

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING**

Tuesday, July 9, 2019 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

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 – June 25, 2019 Regular Meeting (Recommend Approval)

b. Bills -

General Fund	\$ 85,203.89
(Recommend Approval)	

4. Items Removed from the Consent Calendar

5. Correspondence

- a. Grand Traverse Conservation District – June 2019 Report

6. Reports

- a. Sheriff's Department Report
- b. YMCA Report
- c. County Commissioner's Report
- d. Treasurer's Report
- e. Clerk's Report
- f. Supervisor's Report

7. Unfinished Business

- a. PD Report 2019-84 Township Board Strategic Planning – Step 2b

8. New Business

- a. PD Report 2019-85, French Manor/Terra Energy PUD Major Amendment - Introduction
- b. PD Report 2019-86, Draft Meeting Room Rental Policy – For Discussion

9. Public Comment

10. Other Business

11. Adjournment

Lanie McManus, Clerk

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

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
June 25, 2019**

Supervisor Korn called the Town Board Meeting to order on June 25, 2019 at 5:30 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll Call of Board Members

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

1. Strategic Planning

a. PD Report 2019-73 Presentation of Discussion of Strategic Planning – Steps 1 and 2a

Planning Director John Sych shared statistical information which included millage rate, PILOTS, IFT's, permits and taxable values. He said that overall, the township is in good shape but needs to be cognizant of commercial development. Board members asked questions about the statistics. Sych then led board members through a SWOT analysis – Strengths, Weaknesses, Opportunities, and Threats. Strengths included parks, trails, Silver Lake, the water and sewer system, Metro Fire, safety of the community, the Boardman River, partnerships with City and County, housing, regional location, access to utilities, zoning to encourage development, the education system, proximity to airport and hospital, the tax base, and agricultural land. Sych added that the township was fiscally healthy which was also a strength.

Board members identified Weaknesses which included traffic, heavy investment in large retail, lack of identity/vision, road conditions, lack of an east/west corridor, and reliance on septic systems near lakes.

Sych will continue to walk the board through short exercises until an entire strategic plan is drafted for the township.

2. Public Comment (5:48)

None

3. Review and Approval of the Agenda - Conflict of Interest (5:49)

Duell moved and Schmuckal seconded to approve the agenda as Amended adding item 7f "Personnel Committee Report."

*Yeas: Duell, Schmuckal, Blood Law, Walters, Agostinelli, McManus, Korn
Nays: None*

4. Consent Calendar (5:50)

a. Minutes

June 11, 2019 Regular Meeting (Recommend Approval)

b. Bills

Gourdie Fraser

Developer's Escrow Fund – Utility Plan Review, Oversight \$5,012.04

Utility Receiving Fund 2,245.25

Park Funds/DNR Trust Fund 1,241.50

Total \$8,498.79

(Recommend Approval)

c. MTT Update

d. Consideration of reappointing Carol Hale to the Joint Planning Commission (Recommend Approval)

Agostinelli moved and Blood Law seconded to approve the consent calendar as amended. Removed minutes.

*Yeas: Agostinelli, Blood Law, Duell, Schmuckal, Walters, McManus, Korn
Nays: None*

5. Items removed from the Consent Calendar

a. Minutes

June 11, 2019 Regular Meeting (Recommend Approval)

Duell asked if Agostinelli filled out an application for her reappointment to the Joint Planning Commission. Clerk McManus affirmed that it was filled out and submitted.

Duell moved Schmuckal seconded to approve the minutes of June 11, 2019 as presented.

*Yeas: Duell, Schmuckal, Walters, Agostinelli, Blood Law, McManus, Korn
Nays: None*

6. Correspondence (5:53)

7. Reports**a. Construction Report (5:55)**

Engineer Jennifer Hodges commented that she was grateful that the water and sewer systems were seen as strengths for the township. She is moving forward with a new GIS system to track the water and sewer throughout the township. The new tank was tested and accepted, though it was not up and running yet due to excess chlorine. Topography was done at Silver Lake Park and bids will go out in July for fall construction.

b. Grand Traverse Metro Report (5:59)

Chief Pat Parker said that runs are now based on proximity to the call and that approximately 70% of all calls are medical and 30% are fire related. The Metro Board saw the 2020 budget for the first time and a budget meeting will be scheduled for next week. There is the need to make several improvements in the next few years, but Station 11 is a major priority for 2020. Board members asked questions regarding the proposed budget.

c. North Flight

No report

d. County Commissioner's Report

No report

e. Supervisor's Report (6:19)

Korn stated that the MDOT portion of the Boardman Lake Loop will soon be completed. The YMCA has maintenance to do and with the Board's blessing, he will draft a 5 year lease. Board members agreed. He met with Rural Development regarding American Waste upgrades and met with the other Metro supervisors to draft the Metro Bylaws. This year the auditors will change as will the CPA's for the township. The road commission is recommending that Meadowlane Drive be upgraded to a four seasons road.

f. Personnel Committee Report (6:24)

Schmuckal said that candidates were interviewed for the Administrative Coordinator position.

Schmuckal moved and Blood Law seconded to recommend that Kathleen Roon be hired as Administrative Coordinator effective July 1, 2019.

*Yeas: Schmuckal, Blood Law, Agostinelli, Walters, Duell, McManus, Korn
Nays: None*

8. Unfinished Business

a. Public Hearing – PD Report 2019-69 – Harris Hills Site Condominium R-2 Rezoning (6:26)

Planning Director John Sych explained that this request would rezone approximately 20 acres from A- Agricultural to R-2 One and Two Family Residential. The property is located at Lone Tree and Harris roads and the request conforms to the Township Master Plan.

Korn opened the Public Hearing at 6:30pm.

Chad Collins of Pine Meadows Trail shared concerns with what was going to be built in that location.

Mary Hashoian lives in Lone Tree and shared her concern with a road to Lone Tree.

Lisa Schaub, of TL Land Company and the applicant, said that they are planning on thirty homes for residential use on that property. She addressed questions about the road and said it will not go to Lone Tree and added that they intend to be good neighbors. Korn closed the Public Hearing at 6:34pm.

Board members asked questions of staff.

Walters moved and Schmuckal seconded THAT the Planning Commission's recommended Findings of Fact for application Z-2019-01 as provided in PD Report 2019-69 and forming part of this motion, BE APPROVED.

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

Nays: *None*

Schmuckal moved and Walters seconded THAT application Z-2019-01, submitted by Tim and Lisa Schaub, to rezone parcels 05-008-022-02 and 05-007-021-00 from the A- Agricultural zoning district to the R-2 One and Two Family Residential zoning district, and constituting Amendment No. 18 to the Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in Planning Department Report 2019-69.

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

Nays: *None*

Schmuckal moved and Duell seconded THAT Resolution 2019-14-T for adopting Amendment No. 18 to Garfield Township Ordinance No. 68 rezoning parcels 05-008-022-02 and 05-007-021-00 from A-Agricultural zoning district to R-2 One and Two Family Residential zoning BE ADOPTED.

Yeas: Schmuckal, Duell, Walters, Agostinelli, Blood Law, McManus, Korn
Nays: None

b. Continued Discussion on Resolution 2019-06-T (Amended), a resolution to adopt Township Trustees Salary (6:40)

Agostinelli moved and Walters seconded to adopt Resolution 2019-06-T (Amended), a resolution to adopt Township Trustees Salary.

Yeas: Agostinelli, Walters, Schmuckal, Duell, McManus, Blood Law, Korn
Nays: None

9. New Business

a. PD Report 2019-68, Introduction and schedule Public Hearing of Green US-31 C-G Rezoning (6:42)

Planning Director Sych said that this would rezone approximately .84 acres from C-O Office Commercial to C- G General Commercial. The property is located at 1202 N. US 31 South and the Planning Commission found that the request was not consistent with the Master Plan and recommended that it not be approved for the rezoning request.

Duell MOVED and Schmuckal seconded THAT application Z-2019-02 BE SCHEDULED for Public hearing for the Garfield Township Board of Trustees meeting to be held on July 23, 2019.

Yeas: Duell, Schmuckal, Walters, Agostinelli, Blood Law, McManus, Korn
Nays: None

10. Public Comment (6:46)

None

11. Other Business (6:47)

Blood Law asked about tree trimming at Boardman Lake. Rebidding the project.

12. Adjournment

Schmuckal adjourned the meeting at 6:49pm.

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

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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
06/06/2019	GEN	37917	AMERICAN WASTE	8642317	308-000-880.001	305.00
06/06/2019	GEN	37918	AMERICAN WASTE	3394790	101-265-935.604	85.00
06/06/2019	GEN	37919	COMMUNITY CONSULTING, LLC.	GIS SERVICES	101-258-935.015	2,500.00
06/06/2019	GEN	37920	CONSUMERS ENERGY	100018131597	101-448-920.005	25.80
06/06/2019	GEN	37921	ESCH LAWN MAINTENANCE, LLC	TOWNSHIP OFFICES	101-265-935.602	1,845.00
		37921		SILVER LAKE	308-000-935.000	1,380.00
						<u>3,225.00</u>
06/06/2019	GEN	37922	ESCH LAWN MAINTENANCE, LLC	WOODMERE ISLANDS	101-265-935.602	80.00
06/06/2019	GEN	37923	INTEGRITY BUSINESS SOLUTIONS	PAPER	101-101-726.000	134.00
06/06/2019	GEN	37924	OLSON, BZDOK, & HOWARD	AG OPINION / ATT DOCUMENTS	101-101-801.002	188.50
		37924		SEGAL / DAYCARE APP PUD DOCUMENTS	101-400-801.000	246.50
						<u>435.00</u>
06/06/2019	GEN	37925	RICK ROBBINS	LAURU LLC / MARX DONUTS	101-253-801.000	60.80
06/06/2019	GEN	37926	STAPLES	SUPPLIES	101-101-726.000	128.20
		37926		INK	101-171-726.000	76.99
						<u>205.19</u>
06/11/2019	GEN	37927	CITY OF TRAVERSE CITY	17097594720	101-000-084.861	182.71
		37927		17097594720	101-448-920.005	484.07
						<u>666.78</u>
06/11/2019	GEN	37928	CONSUMERS ENERGY	100000311801	101-000-084.861	1,432.00
		37928		100000311801	101-448-920.005	6,229.01
						<u>7,661.01</u>
06/11/2019	GEN	37929	CONSUMERS ENERGY	103033456148	101-448-920.005	29.14
06/11/2019	GEN	37930	DOROTHY PETROSKEY	MILEAGE REIMBURSEMENT JURY DUTY	101-101-860.000	6.96
06/11/2019	GEN	37931	ESCH LAWN MAINTENANCE, LLC	WOODMERE	101-265-935.602	575.00
06/11/2019	GEN	37932	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.59
06/11/2019	GEN	37933	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	331.43
06/11/2019	GEN	37934	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,061.10
06/11/2019	GEN	37935	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT	101-101-960.000	32.50
06/11/2019	GEN	37936	MICHIGAN TOWNSHIP ASSOCIATION	SUPER-GUIDE	101-171-965.000	34.50

3. b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/02/2019	GEN	37982	I.T. RIGHT	OFFICE 365	101-258-935.015	2,550.00
07/02/2019	GEN	37983	STATE OF MICHIGAN (P)	SUW MONTHLY/QUARTERLY	101-000-228.000	2,554.98
07/02/2019	GEN	37984	UNITED WAY	UNITED WAY	101-000-238.000	90.00
07/02/2019	GEN	37985	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,790.00
TOTAL - ALL FUNDS						85,203.89
--- GL TOTALS ---						
				DUE FROM #861 STREET LIGHTS		1,901.53
				DEFERRED COMP		3,705.00
				AFLAC		525.26
				STATE TAXES PAYABLE		2,554.98
				HSA (FORMERLY FLEX)		1,411.52
				UNITED WAY		185.00
				SUPPLIES		706.62
				SUPPLIES - COPIER MAINTENANCE		402.32
				LEGAL SERVICES - TOWNBOARD		668.50
				CONTRACTED AND OTHER SERVICES		548.50
				MILEAGE		6.96
				ADVERTISING		783.25
				EDUCATION & TRAINING		32.50
				DUES & PUBLICATIONS -TOWNBOAR		20.00
				SUPPLIES		76.99
				EDUCATION & TRAINING		662.29
				DUES & PUBLICATIONS		34.50
				SUPPLIES		2,132.19
				EDUCATION & TRAINING		519.95
				LEGAL SERVICES		60.80
				COMPUTER SUPPORT SYSTEMS		5,398.50
				COMPUTER NETWORK		75.00
				SUPPLIES-MAINTANCE		104.33
				TELEPHONE		1,285.73
				WATER / SEWER		475.46
				LIGHTS BUILDING		1,160.08
				LAWN MAINTENANCE		2,500.00
				RUBBISH REMOVAL		85.00
				MAINTENANCE-OTHER		3,784.92
				SUPPLIES		548.17
				LEGAL SERVICES		246.50
				CONTRACTED AND OTHER SERVICES		2,000.00
				ADVERTISING		187.35
				SUPPLIES		72.00
				STREET LIGHTS TOWNSHIP		7,641.47
				COM. PROM. - COMMUNITY AWAREN		280.50
				COM. PROM. - P.E.G.		722.45
				GAS & CAR WASHES		100.35
				INSURANCE - EMPLOYEE HEALTH		22,080.08
				INSURANCE - EMPLOYEE LIFE		956.11
				CAPITAL OUTLAY - TOWNSHIP HAL		15,316.12
				CAPITAL OUTLAY - COMPUTER		1,029.00
				COM. PROM. - SILVER LAKE PARK		518.84
				COM. PROM. - BVNP (YMCA)		288.87
				MAINTENANCE - MISC, EQUIP		1,408.40
				TOTAL		85,203.89

Grand Traverse Conservation District
June 2019 Report

CONSERVATION TEAM**OWNER/PARKLAND: City of Traverse City – Brown Bridge Quiet Area****Administration**

- Prepared for and held a Brown Bridge Advisory Committee annual potluck meeting at Brown Bridge Quiet Area.
- A Brown's Bridge Ribbon Cutting ceremony that included several project partners and donors was held prior to the annual potluck. Many of the guests that attended the ribbon cutting stayed for the potluck.

Routine Monitoring and Maintenance

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Cleaned, swept, and re-stocked outhouses on a weekly basis.
- Coordinated the grading of the Buck's trailhead and the canoe landing parking area.
- Mowed sections of trail and trailheads, as needed.

Grants

- Continued to work on the US Fish & Wildlife Service, GT Band, and other project partners on the Phase-II Wood project for the river at Brown Bridge. The Environmental Quality Incentive Program (EQIP) funding was obligated, in full (approx. \$80,000) by the Grand Traverse Band for this project.

Other

- Spoke with several trail users regarding the new bridge and how nice it is to navigate around the Quiet Area.
- Revised the "Trail Guide" to reflect changes in the parkland (i.e. new trails, boardwalks, bridges, etc)
- Distributed a report by Steve Paxton,

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

- At the request of Garfield Township staff, met with representatives from a construction company on Kids Creek Trib-AA regarding their request for a 15' setback variance. No issue with the variance but expressed concerns with the location of the lower most stormwater basin and the potential for stormwater to flow onto neighboring property. We discussed possible solutions which they will present to township staff.
- Met with Township planners and maintenance personnel Bill Mouser to review parkland assets and capital improvement needs

Routine Monitoring and Maintenance

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash

- Mowed and pruned along earthen trail sections as needed at all Garfield parks
- Chain-sawed numerous large fallen trees obstructing the trails, including a major blowdown of multiple trees blocking Garfield trail head entry
- Wrapped up Silver Lake Recreation Area tree plantings by spreading mulch and filling in auger holes
- Assessed trail connector to construct on north side of Silver Lake Rec Area

Other

- Contacted the Township Planner and subsequently responded to a fisherman who was interested in fishing the small pond north of the former YMCA building at the Boardman Valley Nature Preserve. Township staff indicated the pond is publicly owned so no special permission is required.
- Met and corresponded with new property owners, Tim Rice and Nick Walton, of an adjacent parcel next to the Commons Natural Area off Silver lake Rd. to determine means to discourage user access on private property.
- Created and installed temporary signage to deter user access on private property in the NW corner of the Commons. Assessed alternate route possibilities.
- Revised the "Trail Guide" to reflect changes at parks (i.e. new trails, boardwalks, bridges, etc)

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve**Administration**

- Contacted and hired a surveyor to mark the property line between the NER and the house adjacent to the Nature Center building.
- Met with County Administration, County Environmental Health-Soil erosion staff, AECOM (Engineers), CRA (Dam Removal Project Managers), GT Band, USACE, and dam removal contractors regarding a type of soil erosion netting that was used on steep slopes where several snakes had been found dead. After a group discussion it was decided to remove the netting in the specific area where most of the snakes were found.
- Corresponded with NER Advisory Committee members to determine a recommendation for the name of the new landing upstream of Robbins Bridge at the Cass Road crossing.

Routine Monitoring and Maintenance

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Removed the above-mentioned erosion control netting.
- Removed dangerous tree hanging over the trail between Lone Pine and the Oleson Bridge trailheads.
- Cleared hazardous trees along river corridor blocking passage
- Cleaned and re-stocked the Beitner Landing outhouse on a weekly basis
- Continued construction of the new Boardman River Trail section (north of Robbin's bridge).

- Responded to a call from Environmental Health Soil Erosion Inspector Erik Carpenter regarding some minor upper bank erosion at one of the two high bank erosion sites that were restored last year. It was determined that the erosion was not severe and the sediment was not going to reach the River.

Grants

- Met with Chris Kushman from TART along with a prospective contractor to connect the Boardman River Trail from under Robbin's (Cass Road) Bridge south to the construction access road that runs along the west side of the River. Funding will be provided through a grant from TART and a private donor. The access road will serve as a recreation trail while also allowing for river and bottomlands maintenance.
- Planted ~1500 milkweed plugs on the Boardman bottomlands that were awarded through the Monarch Watch grant program.

Other

- Installed a platform and associated fencing to allow trail users a view of the Sabin dam removal site while directing them away from the fragile bottomlands until the vegetation has a chance to become fully established.
- Installed temporary signage at several locations stating that the river is now open to the public to canoe/kayak. Also installed signage indicating an optional "Portage Area" and route for those not wanting to attempt the new Sabin rapids.
- Led a work event with 33 TC Christian students to plant over \$1,000 worth of native plugs donated for bottomlands restoration through the AuSable Institute.
- Revised the "Trail Guide" to reflect changes in the parkland (i.e. new trails, boardwalks, bridges, etc).
- Met with DJ Shook of NRCS/GTB to assess spring 2019 Riparian Forest Buffer seedlings that were installed through Environmental Quality Incentives Program funds.
- Met with Wild Ones group to lead a discussion on dam removal activities.
- Installed ~200 live willow stakes (cuttings) within the Boardman bottomlands to help protect and restore a sensitive tributary creek.

OWNER/PARKLAND: Recreational Authority - Hickory Meadows

Administration

- Attended the monthly Rec Authority Board meeting and provided updates
- Prepared draft agenda for the monthly Hickory Meadows Advisory Committee (HMAC) meeting
- Met and corresponded with City Engineer Tim Lodge and City Parks and Rec Superintendent Derek Melville to discuss storm water drainage concerns and trail maintenance needs between the Hickories
- Processed bills & invoices
- Prepared monthly report

Routine Monitoring and Maintenance

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Repaired crush gravel trail as necessary
- Mowed and pruned trails as necessary
- Downloaded trail counter data monthly
- Collected user survey data as necessary
- Controlled invasive garlic mustard by hand pulling measures
- Contracted invasive species control efforts with Wildlife and Wetland Solutions along TC Light and Power utility corridor and other priority locations in vicinity of pond and open areas
- Installed a new fence post along property boundary
- Monitored newly installed tree and shrub plantings along buffer
- Monitored storm water drainage during and after rain events
- Changed seasonal signage at trailhead info stations

Grants

- Assisted Matt Cowall to report upon the DTE Energy Tree Grant awarded for the buffer planting

Other

- Constructed new trail route with YouthWorks from the M-72 trailhead to East Meadow to develop a 'loop' option on the north side of the park
- Coordinated with Derek Melville on watering options for the buffer. The City donated gator bags to place around recently planted trees.
- Posted informational signage along buffer identifying species planted
- Revised the "Trail Guide" to reflect changes in the parkland (i.e. new trails, boardwalks, bridges, etc)

OWNER/PARKLAND: Rotary Camps & Services – East Creek Reserve & Canterbury Woods

Routine Monitoring and Maintenance

- Performed routine trailhead/parking lot inspections and picked up trash
- Mowed sections of trail and trailhead entrances
- Chainsawed down numerous trees that had fallen across trails

Grants

- Inspected the oil well sites that were restored through the MDNR Wildlife Habitat grant program.

Other

- Communicated with (informal) volunteer steward Rob Fasal regarding a campfire that took place near the Wadsworth Trailhead. All garbage has been cleaned up and the Sheriff's department has been notified.
- Revised the "Trail Guide" to reflect changes in the parkland (i.e. new trails, boardwalks, bridges, etc)

BOARDMAN RIVER STEWARDSHIP

- Prepared for and set up a booth at the Adams Fly Festival in Kingsley.
- Attended Brown Bag Lunch Reunion gathering honoring those that helped start the Grand Traverse Bay Water.
- Removed downed trees blocking river for safe navigation at three locations.
- Met with riverfront property owner re: recommendation on how to restore his eroding riverbank.
- Met with representative from The River regarding when the closed section of river might be open and paddling the Keystone Rapids section.
- Attended Boardman River Dam Removal Implementation Team meetings and Sabin Dam removal progress meetings.
- Job Site Services, dam removal contractors, reported over 20,600 hours of work on the project without any injuries.
- Gave the 2019 Leadership Grand Traverse Class a dam removal and river restoration presentation and then lead them on a hike down to the former Sabin dam area.
- Attended an open house for the Lower Boardman Project.
- Participated in a Grand Traverse Bay Watershed Protection Plan update meeting. The Watershed Center GT Bay is updating the Plan and is looking for partner input.
- Met with Adams Chapter Trout Unlimited board member regarding an Embrace-A-Stream grant for the proposed abandonment and restoration of the North Branch Sand Trap off Guernsey Lake Road.

ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 1,215
946

Nature Center Visitation June 2018:

Program Participants this month: 945

Program Participants June 2018: 625

Drop ins this month: 270

Drop-in June 2018: 321

Nature Center Visitation this year: 4,228

Nature Center Visitation since 2008: 89,850

Program Participation & Program Planning:

- **Started the 2019 Nature Day Camp Season serving 406 camper days in the first two weeks of camp (the month of June). This is a 25% increase over the first two weeks in 2018.**

- Registration for Nature Day Camp continues to surge with every week on a waiting list. Six summer staff members were trained over two-weeks to comply with State of Michigan safety standards.
- Served 332 students through our NEST fieldtrip program in the month of June.
- Over 900 students were served through our fieldtrip program in the spring of 2019.
- Over 75 students were served through our public education programs including our NEW dad and me date night program and nature birthday parties.
- Over 2000 organic interactions through social media.
- Appeared on 9&10 news to promote our public programming and the use of the Nature Center for the public.
- Started a partnership with Great Start to Quality to provide nature-based early childhood training to area providers.

