Title: Grand Traverse Commons Natural Area Accessible Trail Project #: TF23-0025
Grant Amount: \$300,000.00 45% PROJECT TOTAL: \$668,100.00
Match Amount: \$368,100.00 55%
Start Date: Date of Execution by DEPARTMENT End Date: 10/31/2026

As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the required attachments by 12/09/2024 or the Agreement may be cancelled by the DEPARTMENT. This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

GRANTEE

SIGNED
By [Print Name]:
Title:
Organization:

DUNS Number
381915740
SIGMA Vendor Number SIGMA Address ID

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED
By:
Grants Section Manager
Date of Execution by DEPARTMENT

1. This Agreement shall be administered on behalf of the DEPARTMENT by the Grants Management Section within the Finance and Operations Division. All notices, reports, documents, requests, actions or other communications required between the DEPARTMENT and the GRANTEE shall be submitted through the department's online grant management system, MiGrants, which is accessed through [www.michigan.gov/dnr-grants](http://www.michigan.gov/dnr-grants), unless otherwise instructed by the DEPARTMENT. Primary points of contact pertaining to this agreement shall be:

**GRANTEE CONTACT**

---

Name/Title

---

Organization

---

Address

---

Address

---

Telephone Number

---

E-mail Address

**DEPARTMENT CONTACT**

---

MNRTF Grant Program Manager

---

Name/Title

---

Grants Management/DNR Finance & Operations

---

Organization

---

525 W. Allegan Street, Lansing, MI 48933

---

Address

---

P.O. Box 30425, Lansing, MI 48909

---

Address

---

517-284-7268

---

Telephone Number

---

DNR-Grants@michigan.gov

---

E-mail Address

2. The legal description of the project area, boundary map of the project area, and the development grant application bearing the number **TF23-0025** uploaded to MiGrants are by this reference made part of this Agreement. The Agreement together with the referenced documents in MiGrants constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
3. The time period allowed for project completion is from **10/10/2024** through **10/31/2026**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be submitted in MiGrants before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT and may only be extended by an amendment to this Agreement.
4. The words "project area" shall mean the land and area described in the uploaded legal description and shown on the uploaded boundary map.
5. The words "project facilities" shall mean the following individual components, as further described in the application.
  - Boardwalk
  - Foot bridge
  - Trail 8' wide or more
6. The DEPARTMENT will:
  - a. grant to the GRANTEE a sum of money equal to **Forty-Five percent (45%) of Six Hundred and Sixty-Eight Thousand One Hundred dollars (\$668,100.00)**, which is the total eligible cost of construction of the project facilities including engineering costs, but in any event not to exceed **Three Hundred Thousand dollars (\$300,000.00)**.
  - b. grant these funds in the form of reimbursements to the GRANTEE for eligible costs and expenses incurred as follows:

- i. Payments will be made on a reimbursement basis at **Forty-Five percent (45%)** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum reimbursement allowable under the grant.
- ii. Reimbursement will be made only upon DEPARTMENT review and approval of a complete reimbursement request submitted by the GRANTEE through the MiGrants website, including but not limited to copies of invoices, cancelled checks, EFTs, list of volunteer and/or force account time and attendance records.
- iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request by DEPARTMENT staff. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for reimbursement.
- iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected an MNRTF sign in compliance with Section 7(j) of this Agreement.

7. The GRANTEE will:

- a. immediately make available all funds needed to incur all necessary costs required to complete the project and to provide **Three Hundred and Sixty-Eight Thousand One Hundred dollars (\$368,100.00)** in local match. This sum represents **Fifty-Five percent (55%)** of the total eligible cost of construction including engineering costs. Any cost overruns incurred to complete the project facilities called for by this Agreement shall be the sole responsibility of the GRANTEE.
- b. with the exception of engineering costs as provided for in Section 8, incur no costs toward completion of the project facilities before execution of this Agreement and before DEPARTMENT approval of plans, specifications and bid documents.
- c. complete construction of the project facilities to the satisfaction of the DEPARTMENT and to comply with the development project procedures set forth by the DEPARTMENT in completion of the project, including but not limited to the following:
  - i. Retain the services of a professional architect, landscape architect, or engineer, registered in the State of Michigan to serve as the GRANTEE'S Prime Professional. The Prime Professional shall prepare the plans, specifications and bid documents for the project and oversee project construction.
  - ii. **Within 180 days** following execution of this Agreement by the GRANTEE and the DEPARTMENT and before soliciting bids or quotes or incurring costs other than costs associated with the development of plans, specifications, or bid documents, provide the DEPARTMENT with plans, specifications, and bid documents for the project facilities, sealed by the GRANTEE'S Prime Professional.
  - iii. Upon DEPARTMENT approval of plans, specifications and bid documents, openly advertise and seek written bids for contracts for purchases or services with a value equal to or greater than \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - iv. Upon DEPARTMENT approval of plans, specifications and bid documents, solicit three (3) written quotes for contracts for purchases or services between \$5,000 and \$50,000 and accept the lowest qualified bid as determined by the GRANTEE'S Prime Professional.
  - v. Maintain detailed written records of the contracting processes used and submit these records to the DEPARTMENT upon request.
  - vi. Complete construction to all applicable local, state and federal codes, as amended; including but not limited to the federal Americans with Disabilities Act (ADA) of 2010, as amended; the Persons with Disabilities Civil Rights Act, Act 220 of 1976, as amended; the Playground Equipment Safety Act, P.A. 16 of 1997, as amended; the Utilization of Public Facilities by Physically Limited Act, P.A. 1 of 1966, as amended; the Elliott-Larsen Civil Rights Act, Act 453 of 1976, as amended; and the 2013 Access Board's Final Guidelines for Outdoor Developed Areas.
  - vii. Bury all new utilities within the project area.
  - viii. Correct any deficiencies discovered at the final inspection within 90 days of written notification by the DEPARTMENT. These corrections shall be made at the GRANTEE'S expense and are eligible for reimbursement at the discretion of the DEPARTMENT and only to the degree that the GRANTEE'S prior expenditures made toward completion of the project are less than the grant amount allowed under this Agreement.
- d. operate the project facilities for a minimum of their useful life as determined by the DEPARTMENT, to regulate the use thereof to the satisfaction of the DEPARTMENT, and to appropriate such monies and/or provide such services as shall be necessary to provide such adequate maintenance.
- e. provide to the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against

the public utilizing the project area and/or any of the facilities constructed thereon, and to provide to the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Preferential membership or annual permit systems are prohibited on grant-assisted sites, except to the extent that differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.

- f. adopt such ordinances and/or resolutions necessary to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
  - g. separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
  - h. furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of the project area and/or project facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.
  - i. maintain the premises in such condition as to comply with all federal, state, and local laws which may be applicable, and to make any and all payments required for all taxes, fees, or assessments legally imposed against the project area.
  - j. erect and maintain a sign on the property which designates this project as one having been constructed with the assistance of the MNRTF. The size, color and design of this sign shall be in accordance with DEPARTMENT specifications.
  - k. conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
8. Only eligible costs and expenses incurred toward completion of the project facilities after execution of the Project Agreement shall be considered for reimbursement under the terms of this Agreement. Eligible engineering costs incurred toward completion of the project facilities beginning **January 1, 2024** and throughout the project period are also eligible for reimbursement. Any costs and expenses incurred after the project period shall be the sole responsibility of the GRANTEE.
9. To be eligible for reimbursement, the GRANTEE shall comply with DEPARTMENT requirements. At a minimum, the GRANTEE shall:
- a. Submit a progress report every 180 days during the project period.
  - b. Submit complete requests for partial reimbursement when the GRANTEE is eligible to request at least 25 percent of the grant amount and construction contracts have been executed or construction by force account labor has begun.
  - c. Submit a complete request for final reimbursement **within 90 days of project completion and no later than 01/31/2027**. If the GRANTEE fails to submit a complete final request for reimbursement by **01/31/2027**, the DEPARTMENT may audit the project costs and expenses and make final payment based on documentation on file as of that date or may terminate this Agreement and require full repayment of grant funds by the GRANTEE.
10. During the project period, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before adding, deleting or making a significant change to any of the project facilities as proposed. Approval of changes is solely at the discretion of the DEPARTMENT. Furthermore, following project completion, the GRANTEE shall obtain prior written authorization from the DEPARTMENT before implementing a change that significantly alters the project facilities as constructed and/or the project area, including but not limited to discontinuing use of a project facility or making a significant change in the recreational use of the project area. Changes approved by the DEPARTMENT pursuant to this Section may also require prior approval of the BOARD, as determined by the DEPARTMENT.
11. All project facilities constructed or purchased by the GRANTEE under this Agreement shall be placed and used at the project area and solely for the purposes specified in the application and this Agreement.
12. The project area and all facilities provided thereon, as well as the land and water access ways to them, shall be open to the general public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof because of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status, or

disability.

13. Unless an exemption has been authorized by the DEPARTMENT pursuant to this Section, the GRANTEE hereby represents that it possesses fee simple title, free of all liens and encumbrances, to the project area. The fee simple title shall not be subject to: 1) any possibility of reversion or right of entry for condition broken or any other executory limitation which may result in defeasance of title or 2) to any reservation or prior conveyance of coal, oil, gas, sand, gravel or other mineral interests. For any portion of the project area that the GRANTEE does not possess in fee simple title, the GRANTEE hereby represents that it has:
  - a. Received an exemption from the DEPARTMENT before the execution of this Agreement, and
  - b. Received prior approval from the DEPARTMENT of a lease and/or easement for any portion of the property not held in fee simple title as indicated in written correspondence from the DEPARTMENT dated \_\_\_\_\_, and
  - c. Supplied the DEPARTMENT with an executed copy of the approved lease or easement, and
  - d. Confirmed through appropriate legal review that the terms of the lease or easement are consistent with GRANTEE'S obligations under this Agreement and will not hinder the GRANTEE'S ability to comply with all requirements of this Agreement. In no case shall the lease or easement tenure be less than 20 years from the date of execution of this Agreement.
14. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area or project facilities included in this Agreement.
15. None of the project area, nor any of the project facilities constructed under this Agreement, shall be wholly or partially conveyed in perpetuity, either in fee, easement or otherwise, or leased for a term of years or for any other period, nor shall there be any whole or partial transfer of the lease title, ownership, or right of maintenance or control by the GRANTEE except with the written approval and consent of the DEPARTMENT. The GRANTEE shall regulate the use of the project area to the satisfaction of the DEPARTMENT.
16. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
  - a. The GRANTEE agrees that lands in the project area are being acquired with MNRTF assistance and shall be maintained in public outdoor recreation use in perpetuity. No portion of the project area shall be converted to other than public outdoor recreation use without the approval of the DEPARTMENT. The DEPARTMENT shall approve such conversion only upon such conditions as it deems necessary to assure the substitution by GRANTEE of other outdoor recreation properties of equal or greater market value and of reasonably equivalent usefulness and location. Such substituted land shall become part of the project area and will be subject to all the provisions of this Agreement.
  - b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT.
  - c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
17. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands and project facilities affected with outdoor recreation lands and project facilities of equal or greater market value, and of equal or greater usefulness and location. The DEPARTMENT and BOARD shall approve such replacement only upon such conditions as it deems necessary to assure the replacement by GRANTEE of other outdoor recreation properties and project facilities of equal or greater market value and of equal or greater usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
18. The GRANTEE acknowledges that:
  - a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE before beginning the project to assure safe use of the property by the public, and
  - b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area and project facilities, and that responsibility for actions taken to develop, operate, or maintain the property is solely that of the GRANTEE, and



- c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in developing the project site.
19. The GRANTEE assures the DEPARTMENT that the proposed State-assisted action will not have a negative effect on the environment and, therefore, an Environmental Impact Statement is not required.
20. The GRANTEE hereby acknowledges that this Agreement does not require the State of Michigan to issue any permit required by law to construct the outdoor recreational project that is the subject of this Agreement. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain, and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.
21. Before the DEPARTMENT will approve plans, specifications, or bid documents; or give approval to the GRANTEE to advertise, seek quotes, or incur costs for this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
  - a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended;  
or
  - b. If any portion of the project area is a facility, documentation that Department of Environment, Great Lakes and Energy-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
22. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.
23. The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
24. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
25. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general rights, including appurtenant riparian rights, to and in the project area of any lands connected with or affected by this project.
26. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
27. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
28. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:
  - a. Terminate this Agreement; and/or
  - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the

- violation is resolved to the satisfaction of the DEPARTMENT; and/or
- c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund, Land and Water Conservation Fund and Recreation Passport Grant Program; and/or
  - d. Require repayment of grant funds already paid to GRANTEE; and/or
  - e. Require specific performance of the Agreement.
29. This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.
  30. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final reimbursement has been made shall be the specific performance of this Agreement.
  31. The GRANTEE shall return all grant money if the project area or project facilities are not constructed, operated or used in accordance with this Agreement.
  32. The GRANTEE agrees not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The GRANTEE further agrees that any subcontract shall contain non-discrimination provisions which are not less stringent than this provision and binding upon any and all subcontractors. A breach of this covenant shall be regarded as a material breach of this Agreement.
  33. The DEPARTMENT shall terminate this Agreement and recover grant funds paid if the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register compiled by the Michigan Department of Licensing and Regulatory Affairs pursuant to Public Act No. 278 of 1980.
  34. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.
  35. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

If this Agreement is approved by Resolution, a true copy must be attached to this Agreement. A sample Resolution is on the next page.

SAMPLE RESOLUTION  
(Development)

Upon motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, the following Resolution was adopted:

"RESOLVED, that the \_\_\_\_\_, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the \_\_\_\_\_ does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \_\_\_\_\_ (\$ \_\_\_\_\_) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution."

