

**CHARTER TOWNSHIP OF GARFIELD  
TOWNSHIP BOARD MEETING**

Tuesday, December 14, 2021 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 - November 9, 2021 Regular Board Meeting  
December 1, 2021 Special Board Meeting  
(Recommend Approval)

b. Bills -

(i) General Fund  
(Recommend Approval)

\$478,787.02

(ii) Gourdie-Fraser	
Developer's Escrow Fund – Storm Water Reviews	\$ 3,400.00
Utility Plan Review, Oversight & Closeout	21,728.97
Park Funds / DNR Trust Fund	760.00
Total	\$25,888.97
(Recommend Approval)	

- c. Resolution 2021-50-T – a resolution to amend the Budget (Recommend Approval)
- d. Resolution 2021-36-T – a resolution for Adoption of Poverty/Hardship Exemption Policy (Recommend Approval)
- e. Resolution 2021-35-T – a resolution for approval of financial institutions the Township Treasurer will do business with in 2022 (Recommend Approval)
- f. Close-out and Turnover documents for TCAPS Montessori – Sanitary Sewer Extension and Water Main Loop (Recommend Approval)

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

**5. Correspondence**

- a. Grand Traverse Conservation District October and November 2021 Reports

**6. Reports**

- a. County Commissioner's Report
- b. Construction Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. MMR Report
- f. Planning Dept. Monthly Report for December, PD 2021-143
- g. Parks & Recreation Report
- h. Personnel Report
- i. Clerk's Report
- j. Supervisor's Report

**7. Unfinished Business**

- a. Public Hearing - Garfield Township Budgets for 2022 (General Fund, Fire Fund, Public Improvement Fund, Budget Stabilization Fund, DPW Fund, Park System Fund, Street Light Fund, and Special Assessment District Fund)

**8. New Business**

- a. Consideration of Amendment to the Joint Rec Authority Articles of Incorporation
- b. Consideration of EGLE grant agreement and GFA engineering contract for the Cedar Run watermain extension project to service Black Bear Farms

- c. Consideration of Grand Traverse Commons Natural Area – Consultant Recommendation
- d. Consideration of Resolution 2021-38-T 2022 General Fund Budget
- e. Consideration of Resolution 2021-39-T 2022 Fire Fund Budget
- f. Consideration of Resolution 2021-40-T 2022 Public Improvement Road Fund Budget
- g. Consideration of Resolution 2021-41-T 2022 Budget Stabilization Fund Budget
- h. Consideration of Resolution 2021-42-T 2022 DPW Fund Budget
- i. Consideration of Resolution 2021-43-T 2022 Park System Fund Budget
- j. Consideration of Resolution 2021-44-T 2022 Street Light Fund Budget
- k. Consideration of Resolution 2021-45-T 2022 Special Assessment District Fund Budget
- l. Consideration of Resolution 2021-46-T Clerk's Salary
- m. Consideration of Resolution 2021-47-T Treasurer's Salary
- n. Consideration of Resolution 2021-48-T Supervisor's Salary
- o. Consideration of Resolution 2021-49-T Township Trustee's Salary
- p. Consideration of Resolution 2021-37-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act
- q. Consideration of the Township's liability insurance renewal plan
- r. 2022 Township Board meeting dates

9. **Public Comment**

10. **Other Business**

11. **Adjournment**

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Lanie McManus, Clerk

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

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD MEETING  
November 9, 2021**

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on November 9, 2021 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: Planning Director John Sych

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

None

**2. Review and Approval of the Agenda - Conflict of Interest (6:00)**

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

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

*Nays: None*

**3. Consent Calendar (6:01)**

**a. Minutes**

October 28, 2021 Regular Board Meeting  
(Recommend Approval)

**b. Bills**

General Fund	\$48,055.67
(Recommend Approval)	

**c. Request to add delinquent special assessments to the winter tax roll**

*Schmuckal moved and Agostinelli seconded to adopt the Consent Calendar as presented.*

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

*Nays: None*



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

None

**5. Correspondence (6:02)**

- a. Black Bear Farms Notice of Intent to Connect

**6. Reports**

**a. County Commissioner’s Report (6:03)**

County Commissioner Brad Jewett said the County Commissioners voted to hire a consultant to help them with spending the federal AARPA funds. The Traverse City Airport is now officially an authority and is looking at expanding. Commissioners adopted a resolution to support fundraising for the senior center.

**b. Sheriff’s Report (6:06)**

Lt. Oosse submitted a report in writing.

**c. Planning Department Report (6:07)**

Planner John Sych reported on the ongoing developments in the township including Marengo 31, Premier Place, Ashland Park and Biggby Coffee. Commissioners will be looking forward to working on the Master Plan in 2022.

**d. Parks and Rec Report (6:13)**

Parks Steward Derek Morton reported that they are readying the parks for winter and River East is beginning to take shape. The pavilion will be completed soon and a grant has been submitted for security cameras.

**e. Personnel Committee Report (6:19)**

Barsheff reported that wages are still being discussed and the part time maintenance position is posted. Korn said that the township has an opportunity to hire Mike Steffes on a temporary part time basis for GIS.

*Schmuckal moved and McManus seconded to hire Mike Steffes as a temporary part time GIS expert.*

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

*Nays: None*

**f. Supervisor’s Report (6:22)**

Supervisor Korn reported that the Long Lake Water hookup is moving forward as is an agreement with Blair Township to provide water to the Oleson’s property in the township. Korn stated that he met with TCHC and

BATA regarding their development and work on the township roof will begin tomorrow.

7. **Unfinished Business**

None

8. **New Business**

- a. **Consideration of Resolution 2021-33-T, a resolution recognizing William "Bill" Mouser for his eight (8) years of dedicated service. (6:34)**

*Schmuckal moved and McManus seconded to adopt Resolution 2021-33-T, a resolution recognizing William "Bill" Mouser for his eight (8) years of dedicated service and dedicating a pavilion at Silver Lake Recreation Area in his honor.*

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

*Nays: None*

- b. **Consideration of Resolution 2021-34-T, a resolution to keep Grand Traverse County 104<sup>th</sup> District together. (6:35)**

*Agostinelli moved and Duell seconded to adopt Resolution 2021-34-T, a resolution to keep Grand Traverse County 104<sup>th</sup> District together.*

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

*Nays: None*

- c. **Synopsis of Committee Applications (6:37)**

Board members discussed various appointments.

*Schmuckal moved and Duell seconded to place DeGood, Remy and Fricke on the Parks and Rec commission.*

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

*Nays: None*

*Duell moved and Schmuckal seconded to add Duell and Schmuckal to the Building and Grounds committee.*

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

*Nays: Agostinelli*

*Schmuckal moved and Duell seconded to place Steve Duell as an alternate on the Zoning Board of Appeals.*

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

**9. Public Comment: (6:50)**

None

**10. Other Business (6:50)**

Budgeting was discussed and a meeting was scheduled for December 1<sup>st</sup>.  
Barsheff stated that he hosted a meeting and appreciated being able to use the township meeting rooms.  
A Joint Planning Commission and Township Board meeting was discussed.

**11. Adjournment**

*Korn adjourned the meeting at 6:58pm.*

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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

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION # 2021-33-T

A RESOLUTION RECOGNIZING WILLIAM "BILL" MOUSER  
FOR HIS 8 YEARS OF DEDICATED SERVICE

**WHEREAS**, William "Bill" Mouser was hired to the position of Facilities Manager for the Charter Township of Garfield on August 13, 2013.

**WHEREAS**, William "Bill" Mouser was a loyal and dedicated employee.

**WHEREAS**, William "Bill" Mouser's witty commentary was appreciated by all at the Township.

**WHEREAS**, William "Bill" Mouser's knowledge of everything building and grounds was an asset to the Township.

**WHEREAS**, William "Bill" Mouser's dedication to the election process in the preparation of the elections and as serving as an Election Inspector was invaluable to the Township.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Charter Township of Garfield recognizes William "Bill" Mouser and will be forever grateful for his eight (8) years of dedicated service to the Township, and hereby dedicates a pavilion at Silver Lake Recreational Area in his honor.

Motion: Denise Schmuckal

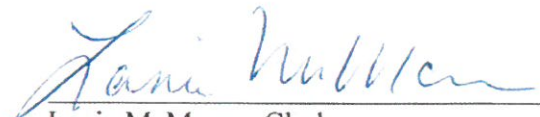
Supported: Lanie McManus

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

Nays: None

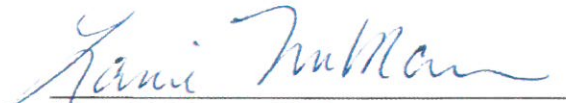
Absent and Excused: None

Declared Resolution 2021-33-T adopted.

  
Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, hereby certify that the above Resolution 2021-33-T is a true and correct copy of a Resolution adopted by the Township Board of the Charter Township of Garfield on this 9<sup>th</sup> day of November.

  
Lanie McManus, Clerk

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

**RESOLUTION # 2021-34-T**

**KEEP GRAND TRAVERSE COUNTY DISTRICT TOGETHER**

At a regular meeting of the Charter Township of Garfield Board of Trustees held on November 9, 2021 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, the following resolution was offered for adoption by motion of Molly Agostinelli, and supported by Steve Duell.

**WHEREAS**, the Michigan Independent Citizens Redistricting Commission (MICRC) is leading Michigan's redistricting process to establish Michigan's Congressional, State Senate, and State House district lines; and,

**WHEREAS**, Grand Traverse County has maintained its current district lines with the boundaries of the County for its 104<sup>th</sup> State House representation; and,

**WHEREAS**, Grand Traverse County provides a well-established and reasonably compact geographically contiguous area that is reflective of local unit of government boundaries; and,

**WHEREAS**, Grand Traverse County collectively provides a diverse community in northern Michigan, including proportionate and balanced cultural, economic, and partisan interests; and,

**NOW, THEREFORE, BE IT RESOLVED**, THAT the Board of Trustees of the Charter Township of Garfield, hereby adopts Resolution # 2021-34-T, Keep Grand Traverse County District Together, indicating its strong support to maintain Grand Traverse County as its current House district and adamantly opposes redistricting or altering the State and Congressional district boundaries for Grand Traverse County, Michigan.

Moved: Molly Agostinelli

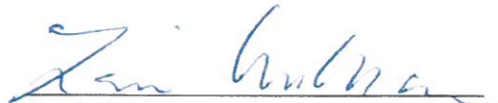
Supported: Steve Duell

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

Nays: None

Absent and Excused: None

The Chairman, Chuck Korn, declared the motion carried and Resolution 2021-34-T adopted this 9th day of November 2021.

  
Lanie McManus, Clerk  
Charter Township of Garfield

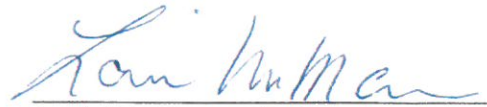


## CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution # 2021-34-T which was adopted by the Township Board of the Charter Township of Garfield at a regular meeting held on the 9th day of November 2021.

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

11/10/2021



Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, Michigan, 49684

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD SPECIAL MEETING MINUTES  
December 1, 2021**

**ORDER OF BUSINESS**

**Call meeting to order**

Supervisor Korn called the Town Board Study Session to order on Wednesday, December 1, 2021, at 4:00 pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI.

**Roll call of Board Members**

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

Absent and Excused: None

**1. Business to come before the Board**

**a. Discussion regarding the 2022 Township Budgets**

The Board continued their discussion of the 2022 Township Budget.

**2. Public Comment**

There was no public comment.

**3. Adjournment**

Korn adjourned the meeting at 5:50pm

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

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



Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/09/2021	GEN	40095	MIDWAY SIGNS	SIGN PERMIT OVERPAYMENT	101-000-476.005	250.00
11/10/2021	GEN	40096	BATTERIES PLUS OF TRAVERSE CITY	BULBS	101-265-726.003	16.14
11/10/2021	GEN	40097	CONSUMERS ENERGY	100000311801	101-000-084.861	2,299.75
		40097		100000311801	101-448-920.005	4,147.60
						<u>6,447.35</u>
11/10/2021	GEN	40098	CONSUMERS ENERGY	103033456148	101-448-920.005	1,166.03
11/10/2021	GEN	40099	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
11/10/2021	GEN	40100	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	184.88
11/10/2021	GEN	40101	KCI	PP POSTAGE	101-171-726.001	180.05
11/10/2021	GEN	40102	LANDGREEN LAWN CARE	ROUND 4/5 FERTILIZER SILVER LAKE	308-000-935.000	2,659.20
11/10/2021	GEN	40103	LANDGREEN LAWN CARE	ROUND 4/5 FERTILIZER TOWNHALL/LOGANS LANDING	101-265-935.602	968.00
11/10/2021	GEN	40104	NORTHERN MI JANITORIAL SUP	TP / PAPER TOWELING	101-265-726.003	175.45
11/10/2021	GEN	40105	RICHARDS & MCDUGALL, P.C.	AARPA CALCULATIONS	101-101-802.000	500.00
11/10/2021	GEN	40106	STAPLES	PAPER, INK, PENS, SOAP, KEYBOARD, LANYARDS	101-101-726.000	130.35
		40106		PAPER, INK, PENS, SOAP, KEYBOARD, LANYARDS	101-191-726.000	5.83
		40106		PAPER, INK, PENS, SOAP, KEYBOARD, LANYARDS	101-253-726.000	45.20
		40106		PAPER, INK, PENS, SOAP, KEYBOARD, LANYARDS	101-371-726.000	17.81
						<u>199.19</u>
11/10/2021	GEN	40107	STATE OF MICHIGAN	MCAO/MAAO/MMAO CERTIFICATION	101-171-960.000	350.00
		40107		MCAO/MAAO/MMAO CERTIFICATION	101-253-960.000	175.00
						<u>525.00</u>
11/10/2021	GEN	40108	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	85.85
		40108		ADVERTISING	101-400-901.000	136.70
						<u>222.55</u>
11/17/2021	GEN	40109	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	476.13
11/17/2021	GEN	40110	GFL ENVIRONMENTAL	002096164	308-000-935.000	404.80
11/17/2021	GEN	40111	GFL ENVIRONMENTAL	002114259	101-265-935.604	96.91
11/17/2021	GEN	40112	GRAND TRAVERSE CONSERVATION DI	PLANNING/COMMUNICATION/FUEL	308-000-935.000	5,968.91
11/17/2021	GEN	40113	LAUTNER IRRIGATION INC	SILVER LAKE SPRINKLER WINTERIZATION	308-000-935.000	575.00
11/17/2021	GEN	40114	MAMC	DUES	101-215-965.000	120.00

**3.b.(i)**

User: BETTY  
 DB: Garfield  
 CHECK DATE FROM 11/04/2021 - 12/08/2021  
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/17/2021	GEN	40115	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE HEALTH / LIFE	101-851-873.030	1,547.16
		40115		EMPLOYEE HEALTH / LIFE	101-851-873.040	317.73
						<u>1,864.89</u>
11/17/2021	GEN	40116	SNAP PRINTING	WINTER TAX POSTAGE	101-253-726.001	2,370.00
11/17/2021	GEN	40117	SPECTRUM BUSINESS	INTERNET	101-258-935.016	89.99
11/17/2021	GEN	40118	UNITED WAY	UNITED WAY	101-000-238.000	90.00
11/17/2021	GEN	40119	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,100.00
11/18/2021	GEN	40120	TBA CREDIT UNION	BUDGET STABILIZATION CD	101-000-214.257	83,567.29
11/22/2021	GEN	40121	SUPERFLEET	GAS	101-806-862.000	155.26
11/24/2021	GEN	40122	AFLAC	AFLAC	101-000-227.001	436.82
11/24/2021	GEN	40123	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	64.50
		40123		CONTRACTED SVCS	101-400-805.000	117.50
						<u>182.00</u>
11/24/2021	GEN	40124	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,312.26
11/24/2021	GEN	40125	CHLOE MACOMBER	PETTY CASH	101-253-726.000	15.00
11/24/2021	GEN	40126	CITY OF TRAVERSE CITY	LIGHTS	101-448-920.005	10.61
11/24/2021	GEN	40127	FIFTH THIRD BANK	EDUCATION, CHECK STOCK	101-101-726.000	364.82
		40127		EDUCATION, CHECK STOCK	101-215-960.000	36.70
						<u>401.52</u>
11/24/2021	GEN	40128	FIFTH THIRD BANK	ARBOR VITAE / TURNBUCKLE / BATTERIES	308-000-935.000	367.03
11/24/2021	GEN	40129	GARFIELD CHARTER TOWNSHIP	WINTER TAXES LIGHTS	101-448-920.005	241.45
11/24/2021	GEN	40130	GARFIELD CHARTER TOWNSHIP	WINTER TAXES MILFOIL	308-000-825.000	68.40
11/24/2021	GEN	40131	ICC	IECC ANSI/AHSRAE/IES STD	101-371-965.000	17.00
11/24/2021	GEN	40132	INTEGRITY BUSINESS SOLUTIONS	ENVELOPES	101-101-726.000	31.45
11/24/2021	GEN	40133	MICHIGAN CHAMBER OF COMMERCE	LABOR LAW POSTERS	101-101-900.000	109.00
11/24/2021	GEN	40134	PITNEY BOWES INC.	SVC AGREEMENT	101-101-726.001	15.48
11/24/2021	GEN	40135	PRINTING SYSTEM	MASTER CARDS	101-253-726.000	73.90
12/02/2021	GEN	40136	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	310.76
		40136		ELECTRIC	101-265-920.603	976.41
		40136		ELECTRIC	101-448-920.005	808.62