FORESTRY ASSISTANCE PROGRAM (FAP)

On-Site Visits:

Grand Traverse County

1. Robbins, 54 acs., Garfield Twp.
2. Radtke, 200 acs., Green Lake Twp.
3. Reeber, 5 acs., Long Lake Twp.
4. Rupp, 1 ac., East Bay Twp.
5. Gone, 1 ac., Garfield Twp.
6. Panckto, 1 ac., East Bay Twp.
7. Neatawana Ass., 7 acs., Peninsula Twp.
8. Bonner, 396 acs., Long Lake Twp.
9. Brostrom, 5 acs., Long Lake Twp.
10. Maple Bay, 1 ac., Acme Twp.

Leelanau County

1. Rixey, 20 acs., Suttons Bay Twp.
2. Frederick, 60 acs., Cleveland Twp.
3. Myles Kimmerly, 60 acs., Kasson Twp.
4. Dorando, 50 acs., Leelanau Twp.
5. Russell, 12 acs., Elmwood Twp.
6. Everett/Zonderman, 28 acs., SB Twp.
7. Bardenhagen, 30 ac., Leland Twp.
8. Boss, 10 acs., Leland Twp.
9. Fischer, 12 acs., Centerville Twp.
10. Kasson Twp., 3 acs., Kasson Twp.
11. Hoban, 1 ac. Crystal Lake Twp.

12. Lake Ann Camp, 1 ac., Almira Twp.
13. Norman, 30 acs., Benzonia Twp.

Benzie County

1. Crystal Mt. Resort, 1,288 acs., Weldon Twp.
2. Cooper, 5 acs., Almira Twp.
3. Bober, 42 acs., Joyfield Twp.
4. Frankfort Schools, 20 acs., Benzonia Twp.
5. Collins, 1 ac., Benzonia Twp.
6. Sunblade, 30 acs., Benzonia Twp.

Written Forest Management Recommendations: 4 **QFP Verifications:** 1 **MAEAP/FWH Verifications:** 1

FAP Referrals to Private Sector: 10 **FAP Referrals to Public Sector:** 2

In-office Contacts: 39 landowners **Follow-up Contacts:** 51 landowners/qualified foresters

FAP Promotion/Program Development:

1. Met with Koffi
2. Tree planting at Bahle Park
3. Meeting with Al Whitehouse re: Crystal Lake Twp. harvest
4. Met with Benzonia Garden Club re: tree id
5. Manned Senior Expo Booth in Suttons Bay
6. Presented to Leelanau Highlands Ass. Re: oak wilt (15 members)
7. Forests for Fish presentation at Leelanau Clean Water Symposium (100 in attendance)
8. Forestry presentation at Nuts for Nature (27 youth, 1 adult)
9. Monthly FAP Conf. Call
10. GOREC Forestry Hike (30 participants)
11. Forestry table at Suttons Bay Library Reading Program kick-off event (30 youth)
12. Quarterly MDARD review with Jim P.

MICHIGAN PRODUCE SAFETY

ORGANIZATIONAL

- MCD Native Plant Sale & Preparation
- Finished Shed Clean-up

PRODUCE SAFETY AND FSMA

- Total farm visits: 5, Follow-up visits: 1
- 4 PSRA; 0 OFRR
- Total completed PSRA Certificates to date: 2
- Farm Referrals by County to Date:

Manistee	3
Benzie	2
Grand Traverse	4
Leelanau	12
Antrim	3

- Total farm contacts: 207
- Increased farm & PSP contacts
- Completed farm summaries for all farm site visits
- Attended Benzie IPM Update, shared Produce Safety information
- Shadowed Victoria Toney, Produce Safety Technician on PSRA visit
- Alchemy Academy: The Keys to Building an Effective Environmental Monitoring Program Webinar
- Water Testing Requirements for labs under FSMA PSR follow ups
- Meeting with Scott Hughey to discuss NRCS/EQUIP, and applicability to growers covered by PSR
- Produce Safety Plan development for FSMA/PSR and GAP overlap
- Michigan On-Farm Produce Safety Presentation development
- Follow up with farm contacts and referrals
- Attended various MSU Extension IPM Updates in relevant counties
- Submission of On Farm Produce Safety Brochure for review by MDARD
- Coordination with Michigan On Farm Produce Safety team for scheduling On Farm Readiness Reviews
- Revised Certification process for growers completing PSRA program with Produce Safety Technicians

Important Past & Upcoming Events in 2019 (all locations are Michigan unless otherwise noted, this is not the extensive list for year):

- *Northern Michigan Small Farm Conference 1/24/19-1/25/19*
 - *Outreach and education*
- *Kalamazoo OFRR Training 2/12/19-2/13/19*
- *Tree Planting Workshop 2/21/19*
- *Reisters Winter Growers Meeting Traverse City 2/28/19*
- *Water Wells and Water Fundamentals Training E. Lansing 3/1/2019*
- *Hops and Barley Conference Traverse City 3/2/19*
- *MCD Watershed Meeting 3/6/19*
- *PSA Training Fremont 3/14/19*

- *PSA Training Traverse City 3/15/19*
- *MCD Seed Swap and Annual Meeting 3/16/19*
- *CHARLESTON, SC PSA Train-the-trainer required for Produce Safety Techs 3/20/19-3/23/19*
- *Cornell Online GAP Course required for Produce Safety Techs 4/3/19 (3-week course)*
- *Benzie-Manistee Horticultural Society presents Looking Beneath the Canopy 4/10/19*
- *MCD Tree Sale week of 4/15, sale dates 4/19-4/20*
- *Food Safety Plan Writing Workshop hosting with Mary McGraw 4/26/19*
- *HAMMOND, LA OFRR required training for Produce Safety Techs 4/30/19-5/2/19*
- *Produce Safety Focus Group PSR Worker Training 5/6/19- cancelled*
- *MSU Extension IPM Updates GT, Leelanau, Antrim and Benzie Bi-weekly 5/7/19-6/26/19*
- *NCR FSMA Annual Conference 6/9/19-6/11/19*
- *PSRA Shadowing Victoria Toney 6/12/19*
- *MCD Native Plant Sale 6/14/19*
- *PSA Recap and OFRR Kickoff Meeting Mackinaw City 6/21/19*
- *OFF June 27th and 28th*
- *OFRR Season June-October*
- *OFF July 5th*
- *P45 V&W Biodynamic Farming & Composting in the Vineyard 7/12/19 (tentative)*
- *OFF July 20th - July 29th*
- *Soil Health Field Day, Lott Seed Potato Farm 7/25/19 (cannot attend but will provide materials)*
- *Michigan Agriculture and Environmental Education Workshop for Educators Novi 8/5/19*
- *MCD Household Hazardous Waste Collection 8/17/19*
- *NWMHRC 40th Anniversary Celebration 8/23/19*
- *Presenting on Produce Safety with Grow Benzie 9/20/19*

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 5 (Antrim/Grand Traverse), 4 (Benzie/Leelanau)

Risk Assessments Completed: 0 (Antrim/Grand Traverse), 5 (Benzie/Leelanau)

Farms Verified: 2

Updates:

- 6/3-6/4: Michigan Association of Conservation Districts Summer Conference
- 6/7: Benzie-Manistee County Farm Bureau Board Meeting
- 6/14: Forest, Wetland, Habitat *A*Syst Training
- 6/17: Nuts 4 Nature Field Day
- 6/19: Antrim and Grand Traverse Integrated Pest Management Meetings

- 6/19: Food and Farming Network Business Meeting
- 6/20: Grand Traverse Local Emergency Planning Committee Meeting
- 6/20: Quarterly Review with Regional Coordinator of Conservation Programs
- 6/20: Leelanau County Verification
- 6/20: Household Hazardous Waste Event
- 6/23: MAEAP Phase 1 Booth at Bill's Farm Market
- 6/24: MAEAP Public Messaging Brain Storming Session
- 6/25: Grand Traverse County Verification
- 6/25: Agrichemical Container Recycling Collection
- 6/25: Leelanau and Benzie Integrated Pest Management Meetings (Phase 1s)
- 6/25: Presentation for Inland Seas Field Course for Science Educators
- 6/26: Antrim and Grand Traverse Integrated Pest Management Meetings (Phase 1s)

Current Projects:

- Working with:
 - 11 Farms in Antrim
 - 19 Farms in Grand Traverse
 - 20 Farms in Leelanau
 - 9 Farms in Benzie
- Promoting 2019 Cost share opportunities to growers in our four-county service area.
- Collaborating with NRCS to get NRCS EQIP applications funded.
- Working towards completing 2019 reverifications
- Serving on Freshwater Roundtable to plan 2019 Freshwater Summit.
- Researching options for pesticide/fertilizer cardboard recycling.
- Planning large equipment/tractor tire recycling event.
- Partnering with Oryana to put MAEAP public messaging in store highlighting farm providers that are MAEAP verified.
- Maintaining 2019 Agrichemical Container Recycling Program.
- Planning award ceremony for regional MAEAP farms that have been committed to the program for many years at the Hort Station Anniversary Party.

Upcoming Events:

- 7/2: Grand Traverse County Verification
- 7/8: MAEAP Technician/Verifier Consistency Training
- 7/10-7/11: NRCS Pest Management Track 2 Part 2 Course
- 7/12: Freshwater Roundtable Meeting
- 7/12: P45 First Friday
- 7/22: Northwest Michigan County Farm Bureau Board Meeting
- 7/25-7/26: Crop*A*Syst Training

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)**Public Inquiry Responses: 48****Active Contacts: 340****Passive Contacts: 36,543****Acres Surveyed: 348.25****Sites Surveyed: 87****Acres Treated: 113.5****Sites Treated: 75****Volunteer Hours: 8****Volunteers: 4****Acres Restored: 0****Sites Restored: 0****Meetings/Presentations:**

- 6/3 - Hosted GT ID training; 27 attendees
- 6/6 - Hosted Michigan Invasive Species Coalition (MISC) Strategic Plan meeting
- 6/7 - Presented on ISN at Leadership Grand Traverse; 25 attendees
- 6/8 - Presented *Habitat Matters* at Protecting Our Lakes & Shorelines (POLS) speaker series; 40 attendees
- 6/10 - Presented *Habitat Matters* to TC Humanists; 30 attendees
- 6/13 - Conducted ISN Steering Committee meeting
- 6/18 - Chaired Michigan Invasive Species Coalition meeting (Lansing); 10 attendees
- 6/25 - Hosted T20 species prioritization meeting

Treatments, Restoration, and Surveys:

- 6/7 - Hosted GT Japanese barberry Trade-Up day; 16 participants, 54 plants
- **Early Detection Response:** hogweed report site visit (1 site, 3 acres); negative :)
- Pulled swallow-wort: 0.5 acres, 1 site
- Sprayed swallow-wort: 0.5 acres, 3 sites
- Conducted landowner site visits: 1 acres, 2 sites, 8 contacts
- Conducted knotweed site visits: 4 sites, 7.5 acres
- Conducted Phragmites site visits: 1 site, 5 acres
- Pulled garlic mustard: 12 sites, 70.5 acres
- Treated knotweed: 66 sites, 19 acres
- Controlled other invasives: 2 sites, 13 acres

Other Accomplishments:

- June 1-7: Play Clean Go Awareness Week!
- Worked on knotweed permissions/updates; 15 direct contacts
- Facebook reach: 13,298
- Website reach: 6,620
- Instagram reach: 1,631
- May 2019 eNews: 511 opens

Upcoming Events:

- AIS Awareness Week July 1-7
- Additional ISN events scheduled: www.habitatmatters.org/eventsworkbees

Acronyms and Abbreviations

AECOM	Boardman River Dams Project Engineers
BBAC	Brown Bridge Advisory Committee
BRNC	Boardman River Nature Center
CRA	Conservation Resource Alliance
DDA	Downtown Development Authority
DNR	Department of Natural Resources
ECR	East Creek Reserve
EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentive Program
GBB	Go Beyond Beauty
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
GM	Garlic mustard
GTCD	Grand Traverse Conservation District
HMAC	Hickory Meadows Advisory Committee
ISN	Invasive Species Network
JB	Japanese barberry
MACD	Michigan Association of Conservation Districts
MAEAP	Michigan Agriculture Environmental Assurance Program
MDARD	Michigan Department of Agriculture & Rural Development
MISC	Michigan Invasive Species Coalition
MNLA	Michigan Nursery & Landscape Association
NER	Natural Education Reserve
NMC	Northwestern Michigan College
NRCS	Natural Resources Conservation Service
NWMFFN	Northwest Michigan Food and Farming Network
NWISN	Northwest Michigan Invasive Species Network
OB	Oriental Bittersweet
USFWS	United State Fish & Wildlife Service
SEEDS	501(c)3 nonprofit organization
SFP	Safe Food Program
Tx	Treatment

6. b.

Representatives from the Grand Traverse Bay YMCA and Garfield Township recently met to discuss a variety of topics related to the arrangement and use of the South facility and its surrounding property by the YMCA. Discussions focused primarily on the renewal of the lease and its components including duration with options, more defined language around tenant maintenance responsibilities and potential immediate improvements that need to be made to insure a functional and safe facility. The bullet points below capture the essence of those discussions.

- The Grand Traverse Bay YMCA has approved the installment of a new furnace at the cost of an estimated \$75,000 to replace the previous furnace that has been decommissioned. This is a significant investment for the YMCA and is intended to demonstrate the investment the YMCA has with the South facility and Garfield Township to continue providing its needed recreational services.
- The YMCA has requested a 5-year lease with two 5-year options that afford them the time to insure the investment of this furnace can be realized.
- Shorter duration exit options will also be established should the YMCA determine the need to exercise that option.
- Clear language as it relates to the tenant maintenance responsibilities will be included in the lease that demonstrate the facility remains “in a habitable condition.” This will not include language as it pertains to capital investments, rather only “secondary” maintenance repairs.
- The YMCA asks the Township to consider investing approximately \$10,000 to repair the entry and exits roads, as well as the parking lot to insure safe access to and from the outdoor park amenities, canoe launch, pickle ball courts and the facility.
- Clarification on the scope of the land parcel that falls within the responsibility of the YMCA from a maintenance perspective needs to be more accurately defined.

The YMCA is blessed to be a part of the recreational options for the residents of Garfield Township and hopes to be a continued contributor to the overall quest of Garfield becoming the healthiest Township in the State of Michigan.

2019 State Shared Revenue

State of Michigan Revenue Sharing - Constitutional & (EVIP)

Period For	2015	2016	2017	2018	2019	2018 Total	2019	2019 Total	(%) of Change from 2018	Difference From 2017 to 2018
Nov-Dec PD	\$ 211,681.00	\$ 218,851.00	\$ 217,905.00	\$ 220,246.00	\$ 231,217.00	\$ 229,618.00	\$ 231,217.00	\$ 240,581.00	4.55%	\$ 10,963.00
Jan-Feb PD	\$ 186,832.00	\$ 194,002.00	\$ 225,890.00	\$ 209,998.00	\$ 214,862.00	\$ 219,368.00	\$ 214,862.00	\$ 224,226.00	2.17%	\$ 4,858.00
Mar-April PD	\$ 191,761.00	\$ 198,931.00	\$ 203,234.00	\$ 207,404.00	\$ 218,924.00	\$ 216,774.00	\$ 218,924.00	\$ 228,288.00	5.04%	\$ 11,514.00
May-June PD	\$ 204,632.00	\$ 211,755.00	\$ 225,598.00	\$ 235,957.00		\$ 245,330.00		\$ -	#DIV/0!	
July-Aug PD	\$ 215,919.00	\$ 223,089.00	\$ 238,999.00	\$ 248,099.00		\$ 257,463.00		\$ -	#DIV/0!	
Sept-Oct PD	\$ 216,923.00	\$ 224,093.00	\$ 230,686.00	\$ 247,255.00		\$ 256,619.00		\$ -	#DIV/0!	
TOTAL	\$ 1,227,748.00	\$ 1,270,721.00	\$ 1,342,312.00	\$ 1,368,961.00	\$ 665,003.00	\$ 1,425,172.00	\$ 665,003.00	\$ 693,095.00		
Personal Property Community Stabilization Share Revenue										
Annual Rec 3/6/18										\$ 27,335.00
										#DIV/0!

Received separate from State

\$1,400,000.00	Township Budgeted for 2019
\$ 693,095.00	YTD Received From State
\$ (706,905.00)	DIFFERENCE

\$ 1,459,607.00 State Projected for 2019 (Constitutional \$ 1,403,422...and EVIP \$ 43,051... SUP \$13,134 Total \$ 1,459,607)

6. d.

Clerk's Report

For June 30, 2019

Submitted 7/01/19

To The Garfield Township Board;

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line Item Budget, which means that what is important is the final figure. Some line items may run over as long as the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of June in the General Fund, you will find that we had a total of \$54,854.28 Revenues and \$150,260.67 Expenditures. For the year we have a total of \$2,926,080.78 Revenues and \$1,893,969.61 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	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/2019	AVAILABLE BALANCE
		ORIGINAL BUDGET	2019 AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,800,000.00	1,800,000.00	2,064,065.87	21,183.94	(264,065.87)
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	1,916.53	1,916.53	(1,416.53)
101-000-412.000	SWAMP TAX COLLECTIONS	80.00	80.00	0.00	0.00	80.00
101-000-414.000	Protsted R/E Interest	500.00	500.00	0.00	0.00	500.00
101-000-423.000	TRAILER PARK FEES	8,000.00	8,000.00	4,277.50	726.50	3,722.50
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	0.00	0.00	4,000.00
101-000-476.000	BUILDING PERMITS	220,000.00	220,000.00	85,658.00	7,491.00	134,342.00
101-000-476.001	PLANNING FEES	7,500.00	7,500.00	7,300.00	1,850.00	200.00
101-000-476.002	MAINT INSPECTION FEES	800.00	800.00	280.00	0.00	520.00
101-000-476.003	TREASURER FEES	500.00	500.00	100.00	0.00	400.00
101-000-476.004	PARK USE FEES	0.00	0.00	1,980.00	440.00	(1,980.00)
101-000-476.005	ZONING FEES	22,000.00	22,000.00	8,590.00	940.00	13,410.00
101-000-574.000	STATE SHARED REVENUE	1,300,000.00	1,300,000.00	448,268.00	0.00	851,732.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	27.50	0.00	19,972.50
101-000-575.000	Road Right of Way	20,000.00	20,000.00	36,509.23	19,591.12	(16,509.23)
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	7,372.25	179.74	(2,372.25)
101-000-627.000	TAX COLLECTION FEES	22,000.00	22,000.00	0.00	0.00	22,000.00
101-000-656.000	Ordinance Enforcement Fees	1,000.00	1,000.00	166.67	0.00	833.33
101-000-664.000	EARNED INTEREST	20,000.00	20,000.00	40,608.69	0.00	(20,608.69)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	265,000.00	265,000.00	138,841.49	0.00	126,158.51
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	17,000.00	17,000.00	13,189.95	0.00	3,810.05
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	20,522.00	0.00	(20,522.00)
101-000-676.000	REIMBURSEMENTS	0.00	0.00	45,928.61	56.96	(45,928.61)
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	478.49	478.49	121.51
Total Dept 000		3,734,480.00	3,734,480.00	2,926,080.78	54,854.28	808,399.22
TOTAL REVENUES		3,734,480.00	3,734,480.00	2,926,080.78	54,854.28	808,399.22
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,734,480.00	3,734,480.00	2,926,080.78	54,854.28	808,399.22

User: Lanie
DB: Garfield

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	2019 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	5,700.00	900.00	6,300.00	47.50
101-101-701.101	WAGES - FILE CLERK	35,143.68	35,143.68	19,378.21	3,153.86	15,765.47	55.14
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	5,300.00	850.00	6,700.00	44.17
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	4,750.00	800.00	7,250.00	39.58
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	6,100.00	1,000.00	5,900.00	50.83
101-101-701.105	WAGES - OFFICE COORDINATOR	32,676.80	32,676.80	16,310.42	2,513.60	16,366.38	49.91
101-101-726.000	SUPPLIES	5,500.00	5,500.00	2,821.84	706.62	2,678.16	51.31
101-101-726.001	POSTAGE	8,000.00	8,000.00	2,409.11	0.00	5,590.89	30.11
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	2,312.41	402.32	5,187.59	30.83
101-101-801.002	LEGAL SERVICES - TOWNBOARD	16,000.00	16,000.00	4,532.77	188.50	11,467.23	28.33
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	17,000.00	17,000.00	7,000.00	0.00	10,000.00	41.18
101-101-805.000	CONTRACTED AND OTHER SERVICES	6,500.00	6,500.00	5,089.00	732.25	1,411.00	78.29
101-101-860.000	MILEAGE	500.00	500.00	6.96	6.96	493.04	1.39
101-101-900.000	PRINTING & PUBLISHING	2,500.00	2,500.00	1,073.69	0.00	1,426.31	42.95
101-101-901.000	ADVERTISING	7,500.00	7,500.00	2,745.15	783.25	4,754.85	36.60
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	32.50	32.50	3,967.50	0.81
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	2,500.00	2,500.00	200.00	20.00	2,300.00	8.00
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	6,103.78	0.00	396.22	93.90
Total Dept 101 - TOWNBOARD		209,820.48	209,820.48	91,865.84	12,089.86	117,954.64	43.78
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	75,161.28	75,161.28	37,512.91	5,781.64	37,648.37	49.91
101-171-701.202	WAGES - APPRAISER II	43,911.17	43,911.17	21,914.40	3,377.60	21,996.77	49.91
101-171-701.204	WAGES - APPRAISER III	52,344.21	52,344.21	26,020.03	4,026.41	26,324.18	49.71
101-171-701.205	WAGES - ASSESSOR	92,800.59	92,800.59	46,316.60	7,138.50	46,483.99	49.91
101-171-726.000	SUPPLIES	2,000.00	2,000.00	535.28	76.99	1,464.72	26.76
101-171-726.001	POSTAGE	3,700.00	3,700.00	2,992.33	0.00	707.67	80.87
101-171-805.000	CONTRACTED AND OTHER SERVICES	25,000.00	25,000.00	8,035.42	0.00	16,964.58	32.14
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,940.27	0.00	59.73	97.01
101-171-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00
101-171-960.000	EDUCATION & TRAINING	7,000.00	7,000.00	2,668.71	645.00	4,331.29	38.12
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	560.50	34.50	2,439.50	18.68
Total Dept 171 - TOWNSHIP SUPERVISOR		310,417.25	310,417.25	148,496.45	21,080.64	161,920.80	47.84
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-191-726.000	SUPPLIES	5,000.00	5,000.00	4,122.45	3,672.55	877.55	82.45
101-191-726.001	POSTAGE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	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
Total Dept 191 - ELECTIONS		32,900.00	32,900.00	4,122.45	3,672.55	28,777.55	12.53
Dept 215 - TOWNSHIP CLERK							