The following aye votes were recorded: \_\_\_\_\_

The following nay votes were recorded: \_\_\_\_\_

STATE OF MICHIGAN )

) ss

COUNTY OF \_\_\_\_\_ )

I, \_\_\_\_\_, Clerk of the \_\_\_\_\_, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Natural Resources, which Resolution was adopted by the \_\_\_\_\_ at a meeting held \_\_\_\_\_

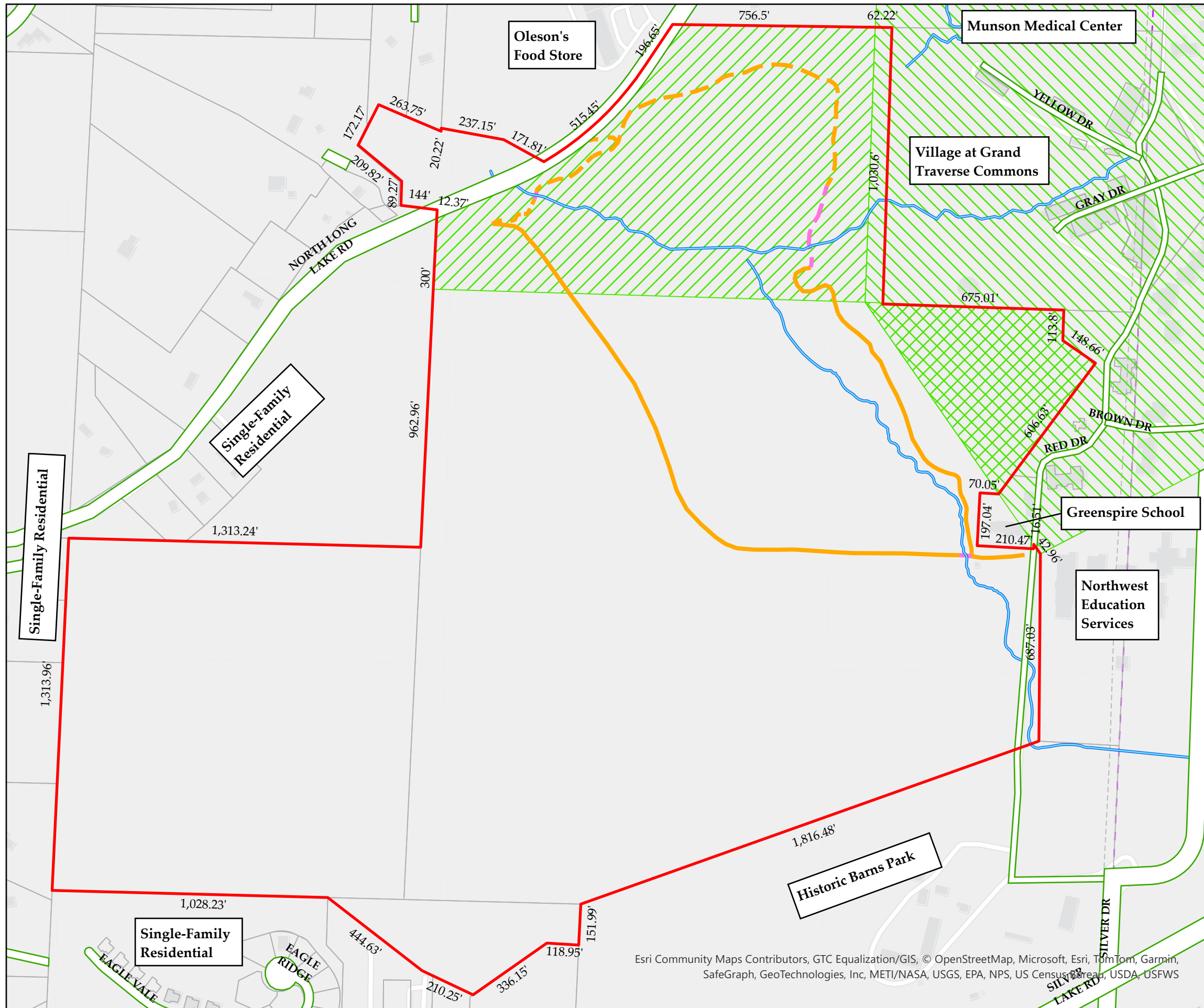
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Boundary Map

**Grantee Name:** Charter Township of Garfield  
**Project Name:** Grand Traverse Commons Natural Area Accessible Trail  
**Grant Number:** TF23-0025  
**County:** Grand Traverse  
**Grantee Representative:** John Sych  
**Grantee Representative Signature:**



## Legend

- Township Boundary
  - Township Parcels
  - Park Boundary
  - Streams
  - Historic Easement
  - Conservation Easements
  - Easements (Rights of Way)
- Existing and Proposed Facilities**
- Existing Trail (existing footbridge and boardwalk)
  - Existing Trail (to be improved with crushed gravel)
  - Proposed New Trail (boardwalk with foot bridges for stream crossings)
  - Proposed New Trail (crushed gravel)

## Charter Township of Garfield

3848 Veterans Drive  
 Traverse City, MI 49684  
 Phone: 231.941.1620  
 Fax: 231.941.1688



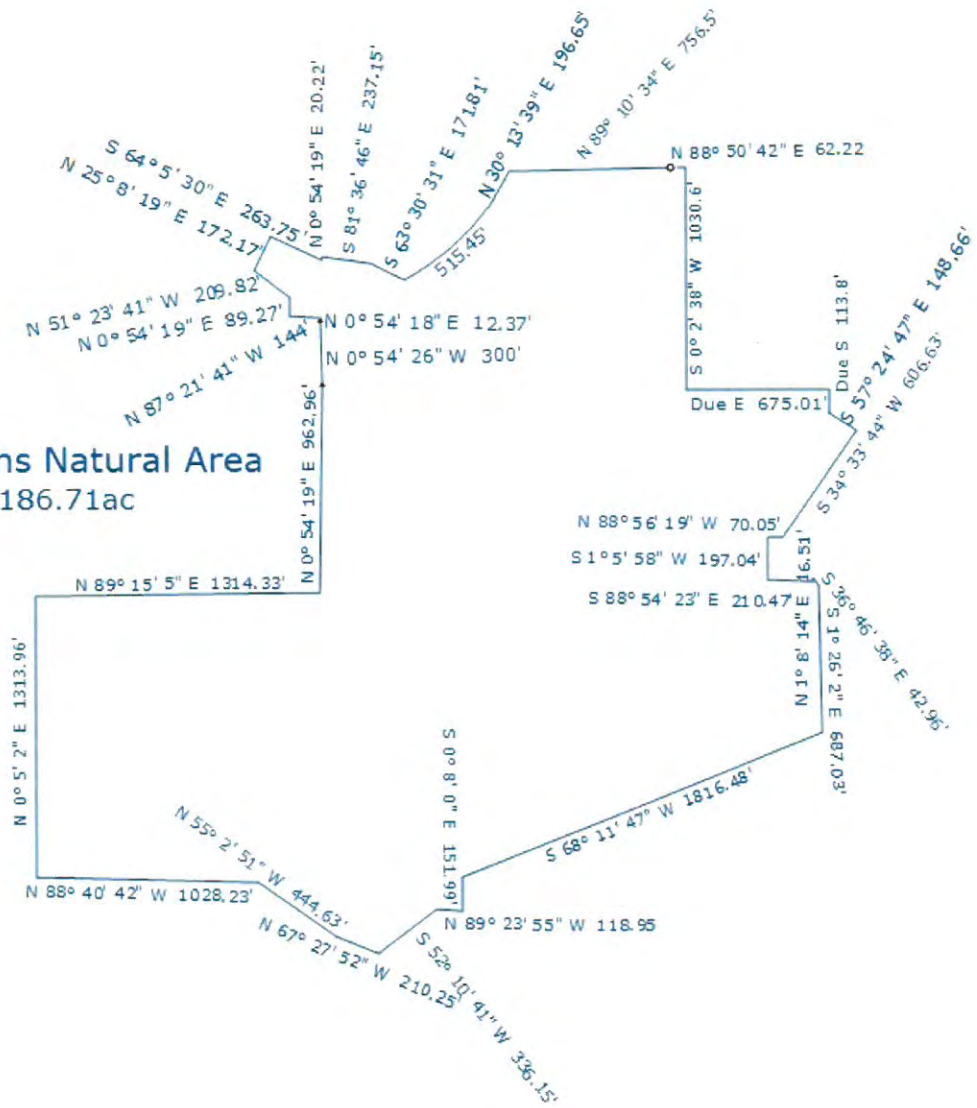
## NOT A LEGAL SURVEY

This map is based on digital databases prepared by the Charter Township of Garfield. The Township does not provide any warranty, either express or implied, or accept any responsibility for any errors, omissions, or that the information contained in the map or the digital databases is currently or positionally accurate. Always contact a surveyor to be sure of where your property lines are located.

**Grand Traverse Commons**  
**Natural Area**  
Legal Description

The Northeast quarter of the Southeast quarter of Section 8, part of the Southeast quarter of the Southeast quarter of Section 8 together with parts of the Northwest quarter and the Southwest quarter of Section 9, Town 27 North, Range 11 West, more commonly described as: Commencing at the West Quarter corner of Section 9, thence North 00 degrees 54 minutes 19 seconds East, 962.96 feet; thence continuing North 00 degrees 54 minutes 26 seconds West, 300 feet; thence North 00 degrees 54 minutes 19 seconds East, 12.37 feet to the center line of North Long Lake Road; thence North 87 degrees 21 minutes 41 seconds West, 144 feet; thence North 00 degrees 54 minutes 19 seconds East, 89.27 feet; thence North 51 degrees 23 minutes 41 seconds West, 209.82 feet; thence North 25 degrees 08 minutes 19 seconds East, 172.17 feet; thence South 64 degrees 05 minutes 30 seconds East, 263.75 feet; thence North 00 degrees 54 minutes 19 seconds East, 20.22 feet; thence South 81 degrees 36 minutes 46 seconds East 237.15 feet; thence South 63 degrees 30 minutes 31 seconds East, 171.81 feet; thence 515.45 feet along a curve to the left with a radius of 1145.92 feet, and Chord bearing North 48 degrees 51 minutes 45 seconds East 670.95 feet; thence North 30 degrees 13 minutes 39 seconds East, 196.65 feet; thence North 89 degrees 10 minutes 34 seconds East, 756.5 feet; thence continuing North 88 degrees 50 minutes 42 seconds East 62.22 feet; thence South 00 degrees 02 minutes 38 seconds West, 1030.6 feet; thence due East 675.01 feet; thence due South 113.8 feet; thence South 57 degrees 24 minutes 47 seconds East, 148.66 feet; thence South 34 degrees 33 minutes 44 seconds West, 606.63 feet; thence North 88 degrees 56 minutes 19 seconds West 70.05 feet; thence South 01 degree 05 minutes 58 seconds West, 197.04 feet; thence South 88 degrees 54 minutes 23 seconds East, 210.47 feet; thence North 01 degree 08 minutes 14" East, 16.51 feet; thence South 36 degrees 46 minutes 38 seconds East, 42.96 feet; thence South 01 degrees 26 minutes 02 seconds East, 687.03 feet; thence South 68 degrees 11 minutes 47 seconds West, 1816.48 feet; thence South 00 degrees 08 minutes 00 seconds East, 151.99 feet; thence North 89 degrees 23 minutes 55 seconds West, 118.95 feet; thence South 52 degrees 10 minutes 41 seconds West 336.15 feet; thence North 67 degrees 27 minutes 52 seconds West, 210.25 feet; thence North 55 degrees 02 minutes 51 seconds West 444.63 feet to the South 1/8 line of Section 8; thence West along said South 1/8 line, South 88 degrees 40 minutes 42 seconds East, 1028.23 feet to the West line of the Northeast quarter of the Southeast quarter of Section 8; thence North 00 degrees 05 minutes 02 seconds East along said West line, 1313.96 feet to the East-West quarter line of Section 8; thence North 89 degrees 15 minutes 05 seconds East along said East-West quarter line, 1313.24 feet, to the East quarter corner of Section 8, said corner also being the West quarter corner of Section 9, and the point of beginning.

Commons Natural Area  
186.71ac



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

**RESOLUTION #2024-27-T**

**RESOLUTION TO ACCEPT PROJECT AGREEMENT FOR  
MICHIGAN NATURAL RESOURCES TRUST FUND GRANT TF23-0025:  
GRAND TRAVERSE COMMONS NATURAL AREA ACCESSIBLE TRAIL**

**WHEREAS**, the Charter Township of Garfield Township Board adopted on March 14, 2023 a resolution in support of grant application TF23-0025 in the amount of \$300,000 to the Michigan Natural Resources Trust Fund (MNRTF) for the construction of a universally accessible (UA) 1.4-mile trail loop within the northern portion of the Grand Traverse Commons Natural Area and committed to using up to \$368,100 in Township matching funds as a 55% local financial match to the project; and

**WHEREAS**, that the application TF23-0025 was recommended by the MNRTF Board on December 13, 2023 to the Michigan Legislature to receive an MNRTF grant in the amount of \$300,000; and

**WHEREAS**, the Michigan Legislature passed legislation appropriating funding for these grants recommended by the MNRTF Board which was approved by the Governor on October 8, 2024; and

**WHEREAS**, to receive the grant as authorized by this legislation, the Charter Township of Garfield Township Board shall enter into a Project Agreement with the Michigan Department of Natural Resources.

**NOW, THEREFORE, BE IT RESOLVED**, that the Charter Township of Garfield Township Board does hereby accept the terms of the Project Agreement for TF23-0025: Grand Traverse Commons Natural Area Accessible Trail as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the Charter Township of Garfield Township Board does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \$368,100 to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

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

### **CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2024-27-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of November, 2024.

