

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, August 14, 2018 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 – July 24, 2018 (Recommend Approval)

b. Bills -

General Fund

\$ 23,121.15

(Recommend Approval)

- c. Consideration of Contractor's Application for Payment No. 2 for Boardman Valley Nature Preserve Site Improvements to Elmer's Crane and Dozer in the amount of \$94,298.09 (Recommend Approval)
- d. Consideration of Contractor's Application for Payment No. 1 and Change Order No. 1 for NW Water System Improvements to Elmer's Crane and Dozier in the amount of \$519,350.18 (Recommend Approval)
- e. PD 2018-82 - Proposed Amendment to Sec. 313 One Family Residential District – Introduce and schedule for Public Hearing on September 11, 2018 (Recommend Approval)
- f. Annual monitoring of Conservation Easement Properties (Receive and File)

4. Items Removed from the Consent Calendar

5. Correspondence

6. Reports

- a. Sheriff's Report
- b. County Commissioner's Report
- c. Clerk's Report
- d. Supervisor's Report

7. Unfinished Business

- a. Public Hearing – Consideration of Resolution 2018-16-T(d), a resolution approving the Tentative Assessment Roll for Eaglehurst Drive Special Assessment District
- b. PD 2018-85 - Consideration of Resolution 2018-24-T, a resolution adopting Ordinance No. 72 - Flood Plain Management **and** Consideration of Resolution 2018-25-T, a resolution to Manage Floodplain Development for the National Flood Insurance Program

8. New Business

- a. PD 2018-83 – Silver Lake Recreational Area Crack Repair and Court Restoration Bidding
- b. PD 2018-84 – Discussion regarding Picnic Pavilion Reservation Fees

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
July 24, 2018**

Supervisor Korn called the Town Board Meeting to order on July 24, 2018 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll Call of Board Members

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

1. Public Comment (6:01)

None

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

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

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

Nays: None

3. Consent Calendar (6:02)

a. Minutes

July 10, 2018 Regular Meeting (Recommend Approval)

July 17, 2018 Study Session Meeting (Recommend Approval)

b. Bills

General Fund (Recommend Approval)	\$42,112.29
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Gourdie-Fraser

Developer's Escrow Fund –Storm Water Reviews	\$ 1,700.00
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Developer's Escrow Fund – Utility Plan Review, Oversight & Closeout	17,831.75
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Utility Receiving Fund	36,320.00
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Parks Funds/DNR Trust Fund	2,286.00
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<u>Total</u>	<u>\$58,137.75</u>
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(Recommend Approval)

c. MTT Update (Receive and File)

- d. **Consideration of Resolution 2018-16-T(c), a resolution to schedule a Public Hearing on Special Assessment Roll for Eaglehurst Drive for August 14, 2018 (Recommend Approval)**
- e. **Letter requesting the addition of a Community Police Officer for Garfield Township (Recommend Approval)**

Board members asked to remove items 3. e., a., and c. to item #4.

Duell moved and Schmuckal seconded to approve the agenda as amended.

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

Nays: None

4. Items removed from the Consent Calendar (6:04)

a. Letter Requesting the addition of a Community Police Office for Garfield Township

Lt. Barsheff explained to Board members that he wrote a letter proposing another CPO in the Township. He provided statistical data and explained that he wants to be more proactive. Another officer would allow restructuring to give officers more community projects and tasks and allow for flexibility in scheduling.

Duell moved and Schmuckal seconded to allow Supervisor Korn to write a letter to the County requesting another CPO for Garfield Township.

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

Nays: None

b. Minutes – July 10, 2018

Agostinelli noted that she is not a Vice Chair as written in the minutes, but rather a Trustee.

Schmuckal moved and Agostinelli seconded to adopt the minutes of July 10, 2018 as amended noting that Trustee Agostinelli called the meeting to order.

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

Nays: None

c. MTT Update

Financial losses to the Township and to Metro have been added in the last two columns of the report.

Blood Law moved and Duell seconded to Receive and File the MTT Update.