User: Lanie
DB: Garfield


GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDT USED
		ORIGINAL BUDGET	2019 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.300	WAGES - CLERK	75,161.28	75,161.28	37,512.91	5,781.64	37,648.37	49.91
101-215-701.302	WAGES - DEPUTY CLERK	46,500.00	46,500.00	23,140.76	3,576.92	23,359.24	49.77
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	505.00	0.00	4,495.00	10.10
101-215-726.000	SUPPLIES	1,500.00	1,500.00	557.84	0.00	942.16	37.19
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	4,066.18	519.95	1,933.82	67.77
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	0.00	0.00	700.00	0.00
Total Dept 215 - TOWNSHIP CLERK		136,161.28	136,161.28	65,782.69	9,878.51	70,378.59	48.31
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	600.00	0.00	900.00	40.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	500.00	0.00	1,000.00	33.33
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	500.00	0.00	1,000.00	33.33
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	200.00	0.00	1,300.00	13.33
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	1,800.00	0.00	4,400.00	29.03
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	75,161.78	75,161.78	37,512.91	5,781.64	37,648.87	49.91
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	46,500.00	46,500.00	23,140.76	3,576.92	23,359.24	49.77
101-253-726.000	SUPPLIES	2,500.00	2,500.00	776.23	0.00	1,723.77	31.05
101-253-726.001	POSTAGE	6,500.00	6,500.00	2,355.00	0.00	4,145.00	36.23
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	904.20	60.80	2,095.80	30.14
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	138.62	0.00	561.38	19.80
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	218.08	0.00	281.92	43.62
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
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	199.08	0.00	4,300.92	4.42
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	50.00	0.00	450.00	10.00
Total Dept 253 - TOWNSHIP TREASURER		147,261.78	147,261.78	65,294.88	9,419.36	81,966.90	44.34
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	6,000.00	6,000.00	489.99	0.00	5,510.01	8.17
101-258-935.015	COMPUTER SUPPORT SYSTEMS	30,000.00	30,000.00	21,366.58	2,848.50	8,633.42	71.22
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	450.00	75.00	1,550.00	22.50
Total Dept 258 - COMPUTER SUPPORT		38,000.00	38,000.00	22,306.57	2,923.50	15,693.43	58.70
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	10,000.00	10,000.00	3,779.23	790.00	6,220.77	37.79
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	735.86	0.00	2,764.14	21.02
101-265-850.000	TELEPHONE	16,000.00	16,000.00	7,783.93	1,285.73	8,216.07	48.65
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	6,619.09	565.67	5,380.91	55.16
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	1,061.69	475.46	4,938.31	17.69
101-265-920.603	LIGHTS BUILDING	15,000.00	15,000.00	4,529.33	0.00	10,470.67	30.20

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	3,062.00	0.00	6,938.00	30.62
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	2,500.00	2,500.00	7,500.00	25.00
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	5,780.00	1,150.00	9,220.00	38.53
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	485.00	85.00	515.00	48.50
101-265-935.605	BUILDING REPAIR	50,000.00	50,000.00	524.50	0.00	49,475.50	1.05
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	730.80	0.00	769.20	48.72
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	17,865.82	3,784.92	(2,865.82)	119.11
Total Dept 265 - TOWNSHIP HALL		165,000.00	165,000.00	55,457.25	10,636.78	109,542.75	33.61
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,200,000.00	1,200,000.00	571,406.58	0.00	628,593.42	47.62
Total Dept 301 - POLICE SERVICES		1,200,000.00	1,200,000.00	571,406.58	0.00	628,593.42	47.62
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	16,744.63	16,744.63	8,284.28	1,276.83	8,460.35	49.47
101-371-701.703	WAGES - BUILDING	73,473.79	73,473.79	36,651.89	5,651.84	36,821.90	49.88
101-371-701.704	WAGES - BUILDING	25,000.00	25,000.00	9,716.14	1,624.00	15,283.86	38.86
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	1,387.48	548.17	(387.48)	138.75
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-965.000	DUES & PUBLICATIONS	1,500.00	1,500.00	335.00	0.00	1,165.00	22.33
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		119,718.42	119,718.42	56,374.79	9,100.84	63,343.63	47.09
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	1,000.00	300.00	1,000.00	50.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	800.00	100.00	1,200.00	40.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	1,000.00	200.00	1,000.00	50.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	900.00	200.00	1,100.00	45.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	900.00	200.00	1,100.00	45.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	900.00	200.00	1,100.00	45.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	1,000.00	300.00	1,000.00	50.00
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	1,406.50	246.50	23,593.50	5.63
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	2,960.50	2,191.50	3,039.50	49.34
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	551.10	187.35	1,448.90	27.56
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 400 - PLANNING COMMISSION		51,000.00	51,000.00	11,418.10	4,125.35	39,581.90	22.39
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	73,473.79	73,473.79	36,670.72	5,651.84	36,803.07	49.91
101-401-701.901	WAGES - DEPUTY PLANNER	52,604.54	52,604.54	23,063.92	3,807.70	29,540.62	43.84
101-401-701.902	WAGES -PLANNER ASSISTANT	12,558.53	12,558.53	6,213.17	957.61	6,345.36	49.47
101-401-726.000	SUPPLIES	1,000.00	1,000.00	1,041.56	0.00	(41.56)	104.16
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	0.00	1,925.00	3.75
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2019 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	108.50	0.00	891.50	10.85
Total Dept 401 - TOWNSHIP PLANNER		148,236.86	148,236.86	67,172.87	10,417.15	81,063.99	45.31
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	100.00	0.00	1,100.00	8.33
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	100.00	0.00	1,100.00	8.33
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	100.00	0.00	1,100.00	8.33
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	100.00	0.00	1,100.00	8.33
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	203.00	0.00	9,797.00	2.03
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	62.00	0.00	938.00	6.20
101-410-901.000	ADVERTISING	2,000.00	2,000.00	505.65	0.00	1,494.35	25.28
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	1,170.65	0.00	18,829.35	5.85
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES	51,665.46	51,665.46	25,786.12	3,974.26	25,879.34	49.91
101-412-701.602	WAGES ZONING	16,000.00	16,000.00	2,625.05	0.00	13,374.95	16.41
101-412-726.000	SUPPLIES	1,000.00	1,000.00	341.63	72.00	658.37	34.16
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		71,465.46	71,465.46	28,752.80	4,046.26	42,712.66	40.23
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	80,000.00	80,000.00	48,240.46	6,806.97	31,759.54	60.30
Total Dept 448 - STREET LIGHTS - TOWNSHIP		80,000.00	80,000.00	48,240.46	6,806.97	31,759.54	60.30
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	820,000.00	820,000.00	5,343.00	280.50	814,657.00	0.65
101-747-880.008	COM. PROM. - CONTRACTED SERVI	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	72,774.11	722.45	27,225.89	72.77
101-747-880.017	COM. PROM. - TV BOARD	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-747-880.018	COM. PROM. - MILFOIL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 747 - COMMUNITY PROMOTIONS		968,500.00	968,500.00	81,117.11	1,002.95	887,382.89	8.38
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	490.70	100.35	2,009.30	19.63
101-806-863.000	OIL CHANGES	500.00	500.00	0.00	0.00	500.00	0.00
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	499.63	0.00	1,000.37	33.31
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	990.33	100.35	3,509.67	22.01

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	6,000.00	6,000.00	0.00	0.00	6,000.00	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	90,000.00	90,000.00	85,039.90	0.00	4,960.10	94.49
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	35,838.88	5,578.29	44,161.12	44.80
101-851-873.020	VACATION & PERSONAL PAYOUT	5,000.00	5,000.00	123.66	0.00	4,876.34	2.47
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	325,000.00	325,000.00	214,122.67	22,080.08	110,877.33	65.88
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	5,800.62	956.11	4,199.38	58.01
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	6,675.00	0.00	1,325.00	83.44
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		541,000.00	541,000.00	347,600.73	28,614.48	193,399.27	64.25
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	1,767.94	0.00	232.06	88.40
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	10,000.00	10,000.00	21,802.12	15,316.12	(11,802.12)	218.02
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	1,029.00	1,029.00	13,971.00	6.86
101-900-970.004	CAPITAL OUTLAY - VEHICLES	15,000.00	15,000.00	0.00	0.00	15,000.00	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		43,000.00	43,000.00	24,599.06	16,345.12	18,400.94	57.21
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	200,000.00	200,000.00	200,000.00	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		200,000.00	200,000.00	200,000.00	0.00	0.00	100.00
TOTAL EXPENDITURES		4,493,181.53	4,493,181.53	1,893,969.61	150,260.67	2,599,211.92	42.15
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,493,181.53	4,493,181.53	1,893,969.61	150,260.67	2,599,211.92	42.15

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/19	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	2019 AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.308	WAGES - PARKS AND RECREATION	8,400.00	8,400.00	1,300.00	0.00	7,100.00	15.48
308-000-801.000	LEGAL SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
308-000-864.000	MISCELLANEOUS	0.00	0.00	161.00	0.00	(161.00)	100.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	94,000.00	94,000.00	7,959.69	2,559.57	86,040.31	8.47
308-000-880.006	COM. PROM. - BVNP (YMCA)	63,000.00	63,000.00	18,360.00	0.00	44,640.00	29.14
308-000-880.008	COM. PROM. - Cont. Serv GTCD	46,000.00	46,000.00	23,000.00	0.00	23,000.00	50.00
308-000-880.012	COM. PROM. - GT COMMONS	12,500.00	12,500.00	426.81	426.81	12,073.19	3.41
308-000-880.013	COM. PROM. - BOARDMAN RIVER	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	8,500.00	8,500.00	12.90	12.90	8,487.10	0.15
308-000-880.015	COM. PROM. - PARK & TRAIL MAI	26,100.00	26,100.00	0.00	0.00	26,100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	44,800.00	44,800.00	1,607.06	1,607.06	43,192.94	3.59
308-000-935.000	MAINTENANCE - MISC, EQUIP	55,000.00	55,000.00	34,047.56	3,583.88	20,952.44	61.90
Total Dept 000		365,300.00	365,300.00	86,875.02	19,690.22	278,424.98	23.78
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	0.00	0.00	99.45	0.00	(99.45)	100.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		0.00	0.00	99.45	0.00	(99.45)	100.00
TOTAL EXPENDITURES		365,300.00	365,300.00	86,974.47	19,690.22	278,325.53	23.81
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		365,300.00	365,300.00	86,974.47	19,690.22	278,325.53	23.81

		Charter Township of Garfield	
		Planning Department Report No. 2019-84	
Prepared:	July 1, 2019	Pages:	1
Meeting:	July 9, 2019 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Township Board Strategic Planning – Step 2b		

BACKGROUND:

The Township Board is conducting a planning process to develop a strategic plan. The strategic plan will be used as a tool to set priorities that help guide decisions and assist with communicating the Township’s goals internally and to the community.

For the first meeting of the strategic planning process, a review of background information was completed as Step 1 and the first half of the Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis was conducted to identify Strengths and Weaknesses as Step 2a.

SECOND MEETING OF THE STRATEGIC PLANNING PROCESS:

Step 2b – Completion of SWOT Analysis

For the second meeting of the strategic planning process, the Board will finish the SWOT analysis by identifying opportunities and threats. In reviewing the identified strengths, weaknesses, opportunities and threats, the Board will evaluate its responses by asking answering the following questions:


1. **Strength-Opportunities strategies**
Which of the strengths can be used to maximize the opportunities?
2. **Strengths-Threats strategies**
How can we use the strengths to minimize the threats?
3. **Weakness-Opportunity strategies**
What actions can be taken to minimize the weaknesses using the opportunities?
4. **Weakness-Threats strategies**
How can we minimize the weaknesses to avoid the identified threats?

The Board will also discuss initial ideas on vision and mission by answering the following questions:

1. A **vision statement** is a desired end state for the community.
If all your plans and efforts come to fruition, then what will Garfield Township look and be like in the future?
2. A **mission statement** is how we get to the desire end state.
One to five word answers to these questions: Why does the Township exist? What’s the broadest way to describe our work? For whom do we do this work?

NEXT MEETINGS OF THE STRATEGIC PLANNING PROCESS:

Step 3 of the process will involve the Board reviewing the vision, mission and goals in form of a drafted plan. Step 4 of the process will reflect any changes and provide a final draft plan for consideration for adoption by the Township Board.

 Charter Township of Garfield Planning Department Report No. 2019-85			
Prepared:	July 2, 2019	Pages:	6
Meeting:	July 9, 2019 Township Board	Attachments:	<input type="checkbox"/>
Subject:	French Manor/Terra Energy PUD Major Amendment-Introduction		
Applicant:	Burdco, Inc.		
Owner:	Chartwell Properties, Inc.		
File No.	SUP-1995-03B		
Parcel No.	05-023-013-01		

PURPOSE OF APPLICATION:

A request to amend a Planned Unit Development (PUD) is being considered according to Section 423.G of the Zoning Ordinance. Staff has determined that this amendment constitutes a major amendment which requires a public hearing and Planning Commission approval. The application requests an amendment to the Terra Energy PUD to provide a single-story 80-unit assisted living facility. Phase I development consists of 30 units. Future phases of the development will expand to a total of 80 units for complete build-out of the facility. The majority of the future development will occur into the west half of the property with some amount of expansion to the east of the currently proposed facility.

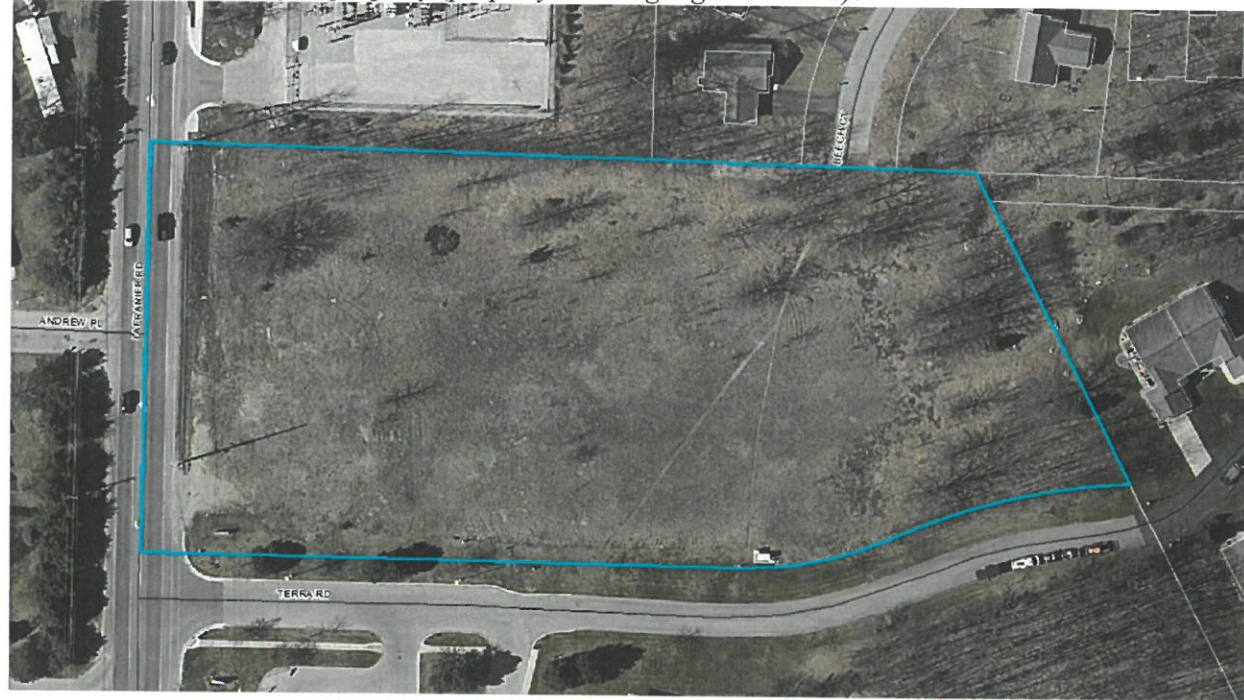
SUBJECT PROPERTY:

The subject parcel is approximately 3.78 acres and located in the Terra Energy (PUD) east off LaFranier Road. Access to the parcel is from Terra Road which is east off LaFranier Road. Existing zoning of the parcel is R-3 Multiple Family Residential. The future land use designation of the parcel in accordance with the Master Plan is High Density Residential.

Aerial image of the subject property (property lines highlighted in blue):



Aerial image of the subject property (property lines highlighted in blue):



BACKGROUND:

The Terra Energy PUD was approved in 1995 and amended in 1997. The subject parcel was originally planned for “local business” use including retail establishments, restaurants, offices, etc.

1995 Terra Energy PUD

The project, approved in 1995, was a multiphase project that incorporated office, residential and commercial uses. The first phase only included the construction of an office building which is currently occupied by Grand Traverse County and functions as its Public Services Building.

1997 Terra Energy PUD Amendment

The project was amended in 1997 to accommodate 44-unit residential duplexes located at the east end of the PUD. There have been no other amendments since 1997.

60 Percent Requirement

With an application to amend an approved PUD, the application shall also include written consent to the application by the owner(s) of at least sixty (60) percent of approved development sites or land area within the planned development. In this case, the application has the consent of the owner of the subject site along with the consent of Grand Traverse County which owns a portion of the PUD. Together these two owners cover 65% of the PUD.

SITE DESIGN AND ZONING COMPLIANCE OVERVIEW:

In the section that follows, staff offers the following comments regarding site design and compliance with the Zoning Ordinance:

Ingress and Egress:

Ingress and egress is provided directly onto Terra Drive by two 20-foot wide driveways. A 20-foot wide gravel fire lane is being proposed along the north property line of the property off of LaFranier Road. An emergency access gate with Knox box will be installed near the drive entrance at LaFranier Road and

another emergency access gate with Knox box at the northeast corner of the site which abuts the Village Glen apartments to the north.

Vehicular and Bicycle Parking:

Parking areas for assisted living facilities are not clearly defined in the Zoning Ordinance. However, the Ordinance does provide the following similar parking requirements:

- Nursing, convalescent homes with a minimum required parking of 1 for each four (4) beds and a maximum parking of 1 for each two (2) beds
- Housing for the elderly with a required parking of 1 per dwelling unit and a maximum parking of 2.0 per dwelling unit

The Township Zoning Administrator has the ability to determine the appropriate number of spaces in the case where a use is not defined by the parking tables. In this case, the Zoning Administrator recommended a parking measure that is closer to the nursing, convalescent homes requirement. The overall plan meets the parking requirement for the facility. Twenty (20) parking spaces is sufficient for this phase with a total build-out of forty (40) parking spaces. In addition to vehicle parking, bicycle parking is provided.

Dumpster Enclosure:

The proposed dumpster enclosure is located on the east end of the proposed parking area.

Pedestrian Circulation:

A sidewalk six (6) feet in width is proposed along the entire frontage of the property on LaFranier Road and a sidewalk five (5) feet in width along Terra Road from LaFranier Road to about the middle of the lot (between the two driveways).

Landscaping:

The "Type C" buffers along the north, east, and west property lines meet the quantity requirements and intent of the Ordinance. The Type "B" along the south property line also meets the quantity requirements and intent of the Ordinance. Crediting of existing trees has been provided. As future phases are developed, the landscaping plan will have to be reviewed as it will be impacted by new building footprints.

At the public hearing, there was some concern about whether the existing trees along the east property line were sufficient. The applicant has provided the planting of seven (7) seven-foot white spruces in this location.

Lighting:

Pursuant to Section 517 of the Ordinance, all proposed lamps shall emit light measuring 3,500 K or warmer (between 0 K and 3,500 K) on the Kelvin scale. All proposed lamps are proposed at 3,000 K.

Sewer and Water:

Existing and proposed utilities are provided.

Stormwater:

Parking lot stormwater runoff will be managed completely onsite via a storm basin located at the east side of the parking lot.

Snow Storage:

Snow storage is provided at the east edge of the parking lot for Phase I. Additional snow storage will be provided at the west edge of the parking lot for future phases.

Generator:

The proposed generator originally located at the east edge of the property has been relocated near the dumpster and parking area.

FINDINGS OF FACT:

The Planning Commission is expected to approve the following Findings of Fact at its meeting on July 10, 2019. We have received a request for the Township Board to consider receiving this introduction this evening and scheduling a public hearing for its meeting on July 23, 2019.

- 1) An application has been received to amend the Terra Energy PUD.
- 2) The PUD was last amended by Amendment #SUP 1995-03A in 1997.
- 3) The proposed amendment will develop the last parcel of developable property in the PUD as an assisted living facility.

Section 426.E(4) Criteria

(a) The uses will be compatible with the natural environment, and with adjacent and surrounding land uses and properties, and will not have an adverse economic, social or environmental impact on adjacent and surrounding land uses and properties;

- Finding: The Planning Commission finds that this standard HAS BEEN MET because the application proposes a use, an assisted living facility, which is compatible within and outside of the PUD and the amendment will not have an adverse impact on adjacent or surrounding properties.

(b) The uses will be compatible with the capacity of existing public services and facilities, or of planned and feasible future public services and facilities, and such use is consistent with the public health, safety and welfare of the Township residents;

- Finding: The Planning Commission finds that this standard HAS BEEN MET. The proposed development is the last phase of the previously approved PUD. The initial intent of the PUD was to use the subject parcel for commercial or "business" uses. The proposed use does not create any additional demand than what was previously approved for this location.

(c) The uses and development are warranted by the design of additional amenities made possible with, and incorporated by, the development proposal;

- Finding: The Planning Commission finds that this standard HAS BEEN MET. The use is part of a mostly developed PUD. Additional sidewalks will be installed to compliment the full build out of the PUD.

(d) Insofar as practicable, the landscape shall be preserved in its natural state by minimizing tree and soil disturbance and removal;

- Finding: The Planning Commission finds that this standard HAS BEEN MET. The proposed use will utilize the existing landscaping, particularly along the east and north

property lines. Additional plantings will be added to provide additional infill the existing trees.