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/02/2021	GEN	40137	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-935.000	126.96
12/02/2021	GEN	40138	CONSUMERS ENERGY	100018131597	101-448-920.005	29.98
12/02/2021	GEN	40139	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
12/02/2021	GEN	40140	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
12/02/2021	GEN	40141	FIFTH THIRD BANK	3406 EDUCATION	101-253-960.000	72.12
12/02/2021	GEN	40142	FIFTH THIRD BANK	3637 S.HANNON APA MEMBERSHIP	101-401-965.000	472.00
12/02/2021	GEN	40143	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	476.13
12/02/2021	GEN	40144	HOME DEPOT CREDIT SERVICES	SCREWS, WASHERS, PAINT	308-000-935.000	72.92
12/02/2021	GEN	40145	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	183.43
12/02/2021	GEN	40146	PITNEY BOWES INC.	RED INK	101-101-726.001	168.51
12/02/2021	GEN	40147	PRINTING SYSTEM	NOTICES	101-191-726.000	47.66
12/02/2021	GEN	40148	UNITED WAY	UNITED WAY	101-000-238.000	90.00
12/02/2021	GEN	40149	VERIZON	PHONES	101-265-850.000	195.62
12/02/2021	GEN	40150	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,100.00
12/02/2021	GEN	40151	TRAVERSE CITY EYE	OFFICE CHAIRS	101-101-726.000	80.00
12/08/2021	GEN	40152	CONSUMERS ENERGY	103033456148	101-448-920.005	1,169.13
12/08/2021	GEN	40153	CONSUMERS ENERGY	6468.37	101-000-084.861	2,299.75
		40153		6468.37	101-448-920.005	4,168.62
						<u>6,468.37</u>
12/08/2021	GEN	40154	DTE ENERGY	910020833133	101-265-920.601	1,086.56
12/08/2021	GEN	40155	DTE ENERGY	910020833257	101-265-920.601	37.07
12/08/2021	GEN	40156	GRAND TRAVERSE COUNTY	4TH QTR SHERIFFS PATROL	101-301-830.000	324,523.73
12/08/2021	GEN	40157	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	145.76
12/08/2021	GEN	40158	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
12/08/2021	GEN	40159	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,066.84
12/08/2021	GEN	40160	LANDGREEN LAWNCARE	PARK PLOW / SNOWBLOW	308-000-935.000	435.00
12/08/2021	GEN	40161	OLSON, BZDOK, & HOWARD	GOODWILL INN	101-101-801.002	886.40

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/08/2021	GEN	40162	RELX INC. DBA LEXISNEXIS	LEXIS NEXIS	101-101-801.002	61.80
12/08/2021	GEN	40163	STAPLES	CALENDARS, PENS, CLIPS, SUPPLIES	101-101-726.000	163.98
		40163		CALENDARS, PENS, CLIPS, SUPPLIES	101-171-726.000	17.85
		40163		CALENDARS, PENS, CLIPS, SUPPLIES	101-191-726.000	26.70
		40163		CALENDARS, PENS, CLIPS, SUPPLIES	101-253-726.000	27.09
		40163		CALENDARS, PENS, CLIPS, SUPPLIES	101-371-726.000	22.54
		40163		CALENDARS, PENS, CLIPS, SUPPLIES	101-412-726.000	4.69
						<u>262.85</u>
12/08/2021	GEN	40164	SVEC CONSTRUCTION	SNOWPLOWING	101-265-935.601	80.00
12/08/2021	GEN	40165	TRAVERSE CITY RECORD EAGLE	ADVERTISING / CLASSIFIEDS	101-101-901.000	785.85
		40165		ADVERTISING / CLASSIFIEDS	101-400-901.000	88.60
						<u>874.45</u>

TOTAL - ALL FUNDS TOTAL OF 71 CHECKS 478,787.02

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	4,910.26
101-000-214.257	DUE TO BUDGET STABILIZATION FUND	83,567.29
101-000-227.000	DEFERRED COMP	2,200.00
101-000-227.001	AFLAC	436.82
101-000-237.000	HSA (FORMERLY FLEX)	952.26
101-000-238.000	UNITED WAY	180.00
101-000-476.005	ZONING FEES	250.00
101-101-726.000	SUPPLIES	770.60
101-101-726.001	POSTAGE	183.99
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	183.43
101-101-801.002	LEGAL SERVICES - TOWNBOARD	948.20
101-101-802.000	AUDIT AND ACCOUNTING	500.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	64.50
101-101-900.000	PRINTING & PUBLISHING	109.00
101-101-901.000	ADVERTISING	871.70
101-171-726.000	SUPPLIES	17.85
101-171-726.001	POSTAGE	180.05
101-171-960.000	EDUCATION & TRAINING	350.00
101-191-726.000	SUPPLIES	80.19
101-215-960.000	EDUCATION & TRAINING	36.70
101-215-965.000	DUES & PUBLICATIONS	120.00
101-253-726.000	SUPPLIES	161.19
101-253-726.001	POSTAGE	2,370.00
101-253-960.000	EDUCATION & TRAINING	247.12
101-258-935.016	COMPUTER NETWORK	89.99
101-265-726.003	SUPPLIES-MAINTENANCE	191.59
101-265-850.000	TELEPHONE	1,262.46
101-265-920.601	HEATING / GAS	1,123.63
101-265-920.602	WATER / SEWER	330.64
101-265-920.603	LIGHTS BUILDING	976.41
101-265-935.601	SNOW PLOWING	80.00
101-265-935.602	LAWN MAINTENANCE	968.00
101-265-935.603	CLEANING SERVICE	1,350.00
101-265-935.604	RUBBISH REMOVAL	96.91

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-301-830.000			POLICE CONTRACT			324,523.73
101-371-726.000			SUPPLIES			40.35
101-371-965.000			DUES & PUBLICATIONS			17.00
101-400-805.000			CONTRACTED AND OTHER SERVICES			117.50
101-400-901.000			ADVERTISING			225.30
101-401-965.000			DUES & PUBLICATIONS			472.00
101-412-726.000			SUPPLIES			4.69
101-448-920.005			STREET LIGHTS TOWNSHIP			11,742.04
101-806-862.000			GAS & CAR WASHES			155.26
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			23,859.42
101-851-873.040			INSURANCE - EMPLOYEE LIFE			317.73
308-000-825.000			Const. & Land (Grant, Equip)			68.40
308-000-935.000			MAINTENANCE - MISC, EQUIP			11,082.82
			TOTAL			478,787.02



123 West Front Street  
 Traverse City, Michigan 49684  
 231 946 5874 (M)  
 231 946 3703 (M)

December 7, 2021

## 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>Long lake Development, Private Road, Storm Water Review, Escrow #214.851</b>			
Project#	21272	Invoice No.	2127201
			1,672.50
2. Engineering consulting services for storm water plan review.			
<b>M. Brothers Northern, LLC/Marengo 31, Escrow #214.862</b>			
Project#	21276	Invoice No.	2127601
			1,727.50

Total A 3,400.00

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

1. Engineering consulting services for plan review and construction services.			
<b>Fox Fun Development</b>			
Project#	18045	Invoice No.	1804504
			525.00
2. Engineering consulting services for plan review, construction services and Project Turnover			
<b>Village at Lafranier Woods SUP, Phase I</b>			
Project#	20068	Invoice No.	2006804
			390.00
3. Engineering consulting services for plan review, construction services and Project Turnover			
<b>Oakleaf Village, Phase I Water/Sewer</b>			
Project#	20321	Invoice No.	2032102
			11,983.97
4. Engineering and survey services for design, topo survey, bidding, construction services, project turnover			
<b>Chick-Fil-A, Water Main Extension, Escrow 215.824</b>			
Project#	21171	Invoice No.	2117106
			5,625.00
5. Engineering plan review and overall capacity evaluation, construction services, project turnover			
<b>Marengo 31, Escrow #214.862</b>			
Project#	21265	Invoice No.	2126503
			1,400.00
6. Engineering plan review and overall capacity evaluation, construction services, project turnover			
<b>Bata HQ Transit, Orientated Development PUD</b>			
Project#	21334	Invoice No.	2133401
			1,805.00

Total B 21,728.97

### II. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, topo survey, bidding, construction services.			
<b>River East Park Improvements, Phase I</b>			
Project#	21011	Invoice No.	2101106
			760.00

**Total Park Funds / DNR Trust Fund** 760.00

**GRAND TOTAL** \$25,888.97



**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
VISA/MASTERCARD Accepted, Due Upon Receipt  
A/R email: melanie@gfa.tc

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

December 07, 2021  
Project No: 21272  
Invoice No: 2127201

Re: Long Lake Development, Private Road, Storm Water Review, Escrow #214.851

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 determination.

**Professional Services from August 8, 2021 to December 4, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	12.75	110.00	1,402.50	
Sr. Project Manager	2.00	135.00	270.00	
Totals	14.75		1,672.50	
<b>Total Labor</b>				<b>1,672.50</b>
		<b>Total this Invoice</b>		<b>\$1,672.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	1,672.50	0.00	1,672.50
<b>Totals</b>	<b>1,672.50</b>	<b>0.00</b>	<b>1,672.50</b>

---

**Invoice**

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

December 07, 2021  
Project No: 21276  
Invoice No: 2127601

Re: M. Brothers Northern, LLC/Marengo 31, Storm Water Review, Escrow #214.862

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 determination.

**Professional Services from November 1, 2021 to December 4, 2021**

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Project Engineer II	13.25	110.00	1,457.50	
Sr. Project Manager	2.00	135.00	270.00	
Totals	15.25		1,727.50	
<b>Total Labor</b>				<b>1,727.50</b>
				<b>Total this Invoice</b>
				<b>\$1,727.50</b>

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Labor	1,727.50	0.00	1,727.50
<b>Totals</b>	<b>1,727.50</b>	<b>0.00</b>	<b>1,727.50</b>





**Invoice**

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

December 07, 2021  
 Project No: 18045  
 Invoice No: 1804504

Re: Fox Run Development

Services Performed: Engineering plan review, permit assistance, construction over sight, project close out and turnover for the water main and sanitary sewer extension to service the Fox Run development located on Garfield Road.

Additional Escrow Requests:

#1. Engineer review for two meeting with development engineer, multiple plan revision reviews, discussion with DPW, owner and engineer. Discussion and resubmissions to EGLE to amend the Act 399 and Part 41 Permit assistance. Senior Project Manager, 20 hours \$2,400. 01/28/19

#2. Update to account for WM alignment and connection locations and GFA 2021 Rates

GFA shall provide full time inspection and oversight related to the municipal water main installation. Estimated to be completed in seven (7) working days / 55 hours. Actual time share depend on weather and progress and shall be invoiced according to our 2021 Rates. Record drawings to be completed and provided by Developer \$5,250. Review of record drawings, punchlist and closeout paperwork including Turnover to Township \$1,000.

Professional Services from January 1, 2021 to December 4, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Plan Reivew/Permit Assistance	2,500.00	100.00	2,500.00	2,500.00	0.00
#1. Add'l Escrow - Engineering Review	2,400.00	100.00	2,400.00	2,400.00	0.00
#2 Construction Observation/Inspection	5,250.00	10.00	525.00	0.00	525.00
#2 Const. Admin/Project Turnover	1,000.00	0.00	0.00	0.00	0.00
Total Fee	11,150.00		5,425.00	4,900.00	525.00
		<b>Total Fee</b>			<b>525.00</b>

**Invoice**

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

December 07, 2021  
 Project No: 20068  
 Invoice No: 2006804

Re: Village at Lafranier Woods SUP, Phase I

Services Performed: Provide plan review, construction oversight and project close out for water main and sanitary sewer extension to service a residential housing complex located along Lafranier Road north of the intersection of Hammond Road at the intersection of Lone Tree and Zimmerman Road. Phase I includes six (6) outbuildings and one (1) main building providing 20 cottage units and 115 congregate units.

1. Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Scope also include Act 399 and Part 41 permit assistance for the water main and sewer main extension.
2. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Estimated services for approximately 30 days of construction, 260 hours to conduct site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review.
3. Project Turnover - Review of drawing, easements and close out. Turnover documentation to township, updates to GIS and overall utility maps.

**Professional Services from February 7, 2021 to December 4, 2021**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Observation	19,500.00	11.00	2,145.00	1,755.00	390.00
Proj. Turnover, Close Out	1,750.00	0.00	0.00	0.00	0.00
Total Fee	25,250.00		6,145.00	5,755.00	390.00
<b>Total Fee</b>					<b>390.00</b>
<b>Total this Invoice</b>					<b>\$390.00</b>

**Invoice**

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

December 07, 2021

Project No: 20321

Invoice No: 2032102

Re: Oakleaf Village, Phase I Water/ Sewer Extension

Services Performed:

A-1 Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Act 399 Permit assistance for water main extension and par 41 Permit assistance for sanitary sewer main.

A-2 Construction Observation - Full time water main and sanitary sewer observation, site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review..

A-3 Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.

B. Storm water review.

C. Private road review.

Project Location: N. Long Lake Road, Traverse City

**Professional Services from February 7, 2021 to December 4, 2021**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. UTILITY REVIEW	0.00	0.00	0.00	0.00	0.00
1. Engineer Review	4,500.00	100.00	4,500.00	4,500.00	0.00
2. Construction Observation	28,500.00	42.00	11,970.00	0.00	11,970.00
3. Proj. Turnover, Close Out	2,500.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
B. Storm Water Review	1,800.00	100.00	1,800.00	1,800.00	0.00

Project	20321	GARFIELD/PLN REV,CO OB,CO/OAKLEAF VIL/GT				Invoice	2032102
C. Private Road Review		500.00	100.00	500.00	500.00	0.00	
Total Fee		37,800.00		18,770.00	6,800.00	11,970.00	
			<b>Total Fee</b>				<b>11,970.00</b>
<b>Reimbursable Expenses</b>							
UNITED STATES POSTAL SERVICE							
3/5/2021	UNITED STATES POSTAL SERVICE			PLANS & SPECS TO MDEGLE-WATER SUPPLY/JAMIE WADE PE		13.97	
	<b>Total Reimbursables</b>					<b>13.97</b>	<b>13.97</b>
				<b>Total this Invoice</b>			<b>\$11,983.97</b>

**Invoice**

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

December 07, 2021  
 Project No: 21171  
 Invoice No: 2117106

Re: Chick-Fil-A, Water Main Extension, Escrow No. 215.824

Services Performed:

1. Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water system, sewer system and storm water system for the ability to service. Act 399 Permit assistance for water main extension and par 41 Permit assistance for sanitary sewer main.
2. Construction Observation - Full time for site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review.
3. Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.

Additional Services:

1. Storm water review of plans, computations, and specifications for compliance with Ordinance 49. Communication with applicant and engineer and correspondence letter of final acceptance. MDOT permit assistance and meetings related to storm infrastructure within MDOT ROW.