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

Nays: None

5. Correspondence (6:19)

None

6. Reports**a. Construction Report (6:19)**

Engineer Jennifer Hodges said that she has a written report included in packets. The water main extension is going well and Heritage Estates is being paved tomorrow. She continues discussion with the City of Traverse City on the new LaFranier tank and is reviewing the Cass Road drainage district. She is busy with several plan reviews and stormwater reviews.

b. Sheriff's Department Report (6:28)

Lt. Barsheff stated that compared to last month, call volumes were down 1.5% but still made up 40% of calls for service in Garfield Township. Active shooter trainings continue to be popular and the new traffic signs and batteries are working well. A sheriff's department crisis negotiator was instrumental in successful outcomes at two different crime scenes this week.

c. GT Metro Fire Report (6:36)

Assistant Chief Steve Apostal said that Metro received a grant for helmets and equipment. Training was completed this week and equipment is being set up just like the City so firefighters can share if needed. All fireworks taxes go to training for the fire department. Marine units have been out as have cyclist patrols. There continues to be interest in the Youth Firesetter program.

d. Northflight EMS Report (6:44)

Daryl Case reviewed Northflight activity for June, 2018 and reported 263 total calls in Garfield Township. He stated that the average call time was 6.8 minutes. Northflight should be fully staffed by next week.

e. County Commissioner's Report

No report

f. Treasurer's Report (6:49)

Blood Law reported that she has shifted some funds for a higher rate of return. The Roads fund has been depleted due to projects being paved. The Township may be asked to help finance \$386,000 for a new fire truck since Metro is obtaining a \$200,000 loan with no interest. Blood Law will look at finances to determine the feasibility of a loan for the remainder.

g. Supervisor's Report (6:53)

There is a new Program Opportunity Zone which includes all C-P Planned Shopping districts in the Township. The program allows investors to avoid capital gains taxes for a period of time thus encouraging growth in those areas. He stated that both the City and the County have approved the Boardman Lake maintenance agreement. He attended a Traverse City tourism exploratory meeting for building an indoor field for

sports. He attended the Metro meeting today and the Board was asked to consider East Bay's Resolution to build dorms at Station 9. The Board stated that they are opposed to that idea. The proposed Metro budget is asking the townships for a 2.35 mil contribution.

7. Unfinished Business

a. Public Hearing – Amended and Restated Ordinance No. 18 – Payment in Lieu of Taxes (7:01)

Korn said that the township attorney has seen and approved of the amended language and MSHDA also approved the language.

Korn opened the Public Hearing at 7:09pm.

Jim Gromer appreciates all the work that has been done on the PILOT ordinance and offered to answer any questions.

Korn closed the Public Hearing at 7:10pm.

Schmuckal moved and Agostinelli seconded to adopt Amended and Restated Ordinance No. 18 – Payment in Lieu of Taxes to be effective the day after publication.

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

b. Special Assessment Policy (7:10)

Board members addressed a couple small typos for correction.

Agostinelli moved and Duell seconded to adopt the Special Assessment Policy as corrected for typos.

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

c. Public Hearing PD 2018-76 Public Hearing – An Ordinance to designate an enforcing agency to discharge the responsibility of the Charter Township of Garfield located in Grand Traverse County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended. (7:14)

Korn said adoption of this ordinance is not mandatory, but it does benefit the public.

He opened the Public Hearing at 7:17pm and seeing no one wishing to speak, he closed the public hearing.

Schmuckal moved and Blood Law seconded THAT the Board direct staff to prepare a resolution for the adoption of Ordinance #72 at our next regularly scheduled meeting.

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

Nays: None

8. New Business

a. Consideration of Tower Space Lease Agreement between Charter Township of Garfield and the Grand Traverse County Road Commission (7:17)

Korn stated that this agreement was for \$1 per year. It is a minimal amount of space on the tower and it provides a good service to residents.

Schmuckal moved and Duell seconded to give authority to Supervisor Korn to sign the Tower Space Lease Agreement between Charter Township of Garfield and the Grand Traverse County Road Commission.

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

Nays: None

b. Consideration of Resolution 2018-21-T, a resolution to enter into a contract with Consumers Energy Company of Jackson, Michigan for furnishing lighting service for General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge within the Township of Garfield for 1 year and thereafter from year to year, in accordance with the terms of the contract heretofor submitted to and considered by this Board. (7:19)

A light audit was completed by Consumers and the township had been charged for some non-existent lights. The Township is being charged less now after the adjustment. Consumers is replacing mercury vapor lighting with high pressure sodium or LED.