- (e) Existing important natural, historical and architectural features within the development shall be preserved;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the applicant has made reasonable efforts to protect and retain existing mature vegetation on the property.
- (f) Proposed buildings shall be sited harmoniously to the terrain and to other buildings in the vicinity that have a visual relationship to the proposed buildings;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the proposed building site configuration and setbacks are compatible with what has already been approved within the Ashland Park PUD.
- (g) With respect to vehicular and pedestrian circulation and parking, special attention shall be given to the location and number of access points to public streets, minimizing potential motorized/non-motorized conflict points, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and the arrangement of parking areas that are safe and convenient and, insofar as is practicable, do not detract from the design of proposed structures and neighboring properties;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the proposed sidewalks are separated from the roadways and are designed to minimize pedestrian/vehicular conflict.
- (h) Landscaping is provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and, where applicable, to create a pleasant pedestrian scale outdoor environment;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the application proposes consistent landscaping and utilizes existing vegetation.
- (i) The development consolidates and maximizes useable open space;
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the application, as part of a complete PUD, provides open space.
- (j) The benefits of the development are not achievable under any single zoning classification; and
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the application requests an amendment to an existing, mixed-use development which is not achievable under any single zoning district.
- (k) The development is compatible with the intent and purpose of the adopted master plan.

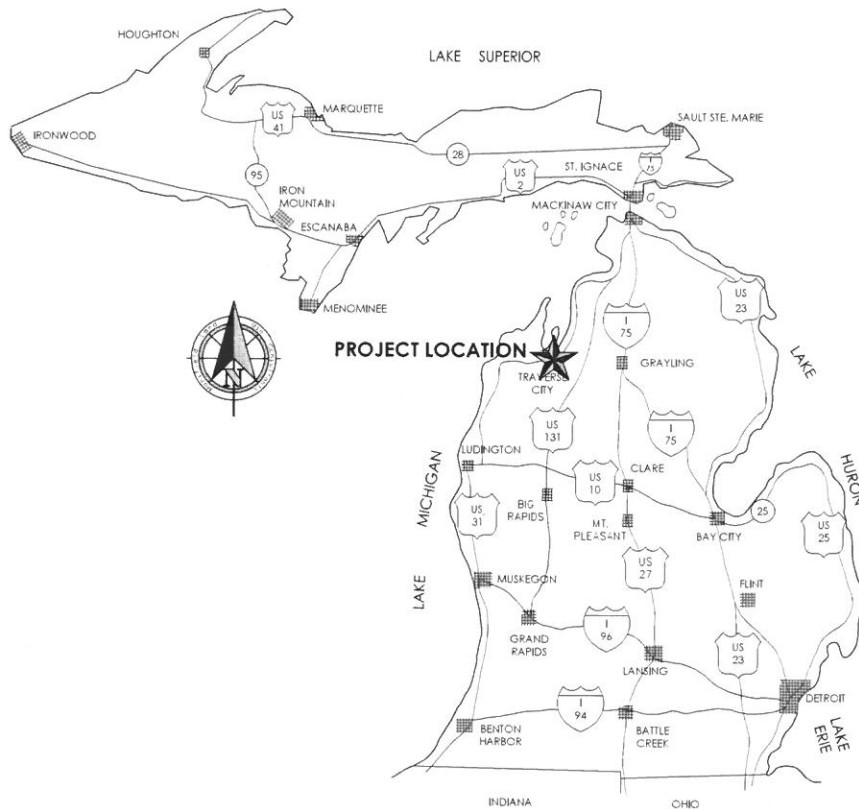
- Finding: The Planning Commission finds that the standard HAS BEEN MET because the amended development plan remains consistent with the Master Plan designation for this area as high density residential. The proposed use is best suited for this designation.

ACTION REQUESTED:

In anticipation of the Planning Commission approving the above Findings of Fact on July 10, 2019, the purpose of this item being placed on tonight's agenda is to introduce the application and schedule it for public hearing. If the Board is prepared to accept the application and schedule it for public hearing, the following motion is suggested:

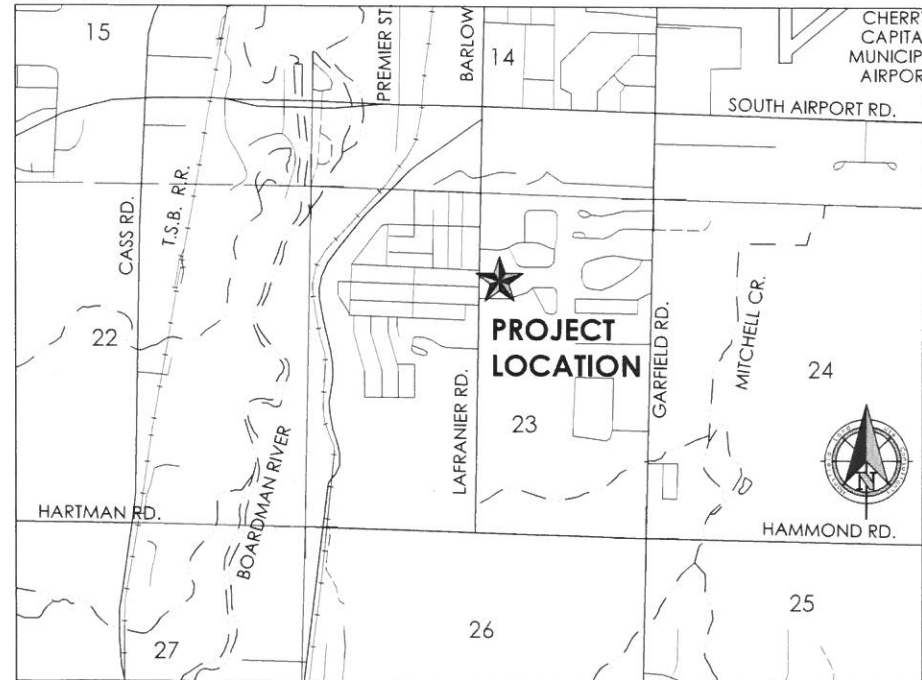
MOTION THAT application SUP-1995-03B BE SCHEDULED for public hearing for the Garfield Township Board of Trustees meeting to be held on July 23, 2019.

Any additional information that the Board determines to be necessary should be added to this motion.



MICHIGAN LOCATION MAP

VICINITY MAP
SCALE: 1" = 1,320' (1/4 MILE)



PUBLIC AGENCIES AND UTILITIES

- GRAND TRAVERSE COUNTY DEPARTMENT OF PUBLIC WORKS (DPW)**
 Manager: John Divazzo
 Address: 2650 Laframier Rd., Traverse City, MI 49686
 Telephone: 231-995-6039
- GRAND TRAVERSE COUNTY ROAD COMMISSION**
 Manager: Brad Kluczynski
 Address: 1881 Laframier Rd., Traverse City, MI 49686
 Telephone: 231-922-4848
- GARFIELD TOWNSHIP STORM WATER CONTROL ORDINANCE**
 Planning Director: John Sych, AICP
 Address: 3848 Veterans Dr., Traverse City, MI 49684
 Telephone: 231-941-1620
- CHERRYLAND ELECTRIC COOPERATIVE (ELEC.)**
 Engineer: Frank Seipker
 Address: 5930 US-31 S., Traverse City, MI 49684
 Telephone: 231-486-9220
- CONSUMERS ENERGY (ELEC.)**
 Engineer: Chuck Walkonis
 Address: 821 Hastings St., Traverse City, MI 49686
 Telephone: 231-929-6228
- DTE ENERGY (GAS)**
 Manager: Sandra O'Neil
 Address: 700 Hammond Rd., Ste. 2, Traverse City, MI 49686
 Telephone: 231-932-2829
- CHARTER COMMUNICATIONS (T.V.)**
 Manager: Rob Nowak
 Address: 701 S. Airport Rd., Traverse City, MI 49686
 Telephone: 231-941-3766
- POLICE AGENCIES**
 EMERGENCIES: 911
 Michigan State Police: 231-946-4646
 Grand Traverse County Sheriff: 231-995-5001
 Garfield Twp. Community Police Officer: 231-941-9222
- FIRE DEPARTMENTS**
 EMERGENCIES: 911
 Grand Traverse Metro: 231-947-3000
 Grand Traverse Rural: 231-943-9721
 Garfield Township: 231-941-7682

STANDARD PLAN LEGEND

DESCRIPTION	EXISTING	PROPOSED
GROUND CONTOUR	605	613
SPOT ELEVATION	613.2	613.50
CONTOUR FROM USGS TOPOGRAPHIC MAP		613.50
TOP OF CURB ELEVATION	613.5	613.00
PAVEMENT (OR GUTTER FLOW LINE) ELEVATION	613.0	
DIRECTION OF SURFACE FLOW		HP.
DRAINAGE HIGH POINT		LP.
DRAINAGE LOW POINT		
WATER MAIN		
SANITARY FORCE MAIN		
SANITARY SEWER		
STORM SEWER		
GAS MAIN		
OVERHEAD ELECTRIC		
PROPERTY LINE		
TREE LINE		
PINE LINE		
EDGE OF WETLAND		
EDGE OF WATER		
C/L OR DRAINAGE DICH OR WATER LINE		
SILT FENCE		
DETENTION BASIN BERM		
MANHOLE (MH)		
CATCH BASIN (CB)		
CLEAN OUT (CO)		
RISER		
GATE VALVE		
FIRE HYDRANT ASSEMBLY		
CURB STOP & BOX		
POLE, POWER OR ELECTRIC		
LIGHT POLE		
SIGN		
BENCH MARK (BM)		
U/C UTILITY SIGN		
GUY ANCHOR		
SOIL EROSION CONTROL MEASURE (MICHIGAN UNIFIED KEYING SYSTEM) P=PERMANENT T=TEMPORARY		
IRON FOUND / IRON SET		
CONCRETE MOUMENT		
GOVERNMENT CORNER		
NAIL FOUND / NAIL SET		
RECORD / MEASURED		
FENCE		
WOOD STAKE		

Project Data			
Developer:	Burdco, Inc. 1222 Veterans Dr., Suite A, Traverse City, MI 49684		
Contact:	Mike Brown Phone: 231-941-9074 Email: mbrown@burdco.com		
Site			
Owner	Parcel Description		
Chartwell Properties, LLC	121 E. Front Street Traverse City, MI 49684 Terra Road Traverse City, MI 49686 28-05-023-013-01 COM N1/4 COR NE1/4 SEC 23 T27N R11W TH S ALG N-S 1/4 LN 1320.98' TO POB TH E 585.87' TH S 28DEG 34E 241.03' TH SWLY ALG CURVE LEFT 174.82' (R=445' CHD=5.75DEG 03W 173.80)' TH SWLY ALG CURVE RT 108.19' (R=247' CHD=5.74DEG 50W 107.33)' TH S 89DEG 23W 416.03' TH N ALG N-S 1/4 LN 267.49' TO POB EXC RD ROW		
Parcel Zoned: R-3, Multiple Family Residential District			
Current Use	Proposed Use		
Vacant	1-Story, 30 Unit Senior Living Facility		
Buildings Setbacks Required			
Front	Side Setbacks	Rear	
25'	20'	20'	
Notes:			
1. Corner and thru lots shall have a front setback on each street.			
2. For Provided Setback Information see Civil Plan Set.			
3. For building height and complete dimensions see Architectural Plan Set.			
Lot, Density and Impervious Surface Provisions			
Acres	Square Feet	Total parcel area	
3.78	164,753.22		
Lot Width (min.) (feet)	Lot Area (min.) (s.f.)	Density (units per acre)	Lot Coverage (Building)
Required	250	120,000	N/A
Provided	287.49	164,753.22	7.93
	Terra Rd.	666.05	12.65%
	Laframier	287.49	20,836.78 s.f.
	Terra Rd.	666.05	
Parking and Loading			
Type	Provided	Total	Standard Accessible Standard Spaces
Vehicle	20	20	19
Bicycle	1	1	(as required for proposed building size)
Delivery	2	2	(as provided for possible future building expansion)
	2 small	2 small	(as required for proposed building size)
	2 large	2 large	(as provided for possible future building expansion)
Snow Storage Calculations			
	S.F.		
Required	11,805.84	Proposed parking and drive lane area	
Provided	1,180.58	Snow storage area	
	3,103	Snow storage area	



PLAN INDEX

- C1.0 COVER SHEET
- C1.1 NOTES SHEET
- C1.2 CIVIL DETAILS - SITE
- C1.3 CIVIL DETAILS - WATER
- C1.4 CIVIL DETAILS - SANITARY
- C2.0 EXISTING CONDITIONS
- C2.1 DEMOLITION PLAN
- C3.0 SOIL EROSION & SEDIMENTATION CONTROL PLAN
- C4.0 SITE & DIMENSION PLAN
- C5.0 GRADING & STORM WATER PLAN
- C6.0 UTILITY PLAN
- L1.0 LANDSCAPE PLAN

FRENCH MANOR - TERRA
Garfield Township, Grand Traverse County, Michigan

830 Cottageview Dr., Ste. 201
P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-5310
www.mansfield.com
info@mansfield.com

Mansfield
Land Use Consultants

REV	DATE	BY	CHK	DESCRIPTION
01	04.01.19	anic	mm	Original design
02	04.04.19	anic	mm	Township Submission
03	04.26.19	anic	mm	Township Submission
04	04.18.19	anic	mm	Rebate generator, add screening area, per TWP

Burdco, Inc.
Proposed Senior Living Facility
COVER SHEET
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: dmc

DATE: mm/dd/yyyy

DATE: 04.01.19

PROJECT: 19052

C1.0

P:\Users\pburg\OneDrive\Projects\19052_FRENCH MANOR - TERRA\CADD\PLANS - CIVIL\19052_C1.DWG - 2019-04-01 11:00am - ewc

GENERAL CONSTRUCTION NOTES:

- 1. MISS DIG**
FOR PROTECTION OF UNDERGROUND UTILITIES AND IN CONFORMANCE WITH PUBLIC ACT 53, 1974, THE CONTRACTOR SHALL DIAL 811 OR 1-800-482-7171 A MINIMUM OF THREE FULL WORKING DAYS, EXCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS PRIOR TO BEGINNING EACH EXCAVATION IN AREAS WHERE PUBLIC UTILITIES HAVE NOT BEEN PREVIOUSLY LOCATED. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE PART OF THE "MISS DIG" ALERT SYSTEM.
- 2. EXISTING UTILITIES**
EXISTING PUBLIC UTILITIES AND UNDERGROUND STRUCTURES SUCH AS PIPE LINES, ELECTRIC CONDUITS, SEWERS AND WATER LINES, ARE SHOWN ON THE PLANS. THE INFORMATION SHOWN IS BELIEVED TO BE REASONABLY CORRECT AND COMPLETE. HOWEVER, NEITHER THE CORRECTNESS NOR THE COMPLETENESS OF SUCH INFORMATION IS GUARANTEED. PRIOR TO THE START OF ANY OPERATIONS IN THE VICINITY OF ANY UTILITIES, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES AND "MISS DIG" AND REQUEST THAT THEY STAKE OUT THE LOCATIONS OF THE UTILITIES IN QUESTION. COST OF REPAIR FOR ANY DAMAGED UTILITY LINES THAT IS PROPERLY STAKED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- 3. PROTECTING UTILITIES**
SPECIAL CARE SHALL BE TAKEN IN EXCAVATING IN THE PROXIMITY OF ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL SECURE ASSISTANCE FROM THE APPROPRIATE UTILITY COMPANY IN LOCATING ITS LINES. THE CONTRACTOR SHALL ALSO: PROVIDE SUPPORT FOR ANY UTILITY WITHIN THE EXCAVATION, PROVIDE PROPER COMPACTION UNDER ANY UNDERMINED UTILITY STRUCTURE AND, IF NECESSARY, INSTALL TEMPORARY SHEETING OR USE A TRENCH BOX TO MINIMIZE THE EXCAVATION. THE CONTRACTOR SHALL PROTECT AND SAVE HARMLESS FROM DAMAGE ALL UTILITIES, WHETHER PRIVATELY OR PUBLICLY OWNED, ABOVE OR BELOW GROUND SURFACE, WHICH MAY BE ENCOUNTERED DURING CONSTRUCTION, AT NO ADDITIONAL COST TO THE OWNER. THE CONTRACTOR SHALL PROVIDE ADEQUATE SUPPORT FOR UTILITY POLES AS NECESSARY.
- 4. SAFETY**
THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS GOVERNING THE FURNISHING AND USE OF SAFEGUARDS, SAFETY DEVICES AND PROTECTION EQUIPMENT. THE CONTRACTOR SHALL TAKE ANY NECESSARY PRECAUTIONS TO PROTECT THE LIFE AND HEALTH OF EMPLOYEES AND THE PUBLIC IN THE PERFORMANCE OF THE WORK.
- 5. SOIL EROSION & SEDIMENTATION CONTROL**
THE CONTRACTOR SHALL PROVIDE TEMPORARY SOIL EROSION CONTROL MEASURES PER P.A. 451 AS AMENDED. THE SOIL EROSION MEASURES SHOWN ARE THE MINIMUM CONTROLS TO BE USED ON THIS PROJECT. THE CONTRACTOR SHALL INSTALL ADDITIONAL TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES TO PROTECT THE DISTURBED AREAS AND ADJACENT PROPERTIES FROM ACCELERATED EROSION AND SEDIMENTATION RESULTING FROM PROJECT CONSTRUCTION, IF DIRECTED BY THE ENGINEER OR SOIL EROSION CONTROL OFFICER, AT NO ADDITIONAL COST TO THE PROJECT. NO EXCAVATION WORK MAY PROCEED UNTIL THE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ARE IN PLACE. ALL WORK MUST BE IN ACCORDANCE WITH THE APPROVED PERMIT FROM THE GRAND TRAVERSE COUNTY SOIL EROSION AND SEDIMENTATION CONTROL OFFICE.
- 6. PROPERTY CORNERS**
EXISTING KNOWN PROPERTY CORNERS ARE IDENTIFIED ON THE PLANS. IF A PROPERTY CORNER IS DISTURBED DURING CONSTRUCTION IT SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE BY A PROFESSIONAL LAND SURVEYOR.
- 7. SURVEY DATUM**
ALL ELEVATIONS ARE BASED ON THE ORIGINAL SURVEY, COMPLETED ON THE NAVD-88 DATUM.
- 8. RESTORATION WORK**
ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDED, FERTILIZED AND MULCHED. MULCH BLANKET SHALL BE INSTALLED IN AREAS AS DESIGNATED AND SHALL BE INCIDENTAL TO OTHER ITEMS. ALL EXCESS TOPSOIL WILL REMAIN WITHIN THE PROPERTY OWNER'S AREA. THE CONTRACTOR SHALL REPAIR ALL WASHOUTS AND EROSION DURING THE GUARANTEE PERIOD OF ONE (1) YEAR AT NO ADDITIONAL COST TO THE OWNER.
- 9. REMOVAL ITEMS**
THE CONTRACTOR SHALL RESTORE ALL LAWNS, LANDSCAPE PLANTINGS, SIDEWALKS, COMMERCIAL SIGNS, ETC., AS REQUIRED, UNLESS SPECIFICALLY NOTED FOR REMOVAL ON THE PLANS. ALL SIDEWALKS, DRIVES, CULVERTS, DRAINAGE STRUCTURES, ABOVE-GRADE UTILITIES, ETC., SHALL BE PROTECTED. ALL SUCH ITEMS DAMAGED OR DESTROYED DURING CONSTRUCTION SHALL BE REMOVED AND REPLACED WITH NEW BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
- 10. CONSTRUCTION SIGNAGE & TRAFFIC CONTROL**
LOCAL TRAFFIC AND CONSTRUCTION SIGNAGE SHALL BE MAINTAINED AT ALL TIMES ACCORDING TO THE APPROVED PERMIT BY GTCRC, AND ANY ASSOCIATED PERMIT CONDITIONS.
- 11. DUST CONTROL**
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTROLLING DUST ON THIS PROJECT THROUGH THE USE OF WATER TRUCKS OR DUST FALLIATIVE. PAYMENT FOR DUST CONTROL SHALL BE INCLUDED IN THE LUMP SUM CONTRACT AND SHALL NOT BE PAID SEPARATELY. DUST SHALL BE CONTINUOUSLY CONTROLLED TO THE SATISFACTION OF THE OWNER.
- 12. PROTECTIVE FENCE**
THE CONTRACTOR IS RESPONSIBLE FOR ALL SITE SECURITY. THE CONTRACTOR SHALL PROVIDE, INSTALL AND MAINTAIN A TEMPORARY PROTECTIVE SNOW FENCE AROUND ALL OPEN TRENCH EXCAVATIONS THAT ARE LEFT OPEN OVERNIGHT OR ANY OTHER UNSAFE AREAS ON SITE THAT REQUIRE PUBLIC PROTECTION.
- 13. EXCESS MATERIALS**
ALL EXCESS MATERIALS SHALL BE DISPOSED OF BY THE CONTRACTOR OFF OF THE SITE UNLESS OTHERWISE NOTED OR APPROVED BY THE OWNER. ALL REMOVALS AND TRANSPORTATION OF THE REMOVED MATERIALS SHALL BE DONE IN ACCORDANCE WITH THE SPECIFICATIONS AND ALL LOCAL, STATE AND FEDERAL LAWS.
- 14. SAWCUTTING PAVEMENT**
SAWCUT EXISTING PAVEMENT TO THE LIMITS OF CONSTRUCTION OR AS DIRECTED BY THE ENGINEER. IF THE EDGE IS DAMAGED SUBSEQUENT TO SAWCUTTING, THE EDGE SHALL BE RE-cut AT NO ADDITIONAL COST TO THE OWNER.
- 15. DEWATERING**
ANY REQUIRED DEWATERING FOR SITE WORK, INCLUDING THE USE OF STONE OR GRAVEL FOR DEWATERING PURPOSES, WILL NOT BE PAID FOR SEPARATELY BUT SHALL BE INCLUDED IN THE LUMP SUM CONTRACT.
- 16. UTILITY SEPARATION**
MAINTAIN REQUIRED ISOLATION DISTANCES FROM PROPOSED UTILITIES, LIVE WELLS, SEPTIC FIELDS, STORM BASINS, ETC.
- 17. RECYCLING**
THE CONTRACTOR IS ENCOURAGED TO RECYCLE ANY MATERIALS OR PRODUCTS THAT ARE REUSABLE OR CAPABLE OF BEING RECYCLED.