Project Location: 2700 US-31, M-37 North of South Airport Road, Traverse City

**Professional Services from October 17, 2021 to December 4, 2021**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation	7,500.00	100.00	7,500.00	1,875.00	5,625.00
Project Turnover, Close Out	500.00	0.00	0.00	0.00	0.00
Storm Water Reivew/MDOT ROW	1,635.00	100.00	1,635.00	1,635.00	0.00
<b>Total Fee</b>	<b>13,135.00</b>		<b>12,635.00</b>	<b>7,010.00</b>	<b>5,625.00</b>
		<b>Total Fee</b>			<b>5,625.00</b>
				<b>Total this Invoice</b>	<b>\$5,625.00</b>

**Invoice**

Gourdie-Fraser, Inc.  
 123 West Front Street, Suite A  
 Traverse City, MI 49684  
 Phone: 231-946-5874, Fax: 231-946-9634  
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MR CHUCK KORN  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

December 07, 2021  
 Project No: 21265  
 Invoice No: 2126503

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 October 17, 2021 to December 4, 2021**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	2,100.00	1,400.00
Construction Observation & Testing	8,100.00	0.00	0.00	0.00	0.00
Project Turnover & Close Out	1,500.00	0.00	0.00	0.00	0.00
Total Fee	13,100.00		3,500.00	2,100.00	1,400.00
		<b>Total Fee</b>			<b>1,400.00</b>
				<b>Total this Invoice</b>	<b>\$1,400.00</b>



**Invoice**

Gourdie-Fraser, Inc.  
123 West Front Street, Suite A  
Traverse City, MI 49684  
Phone: 231-946-5874, Fax: 231-946-9634  
VISA/MASTERCARD Accepted, Due Upon Receipt  
A/R email: melanie@gfa.tc

LANIE MCMANUS  
CHARTER TWP OF GARFIELD  
3848 VETERANS DR  
TRAVERSE CITY, MI 49684

December 07, 2021  
Project No: 21334  
Invoice No: 2133401

Re: Bata HQ Transit, Orientated Development PUD, Water & Sewer Extension Escrow

Services Performed: Engineering review for conceptual and final plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Project turnover for reviewing drawings and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Professional Services from November 1, 2021 to December 4, 2021

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	9,500.00	19.00	1,805.00	0.00	1,805.00
Construction Observation	52,800.00	0.00	0.00	0.00	0.00
Proj. Turnover, Close Out	3,500.00	0.00	0.00	0.00	0.00
Total Fee	65,800.00		1,805.00	0.00	1,805.00
<b>Total Fee</b>					<b>1,805.00</b>
				<b>Total this Invoice</b>	<b>\$1,805.00</b>

**Invoice**

Gourdie-Fraser, Inc.  
 123 West Front Street, Suite A  
 Traverse City, MI 49684  
 Phone: 231-946-5874, Fax: 231-946-9634  
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MR CHUCK KORN  
 CHARTER TWP OF GARFIELD  
 3848 VETERANS DR  
 TRAVERSE CITY, MI 49684

December 07, 2021  
 Project No: 21011  
 Invoice No: 2101106

Re: River East Park Improvements, Phase I

Services Performed: Engineering, survey and construction services for final site design, architectural design, topographic survey, RFP & bidding, construction staking and layout, construction observation, materials testing, contract administration and construction engineering as detailed in proposal letter dated January 7, 2021.

**Professional Services from October 17, 2021 to December 4, 2021**

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	2,700.00	100.00	2,700.00	2,700.00	0.00
Site, Architectural Design	4,500.00	100.00	4,500.00	4,500.00	0.00
RFP and Bidding	1,000.00	100.00	1,000.00	1,000.00	0.00
Construction Staking and Layout	1,000.00	100.00	1,000.00	1,000.00	0.00
Const. Observation & Materials Testing	1,500.00	100.00	1,500.00	750.00	750.00
Construction Admin. and Engineering	1,000.00	76.00	760.00	750.00	10.00
Total Fee	11,700.00		11,460.00	10,700.00	760.00
<b>Total Fee</b>					<b>760.00</b>
<b>Total this Invoice</b>					<b>\$760.00</b>



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

**RESOLUTION TO AMEND THE BUDGET**

**RESOLUTION 2021-50-T**

**BE IT HEREBY RESOLVED**, THAT budget amendment to increase Line Item 101-171-701.203 by \$2,000 and take it from the Fund Balance be approved.

Moved:

Supported:

Yeas:

Nays:

Absent and excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2021-50-T adopted this 14th day of December, 2021.

---

Lanie McManus, Clerk

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2021-50-T which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of December, 2021.

---

Lanie McManus, Clerk

**CHARTER TOWNSHIP OF GARFIELD****RESOLUTION 2021-36-T****ADOPTION OF POVERTY/HARDSHIP EXEMPTION POLICY**

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to annually adopt guidelines for such exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Garfield, Grand Traverse County, adopts the following 2022 Poverty/Hardship Exemption Policy (attached) for the Supervisor and Board of Review to implement.

The rules and regulations shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of, and occupy as a homestead, the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review (Exhibit "A"), accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. Or, if applicant is not required to file income taxes, complete and file with the Supervisor or Board of Review the Poverty Exemption Affidavit (Michigan Dept of Treasury form 4988 (Exhibit "B")).
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which and exemption is requested, *if requested*.
- 5) Annually complete an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (from 5739 – Exhibit "C").
- 6) Meet Garfield Township's Income Guidelines, as stated in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").
- 7) Meet additional eligibility requirements as determined by the Township Board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and Garfield Township Poverty Income guidelines in granting or denying an exemption, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and these reasons are communicated in writing to the claimant. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

The foregoing resolution offered by Board Member \_\_\_\_\_ and supported by Board Member \_\_\_\_\_

Upon roll call vote, the following voted:

Yeas:

Nays:

Abstain:

Absent and Excused:

The Chairman declared the motion carried, and Resolution 2021-36-T duly adopted.

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

### CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, 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 Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on December 14, 2021, at which meeting (7) seven 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 available as required by said Act.

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

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

CHARTER TOWNSHIP OF GARFIELD  
POVERTY/HARDSHIP EXEMPTION POLICY

The Charter Township of Garfield Board of Review will accept and evaluate applications for a principal residence (homestead) property tax exemption based on the taxpayer's inability to pay or poverty, pursuant to PA 390, 1994 (MCL 211.7u) and Garfield Township Board Resolution #2021-36-T. The applicant shall comply with the following as part of the application (attached):

- Be an owner of, and occupant of, the principal residence for which an exemption is requested.
- Complete an application (Exhibit "A") annually with the Township for a current year poverty exemption request and submit it to the Garfield Township Board of Review AFTER January 1 but before the Thursday prior to the last day of the Board of Review (by law, this is the 2nd Tuesday in December). The application must be signed before a notary, the Township Supervisor, or a Township Assessing Department staff member.
- Federal and state income tax returns for all persons residing in the principal residence INCLUDING the Michigan homestead property tax credit claim form, proof of ownership of the homestead (*if requested by the Township*) for the preceding calendar tax year MUST be provided to the Board of Review prior to its poverty exemption determination for the current tax year. If applicant is not required for file income taxes, the Poverty Exemption Affidavit (Michigan Dept. of Treasury form 4988) MUST be completed, signed and attached to the application (Exhibit "B").
- Produce a valid drivers' license or other form of official identification, if requested.
- Annually complete Michigan Department of Treasury form 5739, Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (Exhibit "C").

The Board of Review will objectively evaluate poverty reduction applications utilizing all available information, including statements, under oath by the applicant upon appearance before the Board of Review. An applicant must apply for a poverty exemption on an annual basis.

In order to qualify for the poverty exemption, an applicant must satisfy a two-part test:

**Part One** requires the applicant household to satisfy the Garfield Township poverty income guidelines, which are updated annually by Township Board resolution, through its review of the Federal Poverty Guidelines of the US Department of Health and Human Services, incorporated by reference in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").

**Part Two** requires the applicant to satisfy an Asset Test based upon the total amount of household assets. An applicant may qualify for the poverty exemption provided the applicant has no more than \$20,000 in total aggregate household assets as listed in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test.

In the event the applicant meets the foregoing two-part test, as well as all of the general guidelines of Township Board Resolution 2021-36-T and PA 390 of 1994, the applicant shall be exempted from all property taxes for the tax year in question by the Board of Review, unless the Board of Review determines there are substantial and compelling reasons why there should be a deviation from the foregoing policy and guidelines and the substantial and compelling reasons are communicated to the applicant in writing. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

Adopted: December 14, 2021

Effective immediately. This policy and procedures are in force and effect until amended by the Charter Township of Garfield Township Board by resolution.

## Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

<b>PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.</b>				
Petitioner's Name			Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence		City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit		
<b>PART 2: REAL ESTATE INFORMATION</b>				
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.				
Property Parcel Code Number		Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence		
Property Description				
<b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>				
List information related to any other property owned by you or any member residing in the household.				
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.			Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address	City	State	ZIP Code
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid



<b>PART 4: EMPLOYMENT INFORMATION</b> — List your current employment information.					
Name of Employer					
Address of Employer	City	State	ZIP Code		
Contact Person	Employer Telephone Number				
<b>PART 5: INCOME SOURCES</b>					
List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.					
Source of Income		Monthly or Annual Income (indicate which)			
<b>PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION</b>					
List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.					
Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment	
<b>PART 7: LIFE INSURANCE</b> — List all policies held by all household members.					
Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured
<b>PART 8: MOTOR VEHICLE INFORMATION</b>					
All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.					
Make	Year	Monthly Payment	Balance Owed		

**PART 9: HOUSEHOLD OCCUPANTS** — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

**PART 10: PERSONAL DEBT** — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

**EXHIBIT A**

**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

**PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

**PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name

Signature

Date

**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
PO Box 30232  
Lansing MI 48909

Phone: 517-335-9760  
E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)



## Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

**INSTRUCTIONS:** When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, \_\_\_\_\_, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Making Affidavit

\_\_\_\_\_  
Date

## Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

<b>PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.</b>			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)</b>			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.</b>			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code
<b>PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)</b>			
<input type="checkbox"/> I own the property in which the exemption is being claimed.  <input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.  <input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
<b>PART 5: CERTIFICATION</b>			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	Date
<b>Designee must attach a letter of authority.</b>			
<b>LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)</b>			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
<b>CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.</b>			
Assessor Signature		Date Certified by Assessor	

**Charter Township of Garfield  
Poverty/Hardship Exemption  
Rules, Regulations and Asset Test**

**EXHIBIT D**

<b>Poverty Exemption Information: MCL 211.7u (1)</b> The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is <u>eligible for exemption in whole or in part from taxation under this act. [Excerpt]</u>																																							
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# Charter Township of Garfield

## Poverty/Hardship Exemption

### Rules, Regulations and Asset Test

## EXHIBIT D

	<b>Test 1: Poverty Income Guidelines</b>	<b>Test 2: Asset Test (if the applicant meets the Poverty Income Guidelines)</b>
<p>Examples:</p> <ul style="list-style-type: none"> <li>* According to the US Census Bureau, "income" includes:               <ul style="list-style-type: none"> <li>* Money, wages and salaries before any deductions</li> <li>* Net receipts from nonfarm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for self-employment.</li> <li>* Net receipts from farm self-employment. (With the same provisions as above for self-employment.)</li> <li>* Regular payments from social security, railroad retirement, unemployment, workers' compensation, veterans' payments and public assistance.</li> <li>* Alimony, child support, and military family allotments.</li> <li>* Private pensions, government pensions, and regular insurance or annuity payments.</li> <li>* College or university scholarships, grants, fellowships, and assistantships.</li> <li>* Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.</li> </ul> </li> </ul>	<p>The township may allow a person to own other things, besides the home, and still receive a poverty exemption.</p> <p>Garfield Township, in addition to the principal residence, allows an applicant to own:</p> <ul style="list-style-type: none"> <li>* Savings, checking accounts, stocks, bonds or other liquid accounts with a combined balance or value of \$6,000 or less.</li> <li>* One vehicle for each household member of driving age.</li> <li>* Tools and other household furnishings, equipment and clothes.</li> <li>* One recreational vehicle or boat with a market value of \$10,000 or less.</li> <li>* Jewelry of a value less than \$2,000, not including wedding and engagement rings.</li> <li>* Coin collections, firearm collections, stamp collections, rock collections, or similar collections, where the value of each collection does not exceed \$2,500.</li> </ul>	<p>A township may ask applicants to list all of the following types of assets to apply for a poverty exemption (list is not exhaustive):</p> <ul style="list-style-type: none"> <li>* A second home</li> <li>* Land</li> <li>* Vehicles</li> <li>* Recreational vehicles (campers, motor homes, boats, ATVs, etc.)</li> <li>* Buildings other than residence.</li> <li>* Equity in the residence above a specified amount.</li> <li>* Jewelry</li> <li>* Antiques</li> <li>* Artwork</li> <li>* Equipment</li> <li>* Other personal property of value.</li> <li>* Bank accounts over a specific amount.</li> <li>* Stocks</li> <li>* Money received from sale of property such as stocks, bonds, a house or a car unless a person is in the business of selling such property.</li> <li>* Withdrawals of bank deposits and borrowed money.</li> <li>* Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance pymts.</li> <li>* Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.</li> <li>* Federal noncash benefit programs such as Medicare, Medicaid, food stamps, &amp; school lunches.</li> </ul>

**CHARTER TOWNSHIP OF GARFIELD  
RESOLUTION 2021-35-T**

**APPROVAL OF FINANCIAL INSTITUTIONS WHICH  
THE TOWNSHIP TREASURER WILL DO BUSINESS WITH IN 2022**

**BE IT RESOLVED**, that the Board of Trustees of the Charter Township of Garfield approves of the Township Treasurer doing business with the following financial institutions in the year 2022.

Chase	First National Bank of America
4 Front Credit Union	Northwestern Consumers Credit Union
Fifth Third Bank	Lake Michigan Credit Union
Traverse Catholic Federal Credit Union	Nicolet National Bank
Independent Bank	First Citizens Bank
First Community Bank	Credit Union One
TBA Credit Union	PNC Bank
Honor State Bank	Michigan Class
Team One Credit Union	MSU Federal Credit Union
Huntington Bank	State Savings Bank

Moved:

Supported:

Yeas:

Nays:

Absent/Excused:

The Chairman declared Resolution 2021-35-T duly adopted this 14<sup>th</sup> day of December, 2021.

---

Lanie McManus, Township Clerk

**CERTIFICATION**

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 Board of Trustees for the Charter Township of Garfield on the 14<sup>th</sup> day of December, 2021.

---

Lanie McManus, Township Clerk



Engineering  
Surveying  
Testing &  
Operations

123 West Front Street  
Traverse City, Michigan 49684  
231.946.5874   
231.946.3703 

November 5, 2021

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

RE: TCAPS Montessori – Sanitary Sewer Extension and Water Main Loop  
GFA #20218  
Close-out & Turnover

Dear Chuck:

The project for TCAPS Montessori – Sanitary Sewer Extension and Water Main Loop, 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
4. Bill of Sale
5. Recorded Grant of Easement

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 for 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,

Jennifer Hodges, P.E.  
Project Manager

Enclosures

cc: John Divozzo, Grand Traverse County DPW

T:\Projects\20218\Documents\Close out\Turnover letter to Township.docx



**AFFIDAVIT OF COMPLETION/CONSENT OF SURETY**

Walton Contracting  
Name of Contractor

5216 W 14th Street #209, Traverse City, MI 49684  
Address of Contractor

being duly sworn, deposes and says that they entered into a Contract with TCAPS on the 24 day of August, 2020 for the TCAPS NEW MONTESSORI SCHOOL 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 make final payment on said Contract.

WITNESSES:

M Schneider  
Maeda Schroeder  
Print

SIGNED:  
[Signature]  
Dustin Schroeder, VP  
Print

Subscribed and sworn to before me this 27 day of DECEMBER, 2020.

Frank Strocker  
Print Name

[Signature]  
Notary Public Sign

SEAL

My commission expires: 10-15-2024

**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: Granite Re, Inc.

PERFORMANCE AND PAYMENT BOND NO.: GRMI28464B

Date: 12-31-20

Signed: [Signature]

Name: Connie Smith, Attorney-in-Fact

**GRANITE RE, INC.**  
**GENERAL POWER OF ATTORNEY**

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:


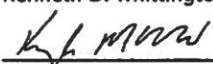
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 3<sup>rd</sup> day of January, 2020.