Schmuckal moved and Blood Law seconded to adopt Resolution 2018-21-T, a resolution to enter into a contract with Consumers Energy Company of Jackson, Michigan for furnishing lighting service for General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge within the Township of Garfield for 1 year and thereafter from year to year, in accordance with the terms of the contract heretofor submitted to and considered by this Board

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

Nays: None

c. Consideration of Resolution 2018-22-T, a resolution to enter into a contract with Consumers Energy Company of Jackson, Michigan for furnishing lighting service for General Unmetered Experimental Lighting Rate GU-XL within the Township of Garfield for 1 year and thereafter from year to year,

in accordance with the terms of the contract heretofor submitted to and considered by this Board. (7:29)

Schmuckal moved and Blood Law seconded to adopt Resolution 2018-22-T, a resolution to enter into a contract with Consumers Energy Company of Jackson, Michigan for furnishing lighting service for General Unmetered Experimental Lighting Rate GU-XL within the Township of Garfield for 1 year and thereafter from year to year, in accordance with the terms of the contract heretofor submitted to and considered by this Board

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

- d. Consideration of Resolution 2018-23-T, a resolution to authorize Consumers Energy Company to make changes in the lighting services as provided in the Standard Lighting Contract between the Company and the Township of Garfield dated 3/1/2017, in accordance with the Authorization for Change in Standard Lighting Contract dated _____-, heretofor submitted to and considered by this Board. (7:30)**

Schmuckal moved and Blood Law seconded to adopt Resolution 2018-23-T, a resolution to authorize Consumers Energy Company to make changes in the lighting services as provided in the Standard Lighting Contract between the Company and the Township of Garfield dated 3/1/2017, in accordance with the Authorization for Change in Standard Lighting Contract dated July 24, 2018, heretofor submitted to and considered by this Board.

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

- e. Discussion regarding the Board to have a copy of all attorney's opinions for any long term contracts entered into on behalf of the Township. (7:30)**
Board members asked Korn to provide a short opinion from an attorney to inform Board members that an item was reviewed as it pertains to long term contracts.

9. Public Comment (7:38)

Alisa Korn commented that she is on the Board of Directors for Families against Narcotics and she informed the board about what the organization is about.

Jennifer Hodges commented on the turn lane on Cass Road and said that it goes to the creek. She also said that the Windy Hills project will be a mixed use tribal project.

10. Other Business (7:43)

Walters asked about the status of the video/audio equipment.

Duell commented on the condition of the carpeting throughout the township hall.

The building committee will meet soon on both matters.

Blood Law commented on the parking situation for some meetings and that the parking lot needs to be monitored to make sure the parking lot will not be full and not able to serve the constituents.

11. Adjournment

Korn moved to adjourn the meeting at 7:53pm

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
08/01/2018	GEN	37050	BRENDA BURROWS	FRONT DESK	101-101-805.000	221.25
08/01/2018	GEN	37051	CDM MOBILE SHREDDING, LLC	SHREDDING	101-101-805.000	135.00
08/01/2018	GEN	37052	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	303.40
		37052		ELECTRIC	101-265-920.603	1,777.61
		37052		ELECTRIC	101-448-920.005	867.66
						<u>2,948.67</u>
08/01/2018	GEN	37053	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-880.001	333.78
08/01/2018	GEN	37054	CITY OF TRAVERSE CITY	170975-120456	101-448-920.005	39.73
08/01/2018	GEN	37055	DLR ELECTRIC	PARK CAMERAS	101-101-805.000	120.00
08/01/2018	GEN	37056	FIFTH THIRD BANK	5473787298599431	101-101-726.000	60.56
		37056		5473787298599431	101-191-726.000	51.95
		37056		5473787298599431	101-215-960.000	28.07
						<u>140.58</u>
08/01/2018	GEN	37057	FRONTIER US	BATTERIES	101-258-726.000	1,497.50
08/01/2018	GEN	37058	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	417.70
08/01/2018	GEN	37059	HOME DEPOT CREDIT SERVICES	DOORSTOP	101-265-726.003	9.98
08/01/2018	GEN	37060	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	101-101-726.000	203.30
08/01/2018	GEN	37061	LAND INFORMATION ACCESS ASSOC	WEBSITE HOSTING	101-258-935.015	332.00
08/01/2018	GEN	37062	LANDGREEN LAWNCARE	#3 FERTILIZATION	308-000-880.001	1,267.60
08/01/2018	GEN	37063	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	563.44
08/01/2018	GEN	37064	NORTHWEST MICH ASSESSORS	EDUCATION - H. ALPERS	101-171-960.000	30.00
08/01/2018	GEN	37065	OTIS ELEVATOR	ELEVATOR REPAIR	101-265-935.608	242.50
08/01/2018	GEN	37066	PREIN & NEWHOF	WEST BDMAN LAKE TRAIL LOOP	101-000-575.000	488.00
08/01/2018	GEN	37067	SONDEE, RACINE, DOREN	CPO - SHORT TERM RENTALS	101-400-801.000	4,701.94
08/01/2018	GEN	37068	SPECTRUM BUSINESS	INTERNET	101-258-935.016	75.00
08/01/2018	GEN	37069	STATE OF MICHIGAN (P)	SUM MONTHLY/QUARTERLY 7-2018	101-000-228.000	2,407.17
08/01/2018	GEN	37070	SUPERFLEET	GAS	101-806-862.000	185.13
08/01/2018	GEN	37071	TEAMSTERS LOCAL 214	UNION DUES	101-000-239.000	47.00
08/01/2018	GEN	37072	THE GUARDIAN	LIFE/DENTAL	101-851-873.030	1,339.47
		37072		LIFE/DENTAL	101-851-873.040	836.49