GENERAL GRADING CONSTRUCTION NOTES:

- 1. QUALITY OF WORK**
ALL CONSTRUCTION WORKMANSHIP AND MATERIALS SHALL CONFORM TO CURRENT MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION UNLESS OTHERWISE SPECIFIED.
- 2. SUBGRADE PREPARATION**
THE PRESENCE OF OTHER THAN GRANULAR MATERIALS IN THE SUBGRADE SOIL SHALL REQUIRE A FULL WIDTH, FIFTEEN INCH, GRANULAR SUB-BASE, M.D.O.T. CLASS II OR EQUIVALENT, PREPARED SUBGRADE WIDTH, DEPTH AND COMPACTION MUST BE REVIEWED AND/OR TESTED PRIOR TO PLACEMENT OF GRAVEL.
- 3. AGGREGATE BASE MATERIAL**
AGGREGATE BASE TO BE USED ON THE PROJECT MUST MEET SPECIFICATION FOR M.D.O.T. 22A AND MUST BE TESTED AND APPROVED PRIOR TO PLACEMENT. AGGREGATE BASE PLACEMENT MUST COMPLY WITH SECTION 3.01 OF THE MICHIGAN DEPARTMENT OF TRANSPORTATION (CURRENT) STANDARD SPECIFICATIONS FOR CONSTRUCTION. PREPARED AGGREGATE BASE WIDTH, DEPTH AND COMPACTION MUST BE REVIEWED AND TESTED PRIOR TO THE PLACEMENT OF BITUMINOUS SURFACE.
- 4. BITUMINOUS PAVEMENT (HMA)**
THE CONTRACTOR SHALL GIVE THE OWNER'S REPRESENTATIVE 48 HOURS NOTICE PRIOR TO PLACEMENT OF BITUMINOUS SURFACE. BITUMINOUS PAVING MUST BE PERFORMED IN ACCORDANCE WITH THE CURRENT M.D.O.T. STANDARD SPECIFICATIONS FOR CONSTRUCTION.
- 5. REMOVAL OF ORGANICS**
ALL TREES, STUMPS, BRUSH AND ROOTS THEREOF, SHALL BE ENTIRELY REMOVED FROM WITHIN THE SITE GRADING.
- 6. SITE GRADING**
ALL DISTURBED AREAS SHALL BE TOPSOILED, SEEDED, FERTILIZED AND MULCHED. THE CONTRACTOR IS RESPONSIBLE FOR ESTABLISHING GROUND COVER ON AREAS DISTURBED BY CONSTRUCTION.
- 7. FIELD CHANGES**
ANY CHANGES IN SPECIFICATIONS OR CONSTRUCTION METHODS MUST BE REVIEWED AND APPROVED BY THE ENGINEER AND OWNER, AND MUST NOT CONFLICT WITH APPROVED PERMITS.
- 8. DRAINAGE**
EXISTING STORM DRAINAGE DITCHES SHALL BE REBUILT IF FILLED IN OR REMOVED DURING CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO REPAIR OR REPLACE, AS REQUIRED, ALL DRAINAGE CULVERTS OR STRUCTURES DAMAGED DURING CONSTRUCTION AND SHALL BE CONSIDERED INCIDENTAL TO THE PROJECT.
- 9. ADJUSTMENTS**
THE CONTRACTOR SHALL ADJUST ALL UTILITY SURFACE ITEMS TO THE FINISH GRADES PRIOR TO PAVING.

GENERAL SANITARY SERVICE CONSTRUCTION NOTES:

- 1. STANDARDS**
ALL CONSTRUCTION WORKMANSHIP AND MATERIALS SHALL CONFORM TO THE CURRENT STANDARDS, SPECIFICATIONS AND DETAILS OF EAST BAY TOWNSHIP AND THE GRAND TRAVERSE COUNTY DPW.
- 2. CONNECTIONS**
NO CONNECTION RECEIVING STORM WATER OR GROUNDWATER SHALL BE MADE TO SANITARY SEWERS.
- 3. DATUM**
ALL ELEVATIONS ARE BASED ON THE ORIGINAL SURVEY, COMPLETED ON THE NAVD-88 DATUM.
- 4. DETAILS**
PIPE BEDDING, BUILDING SEWERS, DROP CONNECTIONS, BULKHEADS, MANHOLES, MANHOLE COVERS, AND OTHER APPURTENANCES SHALL BE IN ACCORDANCE WITH THE STANDARD DETAILS.

GENERAL STORM SEWER CONSTRUCTION NOTES:

- 1. CONSTRUCTION STANDARDS**
ALL MATERIALS, CONSTRUCTION, METHODS, TESTING AND INSPECTION SHALL BE IN ACCORDANCE WITH CURRENT MDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION UNLESS OTHERWISE SPECIFIED.
- 2. CONNECTIONS**
NO CONNECTIONS SHALL BE MADE TO SANITARY SEWERS.
- 3. STRUCTURE ADJUSTMENTS**
THE CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING CATCH BASIN AND/OR MANHOLE RIMS TO THE FINISH GRADE ELEVATIONS. THE LOCATIONS AND ELEVATIONS SHOWN ARE BASED UPON PLAN GRADES AND ARE SUBJECT TO CHANGE.

GENERAL WATER SERVICE CONSTRUCTION NOTES:

- 1. STANDARDS**
ALL CONSTRUCTION WORKMANSHIP AND MATERIALS SHALL CONFORM TO THE CURRENT STANDARDS, SPECIFICATIONS AND DETAILS OF EAST BAY TOWNSHIP AND THE GRAND TRAVERSE COUNTY DPW.
- 2. DATUM**
ALL ELEVATIONS ARE BASED ON THE ORIGINAL SURVEY, COMPLETED ON THE NAVD-88 DATUM.
- 3. DETAILS**
PIPE BEDDING, THRUST BLOCKS, HYDRANT, VALVES, VALVE MANHOLES, AND ALL APPURTENANCES SHALL BE IN ACCORDANCE WITH THE STANDARD SPECIFICATION DETAILS.
- 4. UTILITY SEPARATION**
ALL WATER MAINS SHALL MAINTAIN A MINIMUM OF 10' HORIZONTAL SEPARATION AND 1.5' VERTICAL SEPARATION FROM SANITARY AND STORM SEWERS.
- 5. PUBLIC EASEMENTS**
ALL PUBLIC WATER MAIN SHALL BE WITHIN ITS OWN 20'-WIDE EASEMENT CENTERED ON THE UTILITY.

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P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-9310
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info@mansfield.com

Mansfield
Land Use Consultants

REV.	DATE	DESCRIPTION	BY	CHK
01	04.01.19	Original design	dlm	dlm
02	04.04.19	Township Submission	dlm	dlm
03	04.29.19	Township Submission	dlm	dlm
04	04.18.19	Reallocate generator, add screening prior, per TRF.	dlm	dlm

Buraco, Inc.
Proposed Senior Living Facility
NOTES SHEET
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: dsmc

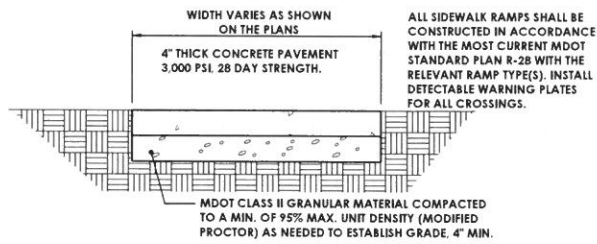
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DATE: 04.01.19

NO: 19052

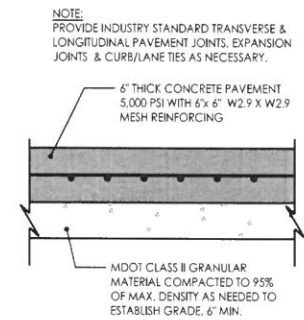
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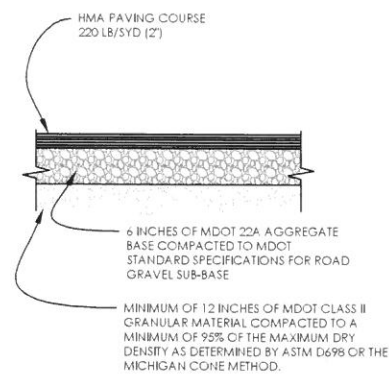


NOTE:
EXPANSION JOINTS SHALL BE PLACED AT ALL SPRING POINTS, PERMANENT STRUCTURES, AND AT A SPACING OF NOT MORE THAN 20 FEET. THE SIDEWALK SHALL BE DIVIDED INTO UNIT AREAS OF NOT MORE THAN 36 SQUARE FEET BY MEANS OF CUT JOINTS (WPJ), INsofar AS POSSIBLE. UNIT AREAS SHALL BE PERPENDICULAR AND NOT LESS THAN 16 SQUARE FEET.

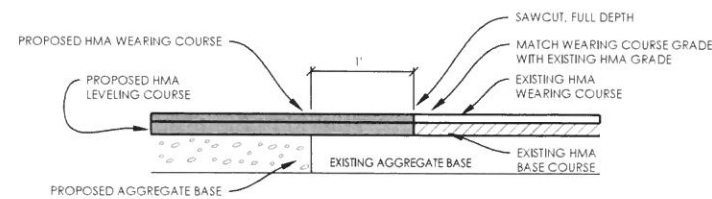
CONCRETE SIDEWALK DETAIL
NO SCALE



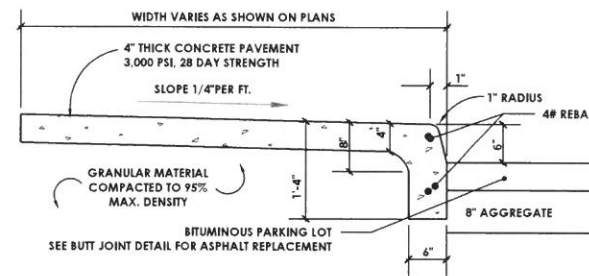
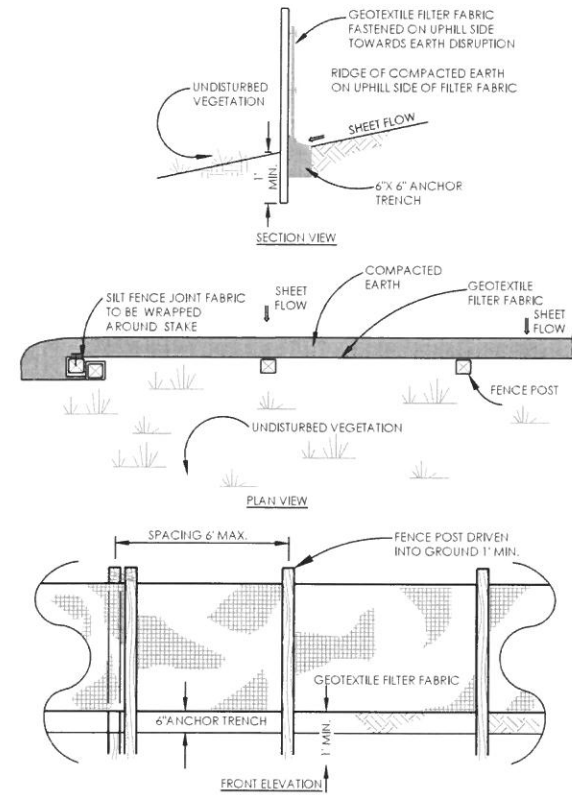
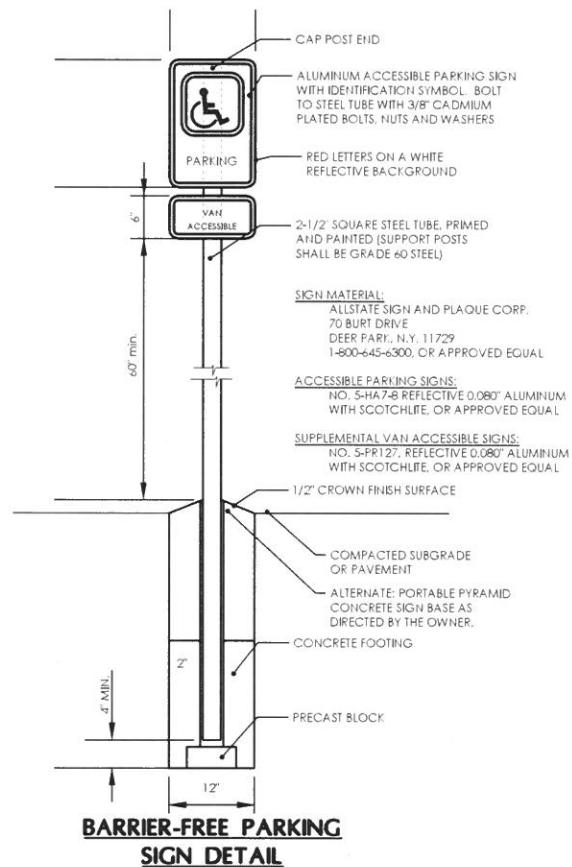
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NO SCALE



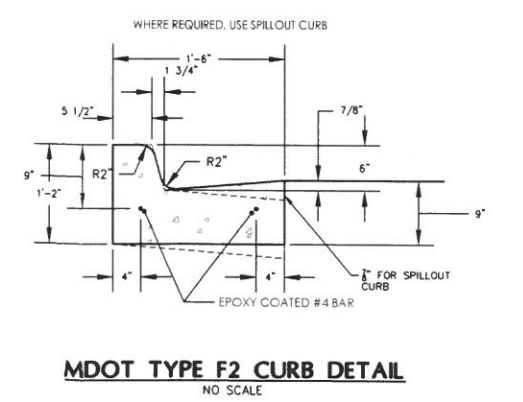
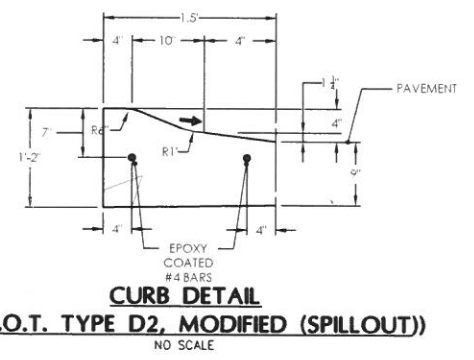
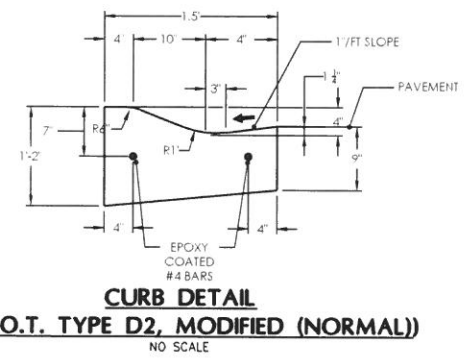
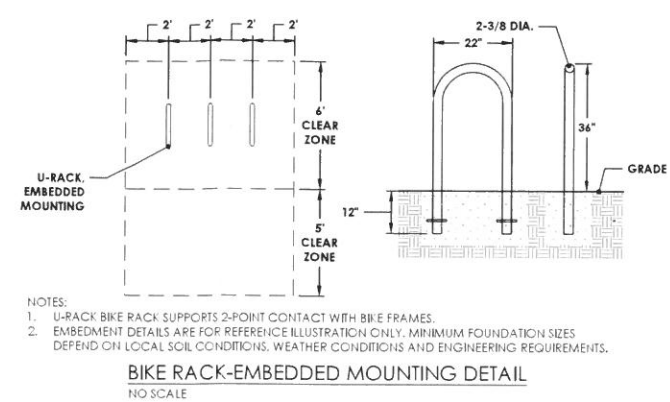
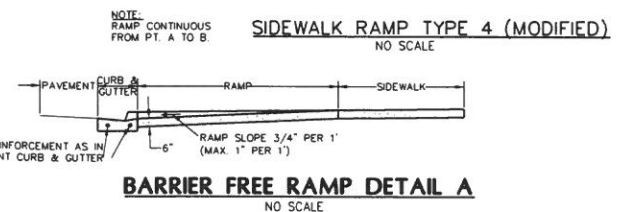
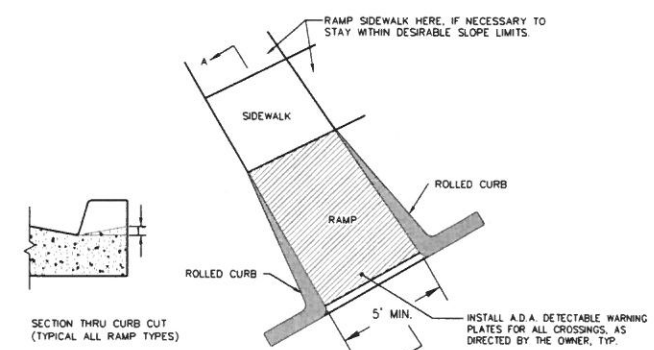
PAVING DETAIL - HMA
NO SCALE



HMA BUTT JOINT DETAIL
NO SCALE



INTEGRAL CONCRETE WALK DETAIL
NO SCALE



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REV	DATE	BY	CHKD	DESCRIPTION
01	04.03.19	dlc	dlc	Original design
02	04.04.19	dlc	dlc	Revised design
03	04.29.19	dlc	dlc	Revised design
04	06.18.19	dlc	dlc	Revised design

Burdco, Inc.
Proposed Senior Living Facility
CIVIL DETAILS - SITE
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: dmc

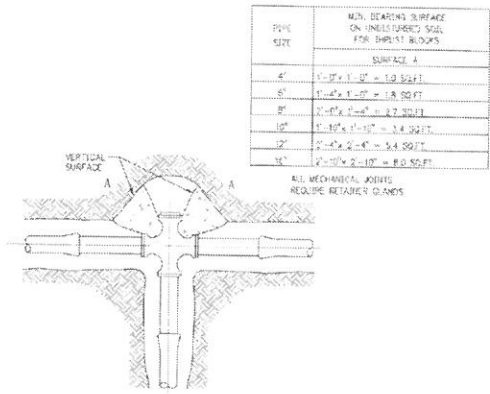
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REVISION: 04.01.19

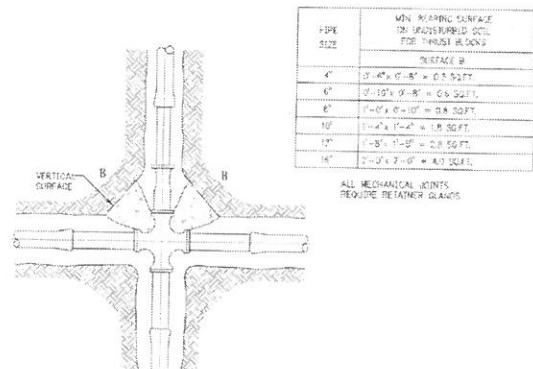
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DATE: C1.2

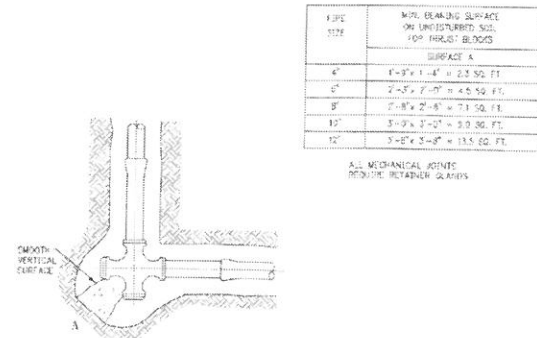
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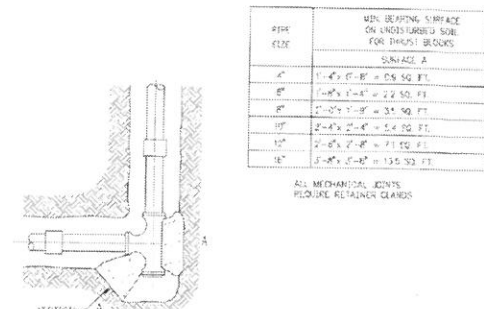
TYPICAL CROSS AND PLUG DETAIL
NO SCALE



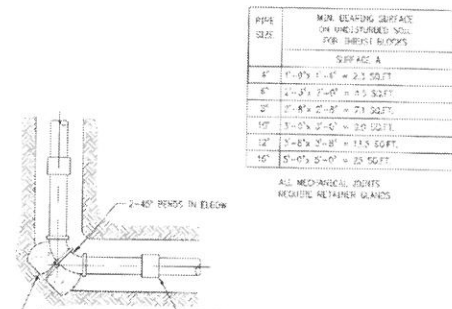
CROSS AND REDUCER DETAIL
NO SCALE



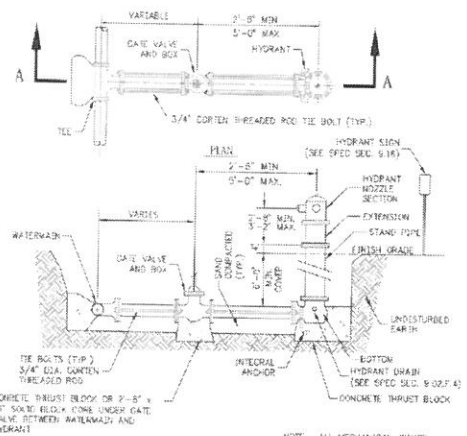
CROSS WITH 2 PLUGS DETAIL
NO SCALE



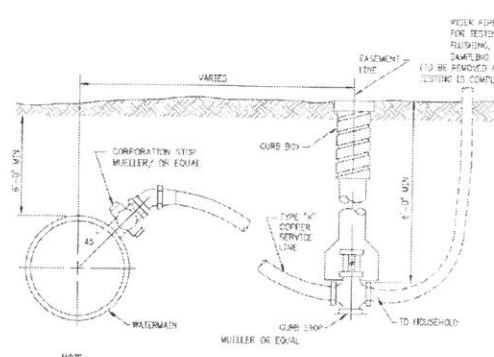
TYPICAL TEE AND PLUG DETAIL
NO SCALE



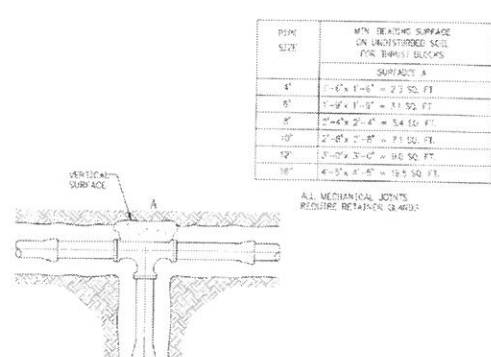
TYPICAL BEND DETAIL
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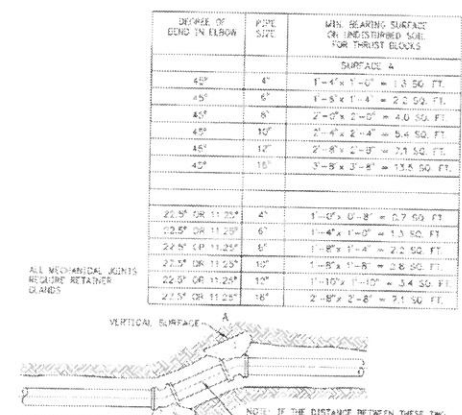
HYDRANT ASSEMBLY DETAIL
NO SCALE