STATE OF OKLAHOMA )  
                                  ) SS:  
COUNTY OF OKLAHOMA )



  
\_\_\_\_\_  
Kenneth D. Whittington, President  
  
\_\_\_\_\_  
Kyle P. McDonald, Treasurer

On this 3<sup>rd</sup> day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:  
August 8, 2021  
Commission #: 01013257



  
\_\_\_\_\_  
Notary Public

**GRANITE RE, INC.**  
Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 31<sup>st</sup> day of December, 2020



  
\_\_\_\_\_  
Kyle P. McDonald, Secretary/Treasurer



## MAINTENANCE BOND

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

**CONTRACTOR (Name and Address):**  
Walton Contracting, Inc.  
526 W. 14th Street  
Traverse City, MI 49684

**SURETY (Name and Address of Principal Place of Business):**  
Granite Re, Inc.  
14001 Quailbrook Dr  
Oklahoma City, OK 73134

**OWNER (Name and Address):**  
Traverse City Area Public Schools  
412 Webster St  
Traverse City, MI 49686

**CONTRACT**

Date: 8/24/2020

Amount: \$38,061.50

Project Description (Name and Location):

TCAPS New Montessori School - BP #1 - Site Work

**BOND**

Date (1 year from date of Acceptance by the Municipality): 11-13-2020

Amount: \$38,061.50

Bond Number: GRMI28464B

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, Walton Contracting, Inc.

WHEREAS, said Principal has by written  
Agreement, dated 8-24-20

entered into a Contract with said Oblige for  
TCAPS New Montessori School - BP #1 - Site Work

as Principal, (hereinafter called **Principal**), and  
Granite Re, Inc. as Surety (hereinafter called **Surety**),  
are held and firmly bound into  
Traverse City Area Public Schools

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 Thirty-Eight Thousand Sixty-One and 50/100

Dollars \$ 38,061.50 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

Project Name

Maintenance Bond

provided in the Contract, then this obligation 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 13th day of November, 2020

CONTRACTOR AS PRINCIPAL  
Company: (Corp. Seal)  
Walton Contracting, Inc.

SURETY  
Company: (Corp. Seal)  
Granite Re, Inc.

Signature:   
Name and Title:  
Dustin Schroeder, VP

Signature:   
Name and Title: Connie Smith, 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.

# GRANITE RE, INC. GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL; ELIOT MOTU its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:


To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL; ELIOT MOTU may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 3<sup>rd</sup> day of January, 2020.

STATE OF OKLAHOMA )  
                                  ) SS:  
COUNTY OF OKLAHOMA )



  
\_\_\_\_\_  
Kenneth D. Whittington, President

  
\_\_\_\_\_  
Kyle P. McDonald, Treasurer

On this 3<sup>rd</sup> day of January, 2020, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:  
August 8, 2021  
Commission #: 01013257



  
\_\_\_\_\_  
Notary Public

### GRANITE RE, INC. Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 13<sup>th</sup> day of November, 2020



  
\_\_\_\_\_  
Kyle P. McDonald, Secretary/Treasurer

LETTER OF GUARANTEE

DATE: 12/26/2020

PROJECT NO. \_\_\_\_\_

OWNER: Traverse City Area Public Schools  
417 Webster Street  
Traverse City, MI 49684

PROJECT: TCAPS New Montessori School - BP # 1  
4053 Frank Rd, Traverse City, MI, 49684

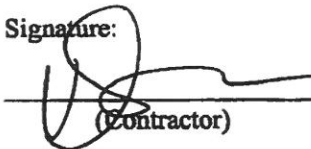
Gentlemen:

As the Contractor for this Project, I hereby guarantee all materials and equipment furnished and all Work performed on this Project including any restoration Work necessary to be repaired or replaced.

With respect to this Project, to our personal knowledge, all payments have been made and there are no Liens on said system

This guarantee will remain in effect for a period of one (1) year from the date of acceptance by the Municipality.

Signature:

  
\_\_\_\_\_  
(Contractor)

Title: Dustin Schroeder, Vp  
(Please Print or Type)

Company Name:

Walton Contracting  
(Please Print or Type)

Address:

5216 W. 14th Street #209  
Traverse City, MI 49684

**BILL OF SALE**

**Traverse City Area Public Schools**, a Michigan general powers school district, whose address is **412 Webster Street, Traverse City, MI 49686**, (herein referred to as "Seller") for and in consideration of One (\$1.00) Dollar, the adequacy and receipt of which is acknowledged, does hereby grant, dedicate, transfer and deliver to **The Charter Township of Garfield**, a Michigan municipal corporation, whose address is **3848 Veterans Drive, Traverse City, MI 49684**, (herein referred to as the "Township"), all sanitary sewer and appurtenances more fully described as:

Approximately 600 linear feet of 8" sanitary sewer with manholes to service said sewer the locations of which are as follows: Beginning at a new manhole #1 approximately 62 linear feet from existing manhole #5542; From this point commencing 65 linear feet of 8" sanitary sewer westerly to manhole #2 thence westerly 397 linear feet to manhole #3 thence westerly 138 linear feet to existing manhole #4549, all within an easement described within the Restated and Amended Grant of Sanitary Sewer Easement recorded on 07/08/2021, at Liber 492, page 49, Grand Traverse County Register of Deeds.

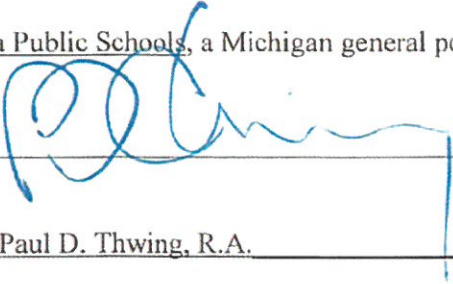
Seller hereby warrants and certifies to the Township that the Improvement has been acquired, constructed and completed in accordance with the Plans and Specifications developed by Grand Traverse County for the improvement previously approved by the Township, and that no claim, action, or liability exists with respect to the improvement and its construction and installation.

Seller further warrants and represents to the Township that it is the lawful owner of the improvement, and that the improvement is free of all liens and encumbrances of any kind. Seller further represents that it has the authority to transfer the improvement. All warranties and guarantees pertaining to the improvement are hereby assigned and transferred to the Township.

Dated this 30th day of September, 2021

Seller:

Traverse City Area Public Schools, a Michigan general powers school district

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

By: Paul D. Thwing, R.A. \_\_\_\_\_ Printed

Its: Director of Capital Projects | Planning (TCAPS) \_\_\_\_\_ Title



8 3 4 2 0 8 9  
Tx: 4204881

2021R-15472  
STATE OF MICHIGAN  
GRAND TRAVERSE COUNTY  
RECORDED 07/08/2021 02:46:09 PM  
PEGGY HAINES REGISTER OF DEEDS  
PAGE 1 OF 4

X-4

**RESTATED AND AMENDED GRANT OF SANITARY SEWER EASEMENT**

WHEREAS, by a certain Grant of Easement dated February 11, 1980, and recorded on February 19, 1980, at Liber 492, page 49, Grand Traverse County Register of Deeds, the Traverse City Area Public Schools (TCAPS), a Michigan general powers school district, granted to The Charter Township of Garfield, a Michigan municipal corporation, an easement for the construction and maintenance of sanitary sewer pipelines upon certain land owned by TCAPS in the Township of Garfield; and,

WHEREAS, TCAPS desires to relocate sanitary sewer pipelines within the Grant of Easement described above, TCAPS also desires to restate and amend the easement being granted thereby.

NOW, THEREFORE, TCAPS hereby restates and amends the Grant of Easement described above as follows:

KNOW ALL MEN BY THESE PRESENTS: that **Traverse City Area Public Schools**, (Grantor), a Michigan general powers school district, whose address is **412 Webster Street, Traverse City, Michigan 49686**, for and in consideration of One Dollar (\$1.00) and improvements to the Grantor's property and the benefits to be derived from access to a sanitary sewer traversing the Grantor's property, grants and conveys to **The Charter Township of Garfield**, (Grantee), a Michigan municipal corporation, whose address is **3848 Veterans Drive, Traverse City, Michigan 49684**, and the successors and assigns of Grantee, a non-exclusive easement for the purposes of laying constructing, maintaining, operating, repairing, substituting, removing, enlarging, inspecting and replacing public and/or private utilities, through, along and across the property described below (the "Easement").

Situated in the Township of Garfield, County of Grand Traverse, State of Michigan, to wit:

A 20 foot wide easement for the installation and maintenance of PUBLIC SEWER and appurtenances in parts of Sections 9 and 16, Town 27 North, Range 11 West, in Garfield Township, Grand Traverse County, Michigan, which is more fully described as;

SEE "EASEMENT EXHIBIT" ATTACHED

Said easement is intended to be centered on the as-built sanitary sewer pipeline located with the following described premises, to wit:



Parcel 1: That part of the West 3/4 of the North 1/2 of the Northwest 1/4 of Section 16, Town 27 North, Range 11 west, lying South of Silver Lake Road.

Parcel 2: That part of the South 1/2 of the Southwest 1/4 of Section 9, Town 27 North, Range 11 West, lying Southeast of Silver Lake Road.

Subject to other easements or restrictions, if any.

Together with the right of ingress and egress to, from and over said lands, and subject to other easements or restrictions, if any.

(the "Easement Area").

Except in the case of emergencies, it is the intent of the Grantor and the Grantee that any laying constructing, maintaining, operating, repairing, substituting, removing, enlarging, inspecting and replacing shall be performed without disruption to the Grantor's school activities. The Grantee shall obtain all required permits for the work performed within the Easement Area and the work shall be performed in accordance with generally accepted practices for this type of work.

The Grantee shall indemnify and hold the Grantor harmless from any civil action that might arise or claims filed against the Grantor, including actual attorney's fees incurred by Grantor in defending against such claims for any action or inaction of the Grantee in exercising the Grantee's use of the Easement. Said indemnification excludes any claims arising from any negligence on the part of the Grantor.

The Grantee shall replace and restore the property to the extent practicable whenever any construction or maintenance occurs within the Easement Area.

The Grantee shall be responsible for replacing any trees or vegetation in the Easement Area that are disturbed as a result of construction or maintenance. The Grantor agrees that no buildings, fences or other structures of any kind will be placed within the boundaries of said Easement, and the Grantor shall not plant any trees or vegetation in the easement that interfere with the Grantees rights under this Easement. The Grantee shall have the right to remove any buildings, fences, structures, trees or vegetation placed within the Easement Area.

This Easement and associated rights and restriction are granted in perpetuity. This Easement shall automatically cease, terminate, and be discontinued at such time as the Easement is no longer used for sanitary sewer purposes. In the event that the Easement is terminated, Grantee agrees to restore the Easement Area to the condition it was in prior to the installation of the sewage improvements and appurtenances and workmanlike manner if the Grantor requests the same. Upon termination all the rights of the Grantee under this agreement shall vest with the Grantor and the Grantee shall have no further rights to the Easement Area.

Grantor and Grantee, as used herein, shall be deemed to be plural, when required to be so, and shall include the heirs, successors and assigns of the parties hereto.

The word "easement", as used herein, shall be deemed to be plural when required to be so.



The rights, obligations and restrictions under this Grant of Easement shall run with the land of Grantors and shall be binding on the successors and assignees of Grantors.

By granting the Easement provided herein, the Grantor is fully retaining governmental immunity and all other defenses provided by law.

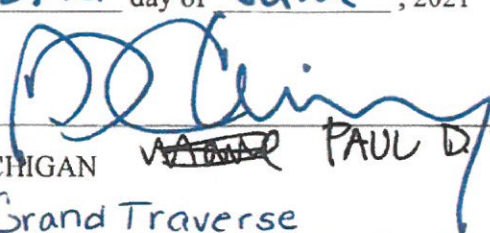
The easement is exempt from transfer tax under MCL 207.505(h)(i), and exempt from state transfer tax under MCL 207.526(h)(i).

Dated this 23rd day of June, 2021

(for TCAPS)

STATE OF MICHIGAN

COUNTY OF Grand Traverse

  
~~WALTER~~ PAUL D. THWING, <sup>Grantor</sup> DIRECTOR CAPITAL PROJECTS

Acknowledged before me on the 23rd day of June, 2021

by, PAUL D. THWING  
Traverse City Area Public Schools, Grantors  
(TCAPS)

Julie Gorter

Notary Public: Julie Gorter

Grand Traverse County, Michigan

My Commission Expires: 8/11/24

Drafted by and when recorded return to:

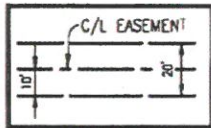
Robert Verschaeve

 Gosling Czubak Engineering Sciences, Inc.

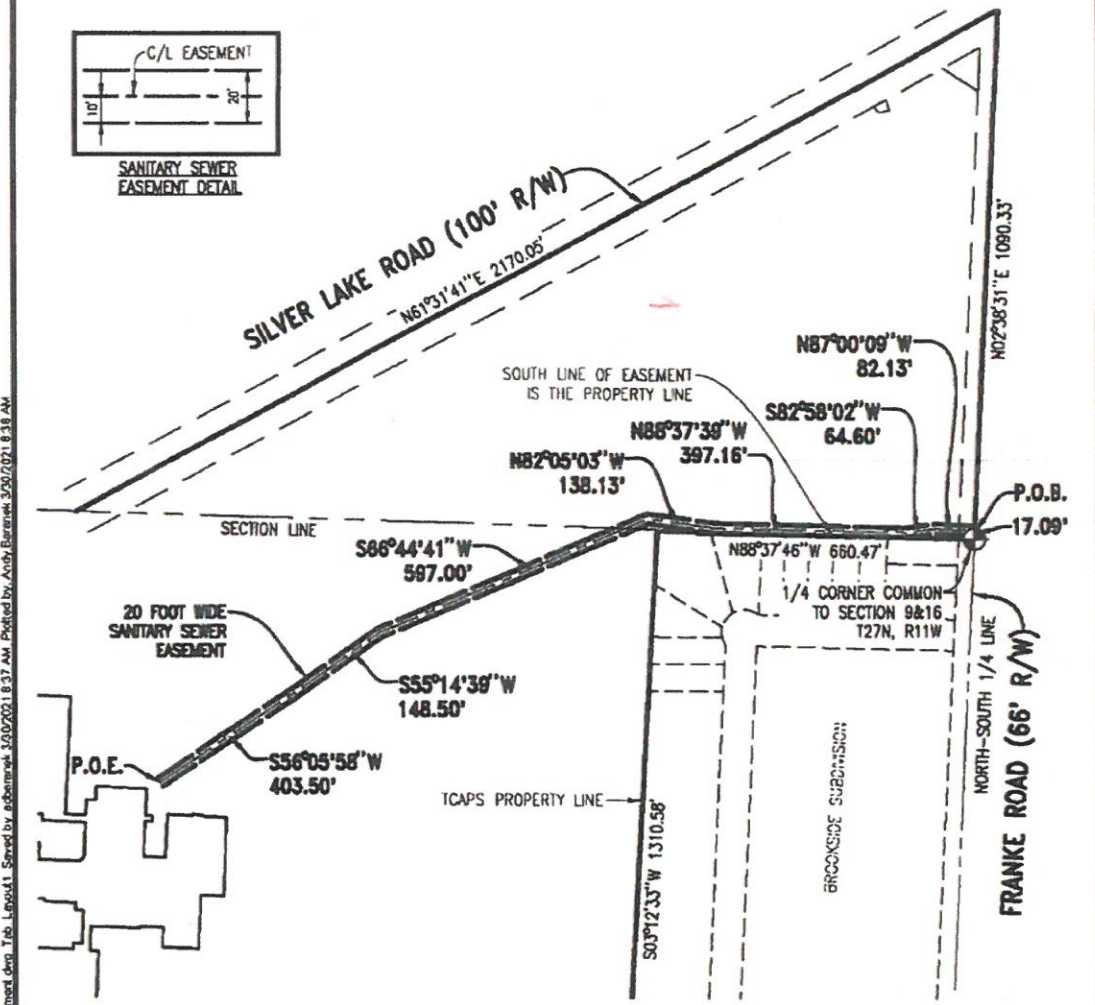
1280 Business Park Drive

Traverse City, MI 49686

# EASEMENT EXHIBIT




SANITARY SEWER EASEMENT DETAIL



**EASEMENT DESCRIPTION:**

A 20 FOOT WIDE SANITARY SEWER EASEMENT LOCATED IN THE SOUTHWEST 1/4 OF SECTION 9 AND THE NORTHWEST 1/4 OF SECTION 16, TOWN 27 NORTH, RANGE 11 WEST, GARFIELD TOWNSHIP, GRAND TRAVERSE COUNTY, MICHIGAN; THE CENTERLINE OF WHICH IS DESCRIBED AS FOLLOWS: COMMENCING AT THE 1/4 CORNER COMMON TO SECTIONS 9 & 16, THENCE ALONG THE NORTH-SOUTH 1/4 LINE NORTH 09° 02'38'31" EAST 17.09 FEET TO THE POINT OF BEGINNING; THENCE NORTH 87°00'09" WEST 82.13 FEET; THENCE SOUTH 82°58'02" WEST 64.60 FEET; THENCE NORTH 88°37'39" WEST 397.16 FEET; THENCE NORTH 82°05'03" WEST 138.13 FEET; THENCE SOUTH 68°44'41" WEST 597.00 FEET; THENCE SOUTH 55°14'39" WEST 148.50 FEET; THENCE SOUTH 55°05'58" WEST 403.50 FEET TO THE POINT OF ENDING. CONTAINING 36,620 SQUARE FEET OR 0.84 ACRES. SAID EASEMENT TO BE CENTERED ON THE AS-BUILT SANITARY SEWER PIPELINE.