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

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





Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874   
231.946.3703 

November 5, 2024

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

Re: Charter Township of Garfield  
Letter of Recommendation for Copper Ridge Trailhead – GT Commons  
GFA #24236

Dear Township Board:

We have reviewed the bids received on Wednesday October 23<sup>rd</sup>, 2024 for the above-mentioned project. The one (1) responsive bidder to the project and their bid prices are summarized as follows:

	<b>Bid</b>
1. Molon Excavating, Inc.	\$66,595.48

As the Engineer for this project, GFA prepared design, construction and bid documents and held a formal bid opening to solicit competitive prices from qualified Contractors to perform this work. The original cost estimate was prepared in July 2024 reflecting current market prices that was estimated at \$75,000. GFA conducted an extensive review of the bid received in comparison to the original construction cost estimate including contact with other contractors that expressed interest but did not submit a bid due to lack of availability. Overall the price as submitted by the sole bidder is within budget and they have the technical expertise to complete the work.

Based upon the information provided, including our review of the bid and past working relationships/ experience with Molon Excavating, it is our recommendation that the Board approve Molon for the Copper Ridge Trail Head Improvements Project for the amounts of \$66,595.48.

Gourdie Fraser will be providing as needed construction oversight and administration for this project. Please contact me if you have any questions.

Very truly yours,  
GFA

JENNIFER GRAHAM, P.E.  
Project Manager

**Garfield Township  
Copper Ridge Trail Head Improvements  
BID RESULTS SUMMARY**

				Molon Excavating, Inc.	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
1	Mobilization, Max 5%	LS	1	\$ 3,258.45	\$ 3,258.45
2	Grading and Earthwork	LS	1	\$ 23,894.35	\$ 23,894.35
3	SESC including inlet protection	LS	1	\$ 2,635.02	\$ 2,635.02
4	Asphalt Removal - Parking Lot	SFT	1500	\$ 1.35	\$ 2,025.00
5	Proposed Parking Lot & Drives – 4EL, 220#/SYD	SYD	150	\$ 21.83	\$ 3,274.50
6	Proposed Path – 6' Wide	SFT	250	\$ 9.68	\$ 2,420.00
7	Proposed Path – 4' Wide	SFT	350	\$ 7.13	\$ 2,495.50
8	Aggregate Base, 22A	SYD	180	\$ 21.63	\$ 3,893.40
9	Curb and Gutter	LF	150	\$ 38.20	\$ 5,730.00
10	Retaining Wall	LF	80	\$ 85.03	\$ 6,802.40
11	Landscaping (Edger, weed fabric and woodchips)	LS	1	\$ 2,215.36	\$ 2,215.36
12	Pavement Striping and Sign	LS	1	\$ 3,716.26	\$ 3,716.26
13	Restoration	LS	1	\$ 4,235.24	\$ 4,235.24
Total of All Unit Price Bid Items					\$ 66,595.48

**RIVER EAST PLAYGROUND SUMMARY  
OCTOBER 2024**

We requested quotes from three companies that specialize in playgrounds. The three companies are:

Sinclair Recreation – Game Time  
Penchura – Landscape Structures Inc.  
Great Lakes Recreation – Little Tikes

All playground estimates include pour in place rubber which is a flat surface (much like a floor) under and around the structure. This will prevent weed growth and is very wheelchair accessible and just presents an overall cleaner look. Curbing has been recommended by the companies but was not included in the quotes so if we want to do that, we need to consider that as well.

Sinclair Recreation Quote

Quad Adventure Unit \$622,387 (Inclusive) (PARKS BOARD LIKED THIS ONE THE BEST)

Penchura

Mindarie Park \$623,490

Great Lakes Recreation

Option 2 \$583,710

- Our current playground at Silver Lake Rec area is from Pentura and has been a solid system with very little maintenance.
- Traverse Heights Elementary School has a Sinclair Rec. (Game Time) playground that was recently installed and Derek and I looked at it and found it to be adequate as well.
- Some better pics may be available in the catalogs if you want to see them.
- For what its worth, the sales rep for Sinclair Recreation has by far, been in contact with us the most and has been very easy to work with.
- Swings and a zip line were added to the original Quad Adventure Unit and the Great lakes Recreation Option 2 because we talked about adding them at some point. But with the poor in place surface, we decided to add it now so that the ground surface could all be done at one time so that we are not piecing it together later.
- Swings and a zipline were not included in the Penchura/Mindarie Park layout because the cost already is equal to or greater than the cost of the other two quotes.
- At the time the packets went out, I did not have an updated pic from Great Lakes Recreation showing the zip line because they sent the wrong picture the day the packets went out but the estimate does reflect that addition.

Sean



GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

10/11/2024  
 Quote #  
 105100-01-05

## River East Park - 2024 Playground Proposal - Quad Adventure Unit - With Additional Freestanding

Garfield Township  
 Attn: Sean Kehoe  
 0466 W. Sharon Rd.  
 Fife Lake, MI 49633  
 United States  
 skehoe@garfield-twp.com

Ship to Zip 49633

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - Quad Adventure Unit	\$375,255.00	\$375,255.00
		(1) 3903 -- Hypentic Wheel 12" 2S		
		(1) 3907 -- Bells 12" 2S		
		(1) 3943 -- Hourglass 20" 2S		
		(1) 3952 -- Twist Bearing 20" 2S		
		(1) 4956 -- Answer Wheel		
		(2) 4958 -- Hypno Wheel		
		(1) 4959 -- Maze Wheel		
		(1) 16465 -- Slide Transfer (Ada)		
		(11) 16700 -- Ada49"Sq Punch Steel Deck		
		(11) 16803 -- Ada Wide Triangular Platform		
		(2) 16805 -- Ada Wide Ramp 147" Link		
		(1) 16812 -- Switchback Link 147"		
		(1) 16818 -- Trapezoid Deck		
		(2) 32022 -- Hex Pod Step (1')		
		(4) 32023 -- Hex Pod Step (2')		
		(5) 80000 -- 49" Sq Punched Steel Deck		
		(1) 80001 -- 49"Tri Punched Steel Deck		
		(2) 80076 -- Deck Flat Cap Pkg		
		(3) 80082 -- Slide Transfer		
		(8) 80167 -- Roof Ext 24" W/Rivet		
		(4) 80210 -- Tin Roof 4 Square		
		(2) 80612 -- Deck Curb		
		(3) 80687 -- Handhold/Kick Plate Pkg		
		(1) 80689 -- Handhold Package		
		(2) 80931 -- Single Gizmo Panel		
		(1) 81593 -- Ladder Loop Link		
		(1) 81651 -- Dip Station		
		(1) 81664 -- Single Thundering		





GameTime c/o Sinclair Recreation  
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 Holland, MI 49424  
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 Fax: 616-392-8634

10/11/2024  
 Quote #  
 105100-01-05

## River East Park - 2024 Playground Proposal - Quad Adventure Unit - With Additional Freestanding

Quantity	Part #	Description	Unit Price	Amount
		(1) 81665 -- Seat And Table For Two		
		(1) 81668 -- Nature Discovery Table		
		(1) 81669 -- Hand Cycler		
		(1) 81670 -- Crunch Bar		
		(1) 81688 -- Therapeutic Rings Attch		
		(1) 81695 -- Train Whistle		
		(1) 81699 -- Bongos		
		(1) 81766 -- Leaf Seat		
		(2) 90011 -- Flower Talk Tube 0'6" - 2'0" (2 - 12		
		(1) 90021 -- 2'-0" Transfer System W/ Barrier		
		(1) 90176 -- Ada Crow'S Nest W/ Gizmo		
		(1) 90186 -- Ashiko & Djembe Panel		
		(2) 90207 -- Overhead Ladder Access Package		
		(1) 90244 -- 4' & 4'-6" Chain Link Climber		
		(1) 90248 -- 8' Chain Link Climber		
		(1) 90263 -- 5' Upright, Alum		
		(3) 90265 -- 7' Upright, Alum		
		(3) 90266 -- 8' Upright, Alum		
		(7) 90267 -- 9' Upright, Alum		
		(2) 90268 -- 10' Upright, Alum		
		(6) 90269 -- 11' Upright, Alum		
		(8) 90270 -- 12' Upright, Alum		
		(13) 90273 -- 15' Upright, Alum		
		(1) 90278 -- 5' Quick 'L' Tube Slide, Std, 30" D		
		(1) 90354 -- Counter Panel		
		(1) 90369 -- River Rock Climber		
		(1) 90396 -- 2' Rung Kickplate		
		(1) 90493 -- Wide Rung Kick Plate (2'-0")		
		(1) 90507 -- 2'-6"/3' Rumble & Roll Zip Slide		
		(1) 90530 -- 2'/2'-6" Little Foot Slide W/Enclosu		
		(1) 90565 -- Dbl Ridge Climb(7'-0",7'-6", &8'-0"		
		(1) 90592 -- Ridge Climber (Single)		
		(1) 90610 -- Contoured Panel (Above)		



GameTime c/o Sinclair Recreation  
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10/11/2024  
 Quote #  
 105100-01-05

## River East Park - 2024 Playground Proposal - Quad Adventure Unit - With Additional Freestanding

Quantity	Part #	Description	Unit Price	Amount
		(1) 90619 -- Ergo Climber (4'-0" & 4'-6")		
		(1) 90626 -- Fun-L Crawl Tube Attachment		
		(1) 90631 -- Bubble Panel (Above)		
		(1) 90655 -- Pod Climber		
		(1) 90677 -- Std Access Ramp Link Gr 3'-6" & 4'		
		(1) 90715 -- Twist Ball Run-Gadget Pnl Above Dk		
		(1) 90790 -- Sloped Funnel Climber Barrier (Dbl)		
		(1) 90834 -- 3-in-a-Row Panel		
		(1) 90840 -- Xcelerator		
		(1) 90843 -- Double Twin Spiral		
		(1) 90870 -- Splitter 8'		
		(1) 91004 -- Archway (3D)		
		(2) 91010 -- Archway W/ Socket (3D)		
		(3) 91011 -- Wide Deck Archway (3D)		
		(1) 91090 -- Encl Molded Steer Wheel (3D) Above Dk		
		(1) 91094 -- Half Panel W/ Thunderring (3D)		
		(1) 91136 -- Funnel Crows Nest Telescope Bar		
		(7) 91137 -- Entryway - 3D		
		(1) 91243 -- Roller Slide		
		(1) 91459 -- Sensory Wave Rock N Raft		
		(1) 91467 -- 1' ADA Wide Sensory Wave Ramp Att. II		
		(1) 91501 -- Olympus Climber - 7'0 thru 8'0 attac		
		(1) 91805 -- Communication Board		
		(8) G90262 -- 4' Upright, Galv		
		(2) G90269 -- 11' Upright, Galv		
		(4) G90270 -- 12' Upright, Galv		
		(4) G90273 -- 15' Upright, Galv		
1	91862	GameTime - SkyRun Zip Track 35 ft Zero G & Zip Db	\$30,999.00	\$30,999.00
1	RDU	GameTime - Swings with Seats	\$7,263.00	\$7,263.00
		(1) 12583 -- Ada Primetime Swing Frame, 3 1/2" Od		
		(2) 12584 -- Ada Primetime Swing Aab, 3 1/2" Od		
		(1) SS8558 -- 3 1/2" Zero-G Chair (5-12)-Stainless		
		(5) SS8910 -- Belt Seat 3 1/2" /8' W/Clevis		



A PLAYCORE Company

GameTime c/o Sinclair Recreation  
176 E Lakewood Blvd  
Holland, MI 49424  
Ph: 800-444-4954  
Fax: 616-392-8634

10/11/2024  
Quote #  
105100-01-05

## River East Park - 2024 Playground Proposal - Quad Adventure Unit - With Additional Freestanding

Quantity	Part #	Description	Unit Price	Amount
1	14928	GameTime - NDS Inclusive Play Sign Package		
1	14927	GameTime - NDS Play On Sign Package		
7335	EXCAVATION	GT-Impax - Excavation of grassy area to a depth of 7.75" for new PIP surfacing	\$2.60	\$19,071.00
1	INSTALL	GT-Impax - Installation of Quad Adventure Unit, double zip track, and swings into excavated area - Price does not include concrete curbing or flatwork, supply or installation of plastic or timber edging, drainage or geotextile fabric, site restoration or landscaping.	\$121,450.00	\$121,450.00
7840	PIP	GT-Impax - Poured in Place surfacing, 50% standard color / 50% black, 3.75" for an 8' CFH- Price includes additional square footage for a turndown edge where PIP meets grass. Price includes supply and installation of 4" crushed stone subbase.  <b>Does NOT include site security while PIP material cures.</b>	\$28.50	\$223,440.00
Contract: OMNIA #2017001134			<b>Sub Total</b>	\$777,478.00
			<b>Discount</b>	(\$159,690.18)
			<b>Freight</b>	\$4,600.00
			<b>Total</b>	<b>\$622,387.82</b>

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

**NOTE:** PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.





GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

10/11/2024  
 Quote #  
 105100-01-05

## River East Park - 2024 Playground Proposal - Quad Adventure Unit - With Additional Freestanding

Submittals: Our design proposal reflects the spirit and intent of the project plans and specifications. While some variations may exist between our quotation and the project design, the differences do not materially affect the intended use. GameTime designs and specifications are unique and not intended to be identical in all respects to other manufacturers. We shall submit for review and approval by the owner's representative detailed drawings depicting the equipment to be furnished accompanied by specifications describing materials. Once approved, these drawings and specifications shall constitute the final documents for the project and shall take precedence over all other requirements.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.

**Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_

P.O. No: \_\_\_\_\_

**Please make P.O.s out to GameTime C/O Sinclair Recreation**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Purchase Amount: \$622,387.82

Email: \_\_\_\_\_

**REQUIRED ORDER INFORMATION:**

Bill To: \_\_\_\_\_

Ship To: \_\_\_\_\_

Contact: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Tel: \_\_\_\_\_

Tel: \_\_\_\_\_

(For Accounts Payable)

(To call before delivery)

Email: \_\_\_\_\_

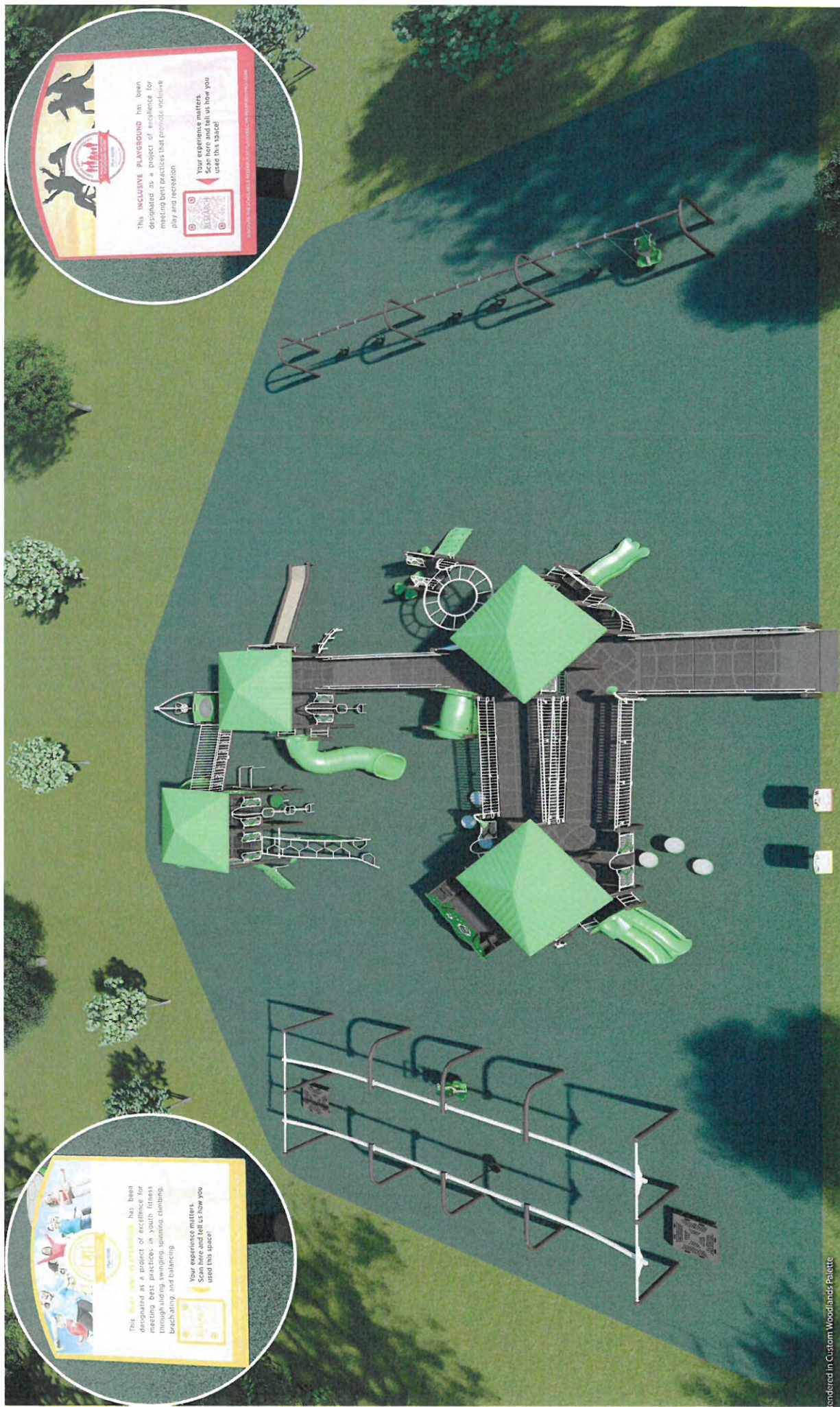
Email: \_\_\_\_\_

COLOR SELECTIONS: \_\_\_\_\_

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.