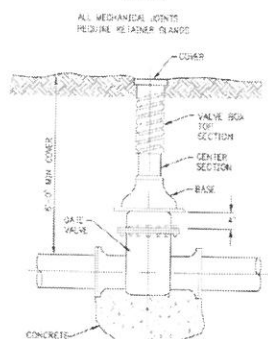
SERVICE CONNECTION DETAIL
NO SCALE



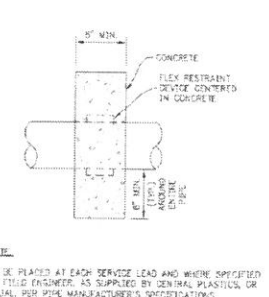
TYPICAL TEE CONNECTION DETAIL
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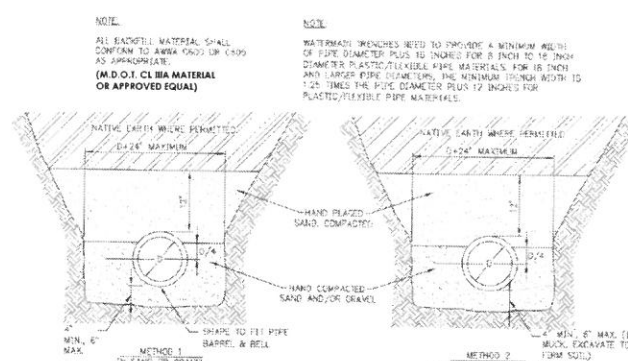
TYPICAL OFFSET DETAIL
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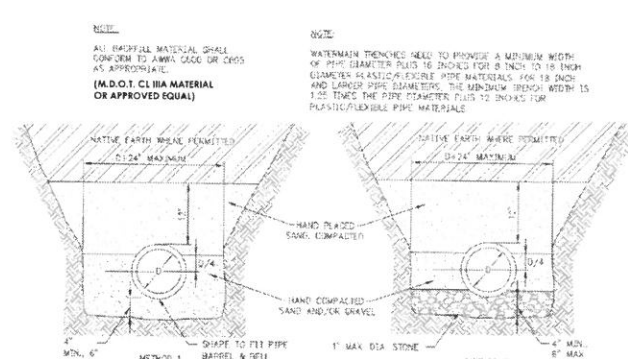
VALVE BOX INSTALLATION DETAIL
NO SCALE



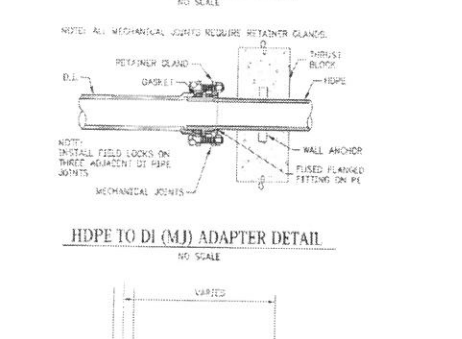
SERVICE LEAD THRUST RESTRAINT DETAIL
(APPLICABLE FOR HDPE/PPC WATERMAIN ONLY)
NO SCALE



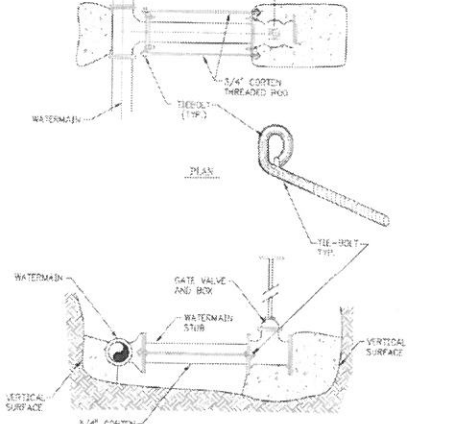
PIPE BEDDING DETAIL
(CLASS A) NO SCALE



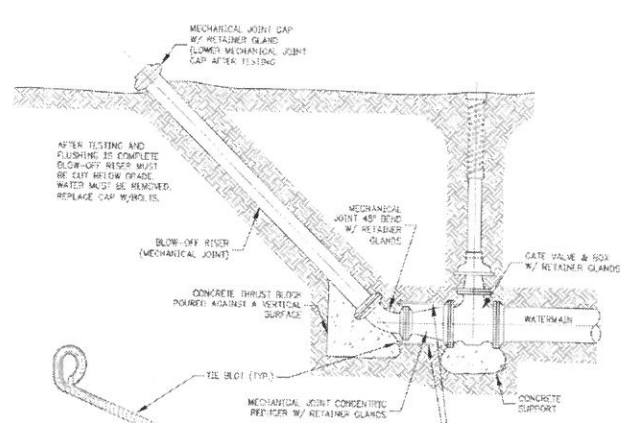
PIPE BEDDING DETAIL
(CLASS B) NO SCALE



HDPE TO DI (MJ) ADAPTER DETAIL
NO SCALE



THRUST RESTRAINT DETAIL FOR ALL VALVES ON STUBBED LINES
NO SCALE



BLOW-OFF DETAIL
NO SCALE

830 Comaevew Dr., Ste. 201
P.O. Box 4015
Traverse City, MI 49685
Phone: 231-946-9310
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Mansfield

Land Use Consultants

DATE	BY	CHK	REV	DESCRIPTION
01	dmc	dmc	01	Original design
02	dmc	dmc	02	Revised design
03	dmc	dmc	03	Revised design
04	dmc	dmc	04	Revised design

Burdco, Inc.
Proposed Senior Living Facility
CIVIL DETAILS - WATER
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

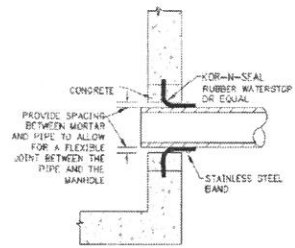
PRELIMINARY

DATE: 04.01.19

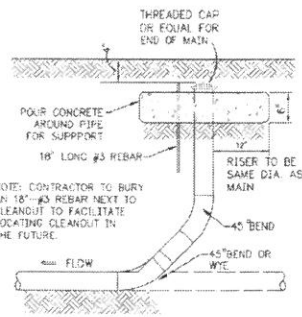
PROJECT: 19052

SCALE: C1.3

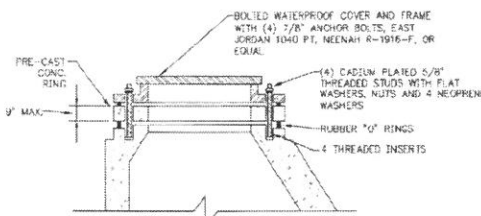
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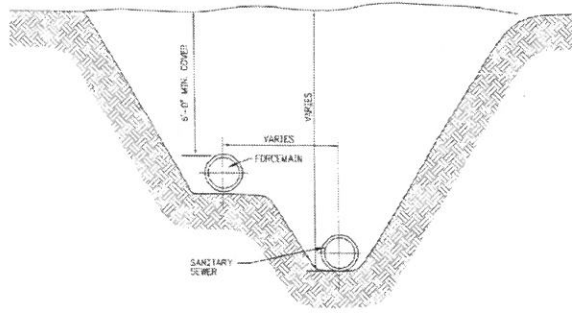
MANHOLE/WETWELL WATERSTOP DETAIL
NO SCALE



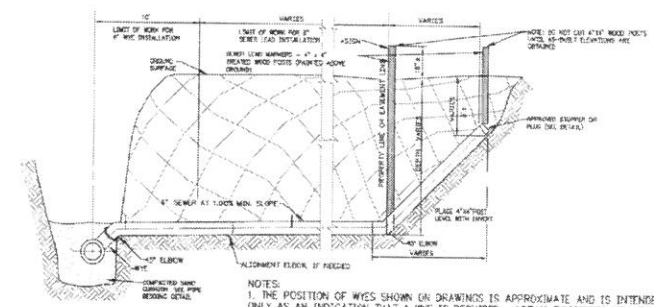
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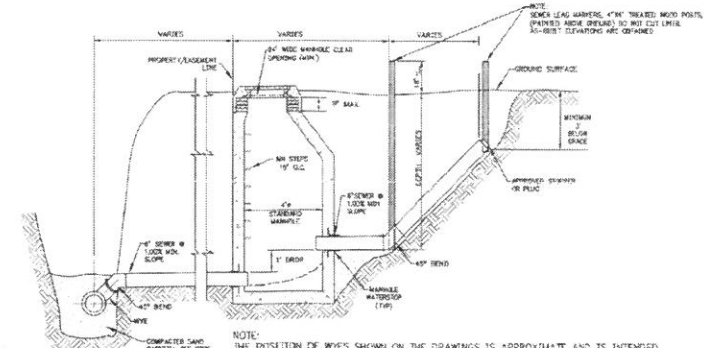
BOLTED MANHOLE COVER DETAIL
NO SCALE



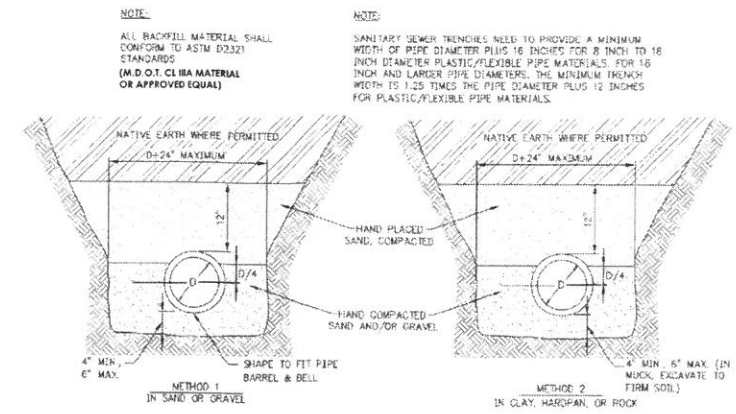
2 PIPE TRENCH DETAIL
NO SCALE



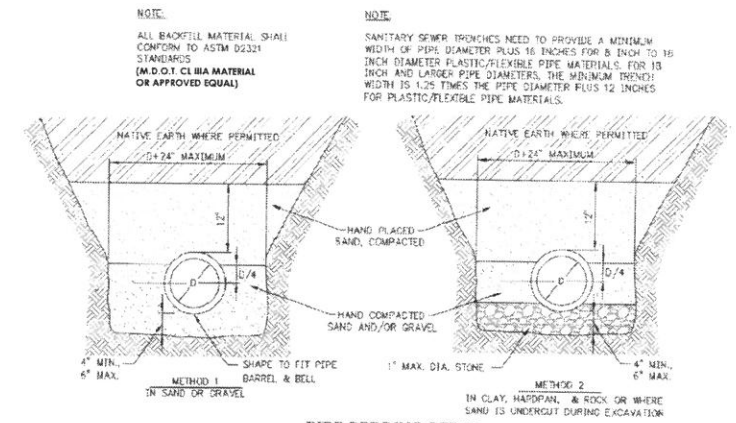
WYE AND SEWER LEAD INSTALLATION DETAIL
NO SCALE



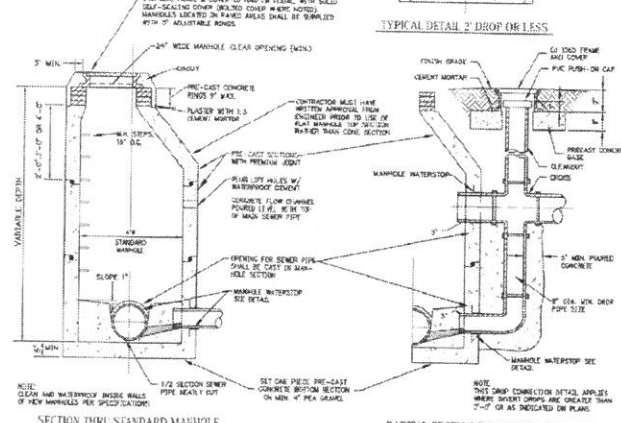
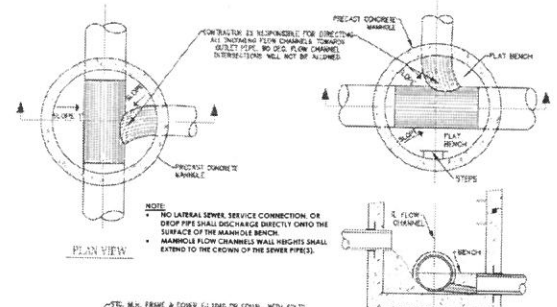
INDUSTRIAL/COMMERCIAL IPP SURVEILLANCE MANHOLE DETAIL
NO SCALE



PIPE BEDDING DETAIL
(CLASS A) NO SCALE



PIPE BEDDING DETAIL
(CLASS B) NO SCALE



DETAIL - STANDARD MANHOLE
NO SCALE

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Mansfield

Land Use Consultants

REV	DATE	DESCRIPTION
01	04.01.19	Original Design
02	04.04.19	City Approval
03	04.29.19	City Approval
04	06.18.19	City Approval

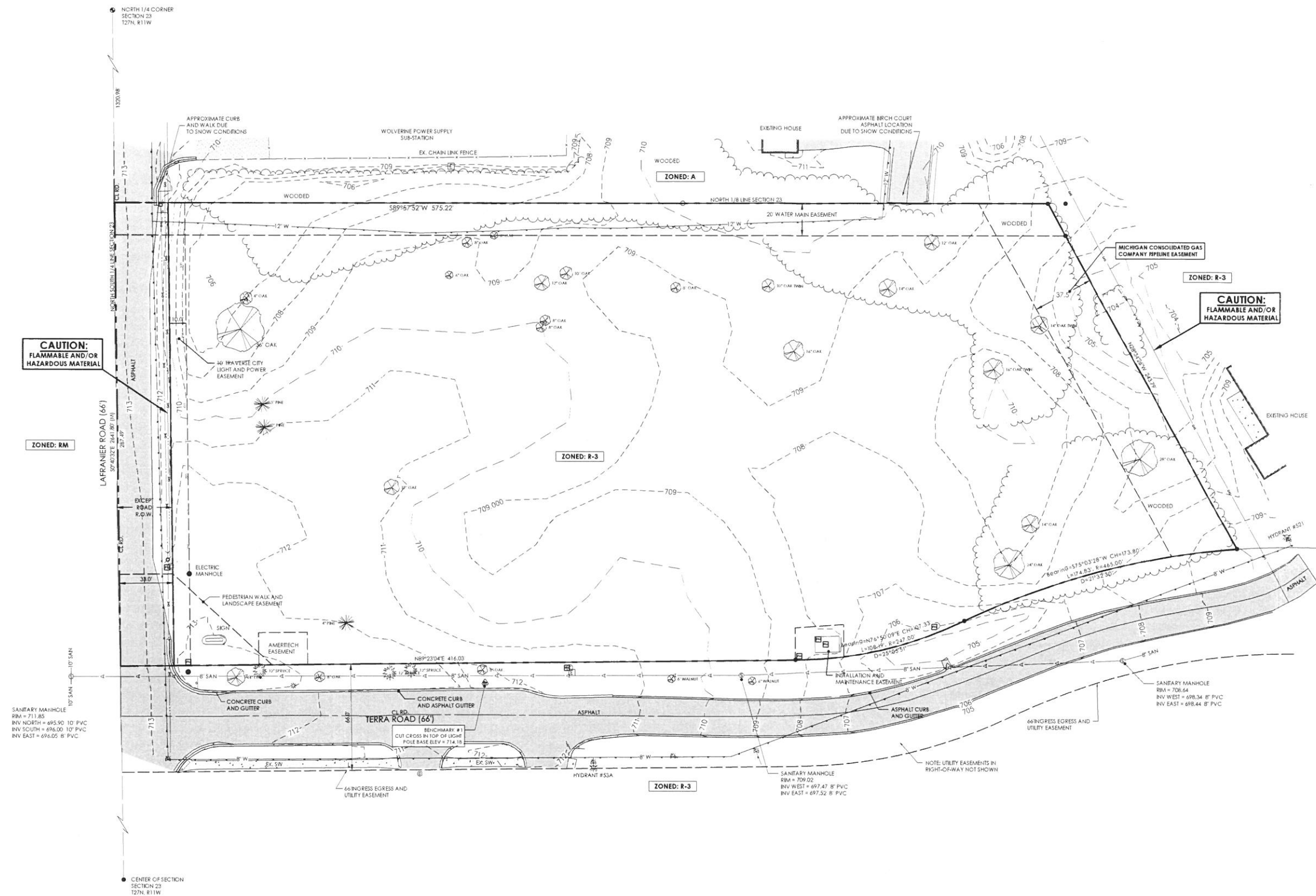
Burdco, Inc.
Proposed Senior Living Facility
CIVIL DETAILS - SANITARY
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: 04.01.19

PROJECT NO: 19052

SCALE: C1.4



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Land Use Consultants

REV	DATE	BY	CHK	DESCRIPTION
01	04.01.19	dmc	mmr	Original design
02	04.26.19	dmc	mmr	Township Submission
03	04.26.19	dmc	mmr	Township Submission
04	06.18.19	dmc	mmr	Relocate generator, add covering pipes, per TWP.

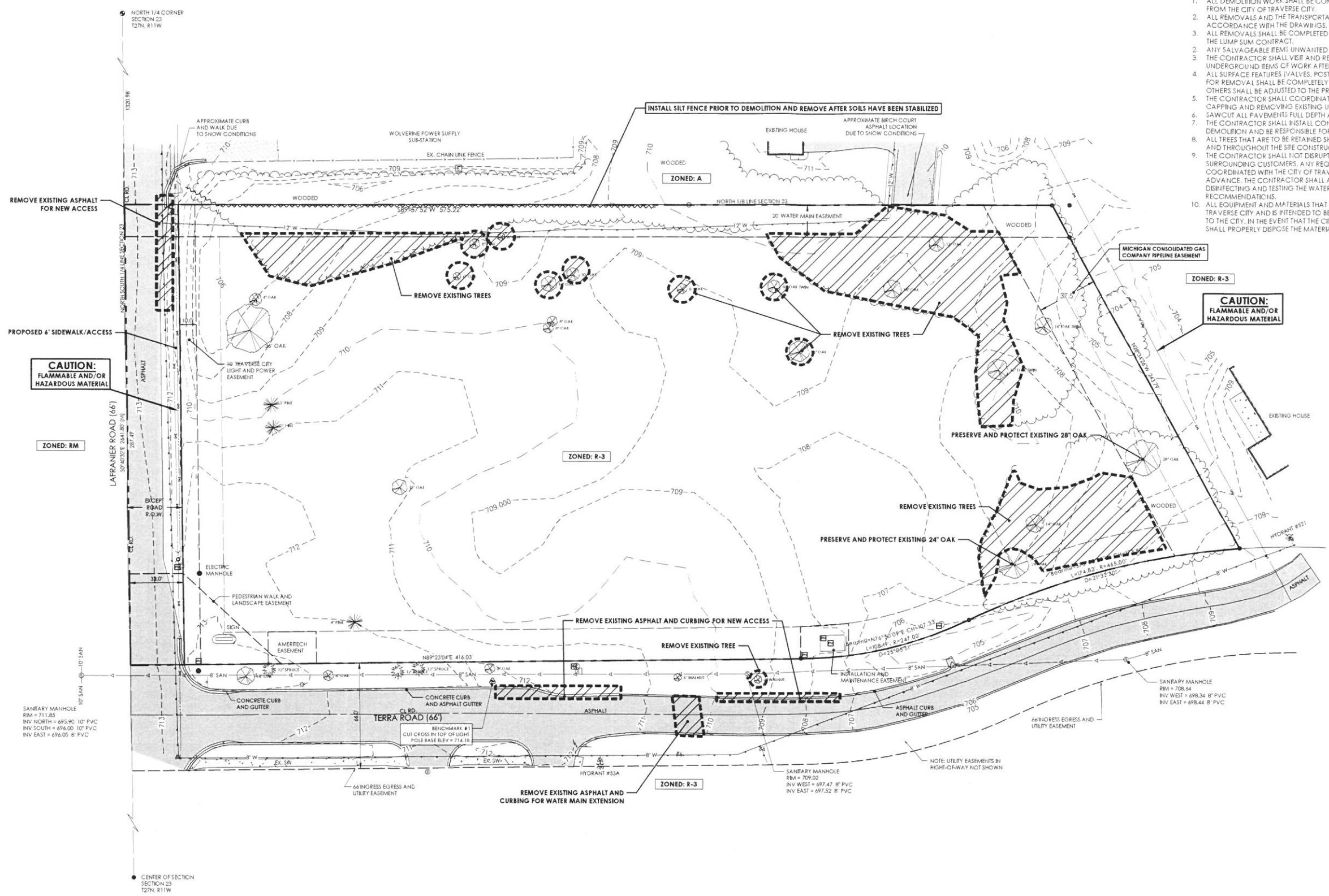
Burdco, Inc.
Proposed Senior Living Facility
EXISTING CONDITIONS
 Section 23, Town 27 North, Range 11 West
 Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: 04.01.19

19052

C2.0



- GENERAL CONSTRUCTION NOTES:**
1. ALL DEMOLITION WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE APPROVED DEMOLITION PERMIT FROM THE CITY OF TRAVERSE CITY.
 2. ALL REMOVALS AND THE TRANSPORTATION OF THE SAID REMOVED MATERIALS SHALL BE DONE IN ACCORDANCE WITH THE DRAWINGS, SPECIFICATIONS AND ALL LOCAL/STATE/FEDERAL LAWS.
 3. ALL REMOVALS SHALL BE COMPLETED TO THE LIMITS AS SPECIFIED. ALL REMOVALS SHALL BE INCLUDED IN THE LUMP SUM CONTRACT.
 4. ANY SALVAGEABLE ITEMS UNWANTED BY THE OWNER SHALL BE RECYCLED TO THE EXTENT POSSIBLE.
 5. THE CONTRACTOR SHALL VISIT AND REVIEW THE ENTIRE SITE TO FIELD VERIFY ALL SURFACE AND UNDERGROUND ITEMS OF WORK AFTER COORDINATING WITH THE MISS DIG SYSTEM.
 6. ALL SURFACE FEATURES (VALVES, POSTS, CURB STOPS, ETC.) OF EXISTING UTILITIES THAT ARE CALLED OUT FOR REMOVAL SHALL BE COMPLETELY REMOVED BELOW THE PROPOSED GROUND ELEVATIONS, AS REQUIRED.
 7. THE CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES PRIOR TO DISCONNECTING, CAPPING AND REMOVING EXISTING UTILITIES.
 8. THE CONTRACTOR SHALL INSTALL CONSTRUCTION LIMITS PRIOR TO DEMOLITION AND REMOVAL. SAWCUT ALL PAVEMENTS FULL DEPTH AT THE CONSTRUCTION LIMITS AROUND THE SITE PERIMETER PRIOR TO DEMOLITION AND BE RESPONSIBLE FOR SITE SAFETY & ACCESS.
 9. ALL TREES THAT ARE TO BE RETAINED SHALL BE APPROPRIATELY MARKED AND/OR PROTECTED PRIOR TO AND THROUGHOUT THE SITE CONSTRUCTION.
 10. THE CONTRACTOR SHALL NOT DISRUPT THE WATER MAIN AND SANITARY SEWER SERVICE TO THE SURROUNDING CUSTOMERS. ANY REQUIRED DISRUPTION IN SERVICE SHALL BE COMMUNICATED AND COORDINATED WITH THE CITY OF TRAVERSE CITY BY THE CONTRACTOR A MINIMUM OF 48 HOURS IN ADVANCE. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR PROVIDING BOTTLED WATER, DISINFECTING AND TESTING THE WATER MAIN BEFORE RECONNECTING, ETC. PER CITY STANDARDS & RECOMMENDATIONS.
 11. ALL EQUIPMENT AND MATERIALS THAT ARE CURRENTLY OPERATED AND MAINTAINED BY THE CITY OF TRAVERSE CITY AND IS INTENDED TO BE REMOVED AND SALVAGED SHOULD BE STOCKPILED AND RETURNED TO THE CITY. IN THE EVENT THAT THE CITY DOES NOT WANT THE SALVAGED MATERIALS, THE CONTRACTOR SHALL PROPERLY DISPOSE THE MATERIALS.