P:\2021\1985003.00\CADD-Detail\CS\Survey\20211585003.dwg, 1/26/2021 8:37 AM, Plotted by Andy Barronek 2/20/2021 8:38 AM

Sheet 1 of 1 <b>MONTESSORI SITE</b> <b>TCAPS</b> PT OF SW1/4 SEC 9 & PT OF NW 1/4 SEC 16 T27N, R11W, GARFIELD TOWNSHIP GRAND TRAVERSE COUNTY, MICHIGAN	Job #: 2021585003.01 Date: 03/30/2021 Scale: 1" = 300' Drawn: ADB Chk'd.: CJP Rev.:	 <b>Gosling Czubak</b> engineering sciences, inc. 1260 Glendale Park Drive, Ironsides City, Michigan 231-646-6191 800-968-1002 <a href="http://www.goslingczubak.com">www.goslingczubak.com</a> <a href="mailto:info@goslingczubak.com">info@goslingczubak.com</a> CIVIL ENGINEERING   SURVEYING   ENVIRONMENTAL SERVICES   GEOTECHNICAL CONSTRUCTION SERVICES   DRILLING   LANDSCAPE ARCHITECTURE
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## **Grand Traverse Conservation District**

### **October 2021 Report**

#### **OWNER/PARKLAND: Garfield Township – Various**

##### **Administration**

- Continued communication with Garfield Township Park Steward, Derek Morton, in regard to project planning and park maintenance needs.
- Provided invoices for quarterly billing periods.

##### **Monitoring and Maintenance**

- Forwarded trail reports and concerns to Township staff as they were received.
- Provided final mowing and trimming of Township parks before winter.
- Changed info-station seasonal posters to reflect fall themes.
- Reconned various parkland needs and forwarded to Township staff.

#### **OWNER/PARKLAND: Recreational Authority – Hickory Meadows**

##### **Administration**

- Attended the monthly Rec Authority Board meeting and provided updates.
- Coordinated Hickory Meadows Advisory Committee (HMAC) monthly meeting. Drafted an agenda and follow-up minutes for HMAC review.
- Met with HMAC members in development of discussion points for signage and trail needs.
- Prepared and submitted an EGLE Joint Permit Application for construction of the NW trail proposal with two boardwalk crossings.
- Emailed the Wayne Street neighbor to discourage blocking of trailhead access gate with their boat and trailer.
- Sought tractor rentals with brush mower attachment in preparation of mowing winter groomed trails. Communicated with City representatives to determine availability of their equipment.
- Reserved contracted snow services for the M-72 parking lot with Popp Excavating for the 2021/22 winter season.
- Corresponded with Matt Cowall and Derek Morton, Garfield Township Park Steward and Code Enforcement, about a neighbor infringing on Meadows property for archery target practice and off-road vehicle use.



### **Monitoring and Maintenance**

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary, including the dispenser at Historic Barns Park.
- Mowed trimmed along trails as necessary.
- Downloaded and analyzed trail counter data on a monthly basis.
- Monitored property boundaries for further use of off-road vehicles.
- Reposted flagging identifying the proposed trail route for regulatory permit review.
- Re-secured dogs off-leash banners to t-bar posts to ensure visibility.
- Re-secured cedar railings along fencing in vicinity of pond.
- Reposted missing trailside signage where necessary.

### **Other**

- Provided basic locational information pertaining to TCL&P owned land off Cedar Run Road in follow-up of potential solutions for dogs off-leash space.



## Grand Traverse Conservation District

### November 2021 Report

**OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve and Medalie Park**

#### **Administration**

- Prepared minutes, draft agenda, and coordinated the quarterly NER Advisory Committee meeting on 11/10 via Zoom.
- Performed edits and additions to the NER management plan draft.
- Spoke with MDNR Fishery Biologist, Heather Hettinger re: severe erosion site downstream of Beitner Road on the City-owned portion of the NER. She approved for us to submit a grant pre-proposal through the MDNR's Fish Habitat Grant Program. GTCDD subsequently prepared and submitted a proposal.
- Prepared and presented the proposed Sabin footbridge to the Lemcool Foundation for their consideration.
- Prepared and submitted a write-up for the proposed Sabin footbridge for the County Parks & Recreation's Business Development Team meeting.

#### **Monitoring and Maintenance**

- Arranged for Elmer's to grade & roll Jack's Landing & Beaver Pond trailheads before winter freeze-up.
- Performed routine weekly trailhead checks (including Medalie Park) and refilled dog waste bag dispensers.
- Replaced broken boot brush station at Keystone Rapids trailhead with a replacement kit provided free of charge by the NW MI Invasive Species Network.
- Cleared leaves and debris from overlooks, stairs, and boardwalks using leaf blowers.
- Received a picnic table placed at Jack's Landing that was constructed and fundraised for by an Eagle Scout.
- Replaced rotted out deck boards on the lower Sabin loop boardwalk and shored-up a few support legs to ensure stability.
- Cut down a few large hazardous tree limbs that were hanging over trails and boardwalks.
- Constructed and installed an honorary bench with plaque on the east side of the Sabin bottomlands, near the former powerhouse spillway location.



## Grand Traverse Conservation District

- Checked in on the Beitner and Jack's Landing outhouses on a regular basis to ensure cleanliness; closed Beitner outhouse for the season.
- Removed fallen trees from trails as they were discovered or reported.
- Repaired fencing at Lone Pine, Beitner, and Oleson Bridge trailheads.
- Replaced Jack's Landing gate lock post with a timber post due to damage.
- Installed wood posts with arrows, spread slash and debris to safely direct trail users around a failed bank along the Keystone Rapids trail.
- Installed wood posts adjacent to the Sabin access gate off Keystone Rd to prevent access to snowmobiles and other indiscriminate vehicles.
- Cleaned up lumber stockpile and grounds around the Meadows Pavilion pole barn.
- Changed trailhead InfoStation seasonal posters to winter themes.

### Grants

- Received word that GTCD was awarded \$6,320 through two applications to the Grand Traverse Regional Community Foundation to aid in the development of a cohesive signage revamp of the entire parkland.
  - Received word that GTCD was awarded \$7,500 from ITC Holdings (an electricity transmission company with leases through the parkland) for the construction of boardwalks to expand the East Sabin trail system.
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## **Grand Traverse Conservation District**

### **November 2021 Report**

**OWNER/PARKLAND: Recreational Authority – Hickory Meadows**

#### **Administration**

- Attended the monthly Rec Authority Board meeting and provided updates.
- Communicated with Hickory Meadows Advisory Committee (HMAC) members and provided updates in place of the cancelled November meeting.
- Met with Matt Cowall, new City Parks and Recreation Superintendent Michelle Hunt, and Hickory Hills Manager Cindy Anderson to discuss collaborative planning across park property boundaries.
- Corresponded with individual HMAC members as necessary to discuss work plan development regarding trails and signage.
- Provided neighborly correspondences regarding property boundary discrepancies and use of off-road vehicles on Meadows property.
- Designed and ordered Rec Authority branded ‘no motorized vehicles’ signs.
- Communicated with Robyn Schmidt, MI Department of Environment, Great Lakes, and Energy - Water Resources Division, regarding follow-up needs on a Joint Permit Application for the proposed NW trail connection.
- Facilitated coordination of seasonal mowing in preparation of winter groomed trails. The City of Traverse City assisted by providing an operator to run a City tractor with flail mower attachment. Several volunteers, including HMAC member Bill Brundage, nordic Coach John Kostrzewa, and avid nordic skier Jason Plum partook in design and development.
- GPS’ed and began drafting a map of groomed trails to facilitate safe navigation for multiple user types.
- Provided response and feedback to regular users of Hickory Meadows concerning trails and management information.
- Attended a site walk of preliminary trail designs at Hickory Hills that will facilitate connections to Hickory Meadows and Hickory Forest.

#### **Monitoring and Maintenance**

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary, including at Historic Barns Park trailhead to GT Commons.
- Downloaded and analyzed trail counter data on a monthly basis.
- Designed, ordered, and posted ‘no motorized vehicles’ signs to deter indiscriminate vehicle access in the vicinity of the M-72 trailhead.





## Grand Traverse Conservation District

- Cleared leaf debris and black walnut casings from trailheads throughout the fall season to facilitate safe access.
- Replaced boot brush station brushes at Randolph St. trailhead with replacement kit provided free of charge by NW MI Invasive Species Network.
- Brought in and spread over 1 ton of road gravel to smooth out and grade the M72 driveway.
- Relocated entry sign at the M-72 parking area to better direct new users and avoid confusion with the neighbors easement access.
- Removed a fallen tree from the trail after it was reported by a trail steward.

### Grants

- Provided a brief update to Lisa Taylor, Traverse City Track Club (TCTC) Executive Director, on planning and progress towards the proposed NW trail connection, to which TCTC awarded \$4,750 for two boardwalk stream crossings. Construction is slated for spring of 2022 and securing of permits is underway.
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## Charter Township of Garfield

## Engineering Report / Construction Update

December 9, 2021

**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 March. 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.

**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. Recent interest in development in this vicinity have initiated reviews / consideration to complete this work item. 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 their August Meeting. Contract documents and preconstruction have been held, project will start in 2022 with delivery of PRV in Spring 2022 and project completed thereafter. The McCrae and StoneRidge PRV replacements will be rebid at a later date.

**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 is our intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor. Permits have been issued. Project is on hold due to high bid price received.

**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. This work is planned to occur this year fall when demand is less.

## **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.

## **General Utilities**

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

GFA continues to assist the Township on the proposed Lafranier Water Tank Rehabilitation Project that the City is conducting. Project has been reviewed and approved for storm water and utility compliance with Township Ordinances (subject to conditions). The evaluation of the new tank being a benefit to the existing Townships' infrastructure has been disputed by the Township and many discussions with the City, DEQ and Township have occurred over the past couple years. Restrictions exist for the area serviced by Garfield Booster Station #7 which currently is limited to provide supply to 150 benefits. Based upon past meeting with DEQ, there is a potential for the new tank the City is constructing to benefit the Township and ability to eliminate the need / requirement to install a tank on the southeast side of the Township for Traditions and allow for excess of 150 benefits. Township and GFA are coordinating with City on specifics of operations, ability to initiate and costs. The City has completed construction of the new tank and rehab of the old tank and both are currently in operation.

### **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, DEQ 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. GFA is currently in process of preparing. A complete water study including hydraulic can be completed in future at a dated to be determined. Three (3) of the five (5) have already been completed and approved by DEQ

### **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).

### **Drainage District Improvements / Cass Road 20" Watermain (exposed)**

GFA continues to assist the Drain Commission and Township. An agreement was reached between the Drain Commission and Design consultant with respect to existing contracts, fees and will provide a transition of data to GFA as the design consultant. Based upon a recent meeting with the Township, Road Commission, County and Drain Commissioner, it was decided to proceed with Division 1 and 2 only this time (RR and Cass Road Crossing and overflow project). GFA will further evaluate the Cass Road Project upgrade to see if other options are viable that are less costly and that Division of the project will be placed on hold. The project is fully permitting and bids were received with the contract awarded to Elmers Crane and Dozer. Division 1 of the project has been completed (construction of the onsite berm behind the storage units on Cass). Division 2 and 3 have been completed with both culverts installed and the road was opened last week. A final walkthrough was complete along with punchlist items and project has now been closed out. A savings of approximately \$180,000 from the original bid was achieved through value engineering which will be used toward long term maintenance of the drain.

### **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). No status update since November 2018. UPDATED: RECENTLY OLESONS ATTENDED A TOWNSHIP MEETING AND HAS REQUESTED THIS ISSUE BE REVIEWED AGAIN WITH OPTIONS OF WATER SERVICE TO INCLUDE BLAIR TOWNSHIP. A MEMO OF FINDINGS WAS PROVIDED TO THE BOARD TO REVIEW. BOARD REQUESTED SUPERVISOR BEGIN DISCUSSION WITH BLAIR ON INTEREST TO SERVICE DEVELOPMENT ON A TEMPORARY BASIS. MEETING WITH BLAIR HAS BEEN HELD AND THERE IS INTEREST TO COLLABORATE. WE ARE WORKING WITH OLESONS NOW ON TIMELINES, NEEDS.

West (Long Lake Township): Two (2) Developments off Gray Road have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service them GFA has prepared budgetary cost estimates to provide access to water. GFA with the DPW prepared a memo to discuss methods (bulk water versus franchise agreement) for Long Lake to consider. The State of Michigan recently has provided grant funds to cover expenses related to water treatment, consolidation of system and asset management. GFA applied for a grant for this project in January to cover expenses related to design and construction as it is considered a consolidation. UPDATE: A DRAFT EGLE GRANT HAS BEEN PREPARED AND IS INCLUDED IN THE BOARD PACKET FOR REVIEW AND APPROVAL. THE GRANT COVERS ALL ENGINEERING AND CONSTRUCTION COSTS. GFA'S CONTRACT IS ALSO INCLUDED FOR REVIEW AND APPROVAL.

## **Township Roof**

The Township board approved a proposal for GFA to assist with an evaluation and proposed solution to the ongoing roof problems at the Township Hall. GFA has sub consulted with EA (architect) to assist with the project and contracts have been completed to retain GTC to complete the work. One (1) wing of the lower wing has been completed (priority area) and the rest of the work will be completed in the spring.

## **II. Parks & Recreation**

### **East River Park – Capitol 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 2021 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved last month to proceed with the first phase of this project including parking lot improvements and a pavilion. Project has started with parking lot complete and pavilion to being end of this month with early November completion. We have experienced delays with the pavilion construction and coordinating with Elmer on this.

GFA completed a supplemental concept plan and cost estimates for future phases per request of Township Staff to be utilized for future budgeting purposes.

### **Utility Plan Reviews**

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

GFA has completed preliminary review and awaiting final plan submission to establish escrow and complete full review. GFA to provide oversight with fulltime inspection to be provided by applicant.

#### **Ashland Park - Phase 2 & 3**

Plan review has been completed by GFA and in receipt of all DEQ 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 yesterday and project is intended to start next week (onsite utilities only).

### **Harris Hills**

GFA has completed final plan review and submitted permits to DEQ which have been received. GFA to provide oversight with fulltime inspection to be provided by applicant.

### **Chelsea Park West – Phase II**

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight.

### **Village at Lafranier Woods**

All permits have been issued and construction has been postponed and slated to start spring (2022) GFA to provide fulltime construction oversight / inspection.

### **Northern Michigan Hospitality Management (Hotels on US-31 south)**

Watermain has been installed and GFA is currently working on closeout paperwork.

### **The Oaks**

All permits have been issued and a preconstruction was held yesterday. Site grading and utility installation is to start in two (2) weeks with GFA providing fulltime construction oversight / inspection.

### **TCAPS Montessori**

Sanitary sewer lines have been installed and inspected by GFA / approved by DPW. Currently working on closeout paperwork.

### **BATA Facility**

GFA has completed a preliminary review and provided comments to Planning Department requesting additional information to be provided. A coordination meeting with the engineers of South 22, Prince of Peace Church and BATA was held to discuss utilities to service the entire corridor that best services the customers and meets the Township Specs and Master Plan. Follow-up information was provided and GFA reviewed and project letter on ability to expand utilities to service entire corridor. GFA has completed our review and submitted a letter to applicant and currently waiting on a response back.

### **Chick Fila**

All permits have been issued and preconstruction meeting was held last week. Watermain installation has started and GFA is providing fulltime construction oversight / inspection.

### **Marengo 31**

Plans have been reviewed and approved and EGLE permit has been issued. GFA will provide full time inspection with work to begin in Spring 2022.