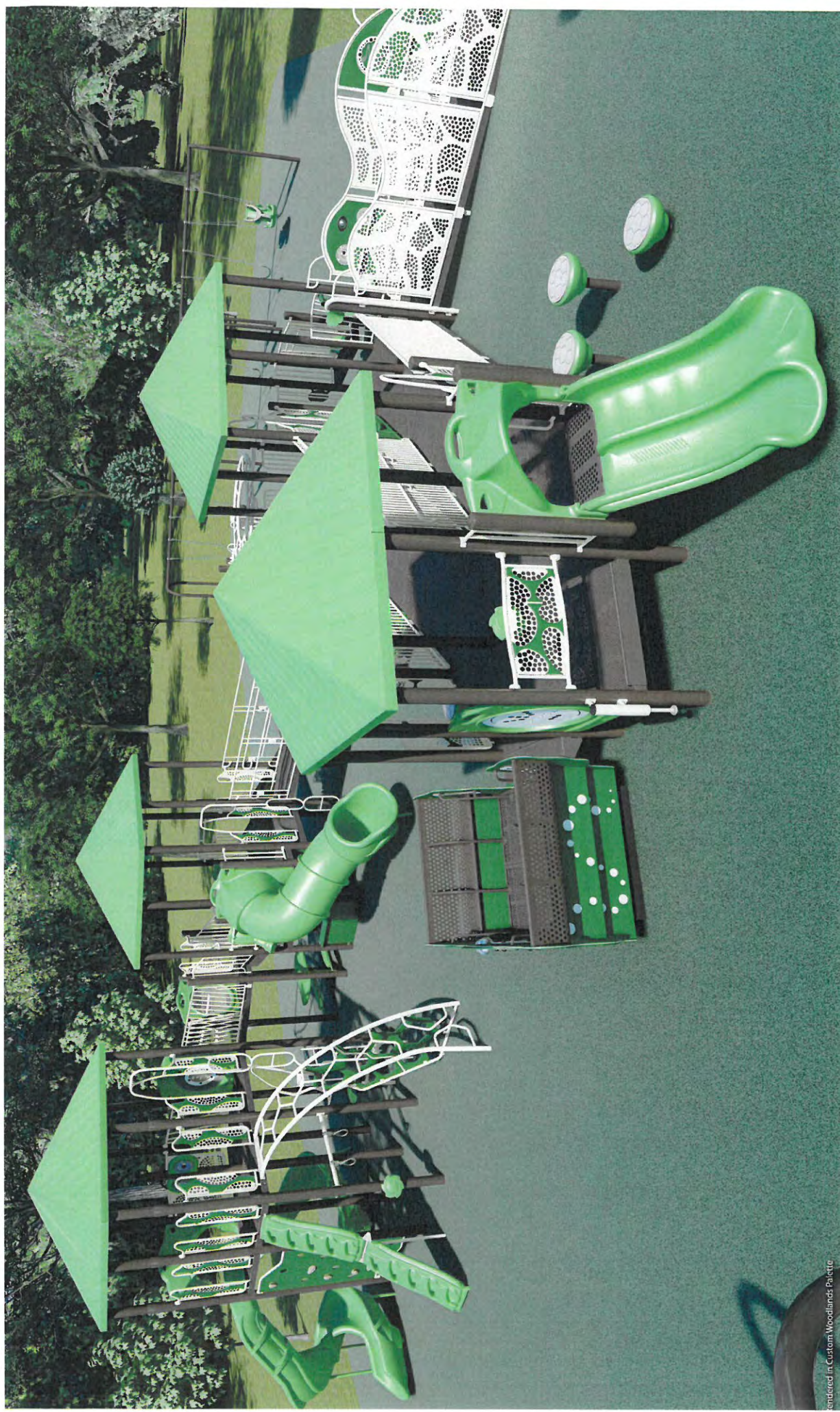


Designed in Custom Woodlands Palette



Garfield Township  
River East Recreation Area - Option Three





Rendered in Custom Woodlands Palette



Garfield Township  
River East Recreation Area - Option Three





Rendered in Custom Woodlands Palette  
**GameTime**  
A PLAYSCOPE Company

Garfield Township  
River East Recreation Area - Option Three

**S** SINCLAIR  
RECREATION

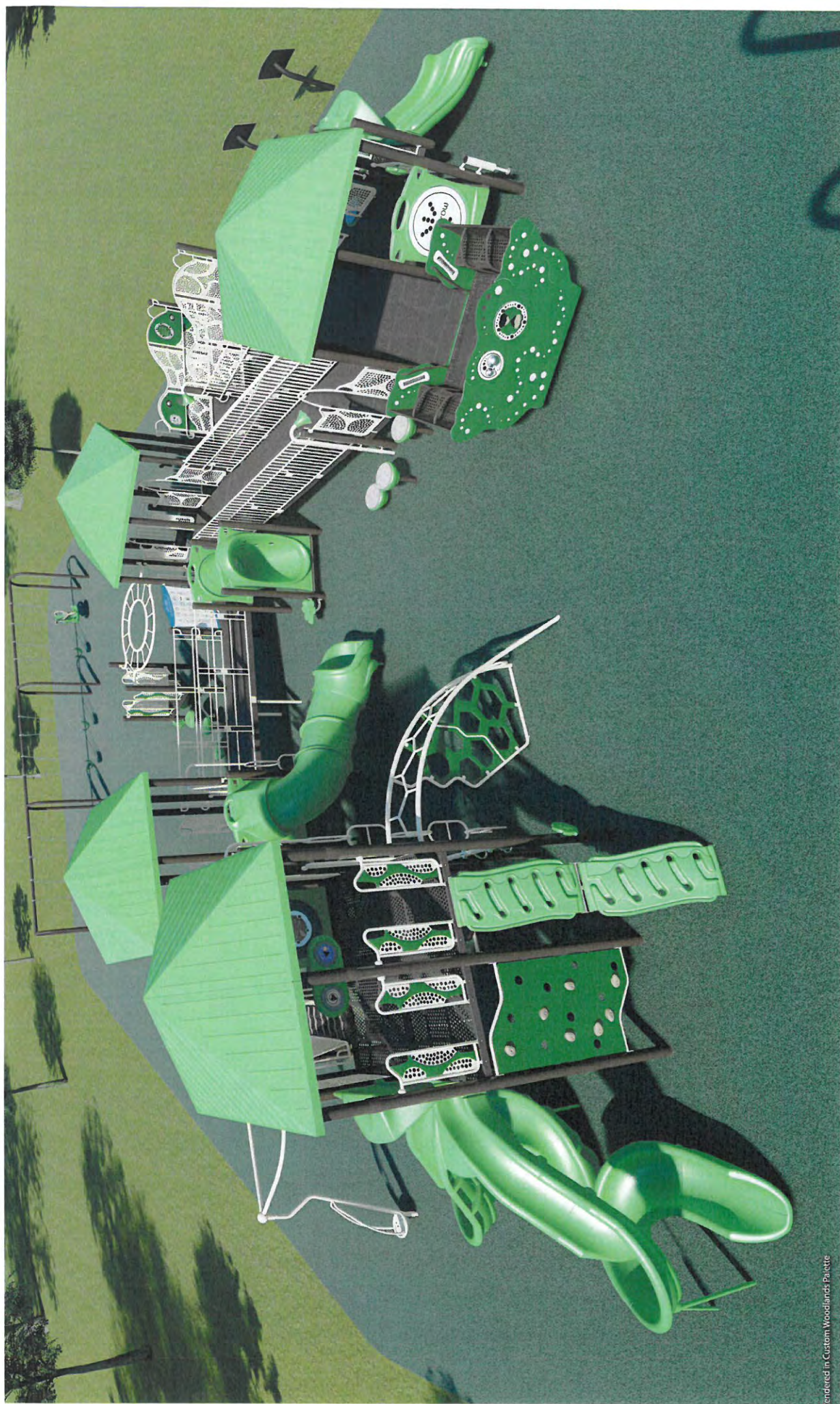


Rendered in Custom Woodlands Palette



### Garfield Township River East Recreation Area - Option Three



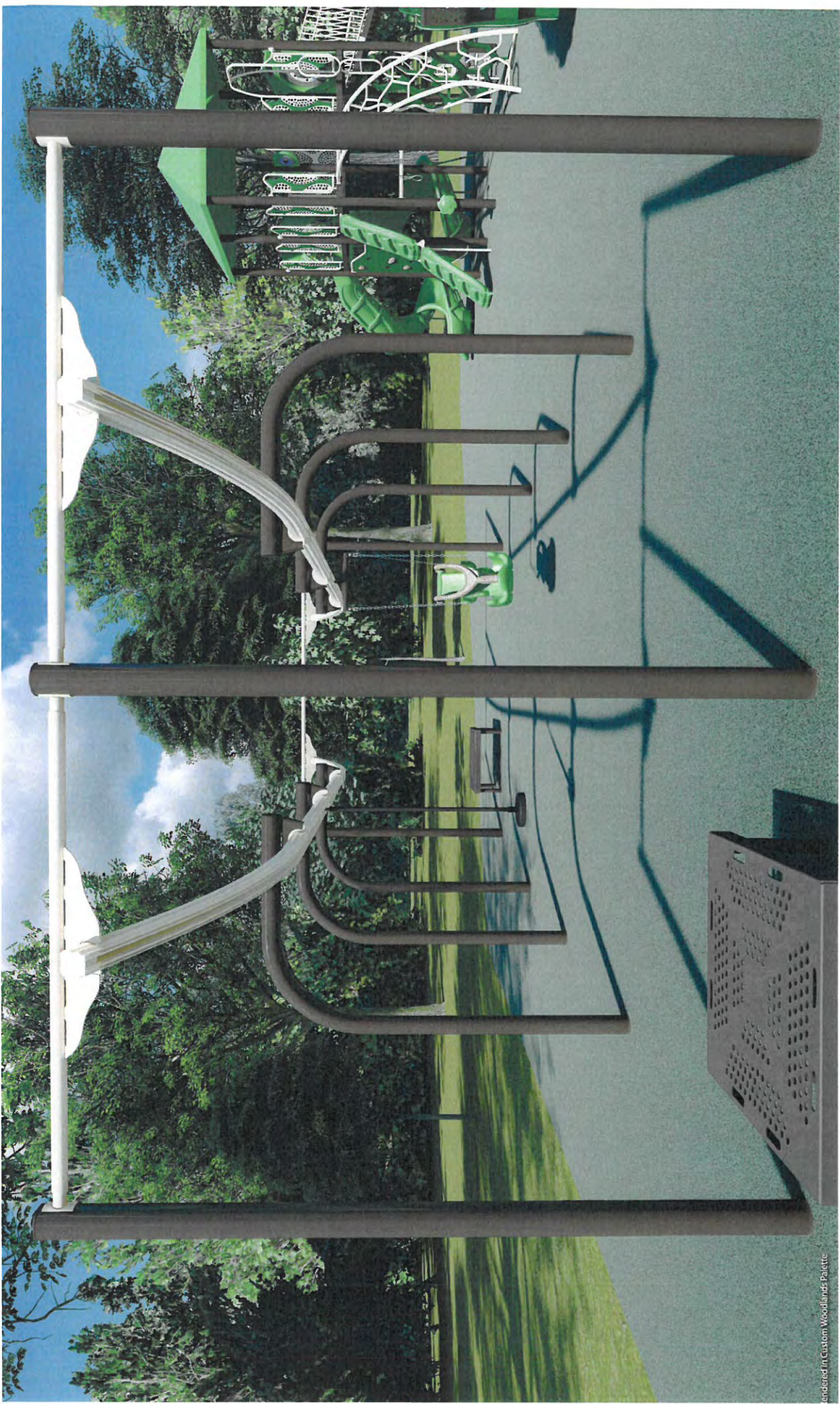


Rendered in Custom Woodlands Palette



# Garfield Township River East Recreation Area - Option Three





Rendered in Custom Woodlands Palette



Garfield Township  
River East Recreation Area - Option Three





Rendered in Custom Woodlands Palette



### Garfield Township River East Recreation Area - Option Three





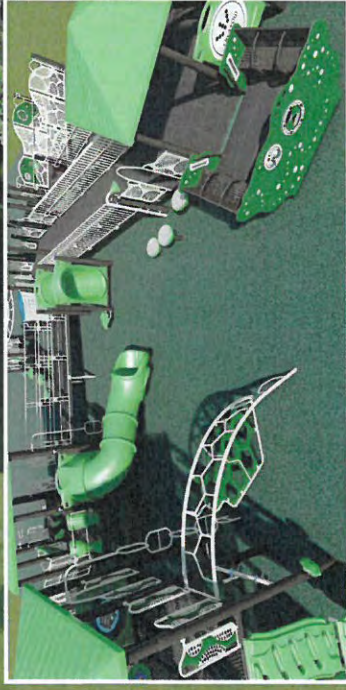
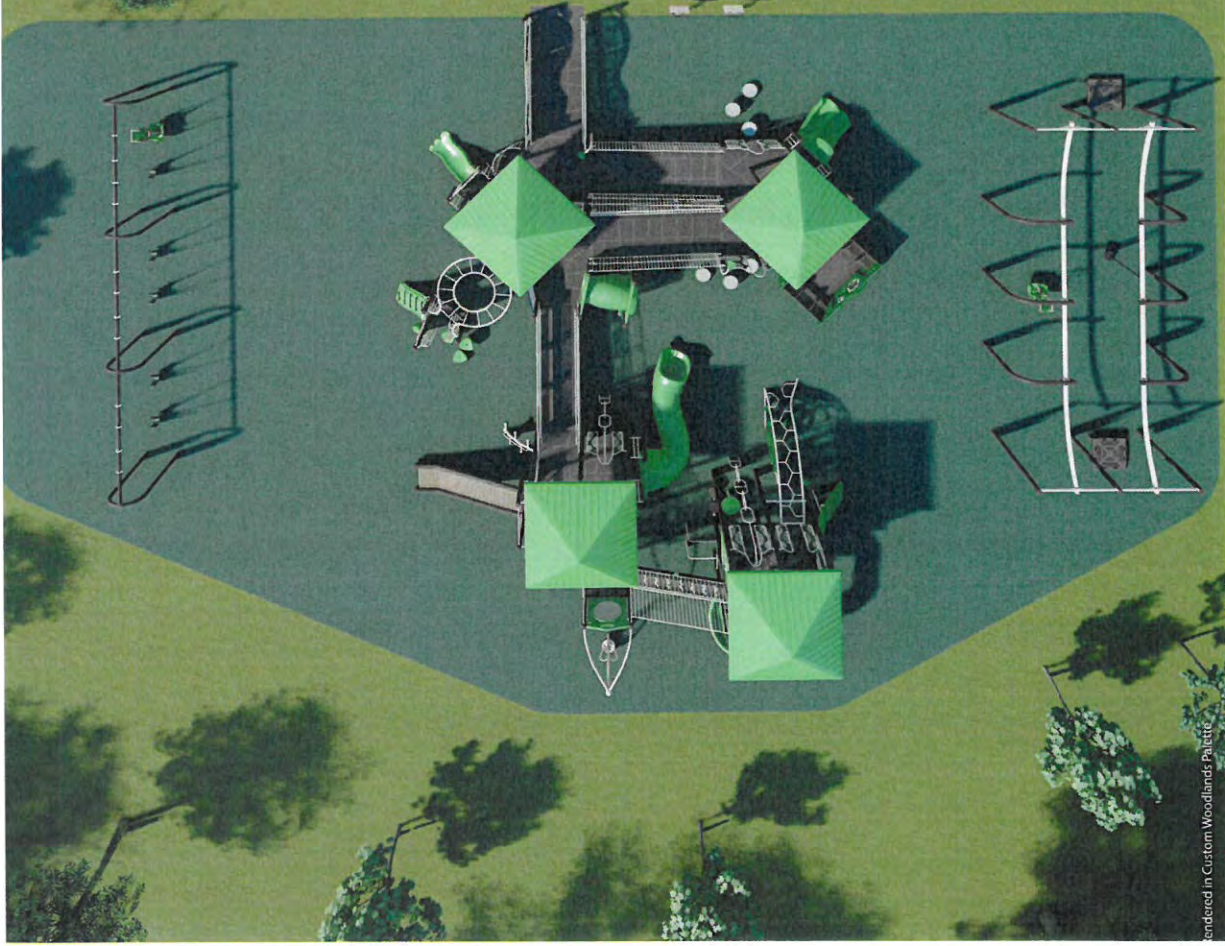
Rendered in Custom Woodlands Palette



### Garfield Township River East Recreation Area - Option Three







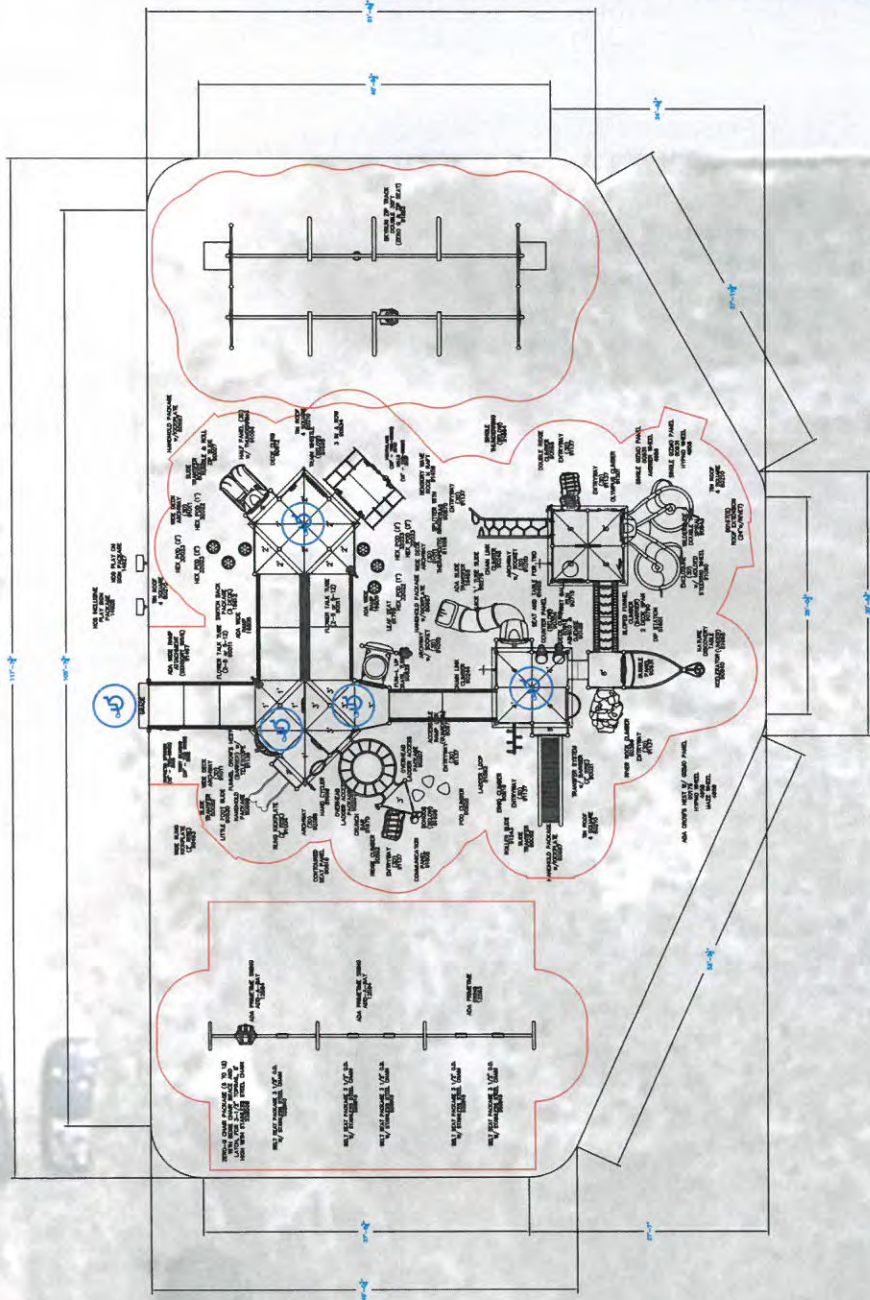
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Garfield Township  
River East Recreation Area - Option Three



The proposed design encourages youth physical fitness through the six essential elements of play (swinging, spinning, sliding, climbing, balancing, and brachiating) as well as follows the seven principles of inclusive playground design. Playground site is eligible to become a National Demonstration Site for PlayOn and Inclusion - designed following research from Playcore's Scholar Network - at no additional charge.



Drawn By:  
ALW  
Date:  
10/11/2024  
Drawing Name:  
GARFIELD - River East Park - 3

Michigan: Soft surface surfacing is required for all play equipment, as specified for each type of equipment, and all steps to meet the requirements of the Michigan Consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CANCOC-611.

Minimum Area Required:  
Scale: Bar  
This drawing can be used on plans when in accordance with the minimum area required in the code.

The play equipment is recommended for children ages 5 - 12.

Total Elevated Play Components	31	Required
Total Elevated Play Components Accessible By Ramp	8	Required
Total Elevated Components Accessible by Transfer	16	Required
Total Accessible Ground Level Components Shown	24	Required
Total Different Types of Ground Level Components	8	Required

The List includes play events and routes or forms specifically designed for children with disabilities. The opinion of the manufacturer that these play areas and routes of travel meet the requirements of the ADA (Americans with Disabilities Act).

Garfield Township  
River East Recreation Area - 3  
Traverse City, MI  
Representatives  
Sinclair Recreation

150 PlayCore Drive SE  
Fort Payne, AL 35967  
www.gametime.com



## Karen Leaver

---

**From:** carl penchura.com <carl@penchura.com>  
**Sent:** Friday, October 4, 2024 9:46 AM  
**To:** Sean Kehoe  
**Subject:** Playground Budgets

Good Morning Sean,  
I have attached the budgets of the playgrounds you selected.  
We can adjust the structures or independent play pieces to work within a certain budget.  
Please let me know what structure you like and I will get hard numbers on the entire project.