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 Traverse City, MI 49685
 Phone: 231-946-9310
 www.mansfield.com
 info@mansfield.com

Mansfield

Land Use Consultants

REV.	DATE	BY	CHKD.	DESCRIPTION
01	04.01.19	dlm	mmj	Original design
02	04.04.19	dlm	mmj	Township Submission
03	04.09.19	dlm	mmj	Township Submission
04	08.18.19	dlm	mmj	Relocate generator, add screening pipes, per TWP.

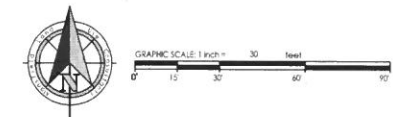
Burdco, Inc.
 Proposed Senior Living Facility
DEMOLITION PLAN
 Section 23, Town 27 North, Range 11 West
 Garfield Township, Grand Traverse County, Michigan

PRELIMINARY

DATE: 04.01.19

PROJECT NO.: 19052

SCALE: C2.1



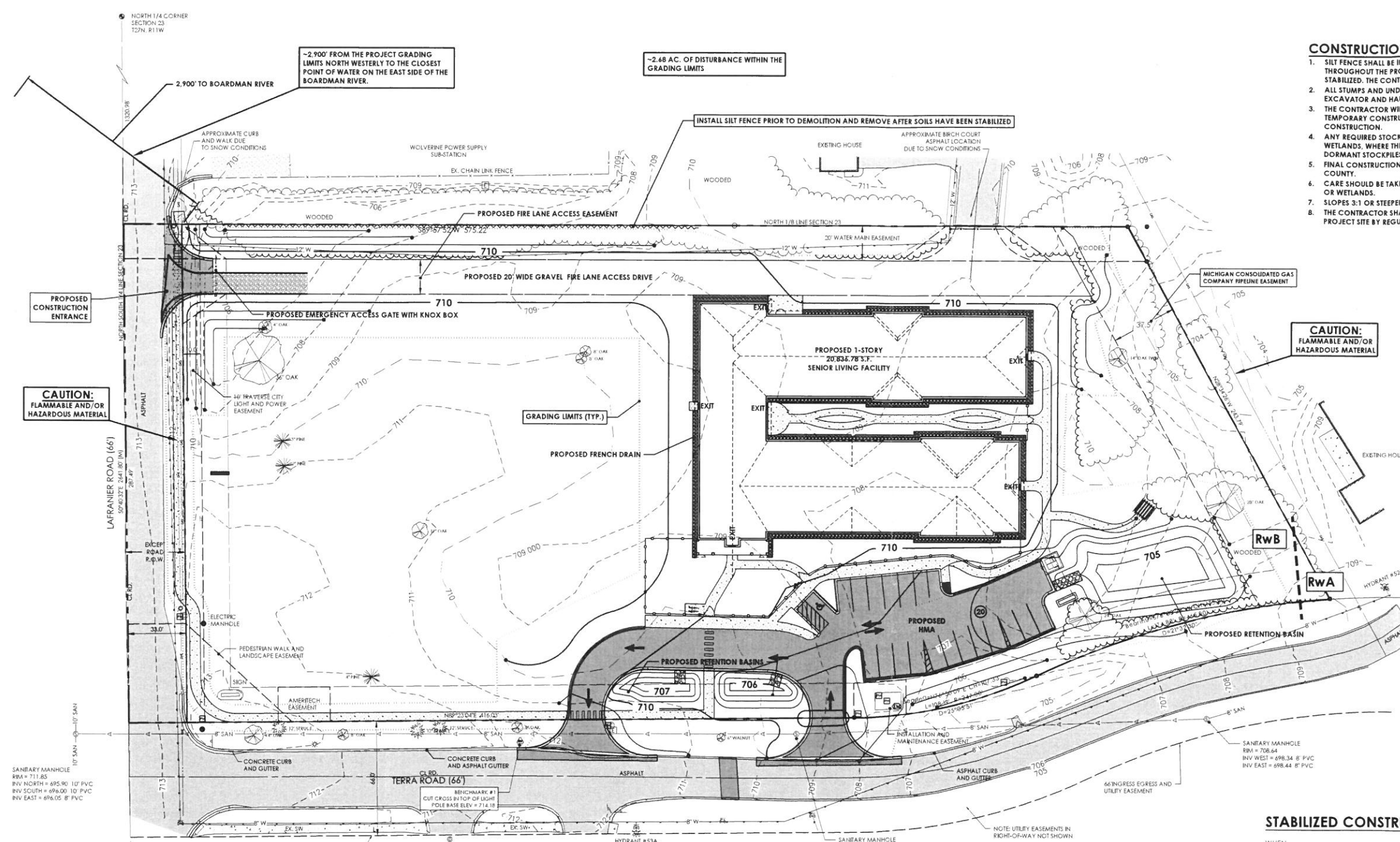
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BM#1: ELEV = 714.18 (NAVD 88)
CUT CROSS IN TOP OF LIGHT
N 8361.1140 E 10243.0110

830 Cottageview Dr., Ste. 201
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Traverse City, MI 49685
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Land Use Consultants

DATE	DESCRIPTION	BY	CHK
01/11/19	Original design	dmc	
02/03/19	Final permit	dmc	
02/03/19	Final permit	dmc	
02/03/19	Final permit	dmc	
02/03/19	Final permit	dmc	
02/03/19	Final permit	dmc	
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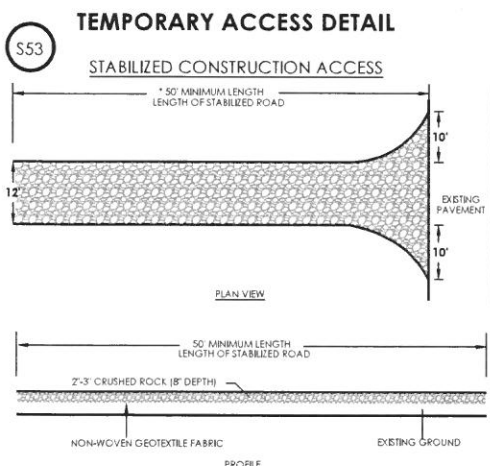


- CONSTRUCTION NOTES:**
- SILT FENCE SHALL BE INSTALLED BEFORE THE CONSTRUCTION BEGINS AND SHALL BE MAINTAINED THROUGHOUT THE PROJECT DURATION UNTIL PERMANENT VEGETATION IS ESTABLISHED AND THE SITE IS STABILIZED. THE CONTRACTOR MUST REMOVE THE SILT FENCE UPON COMPLETION.
 - ALL STUMPS AND UNDERGROUND ORGANIC MATERIAL SHALL BE COMPLETELY REMOVED WITH AN EXCAVATOR AND HAILED OFF THE SITE. NOTHING SHALL BE BURIED ON SITE.
 - THE CONTRACTOR WILL OBTAIN A TEMPORARY ACCESS PERMIT FOR ACCESS ONTO LAFRANIER RD. THE TEMPORARY CONSTRUCTION ACCESS SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION.
 - ANY REQUIRED STOCKPILES SHALL BE LOCATED INTERNALLY, AWAY FROM STORM BASINS AND WETLANDS, WHERE THEY ARE NOT SUSCEPTIBLE TO HIGH SURFACE RUNOFF OR AIRBORNE EROSION. DORMANT STOCKPILES SHALL BE SEEDED TO PREVENT SEDIMENTATION AND AIRBORNE EROSION.
 - FINAL CONSTRUCTION SHALL MEET THE REQUIREMENTS OF THE APPROVED S.E.S.C. PERMIT FROM THE COUNTY.
 - CARE SHOULD BE TAKEN TO PREVENT MATERIAL MOVEMENT INTO ADJACENT STORM BASINS, ROADWAYS OR WETLANDS.
 - SLOPES 3:1 OR STEEPER SHALL BE RESTORED WITH MULCH BLANKET.
 - THE CONTRACTOR SHALL USE WATER OR DUST PALLIATIVE TO CONTROL DUST ON AND ADJACENT TO THE PROJECT SITE BY REGULAR SWEEPING, AS NECESSARY UNTIL THE SITE IS PERMANENTLY STABILIZED.

- CONSTRUCTION SCHEDULE NARRATIVE:**
- TO // TO // INSTALL TEMPORARY S.E.S.C. MEASURES
 - TO // TO // SITE CLEARING & REMOVALS
 - TO // TO // SITE GRADING
 - TO // TO // STORM WATER STORAGE FACILITIES
 - TO // TO // SANITARY SERVICE & WATER MAIN/SERVICES
 - TO // TO // STORM SEWER & PRIVATE UTILITIES
 - TO // TO // AGG. BASE, CURBS & SITE PAVEMENTS
 - TO // TO // TREES & LANDSCAPING, SURFACE IRRIGATION
 - TO // TO // FINAL GRADING & RESTORATION
 - TO // TO // SITE CLEANUP, PAVEMENT MARKINGS, SIGNS
 - TO // TO // REMOVE TEMPORARY S.E.S.C. MEASURES

STABILIZED CONSTRUCTION ACCESS SPECIFICATIONS

- WHEN**
- CONSTRUCTION TRAFFIC IS EXPECTED TO LEAVE A CONSTRUCTION SITE.
 - STABILIZATION OF INTERIOR CONSTRUCTION ROADS IS DESIRED.
- WHY**
- TO MINIMIZE TRACKING OF SEDIMENT ONTO PUBLIC ROADWAYS AND TO MINIMIZE DISTURBANCE OF VEGETATION.
- WHERE**
- STABILIZED CONSTRUCTION ENTRANCES SHALL BE LOCATED AT EVERY POINT WHERE CONSTRUCTION TRAFFIC ENTERS OR LEAVES A CONSTRUCTION SITE. VEHICLES LEAVING THE SITE MUST BE ROUTED OVER THE ROCK INGRESS/EGRESS CORRIDOR.
- HOW**
- STABILIZED CONSTRUCTION ACCESS ROAD SHOULD BE ESTABLISHED AT THE ONSET OF THE CONSTRUCTION ACTIVITIES AND MAINTAINED IN PLACE FOR THE DURATION OF THE CONSTRUCTION PROJECT.
 - INSTALLATION OF THIS PRACTICE SHOULD BE THE RESPONSIBILITY OF THE SITE CLEARING OR EXCAVATING CONTRACTOR.
 - ACCESS LOCATION SHOULD BE CLEARED OF WOODY VEGETATION.
 - NON-WOVEN GEOTEXTILE FABRIC SHALL BE PLACED OVER THE EXISTING GROUND PRIOR TO PLACING STONE.
 - ACCESS SIZE SHOULD BE A MINIMUM OF 50' (50' FOR SINGLE RESIDENCE LOT).
 - ACCESS WIDTH SHOULD BE 12' MINIMUM, FLARED AT THE EXISTING ROAD TO PROVIDE A TURNING RADIUS.
 - CRUSHED AGGREGATE (2" TO 3"), OR RECLAIMED OR RECYCLED CONCRETE EQUIVALENT, SHALL BE PLACED AT LEAST 8" DEEP OVER THE LENGTH AND WIDTH OF THE INGRESS/EGRESS CORRIDOR.
- MAINTENANCE**
- PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN EVENT.
 - STABILIZED ENTRANCES SHALL BE REPAIRED AND ROCK ADDED AS NECESSARY.
 - SEDIMENT DEPOSITED ON PUBLIC RIGHTS-OF-WAY SHALL BE REMOVED IMMEDIATELY AND RETURNED TO THE CONSTRUCTION SITE. REMOVE ACCUMULATED SEDIMENT IN THE SUMPS AND MAINTAIN SWEEP ROADS.
 - IF SOILS ARE SUCH THAT WASHING OF TIRES IS REQUIRED, IT SHALL BE DONE IN A WASH RACK AREA, STABILIZED WITH STONE, IMMEDIATELY PRIOR TO THE CONSTRUCTION ACCESS STABILIZED CORRIDOR.
 - AT THE PROJECT COMPLETION, ROCK ACCESS ROAD SHOULD BE REMOVED AND DEPOSED OF UNLESS UTILIZED AS SUBGRADE FOR FINAL ROAD.
- LIMITATIONS**
- EFFECTIVENESS LIMITED. SEDIMENT MAY BE TRACKED ONTO ROADS REQUIRING ADDITIONAL ACTION.

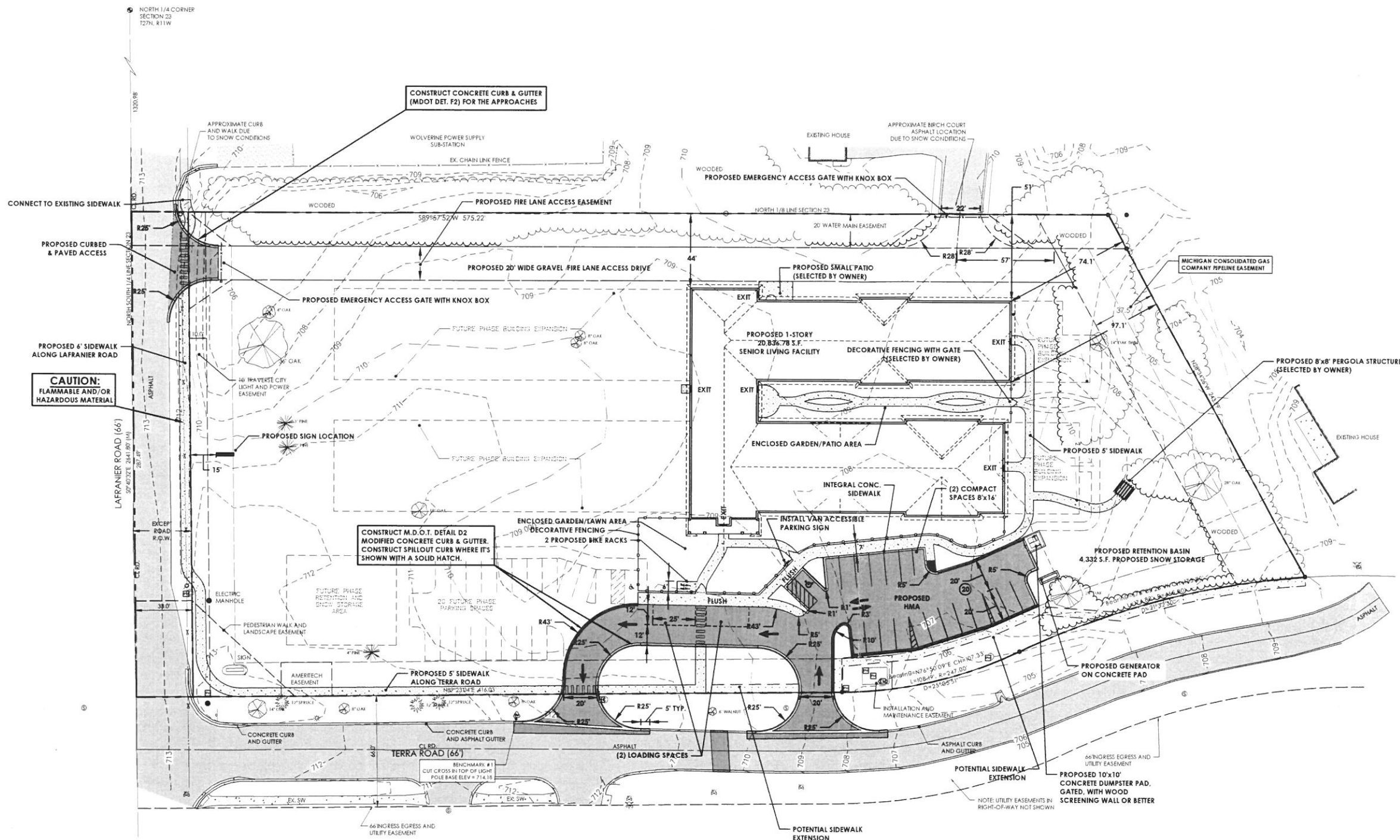


GRAND TRAVERSE COUNTY SOILS MAP LEGEND (MI055)

Map Unit Symbol	Map Unit Name
RwA	Rubicon sand, 0 to 2% slopes
	Depth to restrictive layer: More than 80 inches
	Natural Drainage Class: Excessively drained
	Runoff Class: Negligible
	Infiltration: 5.95 to 19.98 in/hr
	Depth to Water Table: More than 80 inches
RwB	Rubicon sand, 0 to 6% slopes
	Depth to restrictive layer: More than 80 inches
	Natural Drainage Class: Excessively drained
	Runoff Class: Very low
	Infiltration: 1.56 to 14.17 in/hr
	Depth to Water Table: More than 80 inches

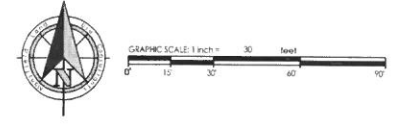
Burdco, Inc.
Proposed Senior Living Facility
SOIL EROSION & SEDIMENTATION CONTROL PLAN
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY
19052
C3.0



- NOTES:**
- (17) 9'x20' PARKING SPACES
 - (2) 8'x16' COMPACT SPACES
 - (1) 8'x20' VAN ACCESSIBLE SPACE WITH 8'x20' STRIPING ADJACENT TO 8'x16' COMPACT SPACES
 - 10'x10' CONCRETE DUMPSTER PAD, WITH WOOD SCREENING WALLS OR BETTER, GATED.
 - PROPOSED LOADING SPACES ARE DESIGNED TO BE FOR: QUICK DELIVERY OF GOODS NEEDED BY PROPOSED USE. EMERGENCY VEHICLES. PICK UP AND DROP OFF OF RESIDENTS.

- GENERAL CONSTRUCTION NOTES:**
- SEE ARCHITECTURAL PLANS FOR BUILDING FOOTPRINT, DETAILS & DIMENSIONS, ETC.
 - SEE ELECTRICAL PLANS FOR SITE LIGHTING AND POWER.
 - SEE STRUCTURAL PLANS FOR CONCRETE ENTRANCE SLABS, RAMPS AND CONCRETE UTILITY PADS.
 - THE CONTRACTOR SHALL COORDINATE WITH ALL UTILITY COMPANIES PRIOR TO COMPLETING ANY ON-SITE WORK.
 - ALL ACCESSIBLE SIDEWALKS, RAMPS, LANDINGS, ETC. SHALL BE A.D.A. COMPLIANT. WHERE A SIDEWALK EXCEEDS 1:20 MAXIMUM SLOPE, CONSTRUCT SIDEWALK, RAMPS AND RAILINGS PER A.D.A. GUIDELINES.
 - THE PROPOSED BUILDING SHALL MEET LOCAL CODES FOR ADDRESS IDENTIFICATION AND DISPLAY.
 - FIRE LANES SHALL BE POSTED WITH SIGNS ACCORDING TO LOCAL CODES AND FIRE DEPARTMENT APPROVAL.
 - A.D.A. SIDEWALK RAMP, INCLUDE DETECTABLE WARNING PLATES AS DIRECTED BY THE OWNER.



830 Cottageview Dr., Ste. 201
 Traverse City, MI 49685
 Phone: 231-946-9310
 www.mansfield.com
 info@mansfield.com

Mansfield

Land Use Consultants

NO.	DATE	DESCRIPTION	BY	CHK.
01	10.01.19	dmc	dmc	dmc
02	10.02.19	dmc	dmc	dmc
03	10.02.19	dmc	dmc	dmc
04	10.02.19	dmc	dmc	dmc

Burdco, Inc.
Proposed Senior Living Facility
SITE & DIMENSION PLAN
 Section 23, Town 27 North, Range 11 West
 Garfield Township, Grand Traverse County, Michigan

PRELIMINARY
 19052
 C4.0

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NOTES:

1. STORM WATER FROM BUILDING ROOF AREAS TO BE CAPTURED, STORED, AND INFILTRATED IN FRENCH DRAINS UNDER THE DRIP EDGES.
2. STORM WATER FROM HARD SURFACES SHEET FLOW TO PROPOSED BASINS.
3. STORM WATER RETENTION SYSTEM TO COMPLY WITH ALL REQUIREMENTS OF THE GARFIELD TOWNSHIP STORM WATER ORDINANCE.