## 2021 Storm Water & Private Road Plan Reviews

Lake Michigan Federal Credit Union	Approved (permit and maintenance plan to be submitted to Twp)
Mich St U Fed Credit Union/US 3	Approved (final plans with permit and maintenance plan to be submitted to Twp)
2487 Rice Street - Habitat for Humanity	Approved (final plans with permit and revisions to be submitted to Twp)
Safety Net - 1771 Park Dr.	Approved (final plans with permits, agreements, to be submitted to Twp)
Chick-Fil-A-3980 US-31	Application was withdrawn 7/3/20
Tru Hotel	Approved (final plans with permits, agreements, to be submitted to Twp)
Village at Lafranier Woods	Approved (final plans with permits to be submitted to Twp)
Building 57	Approved (drian commission, permit and maintenance plan to be submitted to Twp)
3044 Contractors D	Approved (final plans with permits to be submitted to Twp)
1800 S Garfield Rd - Wendy's	Approved (cond'n'l support for d/s system, ermit and maintenance plan to be submitted to Twp)
5136 N Royal Dr. - Active Brace & Limb	Approved (final plans with agreements and permits to be submitted to Twp)
Harris Hills	In Review #1- GFA requested additional info 3-16: Waiting
2020 Road Reconstruction Project - Historic Barns	Follow up to 9/30 email sent 1/19
363 W. South Airport Rd-Global Asphalt	GFA received rev. plans with new re pond location out of ROW. Approved (pending maint)
1461 Industry Drive - Unit 37 HIC Site Plans	Approved: see email: (final plans with agreements and permits to be submitted to Twp)
2468 W South Airport Rd- McDonalds	Approved (final plans with agreements and permits to be submitted to Twp)
1449 Industry Drive - Unit 36 HIC Site Plans	Approved: see email 10/14: (final plans with agreements and permits to be submitted to Twp)
Willoughby Supply (3225 Astro Place)	Approved Per Email 11/25: (final plans with agreements and permits to be submitted to Twp)
2460 North Vision Storage	Initial review sent to Schiffer 11/20/20
Once Upon a Child	Approved (final plans with agreements and permits to be submitted to Twp)
BATA SW Review	Preliminary Letter sent 11/16/21
TCAPS Motntessori	Approved Per Email 2/25: (final plans with agreements and permits to be submitted to Twp)
Unit 33 HIC -Scott Jozwiak	Approved (final plans with agreements and permits to be submitted to Twp)
Burger King - Inovative Design	Approved (final plans with agreements and permits to be submitted to Twp)
Once Upon a Child - Rev 1	Letter sent 3/12 looks ok with minor comments for correction
Camping World	Review letter sent 6/21/21
Unit 34 HIC -Bill Crain	Reviewed revised plans 5/20 - Approved (final plans with agreements and permits to be submitted to Twp)
Chick-Fil-A-2700 US-31	Approved per 8/6 letter (final plans with agreements and permits to be submitted to Twp)
Marengo 31	Received / Preliminary Review letter send 9/8/2021
Long Lake Development	Received / Preliminary Review letter send 8/12/2021



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

October 2021

Location	Citations	Traffic Crashes			Arrests			Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal		
01 Acme	12	0	1	20	1	5	21	
02 Blair	19	0	3	25	2	21	28	
03 East Bay	34	0	4	44	3	6	48	
04 Fife Lake	1	0	0	13	0	1	13	
05 Garfield	93	1	9	73	3	34	83	
06 Grant	1	0	0	4	0	1	4	
07 Green Lake	3	1	0	10	1	11	11	
08 Long Lake	6	0	4	11	2	0	15	
09 Mayfield	4	0	0	7	1	2	7	
10 Peninsula	5	0	3	4	1	0	7	
11 Paradise	5	0	1	9	1	2	10	
12 Union	2	0	0	0	0	0	0	
13 Whitewater	7	0	4	11	1	1	15	
29 Fife Lake Vlg	0	0	0	0	0	0	0	
30 Kingsley Vlg	1	0	0	1	1	1	1	
66 Traverse City	2	0	1	1	0	28	2	
84 Out of County	0	0	0	0	0	4	0	
<b>Totals</b>	195	2	30	233	17	117	265	
<b>Garfield Twp %</b>	<b>47.7%</b>	<b>50.0%</b>	<b>30.0%</b>	<b>31.3%</b>	<b>17.6%</b>	<b>29.1%</b>	<b>31.3%</b>	

Ticket stats are based on what District Court has entered as of 11/01/21.

Arrest stats are as of 11/01/21.

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

November 2021

Location	Citations	Traffic Crashes			Arrests			Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal		
01 Acme	12	0	3	19	0	3	22	
02 Blair	17	0	3	26	4	8	29	
03 East Bay	60	0	2	45	4	10	47	
04 Fife Lake	5	0	0	8	0	0	8	
05 Garfield	109	0	11	67	3	21	78	
06 Grant	1	0	1	5	0	0	6	
07 Green Lake	8	0	1	14	1	1	15	
08 Long Lake	3	0	2	21	0	2	23	
09 Mayfield	5	0	2	6	0	2	8	
10 Peninsula	1	0	0	10	0	0	10	
11 Paradise	10	1	2	15	0	2	18	
12 Union	1	0	0	4	0	0	4	
13 Whitewater	4	0	2	14	0	0	16	
29 Fife Lake Vig	1	0	0	1	0	0	1	
30 Kingsley Vlg	5	0	0	2	0	2	2	
66 Traverse City	1	0	0	1	1	12	1	
84 Out of County	0	0	0	0	0	1	0	
<b>Totals</b>	243	1	29	258	13	64	288	
<b>Garfield Twp %</b>	<b>44.9%</b>	<b>0.0%</b>	<b>37.9%</b>	<b>26.0%</b>	<b>23.1%</b>	<b>32.8%</b>	<b>27.1%</b>	

Ticket stats are based on what District Court has entered as of 12/01/21.

Arrest stats are as of 12/01/21.

## Garfield EMS Incidents - November 2021

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	5	18	24	47
Difficulty Breathing / SOB	33	6	2	41
General Weakness	5	3	16	24
Abdominal Pain	6		11	17
Cardiac Issues (Chest Pain)	16		1	17
Invalid Assist/Lift Assist	1	1	15	17
Medical Alarm		9	4	13
Seizure	9	1	3	13
Vehicle Accident	11	1	1	13
Altered LOC	9		1	10
Syncope/near-fainting	6	1	1	8
Psychiatric Problem/Suicide Attempt	2	1	4	7
Diabetic Emergency	3	2	1	6
Unresponsive	6			6
Hemorrhage/Laceration	1	1	3	5
Cardiac Issues - No Chest Pain	3		1	4
Nausea/Vomiting	1	1	2	4
Stroke/CVA	3	1		4
Traumatic Injury		2	2	4
Death - Priority 5			3	3
Urinary problem	1		2	3
Allergic Reaction / Stings	1		1	2
Assault	1		1	2
Assist Other Agency	1		1	2
Back Pain (Non-Traumatic)			2	2
Choking	1		1	2
CPR	2			2
Hypotension / hypertension	1		1	2
No Other Appropriate Choice			2	2
Overdose - Unintentional	2			2
Alcohol intoxication			1	1
Fever	1			1
Headache			1	1
Lower Limb Swelling			1	1
Welfare Check	1			1
<b>Grand Total</b>	<b>132</b>	<b>48</b>	<b>109</b>	<b>289</b>



### GTMESA EMS Incidents - November 2021

Incident Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	7	21	35	63
Difficulty Breathing / SOB	44	6	3	53
General Weakness	9	5	29	43
Invalid Assist/Lift Assist	1	1	28	30
Vehicle Accident	22	2	2	26
Cardiac Issues (Chest Pain)	22		2	24
Abdominal Pain	8	1	13	22
Altered LOC	18	1	2	21
Medical Alarm		12	6	18
Seizure	10	1	3	14
Syncope/near-fainting	9	2	1	12
Nausea/Vomiting	4	1	5	10
Psychiatric Problem/Suicide Attempt	3	1	6	10
Unresponsive	10			10
Diabetic Emergency	4	3	1	8
Hemorrhage/Laceration	3	2	3	8
Stroke/CVA	6	1		7
Cardiac Issues - No Chest Pain	5		1	6
Traumatic Injury		4	2	6
Back Pain (Non-Traumatic)			5	5
Assist Other Agency	2		2	4
CPR	4			4
Death - Priority 5			4	4
Urinary problem	1		3	4
Assault	1	1	1	3
No Other Appropriate Choice			3	3
Allergic Reaction / Stings	1		1	2
Choking	1		1	2
Hypotension / hypertension	1		1	2
Lower Limb Swelling			2	2
Overdose - Unintentional	2			2
Alcohol intoxication			1	1
Fever	1			1
Headache			1	1
Pregnancy/Childbirth/Miscarriage	1			1
Welfare Check	1			1
<b>Grand Total</b>	<b>201</b>	<b>65</b>	<b>167</b>	<b>433</b>

### Garfield NFIRS Incidents - November 2021

Incident Type	Count
Medical assist, assist EMS crew	267
Dispatched and cancelled en route	9
Motor vehicle accident with injuries	5
Alarm system activation, no fire - unintentional	4
Motor vehicle accident with no injuries.	4
Alarm system sounded due to malfunction	3
Water Flow Alarm - unintentional	3
Assist police or other governmental agency	2
Electrical wiring/equipment problem, other	2
Power line down	2
Smoke detector activation, no fire - unintentional	2
Unauthorized burning	2
Bad Incident # - Wrongful Dispatch	1
Building Fire - Int/Ext Finish - Non-Structural	1
Citizen complaint	1
CO detector activation due to malfunction	1
Gas leak (natural gas or LPG)	1
Gasoline or other flammable liquid spill	1
Motor vehicle/pedestrian accident (MV Ped)	1
Natural vegetation fire, other	1
Outside rubbish fire, other	1
Search for lost person, other	1
Smoke detector activation due to malfunction	1
Toxic condition, other	1
<b>Grand Total</b>	<b>317</b>

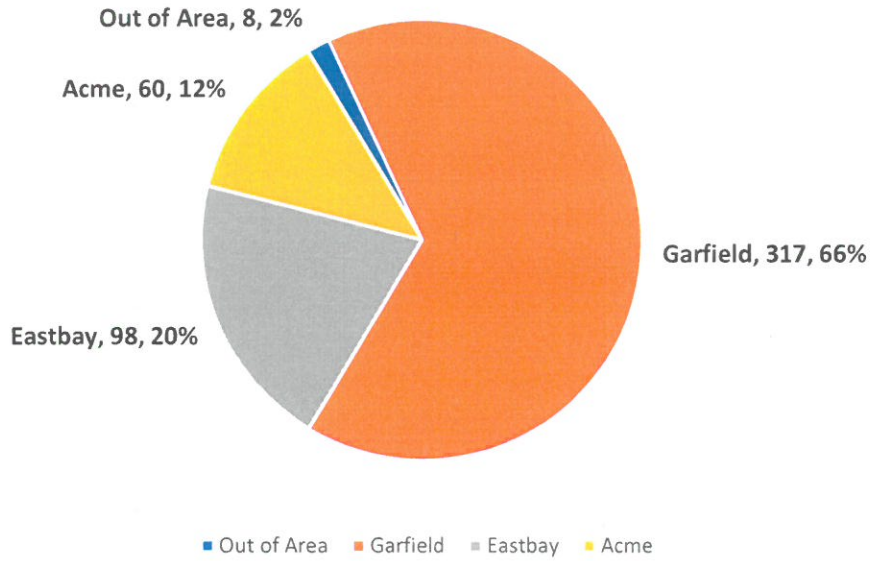


### GTMESA NFIRS Incidents - November 2021

Incident Type	Count
Medical assist, assist EMS crew	384
Dispatched and cancelled en route	27
Motor vehicle accident with no injuries.	11
Motor vehicle accident with injuries	9
Alarm system activation, no fire - unintentional	8
Unauthorized burning	5
Alarm system sounded due to malfunction	3
Assist police or other governmental agency	3
Power line down	3
Smoke detector activation, no fire - unintentional	3
Water Flow Alarm - unintentional	3
Assist invalid	2
Electrical wiring/equipment problem, other	2
Tree Down onto Low Voltage Lines	2
Building fire	1
Building Fire - Int/Ext Finish - Non-Structural	1
Camper or recreational vehicle (RV) fire	1
Carbon monoxide incident	1
Citizen complaint	1
CO detector activation due to malfunction	1
Gas leak (natural gas or LPG)	1
Gasoline or other flammable liquid spill	1
Heat detector activation due to malfunction	1
Motor vehicle/pedestrian accident (MV Ped)	1
Natural vegetation fire, other	1
Oil or other combustible liquid spill	1
Outside rubbish fire, other	1
Passenger vehicle fire	1
Search for lost person, other	1
Smoke detector activation due to malfunction	1
Toxic condition, other	1
Water or steam leak	1
<b>Total</b>	<b>483</b>

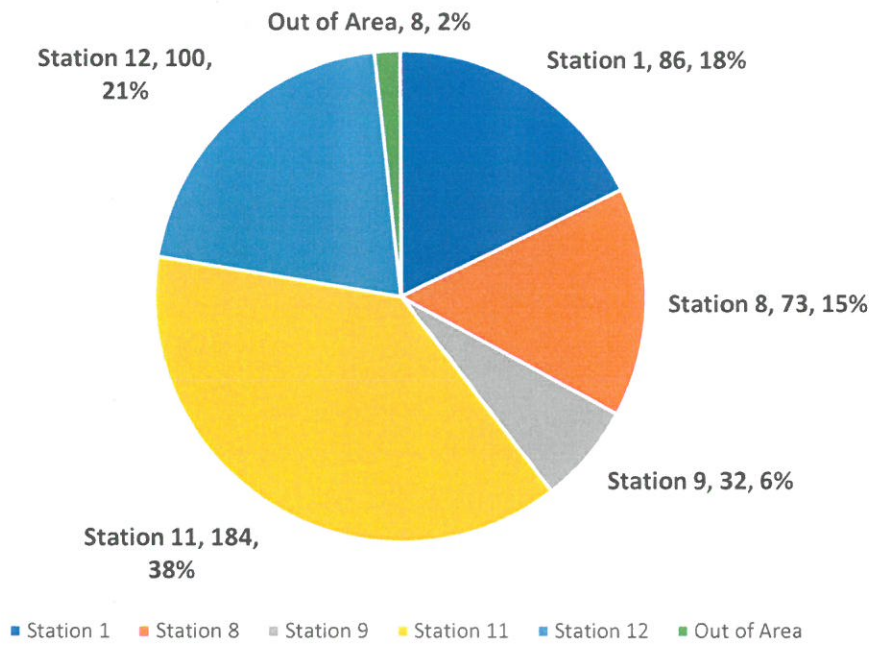
### GTMESA - November 2021 Incidents

483 total



### GTMESA - November 2021 Incidents by Station

483 total





## Garfield Response Times November 2021

**Priority 1 Responses**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:01:00 - 00:01:59	6	6	6.52%	6.52%
00:02:00 - 00:02:59	7	13	7.61%	14.13%
00:03:00 - 00:03:59	8	21	8.70%	22.83%
00:04:00 - 00:04:59	13	34	14.13%	36.96%
00:05:00 - 00:05:59	12	46	13.04%	50.00%
00:06:00 - 00:06:59	10	56	10.87%	60.87%
00:07:00 - 00:07:59	7	63	7.61%	68.48%
00:08:00 - 00:08:59	8	71	8.70%	77.17%
00:09:00 - 00:09:59	9	80	9.78%	86.96%
00:10:00 - 00:10:59	4	84	4.35%	91.30%
00:11:00 - 00:11:59	2	86	2.17%	93.48%
00:12:00 - 00:12:59	2	88	2.17%	95.65%
00:14:00 - 00:14:59	1	89	1.09%	96.74%
00:15:00 - 00:15:59	1	90	1.09%	97.83%
00:17:00 - 00:17:59	1	91	1.09%	98.91%
00:18:00 - 00:18:59	1	92	1.09%	100.00%