Promise Park

Entire site plan for 1160476-01	\$780,400
Purchasing contract pricing	\$-62,432
Budget Freight	\$36,800
Budgeted Equipment Installation	\$273,140
Budget Total	\$1,027,908

Mindarie Park

Entire site plan for 1160425-01	\$472,830
Purchasing contract pricing	\$-37,830
Budget Freight	\$23,000
Budgeted Equipment Installation	\$165,490
Budget Total	\$623,490

Great Lakes

Entire site plan for 99040-01	\$264,145
Purchasing contract pricing	\$-21,131
Budget Freight	\$13,800
Budgeted Equipment Installation	\$92,450
Budget Total	\$349,264

Carl Pietila, CPSI



889 S. Old US 23  
Brighton, MI 48114  
P: 517-672-8027 | F: 810-229-6256  
E: [carl@penchura.com](mailto:carl@penchura.com)



**Great Lakes Recreation Co., LLC**

PO Box 295  
 Zeeland, MI 49464 US  
 (616) 499-7400  
 accounting@glrec.com



**Estimate**

ADDRESS  
 Sean Kehoe  
 Charter Township of Garfield  
 3848 Veterans Dr  
 Traverse City, MI 49684  
 United States

SHIP TO  
 Sean Kehoe  
 Charter Township of Garfield  
 3848 Veterans Dr  
 Traverse City, MI 49684  
 United States

ESTIMATE 5654  
 DATE 11/06/2024  
 EXPIRATION 12/06/2024  
 DATE

REP NAME  
 Steve Sharda

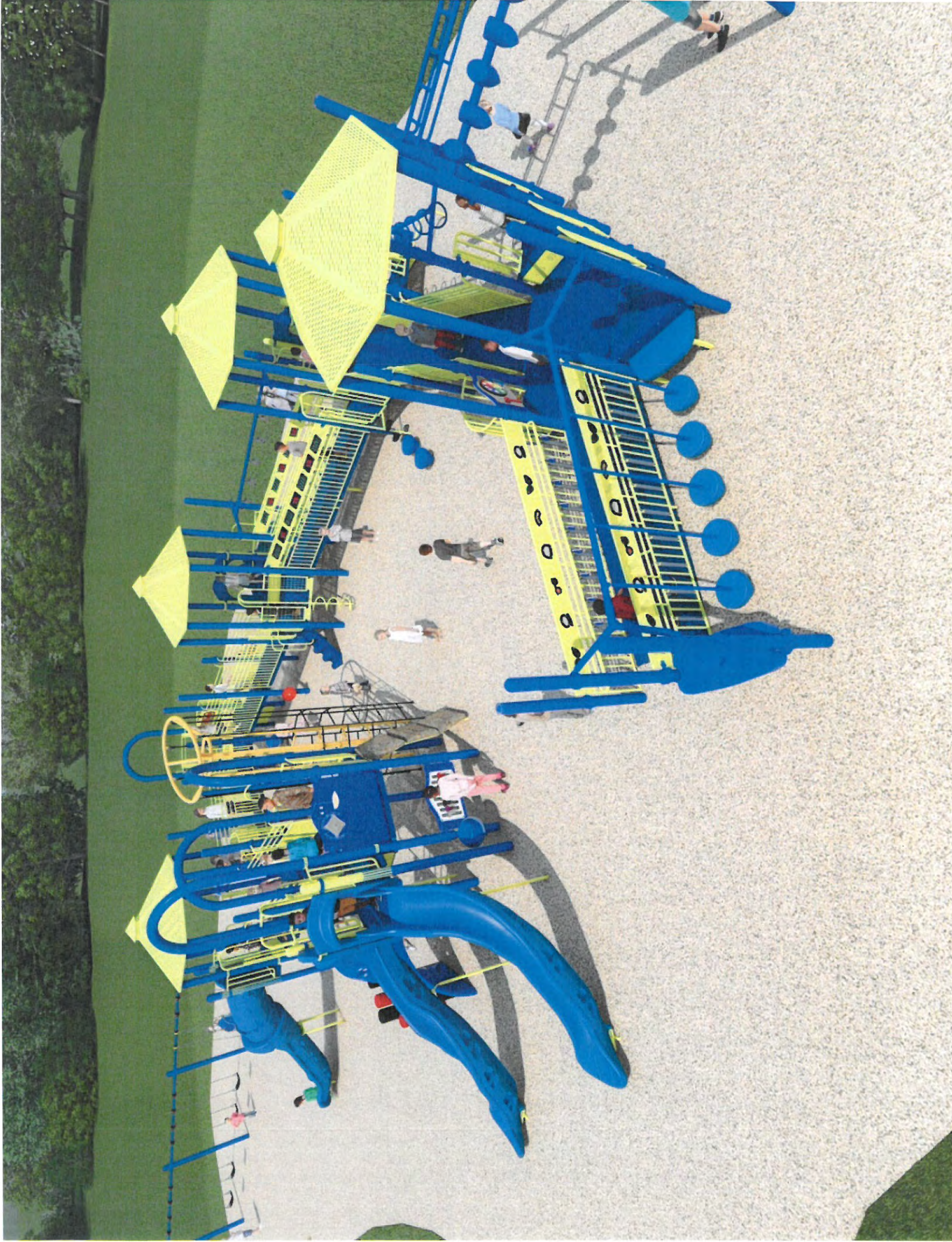
ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
Equipment - Tikes	Garfield Township - Option 2 With Dual Rail Rider	1	315,500.00	315,500.00
Discount	Sourcewell Discount - 23% on all LT Equipment	1	-72,565.00	-72,565.00
Freight	Freight	1	5,945.00	5,945.00
Installation	Installation of Little Tikes Equipment-Including Excavation(based on being able to dispose of spoils over hill)	1	93,650.00	93,650.00
Surfacing - PIP	Provide & Install 8920 sf of Standard color Perma Play (50% Color / 50% Black) Perma Play: 3.5 in (8 ft Critical Fall Height) - 8550 Sq ft Turn Down - 370 Sq ft Perma Play Includes 8920 sf Compacted stone sub base	1	241,180.00	241,180.00

Option #2 With Dual Rail Rider(large unlimited play structure) - Installation of equipment is based on the spoils from excavation can be dumped over hill.

SUBTOTAL	583,710.00
TAX	0.00
<b>TOTAL</b>	<b>\$583,710.00</b>

Accepted By

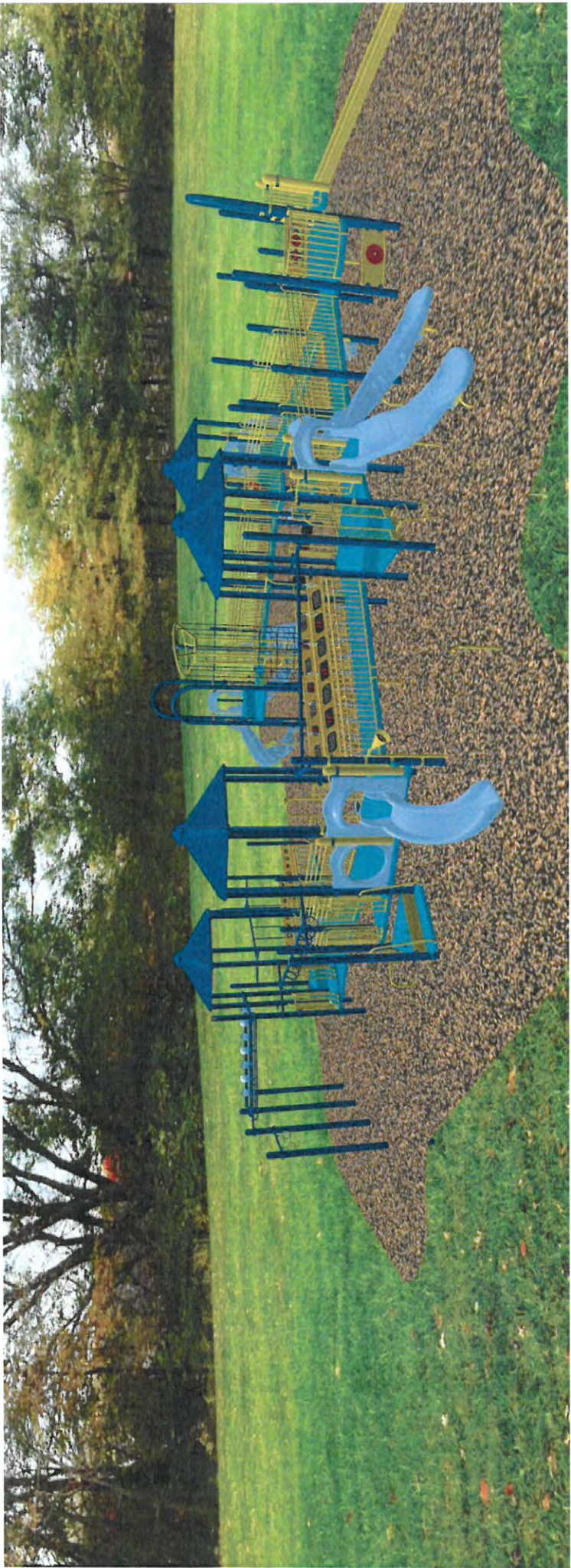
Accepted Date













# WARRANTY

Little Tikes Commercial Brand warrants its products against structural failure due to defects in materials and workmanship for the warranty periods and material categories prescribed below.

Buyer agrees that products sold by PPLT Farmington, Inc. (PlayPower Little Tikes Commercial) carry only the following warranties:

- LIMITED WARRANTY FOR AS LONG AS YOU OWN THE PRODUCT:** Aluminum deck posts, steel deck posts, stainless steel hardware and KidBuilder® steel clamps.
- LIMITED FIFTEEN (15) YEAR WARRANTY:** All rigid steel playground components, decks, steps, and weldments, rotationally molded and sheet plastic components, plastic lumber, roof panels, and stainless steel slides, except as otherwise specified below.
- LIMITED TEN (10) YEAR WARRANTY:** Fabric shade steel frames, Naturtek™ products, and Shadesure™ fabrics (Note Exception: Limited Five (5) Year Warranty on Shadesure™ fabrics in colors Red, Yellow, Electric Purple, Zesty Lime, Cinnamon, and Olive.)
- LIMITED EIGHT (8) YEAR WARRANTY:**
  - Fiberglass signage, accessible swing seats, precast PolyFiberCrete or precast concrete products.
  - LandSoft Synthetic Turf safety surfacing against deterioration of specified attenuation performance and appearance.
  - Shade fabric and components against rot, UV deterioration and defects in materials and workmanship (Note Exception: Limited Three (3) Year Warranty for fabric in shades of red).
- LIMITED FIVE (5) YEAR WARRANTY:**
  - Clever Climbers™ products, including, but not limited to polyethylene slides, enclosures, main structure, decks, and plastic components.
  - PVC coating against cracking or peeling.
  - Park and Site Amenities (i.e. benches, tables, trash receptacles, etc.).
  - Steel core cable nets and rope fittings and connections (Note Exception: Warranty does not cover normal wear and tear such as fraying or fading of cable coating).
- LIMITED THREE (3) YEAR WARRANTY:** KidTiles®, Playground Sculptures, KidRiders® products (excluding spring assemblies), flexible belting, plastic border timbers and accessories, and electronic panel speakers, sound chips, and circuit boards.
- LIMITED ONE (1) YEAR WARRANTY:**
  - GFRP (Glass Fiber Reinforced Polymer) Products. Learning Lab Sensory Tables, and Tot Tree plastic components.
  - Belt Swing Seats, and Bucket Tot Swing Seats.
  - All other products and components that are not specifically listed above, including, without limitation, all moving parts, such as swing hangers and bearings, swivels, chains, whirls, springs and flexible components, and all high wear items, such as trolleys, cables, wheels, and bumper stops related to rail and cable ride products.

**BUYER'S REMEDY:** If any products prove defective or non-conforming under normal use and within the above-prescribed warranty periods and material categories, Buyer must promptly notify Little Tikes Commercial in writing at 878 E. Hwy 60, Monett, MO 65708 USA. Little Tikes Commercial may elect to inspect the alleged defect at Buyer's site or at Little Tikes Commercial's facility. Buyer shall not return products to Little Tikes Commercial unless authorized by Little Tikes Commercial to do so. Authorized returns must be properly packaged and shipped prepaid and insured, at Buyer's expense. Upon verification of warranty coverage, Little Tikes Commercial may elect, in its sole discretion, to repair defective or non-conforming products, or replace them by delivering products or part(s) free of charge to the site. Little Tikes Commercial's limited warranties do not cover the cost of labor to remove defective or non-conforming part(s) or to install repaired or replacement part(s). By use of these limited warranties, Buyer accepts their terms and limitations, and waives any rights it would otherwise have to claim or assert that such warranties fail of their essential purpose. Buyer agrees that venue for any court action to enforce these limited warranties shall be in Barry or Greene Counties in the State of Missouri.

**LIMITATIONS:** All warranty periods begin on the date of Little Tikes Commercial's invoice. Repaired and/or replacement part(s) are warranted only for the balance of the original limited warranty period. Warranties extend only to the original Buyer/end user for products purchased from Little Tikes Commercial or a Little Tikes Commercial authorized reseller and are not transferrable.

Warranties apply only to Little Tikes Commercial products that are erected and installed in conformance with Little Tikes Commercial's installation instructions, and that are maintained and inspected in conformance with Little Tikes Commercial maintenance and operational instructions.

Warranties specifically do not cover Little Tikes Commercial products:

- for cosmetic damage or flaws occurring under normal use, such as surface scratches, minor chips, hairline cracks, dents, marring, efflorescence, color fade (except for shade fabric as noted above), discoloration, corrosion, fraying, or warping of recycled plastic lumber;
- that have been modified, altered, or repaired by unauthorized third parties;
- that have not been used as designed or intended, or misused;
- to which non-Little Tikes Commercial parts have been added or substituted;
- that have been removed from their original location and re-installed elsewhere, without pre-approval by Little Tikes Commercial;
- or that have been damaged due to excessive wear and tear, vandalism, abnormal use, abuse, negligence, environmental factors (such as wind-blown sand, salt spray, or airborne emissions from industrial sources), extreme weather (such as hail, flooding, lightning, tornados, sandstorms, earthquakes, or wind storms), and acts of God.

**THE FOREGOING LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY FOR SELLER'S PRODUCTS, AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT. SELLER SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING OUT OF COURSE OF DEALING OR PERFORMANCE OR TRADE USAGE. SELLER SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES, OR ANY LOSS OF REVENUE, PROFIT OR USE, ARISING OUT OF A BREACH OF THIS WARRANTY OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, OPERATION OR REPAIR OF ANY PRODUCT. IN NO EVENT WILL SELLER BE LIABLE FOR ANY AMOUNT GREATER THAN THE PURCHASE PRICE OF A DEFECTIVE PRODUCT.**

878 E. Highway 60 / Monett, Missouri, USA 65708 / [littletikescommercial.com](http://littletikescommercial.com)  
USA 800-325-8828 CANADA 800-265-9953 INTERNATIONAL +1 417-235-6917

D70185 Rev. A - May 23, 2019

# Color Options

## plastic colors

Our plastic color options give you the variety you need to customize your playground. Made with UV stabilizers, anti-static guard and 1/4" wall thickness. Made from compound resin to improve and enhance strength and durability.