3. b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/01/2018	GEN	37073	TRAVERSE CITY FLEET REPAIR	SQUIRREL DAMAGE	101-806-864.000	182.92
08/01/2018	GEN	37074	U.S.POSTAL SERVICE	POSTAGE	101-101-726.001	2,000.00
08/01/2018	GEN	37075	UNITED WAY	UNITED WAY	101-000-238.000	90.00
08/01/2018	GEN	37076	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,265.00
TOTAL - ALL FUNDS						23,121.15
--- GL TOTALS ---						
101-000-084.861			DUE FROM #861 STREET LIGHTS			303.40
101-000-227.000			DEFERRED COMP			2,265.00
101-000-228.000			STATE TAXES PAYABLE			2,407.17
101-000-237.000			HSA (FORMERLY FLEX)			417.70
101-000-238.000			UNITED WAY			90.00
101-000-239.000			UNION DUES			47.00
101-000-575.000			Road Right of Way			488.00
101-101-726.000			SUPPLIES			263.86
101-101-726.001			POSTAGE			2,000.00
101-101-726.002			SUPPLIES - COPIER MAINTENANCE			563.44
101-101-805.000			CONTRACTED AND OTHER SERVICES			476.25
101-171-960.000			EDUCATION & TRAINING			30.00
101-191-726.000			SUPPLIES			51.95
101-215-960.000			EDUCATION & TRAINING			28.07
101-258-726.000			SUPPLIES			1,497.50
101-258-935.015			COMPUTER SUPPORT SYSTEMS			332.00
101-258-935.016			COMPUTER NETWORK			75.00
101-265-726.003			SUPPLIES-MAINTANCE			9.98
101-265-920.603			LIGHTS BUILDING			1,777.61
101-265-935.608			MAINTENANCE-OTHER			242.50
101-400-801.000			LEGAL SERVICES			4,701.94
101-448-920.005			STREET LIGHTS TOWNSHIP			907.39
101-806-862.000			GAS & CAR WASHES			185.13
101-806-864.000			MISCELLANEOUS			182.92
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			1,339.47
101-851-873.040			INSURANCE - EMPLOYEE LIFE			836.49
308-000-880.001			COM. PROM. - SILVER LAKE PARK			1,601.38
TOTAL						23,121.15



Contractor's Application for Payment No. 2

Application Period: 06/01/2018-06/30/2018

Application Date: 07/13/2018

To (Owner): Garfield Charter Township	From (Contractor): Elmer's Crane & Dozer
Project: Boardman Valley Nature Preserve Site Improvements	Contractor: 3600 Remmie School Rd Traverse City, MI 49685
Owner's Contract No.: 2160565	Contractor's Project No.: 470332
	Engineer: 123 W Front Street Traverse City, MI 49684
	Engineer's Project No.: 17277

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions
TOTALS		
NET CHANGE BY CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE..... \$ 269,465.11
2. Net change by Change Orders..... \$
3. Current Contract Price (Line 1 + 2)..... \$ 269,465.11
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates)..... \$ 154,711.65
5. RETAINAGE:
a. 10% X \$154,711.65 Work Completed..... \$15,471.17
b. X Stored Material..... \$
c. Total Retainage (Line 5.a + Line 5.b)..... \$15,471.17
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$139,240.49
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$44,942.40
8. AMOUNT DUE THIS APPLICATION..... \$94,298.09
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above)..... \$ 129,224.63