**Priority 2 Responses**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:01:00 - 00:01:59	4	4	2.53%	2.53%
00:02:00 - 00:02:59	14	18	8.86%	11.39%
00:03:00 - 00:03:59	20	38	12.66%	24.05%
00:04:00 - 00:04:59	16	54	10.13%	34.18%
00:05:00 - 00:05:59	12	66	7.59%	41.77%
00:06:00 - 00:06:59	23	89	14.56%	56.33%
00:07:00 - 00:07:59	15	104	9.49%	65.82%
00:08:00 - 00:08:59	11	115	6.96%	72.78%
00:09:00 - 00:09:59	14	129	8.86%	81.65%
00:10:00 - 00:10:59	6	135	3.80%	85.44%
00:11:00 - 00:11:59	9	144	5.70%	91.14%
00:12:00 - 00:12:59	4	148	2.53%	93.67%
00:13:00 - 00:13:59	2	150	1.27%	94.94%
00:14:00 - 00:14:59	4	154	2.53%	97.47%
00:15:00 - 00:15:59	1	155	0.63%	98.10%
00:17:00 - 00:17:59	1	156	0.63%	98.73%
00:18:00 - 00:18:59	1	157	0.63%	99.37%
00:24:00 - 00:24:59	1	158	0.63%	100.00%

**Priority 3 Responses**

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00:00 - 00:00:59	0	0	0.00%	0.00%
00:02:00 - 00:02:59	1	1	14.29%	14.29%
00:03:00 - 00:03:59	1	2	14.29%	28.57%
00:06:00 - 00:06:59	1	3	14.29%	42.86%
00:07:00 - 00:07:59	1	4	14.29%	57.14%
00:08:00 - 00:08:59	1	5	14.29%	71.43%
00:09:00 - 00:09:59	1	6	14.29%	85.71%
00:11:00 - 00:11:59	1	7	14.29%	100.00%




# Garfield Township Responses November

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	14	14
11-Choking	2	2
12-Convulsions/Seizures	11	11
13-Diabetic Problems	5	5
17-Falls	61	61
19-Heart Problems / A.I.C.D.	5	5
1-Abdominal Pain/Problems	10	10
21-Hemorrhage/Lacerations	6	6
23-Overdose / Poisoning (Ingestion)	3	3
25-Psychiatric/ Abnormal Behavior/Suicide At	2	2
26-Sick Person (Specific Diagnosis)	68	68
28-Stroke (CVA)	3	3
29-Traffic/Transportation/Accidents	14	14
2-Allergies (Reactions)/Envenomations (Sting:	2	2
30-Traumatic Injuries (Specific)	3	3
31-Unconscious/Fainting (Near)	14	14
32-Unknown Problem (Man Down)	19	19
4-Assault/Sexual Assault	3	3
5-Back Pain (Non-traumatic or Non Recent Tra	3	3
6-Breathing Problems	39	39
7-Burns (Scalds) /Explosion	2	2
9-Cardiac or Respiratory Arrest/Death	4	4
<b>Total</b>	<b>293</b>	<b>293</b>

Call Disposition	GT-Garfield	Total
Transport	200	200
Refusal	45	45
Cancelled	48	48
<b>Total</b>	<b>293</b>	<b>293</b>

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	97	97
P-2 Emergency BLS	184	184
P-3 Non-Emergent	10	10
P-18 Stage	2	2
<b>Total</b>	<b>293</b>	<b>293</b>



		<b>Charter Township of Garfield</b>	
		<b>Planning Department Report No. 2021-143</b>	
Prepared:	December 7, 2021	Pages:	2
Meeting:	December 14, 2021 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for December 2021		

**PURPOSE:**

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. Presentation of this report also provides a venue for the Township Board to have 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:

**BATA / Traverse City Housing Commission Mixed-Use Project Planned Unit Development (PUD)**

- Location: Northeast corner of LaFranier and Hammond Roads
- Development Description: A proposed mixed-use PUD with BATA headquarters facility and bus garage, bus transfer facility, apartments, single-family homes, a day care center, and café.
- Status: Township Board granted Preliminary PUD approval on 5/25/2021. The project application is now in Final PUD review. The applicants continue to work through the conditions of preliminary approval including engineering and agency approvals. Planning Commission received an update on the PUD application on 9/8/2021. Staff anticipates the Final PUD review at the January regular Planning Commission meeting.

**Marengo 31 Special Use Permit (SUP)**

- Location: East side of US 31 behind Baymont Inn, south of S. Airport Road
- Development Description: Applicant proposes a commercial district housing development with 60 apartment units behind an existing hotel building.
- Status: Planning Commission approved the special use permit with conditions on 11/10/2021.

**Premier Place PUD Minor Amendment**

- Location: Simsbury Street, west of Woodmere Avenue and north of Premier Street
- Development Description: Proposed 50 multi-family units as phase of the Premier Place Planned Unit Development, with changes to garages and layout requested as a minor amendment.
- Status: Planning Commission held a public hearing and approved the amendment on 11/10/2021.

**Biggby Coffee Site Plan Review**

- Location: S. Airport Road, west side of Burger King in Cherryland Center
- Development Description: Applicant proposes a new modular 350-square foot drive thru concept called B Cubed.
- Status: Planning Commission approved the site plan with conditions on 11/10/2021.

**Ashland Park PUD Storage Unit Concept**

- Location: West side of Garfield Road near Rusch Road
- Development Description: Applicant proposes additional storage units at Ashland Park.
- Status: Planning Commission conducted a conceptual review on 11/10/2021.



**PLANNING:**

Zoning Ordinance text amendment activity currently underway includes the following:

- Sign Text Amendment – In a public initiated application, Serra Automotive has made a request to amend the Township Zoning Ordinance to allow for additional freestanding signs. The proposed text amendment was introduced to the Planning Commission on 8/11/2021. Commissioners were concerned about the potential negative impact of the proposed text amendment on other properties in these districts. This application is currently tabled. Staff has had discussion with the applicants on their specific sign issue; however, there have not been any further discussions on the proposed text amendment.

The application is nearing expiration based on Section 404 of the Zoning Ordinance. If there is no progress made towards application completion as described in Section 404, the application will be considered expired, and this expiration will be acknowledged by the Planning Commission at their January regular meeting.

Other planning activities include the following:

- On October 26, 2021, the Township Board recommended submittal of a proposed project for the Michigan State University Urban Planning Practicum course, a “Non-Motorized Inventory and Opportunities Analysis for Garfield Township.” Staff learned in December 2021 that this project was selected for the Practicum course. Student planners will be working with Staff on this project during their semester from January to April 2022. Staff will attend a kickoff meeting in January 2022 to refine the scope of services with the designated student team.
- Staff is working with representatives from BS&A Software on setup for the Planning, Zoning, and Engineering module of this software program. BS&A is currently used by several other Township departments. This module was already part of the Township’s software package but had yet to be set up. This module will help Staff in tracking each step of applications as they move through the process and by creating more consistent record keeping.

**STAFF:**

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Direct Line: (231) 225-3155

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**

Planted Oak Tree by pavilion for Bill Mouser.

Working on remembrance sign for Bill.

Staking off first parking lot on right for snow season.

Installed a few more “no motorized vehicles” signs in preparation for snowmobilers this winter.

Need to repair line in drinking fountain near bathrooms for Spring.

Blowing leaves off trails.

Contacted Rugby about Posts being removed.

Recontacted Apple Fence for gate on wellhead storage.

Mulched trees out in the field to protect from herbicide treatments in Spring.



## **Commons**

Interviews started with Consultant Groups for Commons Development.

Winterizing & pruning trails at Commons.

No camping to date and next Spring we should be ahead.

## **River East**

Phase 1 almost complete. Back order on trusses. Parking lots are in. Pavilion done by next week. Pouring pad Nov. 3<sup>rd</sup>.

Pavilion construction has started. Trusses just arrived that were on back order. Pad has been poured.

Camera quote has been received for surveillance system. Grant submitted for system.

No encampments to date. Last little bit has been cleaned up.

Installed garbage surround for trash totes to protect Wellhead in parking area.

Planted arborvitaes bordering the barn and parking lot.

Hanging camera near barn. Appears to be late night traffic.

No camping to date and next Spring should be better to maintain.

Appealing Informal Hearing with Goodwill Inn Citation for allowing a campground. Waiting on court date.

## **Boardman Valley**

Monitoring for encampments. Nothing to date found.

Pruned & trim trails.

Added a roll away tote from GFL. Norm's Volunteers grab trash on river and dispose near Kayak Launch. Norm provided a barrel for trash to those using paddling the river to clean up trash. Grant money used for onion bags.

Removed kayak launch. Secure cables that were damaged.

Portable toilets removed. Done for year.

Windscreens, nets and posts taken down by TAPA. Stored.

## **Miller Creek**

Staff removed a few more down trees on trails.

Pruned back walking trails.

Backpack blown leaves from boardwalks.

Repaired a washout near Aldi's.

Camera mounted near bench being tagged. Nothing to date.

Walked western boundary to assess potential trail access with development near Baymont.

Removed more down trees on trails.

No encampments to date.

## **Kid's Creek**

Born Learning Stations installed. United Way.

Few trout still in pond.

Installed posts for "Dogs on Leash" for Buffalo Ridge Trail.

Kohls fixed erosion site. Installed raised curb to deter any further issues.

Pruned and trimmed trails.

Blown off boardwalks.

Salmon making it up past the pond.

## **Trash Removal**

Assisted King Court Maintenance. Two more truck loads taken out of area near brush drop off. CPO's gave trespass warnings to the same three individuals trashing that area.

Contact with Goodwill Inn and City of Traverse City about lingering trash left behind by campers.

Submitted November 29th, 2021

Derek Morton

Sean Kehoe



# Charter Township of Garfield

## Grand Traverse County

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

CHUCK KORN  
SUPERVISOR

LANIE MCMANUS  
CLERK

CHLOE MACOMBER  
TREASURER

MOLLY AGOSTINELLI, TRUSTEE  
STEVE DUELL, TRUSTEE

CHRIS BARSHEFF, TRUSTEE  
DENISE SCHMUCKAL, TRUSTEE

We are asking for guidance from the Board regarding Emergency Paid Sick Leave (EPSL) for Covid-19 leave. The attached policy adopted in 2020 references the Families First Coronavirus Act for EPSL and we have used these guidelines through the original act that was extended twice and finally expired September 30, 2021.

We now have two employees with positive tests that are unable to work without personal time to cover the required time away.

Consideration of adopting our own EPSL using the same guidelines until May 31, 2022 should get us through this last (hopefully) wave of infections.

# Extensions of the Families First Coronavirus Response Act Under the American Rescue Plan Act

Thursday, April 1, 2021

On March 11, 2021, President Biden signed into law the American Rescue Plan Act (ARPA), which extends and expands several provisions of the Families First Coronavirus Response Act (FFCRA).

## Tax Credit Extensions

As employers [will recall](#), the FFCRA tax credit had been extended through March 31, 2021 to qualifying employers that voluntarily chose to continue to provide Emergency Paid Sick Leave (EPSL) or Emergency Paid Family Leave (EPFL). The ARPA has now extended the FFCRA from April 1, 2021 through September 30, 2021.

## Emergency Paid Sick Leave and Emergency Paid Family Leave Extensions

Under the ARPA, employers are eligible for the tax credit if employers voluntarily provide employees up to 80 hours of EPSL from April 1, 2021 through September 30, 2021. This includes employees who have already used their 80 hours under the FFCRA, essentially creating a refresh of EPSL for all employees.

The FFCRA has required a covered employer to provide a minimum amount of paid time off for EPSL for one of five pandemic-related reasons:

1. The employee is subject to a government quarantine or isolation order.
2. The employee is advised by a health care professional to self-quarantine.
3. The employee is experiencing COVID-19 symptoms and seeking a medical diagnosis.
4. The employee is caring for an individual who is subject to a government quarantine or isolation order, or who has been advised to self-quarantine by a health care professional.
5. The employee is caring for a son or daughter whose school or place of care has been closed or whose childcare provider is unavailable.

The ARPA has created broader coverage for these categories. Specifically, with respect to one through three above, an employee is entitled to full payment (100 percent) of his or her daily wages, up to \$511 per day and the tax credit will likewise be provided for wages paid up to \$511 per day. With respect to four and five, an employee is entitled to payment that is at least two-thirds of his or her

daily wages, at least up to \$200 per day and the tax credit will likewise be provided for wages paid up to \$200 per day.

Notably, the ARPA has expanded the reasons for which an employer must provide EPFL. The expanded reasons include:

1. the employee is seeking or awaiting the results of a diagnostic test for, or a medical diagnosis of COVID-19,
2. the employee has been exposed to COVID-19,
3. the employer has requested such test or diagnosis,
4. the employee is obtaining immunization related to COVID-19, or
5. the employee is recovering from any injury, disability, illness, or condition related to such immunization' after 'public health emergency.

In addition, the ARPA removed the requirement that the first 10 days of EPFL were unpaid. Now, to claim a credit under the ARPA EPFL, the employer must pay employees for the first 10 days of the leave. Further, the EPFL maximum has been increased to \$12,000 per employee (up from \$10,000 under the FFCRA).

The ARPA also disqualifies employers from receiving the EPSL and EPFL tax credit if they fail to comply with any provisions of the FFCRA, including its anti-retaliation provision or discriminating in favor of highly compensated employees, full-time employees, or employees based on their employment tenure



## Charter Township of Garfield COVID-19 Preparedness and Response Plan

In order to respond to the current state of emergency related to the novel coronavirus (“COVID-19”) and to comply with relevant Federal, state and local orders related to COVID-19, Charter Township of Garfield has prepared the following COVID-19 Preparedness and Response Plan (“Plan”). This Plan may be updated as this situation evolves or as Federal, state, or local orders related to COVID-19 are issued or amended.

### **Essential Workers Necessary to Perform Critical Infrastructure Functions or Conduct Minimum Basic Operations**

Executive Order 2020-42 and subsequent Executive Order 2020-59 prohibit businesses or operations to operate a business or conduct operations that requires workers to leave their homes except to the extent those workers are necessary to sustain or protect life (*i.e.*, critical infrastructure workers) or to conduct minimum basic operations. *Appendix A* contains a list of critical infrastructure workers as described by the U.S. Cybersecurity and Infrastructure Security Agency in its March 19, 2020 guidance as well as additional categories of such workers identified by Governor Whitmer in Executive Orders 2020-42 and 2020-59. Appendix A also contains the list of Charter Township of Garfield Critical Infrastructure Workers. Which include workers who are employed in a community-based government operations and essential functions.

Under Executive Orders in effect during the time of implementation of this plan and going forward, workers who are necessary to conduct minimum basic operations are “those workers whose in-person presence is strictly necessary to allow the business or operation to maintain and accessing the value of the township properties maintaining inventory and equipment, ensure the health, welfare of our township and for safety and security of our residents, process transactions (including payroll and employee benefits), or facilitate the ability of other workers to work remotely.”

Only “critical infrastructure workers” or those required to conduct minimum basic operations may be permitted to perform in-person activities so long as any in-person work is performed consistently with the social distancing and mitigation measures required under any relevant executive order or public health order. Workers designated as critical infrastructure workers or those required to conduct minimum basic operations will be informed of such designations in writing, if so required.

### **Protective Safety Measures**

#### ***Sick Leave***

Employees are permitted to take paid leave consistent with the Families First Coronavirus Response Act and personal leave time as set forth in the Charter Township of Garfield Employee Compensation and Benefits Manual. Any onsite employee who appears to have a respiratory illness may be separated from other employees and sent home.

#### ***Remote Work***

All employees who are not essential to operations, and whose job duties reasonably allow to them telework, may be able to work remotely if required or instructed under an executive order.