## post and accent colors

At Little Tikes Commercial, we stand by our paint because it's proven to beat the competition in durability and superior finish. Our paint application process applies multiple layers that combat rust and corrosion, and insures long lasting finish.

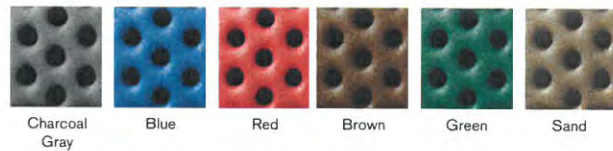


## swing seat colors



## vinyl deck colors

Decks, steps, ramps and bridges. All colors not available on all structures. Ask your local sales representative for more details.



## compression molded plastic color combinations



Colors are subject to change without notice. These color swatches above are for reference only, and are an approximation that do not reflect the properties of physical materials, and can vary when printed. For more information on color samples and the most up-to-date specifications consult your local representative. Little Tikes Commercial uses high quality materials and state of the art manufacturing processes. Commercial playgrounds and products are subjected to years of environmental and solar exposure. Such extreme exposure takes its toll on paints and pigments, and all colors will fade over time. Little Tikes Commercial does not warrant against color fading or discoloration. It is important to properly maintain your playground to ensure its longevity. Depending on environmental conditions at your location, the installation of fabric shade structures may help to delay fading and discoloration.

**Pro-Techs  
Surfacing, LLC**



## **Pro-Techs Surfacing Perma Play 2-Layer System**

**PRO-TECHS SURFACING PERMA PLAY 2-LAYER SYSTEM**

**FIVE-YEAR LIMITED PERFORMANCE WARRANTY**

Subject to the following terms and conditions upon registering this agreement, Pro-Techs Surfacing, LLC (Seller), warrants to the Buyer that the Pro-Techs Surfacing Perma Play 2-Layer System sold to the Buyer will be free from defects in workmanship for a period of one (1) year and in materials five (5) years from the time of completion of its pour-in-place job installation application, installed onto a prerequisite preparation standard established in writing prior to sale.

The Seller further warrants that the Perma Play product will not prematurely deteriorate to the point of bonded failure because of foot traffic for a period of five (5) years from installation completion date when properly inspected and maintained, where the product is used for its intended purpose as a Playground Safety Surface. Please see attached Poured in Place Rubber Maintenance Exhibit at <https://pro-techssurfacing.com/site/wp-content/uploads/Poured-In-Place-Rubber-Safety-Surfacing-Maintenance.pdf>

Defected or failed area(s) are defined as: Surface cracking, bubbling, delamination, pitting, or loss of impact attenuation. The temporary ambering of Aromatic binder is not a workmanship issue, product defect or failure. Additional detail can be found on the Ambering Exhibit at <https://pro-techssurfacing.com/site/wp-content/uploads/Aromatic-Binder-Ambering.pdf> Loss of impact attenuation cushion integrity is defined as failure to comply with American Society for Testing of Materials (ASTM) F1292-17 Standard Specification for Impact Attenuation of Playground Surfacing Materials Within the Use Zone of Playground Equipment and (ASTM) F3313-20 Standard Test Method For Determining Impact Attenuation Of Playground Surfaces Within The Use Zone Of Playground Equipment As Tested In The Field. In water play areas, pool surrounds, and similar applications, pool chemicals may affect coloration of the Perma Play product over time. Should a discoloration of the Perma Play occur, this is not a product failure.

All requests for warranty claims must be submitted online through the Pro-Techs Surfacing website at <https://pro-techssurfacing.com/warranty/> Buyer must provide this written notice containing full details of such alleged failure/defect including pictures of the failed/defective area(s), and date when failure/defect was first detected within fourteen (14) days of the discovery of the failure/defect and no later than seven (7) days after the expiration of this warranty period. Seller shall not be responsible for any notices received from the Buyer after fourteen (14) days from date of Buyers first knowledge of the failure/defect or seven (7) days after the expiration of this warranty period.

(2L5yr 01/23)



NO ONE HAS THE AUTHORITY TO MAKE ORAL WARRANTIES AND ORAL WARRANTIES ARE NOT BINDING. EXCEPT FOR THE EXPRESSED WARRANTY STATED HEREIN, THERE ARE NO OTHER WARRANTIES EXPRESSED OR IMPLIED; INCLUDING BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PROCESS. NO RESELLER, AGENT, OR EMPLOYEE IS AUTHORIZED TO MAKE ANY MODIFICATION, EXTENSION, OR ADDITION TO THIS WARRANTY.

Seller shall determine the validity of all claims after written notice containing sufficient evidence has been received and reviewed. If necessary, a Seller site visit to determine the cause of the failure/defect and testing may need to be conducted. If it is determined that the alleged failure/defect is not valid, then any expenses associated with any recap or repair, along with any testing fees will be at the Buyers expense. Once Seller validates the claim, Seller's liability and buyer's remedies will be limited to the following: providing repair materials for the Perma Play product or recapping of the top coating, as determined by Seller in its sole discretion. The maximum value allowed by seller for replacement shall not exceed the original product purchase price.

Seller shall not be responsible for, and this warranty shall not apply to, any damage resulting from improper maintenance or use of unapproved cleaning materials, negligence, accidents, misuse, vandalism or abuse from sharp objects not permitted on the surface (including but not limited to pens, pencils, knives, athletic shoe spikes, high heels, broken glass, garden tools, or any such objects of likeness; machinery not intended for trafficking on the playground surface, improper substrate, minimal cure times or concrete/asphalt substrates not met as specified, base or sub-base design or construction, improper drainage, improper or incomplete grade work on rolled edges or maintenance thereof, or caused by flooding, fire, other natural disasters and acts of God. This warranty excludes Seller from responsibility or obligation to the Buyer stemming from shrinkage or seam separation of custom graphic design, ambering of Aromatic binder, or cracking related to excessive granulation when not promptly reported.

Any damages to the Perma Play surface during the curing period for any reason, including but not limited to premature, improper, or unsupervised use, or acts of vandalism, will be repaired or replaced at the Buyers expense. Minimum cure times for the Perma Play product are 48 to 72 hours as required before heavy foot traffic. In colder weather, below 60 degrees F (15 degrees C), cure times may be extended to allow the surface to fully cure and become tack free.

This limited warranty does NOT include the underlying material (e.g., existing surface, existing or new concrete, asphalt, sub-base or sub-grade), unless provided in the contract and installed by Seller. If included in the sales contract, Seller is responsible for proper compaction of only fill materials that they place/install, but not those materials placed/installed by others. This includes any underlying clay/soil/granular fill/gravel installed by other parties. If the underlying material installed by other third parties fails for any reason whatsoever; from settling, hydrostatic pressure, cracking, shifting, heaving, or improper drainage, this

(2L5yr 01/23)

**Pro-Techs  
Surfacing, LLC**



warranty is void. If the underlying material is concrete or asphalt, application of curing agents is not allowed due to the possibility of causing delamination of the Perma Play product. This warranty shall not apply to surface shrinkage or separation along adjacent vertical substrates. Additional detail can be found on the Drainage Exhibit found at <https://pro-techssurfacing.com/site/wp-content/uploads/Drainage-Issues.pdf>

Buyer agrees not to make alterations to the Perma Play product surface without prior written authorization from Pro-Techs Surfacing LLC. Any unauthorized alteration by the Buyer shall void all warranties and shall require that Buyer hold harmless, defend, and indemnify Seller from any claim, suit or cause of action, personal injury, death, or property damage arising out of or caused by such unauthorized alteration. For purposes of this agreement, alterations will include the use of unapproved products in combination with the Perma Play product including urethane binders or other surface systems applied to or on the top of the Perma Play product, steam or pressure washed applications of solvents, oils, or chemical disinfectants not previously agreed by Seller.

Seller's obligation will not extend beyond those expressly stated herein and will have no liability related to loss of use or profits, third party use, costs, expenses, damage, or liability whether direct, indirect or for incidental or consequential damages. Owner/operator (Buyer) of playground shall retain all liability related to all supervision and/or maintenance responsibilities recommended by the applicable ASTM, National Recreation and Park Association, and Consumer Product Safety Commission standards regarding Public Use of Playground Equipment, including the labeling and/or signage pertaining to the entanglement hazards of helmets, drawstrings and accessories around the neck, hot/hard play equipment/surfacing, and the recommendation for proper footwear when playing in area. Owner/operator shall make periodic inspections, and to maintain and repair the impact attenuating surfacing within the use zone and establish and maintain detailed inspection, maintenance, and repair records for each public use playground equipment area. Attached as Addendum A is the Pro-Techs high frequency surface inspection form to be used as part of the required regular inspections, with a minimum frequency of no more than 90 days, but suggest more frequent inspections if installed in a high use facility.

This warranty only applies to Perma Play products for which payment in full has been received per the terms and conditions of the agreed contract. If payment in full has not been received or Buyer is in default of any of the terms and conditions of the contract, this warranty will be automatically voided.

Any disputes over a warranty claim shall initially be resolved by a joint investigation and discussion between the Buyer and Seller to reach a mutually agreeable resolution. In the event such resolution cannot be reached within 30 days from the date of initial conference, either party can submit in writing the specific issue to an arbitrator who is a member of the American Arbitration Association and located within the State of Ohio. Such arbitration to be conducted within the State of Ohio, Medina County, and such Arbitrator shall decide in accordance with the rules and regulations of the American Arbitration Association. The decision of said arbitration shall be binding and final for both parties.

**Pro-Techs  
Surfacing, LLC**



The Seller MUST receive an authorized original hard copy of this warranty document to engage and activate the Limited Warranty. Written notice within 7 days of transfer by Buyer during warranty period specified required, and new Owner/Operator must also engage and activate this Limited Warranty.

THE PRODUCT WARRANTY IS COMPLETELY REPRESENTED HERE IN WRITING AS ALL PROMISES ARE DECLARED WITHIN THIS DOCUMENT. THE SELLER SHALL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES TO THE PRODUCT, OR ANY TO THE SURROUNDING PREMISES ARISING UNDER ANY THEORY OF LAW WHATSOEVER.

Project: \_\_\_\_\_

Customer Name: \_\_\_\_\_

Location of installation: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Warranty End Date: \_\_\_\_\_

Manufacturer: **Pro-Techs Surfacing LLC. P.O. Box 301 Sharon Center, OH 44274**  
Phone Number: **(330)-576-6058** Fax Number: **(330)-576-6786**

Buyer Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Buyer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(2L5yr 01/23)

# PERMA PLAY COLOR CHART

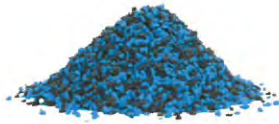
Pro-Techs  
Surfacing, LLC



## POPULAR STANDARD COLOR MIXES



BLACK 200 / RED 232



BLACK 200 / BLUE 247



BLACK 200 / BEIGE 240



BLACK 200 / GREEN 239

## STANDARD



BLACK 200



TERRACOTTA RED 232



LIGHT GRAY 236



RAINBOW GREEN 239



BEIGE 240



RAINBOW BLUE 247



EGGSHELL 262

## STANDARD PLUS



MAY GREEN 231



RESEDA GREEN 233



BROWN 235



SKY BLUE 238



PEARL 243



EARTH YELLOW 248



TEAL 249



SIGNAL GREEN 264

## PREMIUM



PURPLE 234



LEMON YELLOW 242



TURQUOISE BLUE 244



ORANGE 251



BLUE GREY 261



ROSE 275

These are color representations. Actual colors may vary from what you see displayed in this document.

[Click here](#) to use our Custom Color Blend Visualizer Tool



**BACKGROUND**

Township snow removal contracts for 2024-2025, 2025-2026, with a third year option, were sent to local snow removal companies. I was only able to secure three bids (Premier Outdoors, Landgreen Lawn Care, and Svec) for the township properties.

**TOWNSHIP OFFICE LOT**

Premier Outdoors        \$95/plow    \$60/salt application

Svec Construction        \$95/plow    \$180/salt application

**PARK & TRAIL PROPERTIES**

Landgreen Lawn Care (see attached quotes for: SLRA, Barns, Buffalo Ridge & Kid’s Creek Trails, & River East Rec Area ).

**NOTES**

Landgreen Lawn Care did not wish to quote the township office lot, while Premier Outdoors and Svec did not want to quote the park properties.

**MOTION**

After discussion of the bids, it is requested to approve **Premier Outdoors** for the township office parking lot, and **Landgreen Lawn Care** for the park properties and trails for the 2024-2025, 2025-2026 winter snow removal seasons with a third-year option (2026-2027).

**Snow Removal Services**  
**Bidding Contractor Contact Information**

Contractor Landgreen Lawncare LLC

Address 526 W 14th St # 215

Address Traverse City, MI 49684

Phone 231-357-9968

Email Chris@landgreenlawncare.com

Authorized Signature 

Printed Name Chris Kroupa

Title Owner

Date 9-7-2024

## Snow Removal Scope of Work Silver Lake Recreation Area

### Road & Parking Lot Snow Plowing Criteria

- 1) The access road & parking lot adject to the restroom building is to be plowed upon an accumulation of 4 inches.
- 2) The access road & parking lot adjacent to the restroom building shall completely plowed by 9am.
- 3) The sidewalk from the parking lot to the restroom building shall be cleared of snow when the parking lot is plowed. Salt or sand as needed.
- 4) Provide pricing for salt & sand application of parking lot only, at owner's direction.
- 5) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 6) Contractor & Township officials will have a preseason meeting to review where the snow will be stockpiled on site.
- 7) Contractor to repair damaged turf & sprinkler heads as soon as possible in the Spring. Final payment will not be released until such repairs have been completed.
- 8) Snow fall depth will be as reported by Cherry Capital Airport.
- 9) Contractor is to provide Garfield Township two bags of ice melt at the start of season.