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise used in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances), and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature By:	Date: 7-16-18
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Payment of: \$ Ninety-four Thousand Two Hundred Ninety-eight Dollars and No Cents (Line 8 or other - attach explanation of the other amount)

is recommended by: (Engineer) 7-13-18 (Date)

Payment of: \$ Ninety-four Thousand Two Hundred Ninety-eight Dollars and No Cents (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

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

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		3600 Rennie School Rd Traverse City, MI 49685		Application Number:		2							
Application Period		06/01/2018-06/30/2018		Application Date:		07/13/2018							
Item		A		B		C		D		E		F	
Bid Item No.	Description	Contract Information		Total Value of Item (\$)		Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)
		Item Qty	Units	Unit Price	Item Qty								
1	MOBILIZATION	1	LS	\$13,565.00	\$13,565.00	0.5	\$6,782.50		\$6,782.50		\$6,782.50	50.0%	\$6,782.50
2	CLEARING & REMOVALS	1	LS	\$23,690.00	\$23,690.00	1	\$23,690.00		\$23,690.00		\$23,690.00	100.0%	
3	GRADING/SILT FENCE/SESC PERMIT	1	LS	\$19,105.00	\$19,105.00	0.5	\$9,552.50	0.5	\$9,552.50		\$19,105.00	100.0%	
4	PICKLEBALL COURT PAVING	16065	SF	\$3.34	\$53,657.10			16065	\$53,657.10		\$53,657.10	100.0%	
5	COURT SURFACE PAINTING & STRIPING	16065	SF	\$0.84	\$13,494.60								\$13,494.60
6	COURT POSTS & NETTING	1	LS	\$8,440.00	\$8,440.00								\$8,440.00
7	GALV CHAIN LINK FENCE 6' TALL	512	LF	\$30.71	\$15,723.52								\$15,723.52
8	GALV CHAIN LINK FENCE 4' TALL	208	LF	\$20.48	\$4,259.84								\$4,259.84
9	2.5" THICK - 21AA GRAVEL MAINT STRIP	315	SF	\$4.67	\$1,471.05			315	\$1,471.05		\$1,471.05	100.0%	
10	MDOT 21AA, 8" (PKG AREA) CIP	1060	SY	\$18.70	\$19,822.00	530	\$9,911.00		\$9,911.00		\$9,911.00	50.0%	\$9,911.00
11	MDOT 6AA CRUSHED LIMESTONE, CIP	50	CY	\$48.40	\$2,420.00			50	\$2,420.00		\$2,420.00	100.0%	
12	CHIPS & FINES AGGREGATE, 6" (6' PATH)	1250	SF	\$2.32	\$2,900.00								\$2,900.00
13	12" KAYAK LAUNCH HEADWALL	1	LS	\$11,455.00	\$11,455.00			1	\$11,455.00		\$11,455.00	100.0%	
14	4" CONC SIDEWALKS & PADS	4900	SF	\$5.83	\$28,567.00								\$28,567.00
15	PICNIC SHELTER	1	LS	\$18,600.00	\$18,600.00								\$18,600.00
16	VAULT TOILET BUILDING	1	LS	\$26,220.00	\$26,220.00			1	\$26,220.00		\$26,220.00	100.0%	
17	SIGN KIOSK	1	LS	\$4,335.00	\$4,335.00								\$4,335.00
18	VAN ACCESSIBLE PARKING SIGN	1	LS	\$210.00	\$210.00								\$210.00
19	BARRIER FREE STRIPING	1	LS	\$530.00	\$530.00								\$530.00
Totals					\$268,465.11		\$49,936.00		\$104,775.65		\$154,711.65	57.6%	\$113,753.46



Contractor's Application for Payment No. 1

To Charter Township of Garfield (Owner): NW Water System Improvements Owner's Contract No.:	Application 06/01/2018-07/25/2018 From (Contractor): Elmer's Crane and Dozer Contractor 3600 Bennis School Road Address: Traverse City, MI 49685 Contractor's Project No.:
Application Date: 07/25/2018	
Engineer's Project No.: 16037	
Engineer: Gouffie-Frazer Inc Address: 123 W Front Street, Traverse City, MI 49684	