# Clerk's Report

For November 30, 2021

Submitted 12/08/21

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

For the month of November in the General Fund, you will find that we had a total of \$163,533.27 Revenues and \$130,594.73 Expenditures. For the year we have a total of \$4,790,311.19 Revenues and \$3,922,975.04 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	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/2021	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
<b>Fund 101 - GENERAL OPERATING FUND</b>						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,900,000.00	1,900,000.00	1,769,961.13	0.00	130,038.87
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	1,057.31	0.00	(557.31)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	500.00	500.00	721.13	0.00	(221.13)
101-000-423.000	TRAILER PARK FEES	8,500.00	8,500.00	8,413.00	773.00	87.00
101-000-441.000	Local Community Stabilization Share Tax	43,000.00	43,000.00	36,691.23	0.00	6,308.77
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	5,065.29	0.00	(1,065.29)
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	284,637.00	87,831.00	(134,637.00)
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	11,800.00	800.00	(1,800.00)
101-000-476.003	TREASURER FEES	500.00	500.00	450.00	0.00	50.00
101-000-476.004	PARK USE FEES	0.00	0.00	6,485.00	45.00	(6,485.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	19,060.00	1,490.00	(4,060.00)
101-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	928,410.00	0.00	(928,410.00)
101-000-574.000	STATE SHARED REVENUE	1,350,000.00	1,350,000.00	1,329,866.00	0.00	20,134.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	22,129.80	0.00	(2,129.80)
101-000-574.002	EVIP DISTRIBUTION	56,000.00	56,000.00	48,090.00	0.00	7,910.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	8,000.00	8,000.00	8,044.89	57.00	(44.89)
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	23,792.50	0.00	1,207.50
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	991.67	0.00	(491.67)
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	49,388.69	152.49	(9,388.69)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	220,000.00	220,000.00	264,320.14	65,213.27	(44,320.14)
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	25,374.73	6,260.48	(3,374.73)
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(75,302.00)	0.00	75,302.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	3,722.58	911.03	(3,622.58)
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	273.30	0.00	326.70
101-000-676.003	Reimburse Essential Services (PILOT)	8,000.00	8,000.00	16,867.80	0.00	(8,867.80)
101-000-695.100	ALLOCATED FUND BALANCE	408,243.75	408,243.75	0.00	0.00	408,243.75
Total Dept 000		4,290,493.75	4,290,493.75	4,790,311.19	163,533.27	(499,817.44)
<b>TOTAL REVENUES</b>						
		4,290,493.75	4,290,493.75	4,790,311.19	163,533.27	(499,817.44)
<b>Fund 101 - GENERAL OPERATING FUND:</b>						
<b>TOTAL REVENUES</b>						
		4,290,493.75	4,290,493.75	4,790,311.19	163,533.27	(499,817.44)

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,000.00	13,000.00	10,375.00	675.00	2,625.00	79.81
101-101-701.101	WAGES - FILE CLERK	37,283.93	37,283.93	32,972.80	2,867.20	4,311.13	88.44
101-101-701.102	WAGES - TRUSTEE	13,000.00	13,000.00	9,025.00	800.00	3,975.00	69.42
101-101-701.103	WAGES - TRUSTEE	13,000.00	13,000.00	9,275.00	800.00	3,725.00	71.35
101-101-701.104	WAGES - TRUSTEE	13,000.00	13,000.00	9,500.00	800.00	3,500.00	73.08
101-101-701.105	WAGES - OFFICE COORDINATOR	34,666.81	34,666.81	30,633.63	2,667.20	4,033.18	88.37
101-101-726.000	SUPPLIES	6,000.00	6,000.00	4,850.81	526.62	1,149.19	80.85
101-101-726.001	POSTAGE	10,000.00	10,000.00	7,530.27	15.48	2,469.73	75.30
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	3,413.28	282.21	4,086.72	45.51
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	3,041.60	0.00	6,958.40	30.42
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	22,100.00	22,100.00	21,875.00	500.00	225.00	98.98
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	2,448.48	213.75	5,051.52	32.65
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	2,645.22	109.00	354.78	88.17
101-101-901.000	ADVERTISING	7,500.00	7,500.00	4,417.05	85.85	3,082.95	58.89
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	2,023.68	0.00	1,976.32	50.59
101-101-965.101	DUES & PUBLICATIONS -TOWNBOARD	2,500.00	2,500.00	2,295.09	0.00	204.91	91.80
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	6,230.00	0.00	270.00	95.85
<b>Total Dept 101 - TOWNBOARD</b>		<b>221,050.74</b>	<b>221,050.74</b>	<b>162,551.91</b>	<b>10,342.31</b>	<b>58,498.83</b>	<b>73.54</b>
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	79,738.80	79,738.80	70,538.24	6,133.76	9,200.56	88.46
101-171-701.202	WAGES - APPRAISER II	46,585.37	46,585.37	37,974.89	3,230.76	8,610.48	81.52
101-171-701.203	WAGES - GIS	0.00	0.00	480.00	480.00	(480.00)	100.00
101-171-701.204	WAGES - APPRAISER III	55,531.98	55,531.98	49,628.00	4,272.00	5,903.98	89.37
101-171-701.205	WAGES - ASSESSOR	98,452.15	98,452.15	87,092.26	7,573.24	11,359.89	88.46
101-171-726.000	SUPPLIES	2,000.00	2,000.00	527.14	0.00	1,472.86	26.36
101-171-726.001	POSTAGE	4,000.00	4,000.00	3,282.38	180.05	717.62	82.06
101-171-805.000	CONTRACTED AND OTHER SERVICES	33,419.00	33,419.00	24,738.44	0.00	8,680.56	74.03
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	354.20	354.20	354.20	0.00	645.80	35.42
101-171-900.000	PRINTING & PUBLISHING	2,410.00	2,410.00	1,372.48	0.00	1,037.52	56.95
101-171-901.000	ADVERTISING	500.00	500.00	150.00	0.00	350.00	30.00
101-171-960.000	EDUCATION & TRAINING	7,000.00	7,000.00	2,172.99	368.30	4,827.01	31.04
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	18.45	0.00	981.55	1.85
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	4,271.23	0.00	(1,271.23)	142.37
<b>Total Dept 171 - TOWNSHIP SUPERVISOR</b>		<b>335,637.30</b>	<b>335,637.30</b>	<b>282,600.70</b>	<b>22,238.11</b>	<b>53,036.60</b>	<b>84.20</b>
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	18,000.00	18,000.00	10,260.75	1,122.00	7,739.25	57.00
101-191-726.000	SUPPLIES	8,000.00	8,000.00	6,395.55	5.83	1,604.45	79.94
101-191-726.001	POSTAGE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	600.00	600.00	0.00	0.00	600.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
<b>Total Dept 191 - ELECTIONS</b>		<b>38,500.00</b>	<b>38,500.00</b>	<b>16,656.30</b>	<b>1,127.83</b>	<b>21,843.70</b>	<b>43.26</b>

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
<b>Dept 215 - TOWNSHIP CLERK</b>							
101-215-701.300	WAGES - CLERK	79,738.80	79,738.80	70,538.24	6,133.76	9,200.56	88.46
101-215-701.302	WAGES - DEPUTY CLERK	51,500.00	51,500.00	45,557.71	3,961.54	5,942.29	88.46
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	4,500.00	0.00	500.00	90.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	947.28	0.00	552.72	63.15
101-215-860.300	MILEAGE - CLERK	400.00	400.00	341.60	0.00	58.40	85.40
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	3,427.29	36.70	2,572.71	57.12
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	550.00	120.00	150.00	78.57
<b>Total Dept 215 - TOWNSHIP CLERK</b>		<b>145,738.80</b>	<b>145,738.80</b>	<b>125,862.12</b>	<b>10,252.00</b>	<b>19,876.68</b>	<b>86.36</b>
<b>Dept 247 - BOARD OF REVIEW</b>							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	850.00	0.00	650.00	56.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	100.00	0.00	1,400.00	6.67
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	725.00	0.00	775.00	48.33
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,000.00	0.00	500.00	66.67
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	84.50	0.00	115.50	42.25
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>2,759.50</b>	<b>0.00</b>	<b>3,440.50</b>	<b>44.51</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	79,738.80	79,738.80	70,538.24	6,133.76	9,200.56	88.46
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	536.76	0.00	4,463.24	10.74
101-253-701.502	WAGES - DEPUTY TREASURER	51,500.00	51,500.00	45,557.71	3,961.54	5,942.29	88.46
101-253-726.000	SUPPLIES	2,500.00	2,500.00	2,144.73	222.45	355.27	85.79
101-253-726.001	POSTAGE	6,000.00	6,000.00	4,769.18	2,370.00	1,230.82	79.49
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	30.00	0.00	2,970.00	1.00
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	290.64	0.00	409.36	41.52
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	188.16	0.00	311.84	37.63
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	769.08	0.00	1,230.92	38.45
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	1,312.74	703.74	3,187.26	29.17
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	199.00	0.00	301.00	39.80
<b>Total Dept 253 - TOWNSHIP TREASURER</b>		<b>156,338.80</b>	<b>156,338.80</b>	<b>126,336.24</b>	<b>13,579.65</b>	<b>30,002.56</b>	<b>80.81</b>
<b>Dept 258 - COMPUTER SUPPORT</b>							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	2,792.27	899.96	207.73	93.08
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	31,170.00	0.00	8,830.00	77.93
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	1,134.89	89.99	865.11	56.74
<b>Total Dept 258 - COMPUTER SUPPORT</b>		<b>45,000.00</b>	<b>45,000.00</b>	<b>35,097.16</b>	<b>989.95</b>	<b>9,902.84</b>	<b>77.99</b>
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	10,500.00	10,500.00	11,072.48	0.00	(572.48)	105.45
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	3,026.18	191.59	473.82	86.46
101-265-850.000	TELEPHONE	16,000.00	16,000.00	15,661.03	1,067.33	338.97	97.88
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	6,721.57	503.74	5,278.43	56.01
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	4,107.68	184.88	1,892.32	68.46

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	8,995.63	960.32	5,004.37	64.25
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	1,097.00	0.00	8,903.00	10.97
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	6,634.53	1,983.00	3,365.47	66.35
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	12,915.96	600.00	2,084.04	86.11
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	1,004.34	96.91	(4.34)	100.43
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,461.60	0.00	38.40	97.44
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	12,662.34	0.00	7,337.66	63.31
Total Dept 265 - TOWNSHIP HALL		129,500.00	129,500.00	85,360.34	5,587.77	44,139.66	65.92
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,400,000.00	1,400,000.00	878,080.11	0.00	521,919.89	62.72
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	878,080.11	0.00	521,919.89	62.72
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,764.38	17,764.38	14,428.90	1,282.57	3,335.48	81.22
101-371-701.703	WAGES - BUILDING OFFICIAL	82,400.00	82,400.00	72,892.29	6,338.46	9,507.71	88.46
101-371-701.704	WAGES - BUILDING INSPECTOR	25,750.00	25,750.00	18,078.58	1,723.18	7,671.42	70.21
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	455.21	17.81	544.79	45.52
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	125.00	0.00	875.00	12.50
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	1,041.45	17.00	(41.45)	104.15
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		129,914.38	129,914.38	107,021.43	9,379.02	22,892.95	82.38
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,000.00	3,000.00	3,025.00	375.00	(25.00)	100.83
101-400-701.801	WAGES - PLANNING	3,000.00	3,000.00	2,650.00	375.00	350.00	88.33
101-400-701.802	WAGES - PLANNING	3,000.00	3,000.00	3,000.00	250.00	475.00	84.17
101-400-701.804	WAGES - PLANNING	3,000.00	3,000.00	2,525.00	250.00	475.00	84.17
101-400-701.805	WAGES - PLANNING	3,000.00	3,000.00	2,775.00	250.00	225.00	92.50
101-400-701.806	WAGES - PLANNING	3,000.00	3,000.00	2,275.00	250.00	725.00	75.83
101-400-701.808	WAGES - PLANNING	3,000.00	3,000.00	2,900.00	250.00	100.00	96.67
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	1,828.00	0.00	23,172.00	7.31
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	2,716.75	324.50	3,283.25	45.28
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	573.86	0.00	426.14	57.39
101-400-901.000	ADVERTISING	2,000.00	2,000.00	1,445.85	136.70	554.15	72.29
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	70.00	0.00	1,930.00	3.50
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	34.00	34.00	966.00	3.40
Total Dept 400 - PLANNING COMMISSION		58,000.00	58,000.00	25,343.46	2,495.20	32,656.54	43.70
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	77,948.34	77,948.34	68,954.23	5,996.02	8,994.11	88.46
101-401-701.901	WAGES - DEPUTY PLANNER	55,620.00	55,620.00	49,202.29	4,278.46	6,417.71	88.46
101-401-701.902	WAGES - PLANNER ASSISTANT	13,323.86	13,323.86	10,821.71	961.91	2,502.15	81.22
101-401-726.000	SUPPLIES	1,000.00	1,000.00	84.92	0.00	915.08	8.49
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	75.00	75.00	1,925.00	3.75



GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	702.66	562.66	4,297.34	14.05
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		156,492.20	156,492.20	129,840.81	11,874.05	26,651.39	82.97
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	104.00	0.00	896.00	10.40
101-410-901.000	ADVERTISING	2,000.00	2,000.00	89.10	0.00	1,910.90	4.46
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	564.00	0.00	436.00	56.40
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	1,882.10	0.00	18,117.90	9.41
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	55,620.00	55,620.00	49,202.29	4,278.46	6,417.71	88.46
101-412-701.602	WAGES - ZONING CODE ENFORCER	20,599.18	20,599.18	18,225.21	1,584.81	2,373.97	88.48
101-412-726.000	SUPPLIES	1,000.00	1,000.00	495.08	0.00	504.92	49.51
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		80,019.18	80,019.18	67,922.58	5,863.27	12,096.60	84.88
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	58,058.88	6,404.22	37,941.12	60.48
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	58,058.88	6,404.22	37,941.12	60.48
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	820,000.00	813,050.30	0.00	6,949.70	99.15
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	87,808.74	0.00	12,191.26	87.81
Total Dept 747 - COMMUNITY PROMOTIONS		139,000.00	939,000.00	903,859.04	0.00	35,140.96	96.26
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	1,886.97	155.26	613.03	75.48
101-806-863.000	OIL CHANGES	500.00	500.00	40.81	0.00	459.19	8.16
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	97.94	0.00	1,402.06	6.53
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	2,025.72	155.26	2,474.28	45.02

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2021 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	102,279.00	102,279.00	105,097.20	0.00	(2,818.20)	102.76
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	70,821.89	6,128.94	9,178.11	88.53
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	851.20	0.00	148.80	85.12
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	395,000.00	395,000.00	372,521.16	23,859.42	22,478.84	94.31
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,259.21	317.73	5,740.79	42.59
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	12,573.00	0.00	1,427.00	89.81
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	6,312.00	0.00	1,688.00	78.90
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		616,279.00	616,279.00	572,435.66	30,306.09	43,843.34	92.89
Fund 900 - CAPITAL OUTLAY							
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	150,000.00	150,000.00	36,785.61	0.00	113,214.39	24.52
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	2,495.37	0.00	12,504.63	16.64
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		198,000.00	198,000.00	39,280.98	0.00	158,719.02	19.84
Fund 965 - TRANSFERS TO OTHER FUNDS							
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	300,000.00	300,000.00	300,000.00	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		300,000.00	300,000.00	300,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		4,276,170.40	5,076,170.40	3,922,975.04	130,594.73	1,153,195.36	77.28
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,276,170.40	5,076,170.40	3,922,975.04	130,594.73	1,153,195.36	77.28

User: Lanie  
DB: Garfield

2021 ORIGINAL BUDGET 2021 AMENDED BUDGET YTD BALANCE 11/30/2021 ACTIVITY FOR MONTH 11/30/21 AVAILABLE BALANCE % BDTG USED

GL NUMBER	DESCRIPTION	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/21	AVAILABLE BALANCE	% BDTG USED
<b>Fund 308 - PARK SYSTEM FUND</b>							
<b>Expenditures</b>							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	4,000.00	750.00	1,200.00	76.92
308-000-701.906	Parks Steward	25,750.00	25,750.00	22,779.20	1,980.80	2,970.80	88.46
308-000-701.907	Park Steward 2	0.00	16,750.00	10,900.00	1,680.00	5,850.00	65.07
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	0.00	0.00	90.50	0.00	(90.50)	100.00
308-000-825.000	Const. & Land (Grant, Equip)	0.00	0.00	68.40	68.40	(68.40)	100.00
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	40,000.00	21,975.00	0.00	0.00	21,975.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100,190.00	100,190.00	71,569.94	12,917.68	28,620.06	71.43
308-000-935.000	MAINTENANCE - MISC, EQUIP	184,000.00	184,000.00	47,729.85	0.00	136,270.15	25.94
308-000-970.000	CAPITAL OUTLAY						
Total Dept 000		360,940.00	359,665.00	157,137.89	17,396.88	202,527.11	43.69
<b>Dept 851 - EMPLOYEE BENEFITS &amp; INSURANCES</b>							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	2,060.00	3,335.00	2,837.33	333.49	497.67	85.08
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		2,060.00	3,335.00	2,837.33	333.49	497.67	85.08
<b>TOTAL EXPENDITURES</b>							
		363,000.00	363,000.00	159,975.22	17,730.37	203,024.78	44.07
<b>Fund 308 - PARK SYSTEM FUND:</b>							
<b>TOTAL EXPENDITURES</b>							
		363,000.00	363,000.00	159,975.22	17,730.37	203,024.78	44.07