Snow Plowing 4" to 8"      \$ 132 per push

Snow Plowing 8+ inches      \$ 231 per push

Salt & Sand      \$ 250 per push

Contractor Name: Landgreen Lawncom LLC

Authorized Signature: 

**Buffalo Ridge Trail**  
**(Silver Lake Road – TCAPS Bus Access Drive)**

- 1)The Trail shall be cleared Monday thru Friday before 7:00 AM.
- 2)The Trail is to be plowed upon an accumulation of two (2) inches.
- 3)Provide pricing for salt & sand application, at owner's direction.

Snow Blowing Walking Trail at 2 inches: \$ 116 per blow

Snow Blowing Walking Trail at 8+ inches: \$ 202 per blow

Salt & Sand Application: \$ 212 per application

Contractor Name: Landgreen Lawncare LLC

Authorized Signature: 

**Kid's Creek Sidewalk Trail  
(Between Kohl's and Great Wolf Lodge)**

- 1)The Trail shall be cleared before 10:00 AM.
- 2)The Trail is to be plowed upon an accumulation of two (2) inches.
- 3)Provide pricing for salt & sand application, at owner's direction.

Snow Blowing Walking Trail at 2 inches: \$ 47 per blow

Snow Blowing Walking Trail at 8+ inches: \$ 83 per blow

Salt & Sand Application: \$ 47 per application

Contractor Name: Landgreen Lawncare

Authorized Signature: CLK

## Tart Historic Barns Trail - Silver Drive to Wyatt Road

### Snow Blowing Criteria

- 1) The Trail shall be cleared Monday thru Friday before 7:00 AM.
- 2) The Trail is to be plowed upon an accumulation of two (2) inches.
- 3) Provide pricing for salt & sand application, at owner's direction.
- 4) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 5) Contractor to repair damaged turf as soon as possible in the Spring.  
Final payment not released until damage is fixed.

Snow Blowing Walking Trail at 2 inches: \$ 139 per blow

Snow Blowing Walking Trail at 8+ inches: \$ 243 per blow

Salt & Sand Application: \$ 254 per application

Contractor Name: Landgreen Lawncare LLC

Authorized Signature: 

**River East Recreation Area**  
**2143 N. Keystone Drive**

**Road & Parking Lot Snow Plowing Criteria**

- 1) The access road & parking lot adjacent to the restroom building is to be plowed upon an accumulation of 4 inches.
- 2) The access road & parking lot adjacent to the restroom building shall completely plowed by 9am.
- 3) The sidewalk from the parking lot to the restroom building shall be cleared of snow when the parking lot is plowed. Salt or sand as needed.
- 4) Provide pricing for salt & sand application of parking lot only, at owner's direction.
- 5) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 6) Contractor & Township officials will have a preseason meeting to review where the snow will be stockpiled on site.
- 7) Contractor to repair damaged turf & sprinkler heads as soon as possible in the Spring. Final payment will not be released until such repairs have been completed.
- 8) Snow fall depth will be as reported by Cherry Capital Airport.
- 9) Contractor is to provide Garfield Township two bags of ice melt at the start of season.

Snow Plowing 4" to 8"      \$ 58 \_\_\_\_\_ per push

Snow Plowing 8+ inches      \$ 101 \_\_\_\_\_ per push

Salt & Sand      \$ 105 \_\_\_\_\_ per push

Contractor Name: Landgreen Lawncare LLC

Authorized Signature: CKR

Premier Outdoors Of Traverse City LLC  
PO Box 255  
Grawn, MI 49637 US  
premieroutdoorsacct@gmail.com



**ADDRESS**  
Charter Township of Garfield  
3848 Veterans Dr  
Traverse City, Michigan 49684

**Estimate 2002**

**DATE 09/20/2024**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Snow Removal Commercial</b>	Removal of snow from Parking lot \$95 per plow	1	95.00	95.00
		Price increases \$30 when 6 inches or more fall (Big Storms/heavy Accumulations)			
	<b>Salt Application</b>	Salt Application	1	60.00	60.00

**TOTAL \$155.00**

Accepted By

Accepted Date



# Svec Construction

2748 Garfield Rd N Ste 18  
Traverse City MI 49686-5086

Office: 231-946-2540 Fax: 231-946-6163  
Email: office@svecconstruction.com

# Proposal

Proposal Date: 10/7/2024

Proposal #: 23-0172

Job ID #:

Customer Phone #: 231 941-1620

**To:**

Charter Township of Garfield  
Attn: Derek Morton  
3848 Veterans Drive  
Traverse City MI 49684

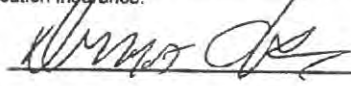
**Site Address:**

Snow removal  
3848 Veterans Drive  
Traverse City, Michigan

Description	Total		
Snowplowing of parking lot will be done at a rate of \$95.00 per time. ( 2" to 8" )			
Snowplowing of parking lot will be done at the rate of \$142.50 per time. ( 8" or greater )			
Salting of parking lot will done at a rate of \$150.00 per time. ( at owners direction )			
Salting and sanding of the parking lot will be done at a rate of \$175.00 per time. ( at owners direction )			
Hourly rate for 4 cy loader. \$180.00 per hr.			
Hourly rate for 10 cy dump truck. \$145.00 per hr.			
Hourly rate for 20 cy tractor with lead. \$170.00 per hr.			
We propose hereby to furnish labor and material in accordance with the above specifications, for the sum of:	<table border="1"> <tr> <td data-bbox="1107 1486 1234 1547"><b>Total</b></td> <td data-bbox="1234 1486 1458 1547"><b>\$0.00</b></td> </tr> </table>	<b>Total</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$0.00</b>		

All accounts will be billed out on the 1st of the month and are due in full on the 15th of the month.

All material and labor is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the proposal. All work to be performed weather permitting, additional charges for winter conditions may apply. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature: 

Note: This proposal may be withdrawn by us if not accepted within 10 days.

**Acceptance of Proposal -** The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_ Signature: \_\_\_\_\_

# Charter Township of Garfield

3848 Veterans Drive

Traverse City, MI 49684

(231)941.1620

## Request for Bid: Snow Removal Services

**Contract Period is for two winter seasons: 2024-2025 & 2025-2026**

**(With a Option for 3<sup>rd</sup> Year adjustments)**

**Garfield Township is requesting bids for snow removal at four specified locations. The plowing & snow blowing may be bid for individual locations or as a package.**

**Issued Date:** September 3rd, 2024

**Acceptance Date:** October 7<sup>th</sup>, 2024

### Project Documents

Request for Bid Form

Charter Township of Garfield minimum insurance requirements

Request for Bid notification will be posted on the Charter Township of Garfield website: [www.garfield-twp.com](http://www.garfield-twp.com). Printed document may be obtained at the Charter Township of Garfield Office located at 3848 Veterans Drive, Traverse City, MI 49684, during regular business hours.

Bids will remain open to acceptance for a period of 30 days.

Contractors are responsible for any permits or licenses that may be required.

The low responsive, responsible bidder will be recommended for contract award. Owner reserves the right to reject, to waive irregularities & to accept a bid that is in the best interest of the Owner.

Inquires or questions should be directed to **Derek Morton** at **(231)225.3158**.

**Snow Removal Services**  
**Biding Contractor Contact Information**

Contractor \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

## Snow Removal Scope of Work

### Charter Township of Garfield Parking Lot at 3848 Veterans Drive

#### Snow Criteria

- 1) Monday – Thursday the parking lot is to be plowed upon an accumulation of two (2") inches. Friday, Saturday, & Sunday the parking lot is to be plowed upon an accumulation of four (4") inches. Under any circumstances, the parking lot is to be cleared of snow each Monday at 7:00AM
- 2) The Parking Lot shall be completely plowed by 7:00AM
- 3) Provide pricing, per application for salt & sand applications at owner's direction
- 4) At owner's direction plowing services shall be available for evening or weekend events that may be scheduled at the Township Hall
- 5) At owner's direction additional plowing shall be provided if heavy accumulations occur during business hours.
- 6) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 7) Contractor & township Officials will have a preseason meeting to review where snow will be stockpiled on site.
- 8) Contractor will provide pricing for removal of snow from the site should accumulation of stockpiles restrict parking on site. Removal of stockpiled snow from township site will be from the direction of the Township.
- 9) Contractor **to repair damaged turf & sprinkler heads** as soon as possible in the Spring. Final payment will not be released until such repairs have been completed.
- 10) Snowfall depth will be as reported at Cherry Capital Airport

Snow Plowing 2" to 8"            \$ \_\_\_\_\_ per push

Snow Plowing in excess of 8" \$ \_\_\_\_\_ per push

Hourly Rate for Loader            \$ \_\_\_\_\_

Hourly Rate for Dump Truck    \$ \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

# Snow Removal Scope of Work Silver Lake Recreation Area

## Road & Parking Lot Snow Plowing Criteria

- 1) The access road & parking lot adjacent to the restroom building is to be plowed upon an accumulation of 4 inches.
- 2) The access road & parking lot adjacent to the restroom building shall completely plowed by 9am.
- 3) The sidewalk from the parking lot to the restroom building shall be cleared of snow when the parking lot is plowed. Salt or sand as needed.
- 4) Provide pricing for salt & sand application of parking lot only, at owner's direction.
- 5) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 6) Contractor & Township officials will have a preseason meeting to review where the snow will be stockpiled on site.
- 7) Contractor to repair damaged turf & sprinkler heads as soon as possible in the Spring. Final payment will not be released until such repairs have been completed.
- 8) Snow fall depth will be as reported by Cherry Capital Airport.
- 9) Contractor is to provide Garfield Township two bags of ice melt at the start of season.

Snow Plowing 4" to 8"      \$ \_\_\_\_\_ per push

Snow Plowing 8+ inches      \$ \_\_\_\_\_ per push

Salt & Sand      \$ \_\_\_\_\_ per push

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

## Silver Lake Recreation Area

### Paved Walking Path Snow Blowing Criteria

- 1) The paved walking path, southwest parking lot & sidewalk to the Dog Park Entry is to be cleared upon accumulation of four (4) inches.
- 2) To be cleared by 9am.
- 3) Contractor is responsible for placing, maintaining, and removing edge of pavement markers.

Snow Blowing the walking path & sidewalk 4-8 inches \_\_\_\_\_per blow

Snow Blowing the walking path & sidewalk 8+ inches \_\_\_\_\_per blow

Snow Blowing the Southwest Parking Lot 4-8 inches \_\_\_\_\_per blow

Snow Blowing the Southwest Parking Lot 8+ inches \_\_\_\_\_per blow

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

## Tart Historic Barns Trail - Silver Drive to Wyatt Road

### Snow Blowing Criteria

- 1) The Trail shall be cleared Monday thru Friday before 7:00 AM.
- 2) The Trail is to be plowed upon an accumulation of two (2) inches.
- 3) Provide pricing for salt & sand application, at owner's direction.
- 4) Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 5) Contractor to repair damaged turf as soon as possible in the Spring.  
Final payment not released until damage is fixed.

Snow Blowing Walking Trail at 2 inches: \$\_\_\_\_\_ per blow

Snow Blowing Walking Trail at 8+ inches: \$\_\_\_\_\_per blow

Salt & Sand Application: \$\_\_\_\_\_per application

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**Buffalo Ridge Trail**  
**(Silver Lake Road – TCAPS Bus Access Drive)**

- 1)The Trail shall be cleared Monday thru Friday before 7:00 AM.
- 2)The Trail is to be plowed upon an accumulation of two (2) inches.
- 3)Provide pricing for salt & sand application, at owner's direction.

Snow Blowing Walking Trail at 2 inches: \$\_\_\_\_\_ per blow

Snow Blowing Walking Trail at 8+ inches: \$\_\_\_\_\_per blow

Salt & Sand Application: \$\_\_\_\_\_per application

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_



**Kid's Creek Sidewalk Trail  
(Between Kohl's and Great Wolf Lodge)**

- 1)The Trail shall be cleared before 10:00 AM.
- 2)The Trail is to be plowed upon an accumulation of two (2) inches.
- 3)Provide pricing for salt & sand application, at owner's direction.

Snow Blowing Walking Trail at 2 inches: \$\_\_\_\_\_ per blow

Snow Blowing Walking Trail at 8+ inches: \$\_\_\_\_\_per blow

Salt & Sand Application: \$\_\_\_\_\_per application

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**River East Recreation Area**  
**2143 N. Keystone Drive**

**Road & Parking Lot Snow Plowing Criteria**

- 1)The access road & parking lot adject to the restroom building is to be plowed upon an accumulation of 4 inches.
- 2)The access road & parking lot adjacent to the restroom building shall completely plowed by 9am.
- 3)The sidewalk from the parking lot to the restroom building shall be cleared of snow when the parking lot is plowed. Salt or sand as needed.
- 4)Provide pricing for salt & sand application of parking lot only, at owner's direction.
- 5)Contractor is responsible for placing, maintaining & removing edge of pavement markers.
- 6) Contractor & Township officials will have a preseason meeting to review where the snow will be stockpiled on site.
- 7) Contractor to repair damaged turf & sprinkler heads as soon as possible in the Spring. Final payment will not be released until such repairs have been completed.
- 8) Snow fall depth will be as reported by Cherry Capital Airport.
- 9) Contractor is to provide Garfield Township two bags of ice melt at the start of season.

Snow Plowing 4" to 8"      \$ \_\_\_\_\_ per push

Snow Plowing 8+ inches      \$ \_\_\_\_\_ per push

Salt & Sand      \$ \_\_\_\_\_ per push

Contractor Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_