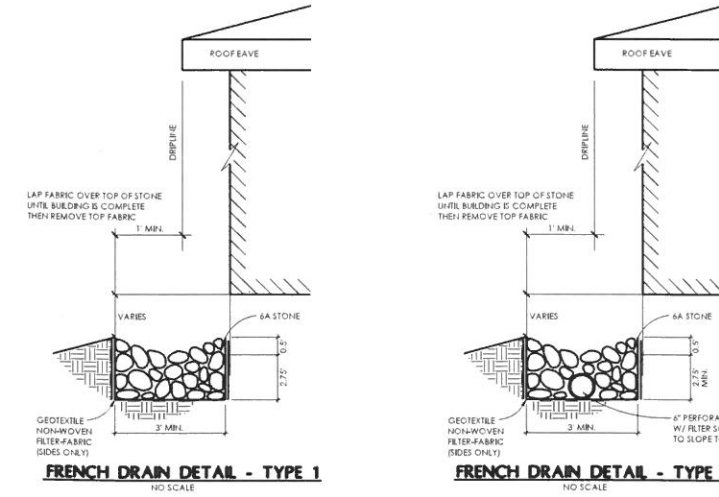
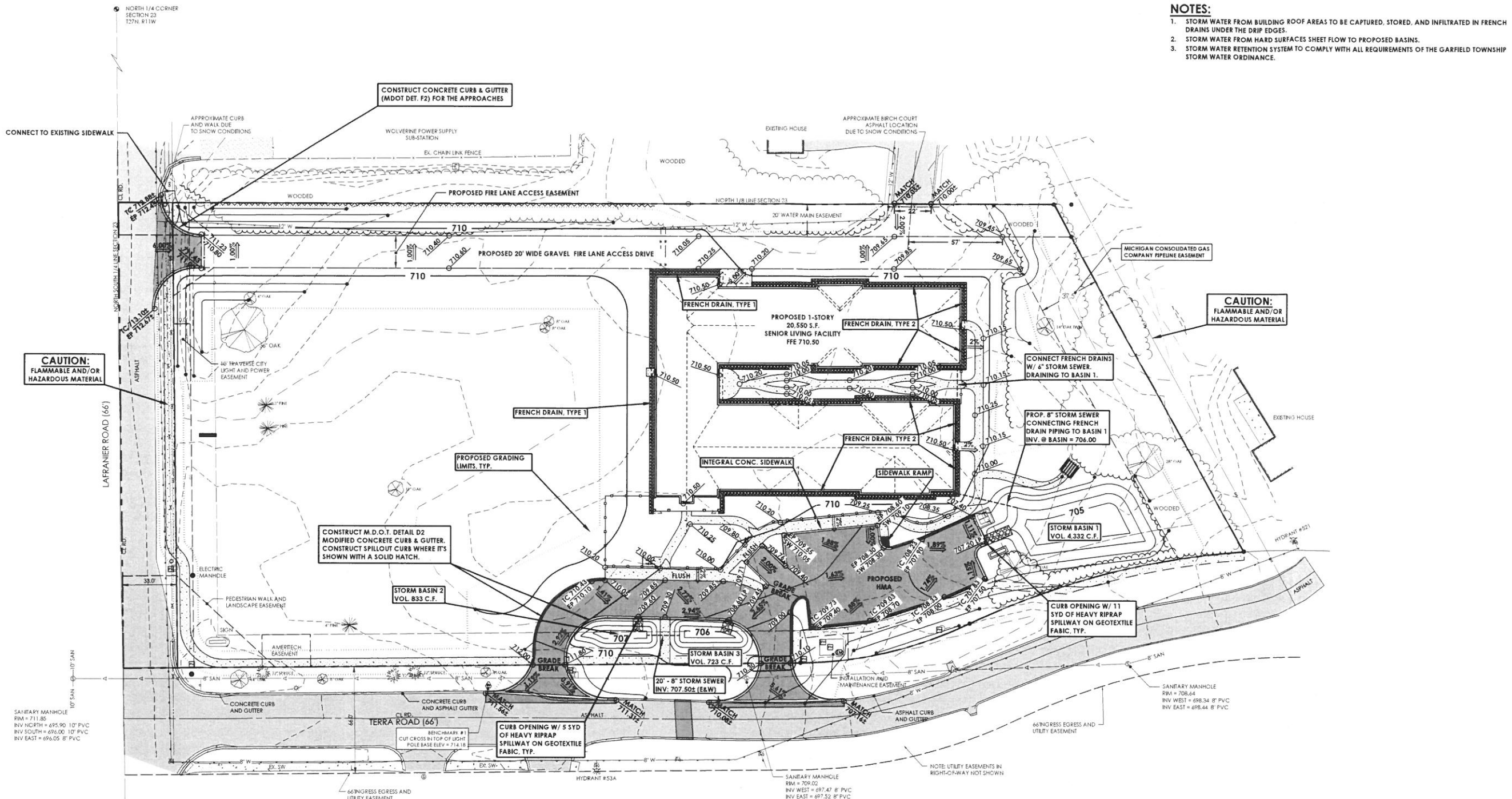
830 Cottageview Dr., Ste. 201
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Mansfield
Land Use Consultants

REV.	DATE	BY	CHK.	DESCRIPTION
01	04.01.19	dmc	dmc	Original design
02	04.04.19	dmc	dmc	Township Submission
03	04.26.19	dmc	dmc	Township Submission
04	06.18.19	dmc	dmc	Relocate generator, add screening area, per TWP.

Buraco, Inc.
Proposed Senior Living Facility
GRADING & STORM WATER PLAN
Section 23, Town 27 North, Range 11 West
Garfield Township, Grand Traverse County, Michigan

PRELIMINARY
19052
C5.0



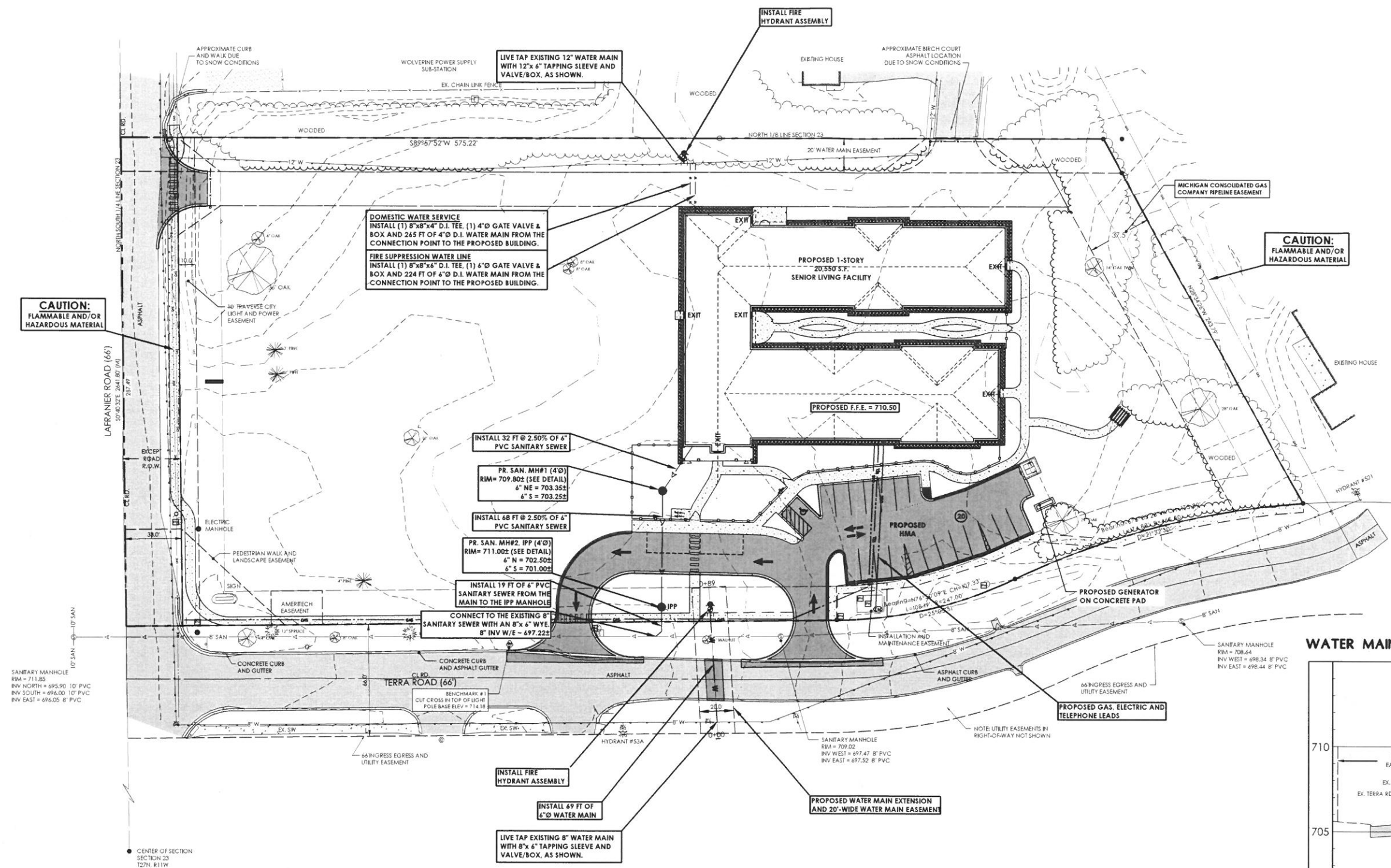
GRAPHIC SCALE: 1 inch = 30 feet

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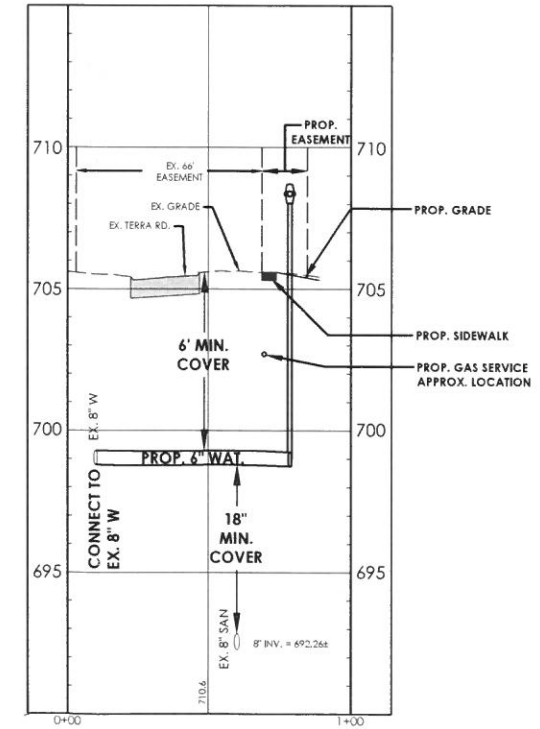
REV.	DATE	BY	CHK.	DESCRIPTION
01	04.01.19	dlm	dlm	Original design
02	04.25.19	dlm	dlm	Township Submission
03	04.25.19	dlm	dlm	Township Submission
04	06.18.19	dlm	dlm	Relocate generator, add egress plans, part TWP.

Burdco, Inc.
Proposed Senior Living Facility
UTILITY PLAN
 Section 23, Town 27 North, Range 11 West
 Garfield Township, Grand Traverse County, Michigan

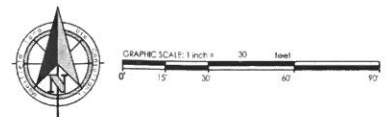
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 19052
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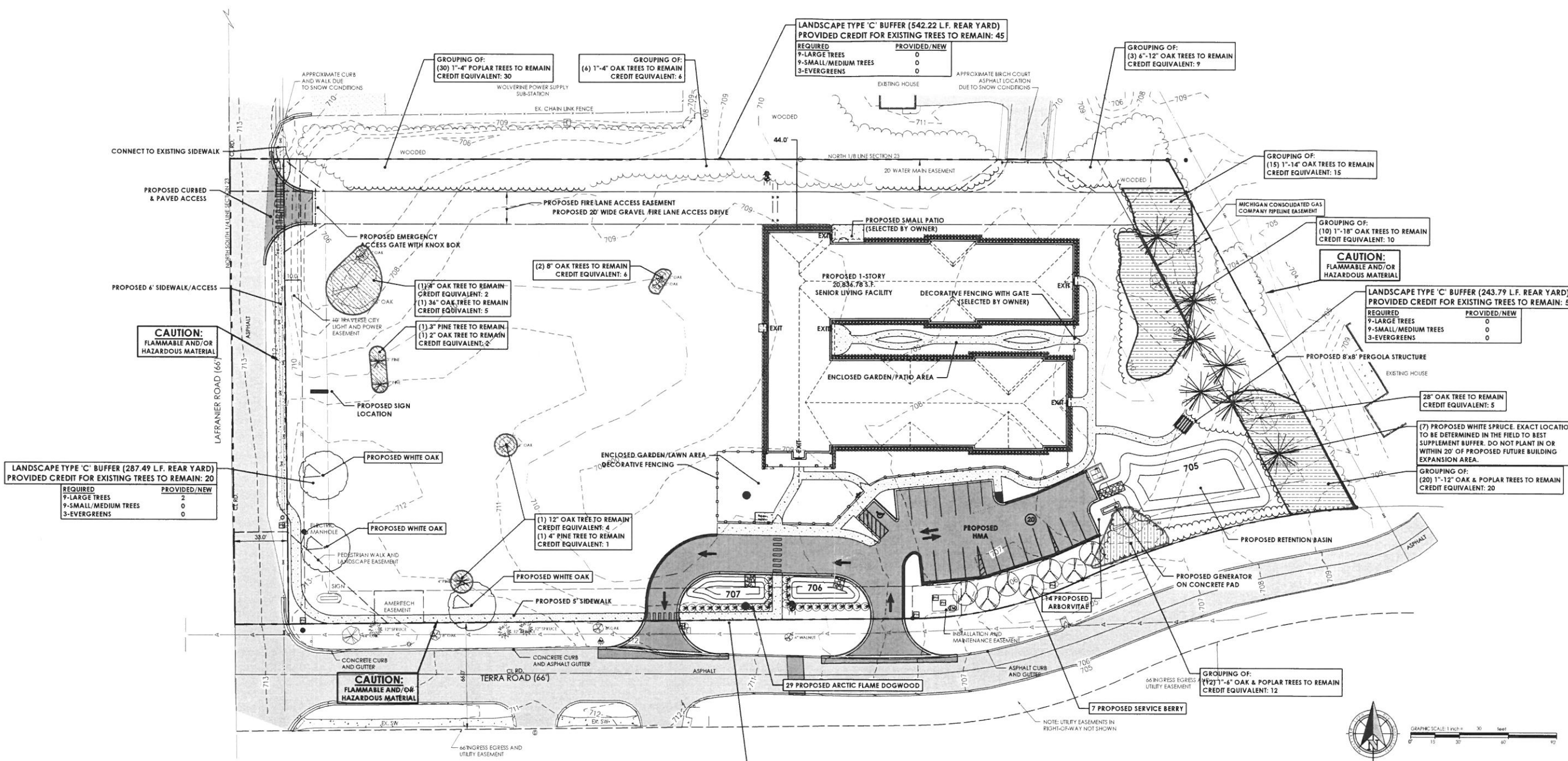
WATER MAIN EXTENSION PROFILE



- GENERAL CONSTRUCTION NOTES:**
1. THE CONTRACTOR SHALL COORDINATE UTILITY SERVICES WITH THE OWNER AND ALL UTILITY PROVIDERS PRIOR TO CONSTRUCTION.
 2. **WATER MAIN & SERVICES:** ALL WORK SHALL BE IN ACCORDANCE WITH THE TWP, AND DPW STANDARD SPECIFICATIONS & DETAILS.
 3. THE DOMESTIC WATER SERVICE AND FIRE PROTECTION MAIN SHALL BE SEPARATE CONNECTIONS TO THE TWP, WATER MAIN, COORDINATE WORK WITH THE TWP, AND DPW. PROVIDE 48 HOURS ADVANCED NOTICE PRIOR TO BEGINNING CONSTRUCTION.
 - 4.



01	04.01.19	dlm	perm	dlm	Original design
02	04.02.19	dlm	perm	dlm	Utility Submission
03	04.26.19	dlm	perm	dlm	Township Submission
04	06.18.19	dlm	perm	dlm	Final design, add screening plan, per TWP.



PLANTING NOTES:

Clean up and remove from the planting areas weeds and grasses, including roots, and any minor accumulated debris and rubbish before commencing work.

Remove and dispose of all soil in planting areas that contains any deleterious substance such as oil, plaster, concrete, gasoline, paint, solvents, etc., removing the soil to a minimum depth of six (6) inches or to the level of dryness in the affected areas. The affected soil shall be replaced with native or imported soil as required.

Finish grading all planting areas to a smooth and even condition, making certain that no water pockets or irregularities remain. Remove and dispose of all foreign materials, clods and rocks over 1 inch in diameter within 3 inches of surface.

All Plant Materials shall be healthy, well developed representatives of their species or varieties, free from disfigurement with well-developed branch and root systems, and shall be free from all plant diseases and insect infestation.

All plant substitutions will be subject to the Owner's approval.

Each plant shall be planted with its proportionate amount of soil amendment and fertilizer. Hand smooth planting area after planting to provide an even, smooth, final finish grade. To avoid drying out, plantings shall be immediately watered after planting until the entire area is soaked to the full depth of each hole unless otherwise noted on the drawing.

Mulch all planting beds with 3 inches of shredded bark mulch.

Remove all tags, labels, nursery stakes and ties from all plant material only after the approval of the Owner.

All plants shall be guaranteed for a period of one year. The guarantee period commences from the time of final acceptance by the Owner. Replace as soon as weather permits, all dead plants not in vigorous condition as noted during the maintenance period. Said plants shall be maintained for a period of 90 calendar days from the replacement date. Plants used for replacements shall be same kind and size as originally planted. They shall be furnished, planted and fertilized as specified and guaranteed.

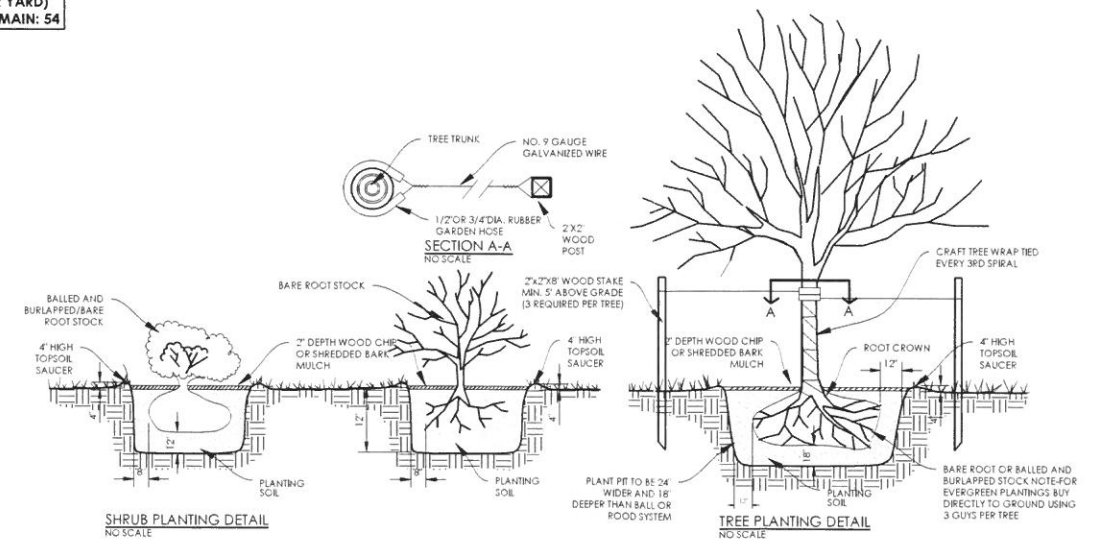
IRRIGATION NOTE:
 Landscaping to be irrigated. Installation to be performed by a reputable irrigation contractor.

LANDSCAPING PREPARED BY:
 Dustin M. Christensen, LLA
 Landscape Architect
 No. 3901001527


PLANT LIST

common name	botanical name	size	estimated quantity
TREES			
Oak, White	Quercus alba	2 1/2" DBH B&B	3
Serviceberry	Amelanchier x grandiflora 'Autumn Brilliance'	7" B&B	7
Spruce, White	Picea glauca	7" B&B	7
SHRUBS			
Arborvitae, Holmstrup Eastern	Thuja occidentalis 'Holmstrup'	5 gallon	14
Dogwood, Arctic Fire	Comus stolonifera	5 gallon	29

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8. b.

 Charter Township of Garfield Planning Department Report No. 2019-86			
Prepared:	July 3, 2019	Pages:	1
Meeting:	July 9, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Draft Meeting Room Rental Policy-For Discussion		

In response to inquiries and previous use of the large meeting room at the Township office, staff has drafted the attached meeting room rental policy for discussion and feedback by the Township Board.

ACTION REQUESTED:

For discussion only. No action is needed.

Garfield Township Meeting Room Rental Policy

The Garfield Township meeting room is open to all persons or groups. All rentals must follow the laws of the State of Michigan, ordinances of the Garfield Township, and Township policies. The Township receives priority scheduling.

1. Reservations

Contact the Township Clerk to check for room availability. Submit a completed Rental Application Form to the Township Clerk in person or by mail. Applications must be submitted at least two weeks in advance. Rooms may be rented no more than once a month by the same person or group.

2. Refundable Cleaning and Damage Deposit

A \$500 refundable cleaning and damage deposit must be submitted with each application, by supplying credit card information or a check. If a check was supplied, the deposit may be picked up at Township during regular office hours, or returned by mail after the meeting.

3. Cleaning and Damage

Renter is responsible for all equipment in room, cleaning up, and for any damage to facility, including theft, breakage, staining, or other damage. Do not remove chairs, tables, or other equipment from the building. Room must be left clean, with furniture set up as it was found. The Township may utilize the cleaning deposit for damage or cleaning. The Township may assess additional charges for repair or cleaning exceeding the deposit amount.

4. Security Fee

A security fee of \$_____ must be paid to provide security for events when the Township is closed for business. The fee must be paid 48 hours in advance of the event. If paid by check, fees and deposit must be paid separately. The security fee is not required for events occurring when the Township is open for business.

5. Refunds

Fees and deposits for cancelled reservations require two week advance notice, or may be subject to forfeiture. The reservation is not transferable to others.

6. Non-Township Hours

For reservations that include time when the Township is closed, applicant will be provided with the contact information of a staff member. Do not leave the building unattended.

7. Free and Open to the Public

Meeting rooms are not available for private use that limits participation; for example by membership, invitation, or where admission is charged or money raised. The exchange of

money for goods or services by renter is prohibited; soliciting or accepting donations is also prohibited.

8. Capacity

Meeting rooms cannot exceed the limits set forth by the Fire Marshal.

9. Use by Minors

The applicant must be 21 or older. Minors must be supervised by one adult for every 10 minors. Township staff will not be held responsible for the supervision of minors.

10. Decorations

Decorations, including confetti, rice, glitter, and candles, are prohibited.

11. Food and Refreshments

No food or refreshments may be served in the meeting room. Food and refreshments may only be served in the first floor lobby area of the building. The Township building is not designed for cooking or preparation of food. Use of the kitchen is prohibited. No alcoholic beverages may be served.

12. No Smoking

Per Township ordinance, no smoking on Township property.

13. Personal Belongings

Equipment, supplies, or other products belonging to private groups may not be stored in the facility or on the Township grounds prior to or after the rental. The Township assumes no responsibility for personal belongings.

14. Audio/Visual System

Use the Audio/Visual system will be permitted if requested on the meeting room application. There is an additional fee of \$____ for use of the Township's Audio/Visual system.

15. Courtesy to Township Operations and Patrons

Rental events must be considerate of Township patrons, employees, and activities. The Township has the power to terminate any meeting disruptive to Township operations. Any group asked to leave during an event because of violations of the rules, forfeits the rental fees and deposit.

16. Disclaimer

The Township does not endorse any goods or services, makes no representation as to the accuracy of the information, and assumes no liability for the quality or safety of any goods or services which may be the subject of meetings.

17. Township's Rights

The Township shall have the right to cancel a reservation prior to use and will return the rental fee and deposit. The Township reserves the right to make additional conditions for use prior to approval of a room use application.

18. Non-compliance

Failing to adhere to the Township's rental policy will jeopardize future access to the facilities.

DRAFT