Application For Payment Change Order Summary

Approved Change Orders Number	Additions	Deductions
1		\$37,272.00
TOTALS		
		\$37,272.00
NET CHANGE BY CHANGE ORDERS		-\$37,272.00

1. ORIGINAL CONTRACT PRICE..... \$ 51,271,837.50
2. Net change by Change Orders..... \$ -37,272.00
3. Current Contract Price (Line 1 ± 2)..... \$ 51,234,565.50
4. TOTAL COMPLETED AND STORED TO DATE
(Column F total on Progress Estimates)..... \$ 577,855.75
5. RETAINAGE:
 - a. 10% X \$577,855.75 Work Completed..... \$ 577,855.75
 - b. X Stored Material..... \$
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 577,855.75
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 519,350.18
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$
8. AMOUNT DUE THIS APPLICATION..... \$ 519,350.18
9. BALANCE TO FINISH, PLUS RETAINAGE
(Column G total on Progress Estimates + Line 5.c above)..... \$ 752,487.32

Contractor's Certification
 The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Date: 7-31-18

Payment of: \$ Five Hundred Ninety Thousand Three Hundred Forty Dollars and Eighteen Cents
 (Line 8 or other - attach explanation of the other amount)

is recommended by: (Engineer) Date: 7-30-18

Payment of: \$ Five Hundred Ninety Thousand Three Hundred Forty Dollars and Eighteen Cents
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

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

Progress Estimate - Unit Price Work

Contractor's Application

A		B				C		D		E		F		G			
Item		Contract Information				Value of Work Instd Prev		Value of Work Instd This Period		Value of Materials Presently Stored (not in C or D)		Total Completed and Stored to Date (C + D + E)		% Complete (F / B)		Balance to Finish (B - F)	
Bid Item No.	Description	Item Qty	Units	Unit Price	Total Value of Item (\$)	Qty Instd Prev	Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)				
Application Period: 06/01/2018-07/25/2018																	
Application Number: 07/26/2018																	
Per (Contract): NW Water System Improvements																	
1-1	Category 1																
1-2	Mobilization	1	LS	\$141,375.00	\$141,375.00			0.5	\$70,687.50		\$70,687.50	50.0%	\$70,687.50				
1-3	Traffic Control	1	LS	\$14,695.00	\$14,695.00			1	\$14,695.00		\$14,695.00	100.0%					
1-4	Water Main - 16", C905 DR 18	4750	LF	\$77.00	\$365,750.00			3340	\$257,180.00		\$257,180.00	70.3%	\$108,570.00				
1-5	Water Main - 12", C900 DR 14	1750	LF	\$65.00	\$113,750.00			530	\$34,450.00		\$34,450.00	30.3%	\$79,300.00				
1-6	Connect to Existing - 16" Water Main	6	EA	\$6,000.00	\$36,000.00			2	\$12,000.00		\$12,000.00	33.3%	\$24,000.00				
1-7	Connect to Existing - 12" Water Main	3	EA	\$4,000.00	\$12,000.00								\$12,000.00				
1-8	Gain Valve and Box - 16"	3	EA	\$9,210.00	\$27,630.00			2	\$18,420.00		\$18,420.00	66.7%	\$9,210.00				
1-9	Fire Hydrant Assembly	2	EA	\$3,920.00	\$7,840.00			1	\$3,920.00		\$3,920.00	50.0%	\$3,920.00				
1-10	Flush Hydrant Assembly	2	EA	\$5,381.00	\$10,762.00								\$10,762.00				
1-11	Water Service Lead - 1", including curb stop and corporation	2	EA	\$4,316.50	\$8,633.00								\$8,633.00				
1-12	HMA, Road Replacement	200	SY	\$3,500.00	\$7,000.00			2	\$7,000.00		\$7,000.00	100.0%					
1-13	HMA, Drive Replacement	1350	SY	\$30.00	\$6,000.00			138.7	\$4,161.00		\$4,161.00	69.4%	\$1,839.00				
1-14	Concrete Curb & Outer Replacement	100	LF	\$22.15	\$2,215.00			322.4	\$7,140.05		\$7,140.05	23.9%	\$22,762.45				
1-15	Concrete, Drive Replacement	800	SY	\$32.20	\$32,200.00			73	\$2,350.60		\$2,350.60	73.0%	\$869.40				
1-16	Restoration	1	LS	\$58.20	\$58.20			50.4	\$2,948.40		\$2,948.40	5.7%	\$48,531.60				
1B-1	Alterrage B: Open Cut				\$32,500.00			0.5	\$16,250.00		\$16,250.00	50.0%	\$16,250.00				
1B-2	Water Main - 16", C905 DR 18	1400	LF	\$77.00	\$107,800.00								\$107,800.00				
1B-3	Water Main - 12", C900 DR 14	1400	LF	\$65.00	\$91,000.00								\$91,000.00				
1B-4	Clearing and Grubbing	1	LS	\$26,000.00	\$26,000.00			1	\$26,000.00		\$26,000.00	100.0%					
1B-5	Mass Balance	1	LS	\$35,000.00	\$35,000.00			1	\$35,000.00		\$35,000.00	100.0%					
1B-6	OHE Electric Relocation	1	LS	\$60,000.00	\$60,000.00			0.379	\$22,728.00		\$22,728.00	100.0%					
2-1	Soil Erosion Control and Restoration	1	LS	\$25,000.00	\$25,000.00								\$25,000.00				
2-2	Category 2																
2-3	Mobilization	1	LS	\$4,000.00	\$4,000.00			1	\$4,000.00		\$4,000.00	100.0%					
2-4	Traffic Control	1	LS	\$5,775.00	\$5,775.00			1	\$5,775.00		\$5,775.00	100.0%					
2-5	Ditching	8	STA	\$1,137.50	\$9,100.00								\$9,100.00				
2-6	Aggregate Base	1990	SY	\$2.00	\$3,980.00			98	\$1,960.00		\$1,960.00	4.9%	\$2,020.00				
2-7	HMA Base Cracking and Shaping	1685	SY	\$3.00	\$5,055.00			1865	\$5,595.00		\$5,595.00	110.7%	(\$540.00)				

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract):		NW Water System Improvements		Application Number: 1									
Application Period:		06/01/2018-07/23/2018		Application Date: 07/26/2018									
A		B		C		D		E		F		G	
Bid Item No.	Item Description	Contract Information				Value of Work Instd Prev	Qty Instd This Period	Value of Work Instd This Period	Value of Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% Complete (F / B)	Balance to Finish (B - F)	
		Item Qty	Units	Unit Price	Total Value of Item (\$)								
2-6	ERMA, LVSP	1850	SY	\$12.00	\$22,200.00		1768	\$21,216.00		\$21,216.00	95.6%	\$984.00	
2-7	ERMA, Approach	175	SY	\$17.00	\$2,975.00		120	\$2,040.00		\$2,040.00	68.6%	\$935.00	
2-8	Concrete Curb & Gutter, Replacement	75	L.F.	\$32.20	\$2,415.00		56	\$1,803.20		\$1,803.20	74.7%	\$611.80	
2-9	Slope Restoration	1	L.S.	\$3,000.00	\$3,000.00		0.5	\$1,500.00		\$1,500.00	50.0%	\$1,500.00	
Totals					\$1,271,837.50			\$577,055.75		\$577,055.75	45.4%	\$694,781.75	

CHANGE ORDER #1

PROJECT: NW Water Systems Improvements - Division B

DATE ISSUED: 27-Jul-18

The following items summarize changes being made to the Contract Documents:

ITEM NO.	COMPLETE DESCRIPTION OF CHANGES	DECREASE CONTRACT	INCREASE CONTRACT
18-5	<p>WCD#1 - Field Change: Extend limits of road reconstruction along Heritage to include entire intersection including crush/shape LVSP and rim adjustments to improve intersection</p> <p>WCD#2 - Replacing \$60,000 Lump Sum Electrical Pay Item with: A. Electrical Allowance - Install (2) 6" gray electrical conduits for a total of 2,606 LF between Brookside and Harris B. Additional Labor Costs - \$2,400 for turning power on/off to facilitate main extension on Zimmerman Road</p>	\$37,272.00	
	<p>Total Decrease</p> <p>Total Increase</p>	\$37,272.00	\$0.00
	<p>Net Increase-(Decrease)</p>	\$37,272.00	

The sum of \$37,272.00 is hereby (deducted from) (added to) the total Contract Price.
 The time provided for completion in the Contract is (un)changed.
 This document shall become an amendment to the Contract and all provisions of the Contract will apply hereto.

Date of Issuance: July 27, 2018
Owner: Charter Township of Garfield
Contractor: Elmer's Crane and Dozer
Engineer: Gourdic-Fraser, Inc
Project: Div B - NW Water System Improvements

Effective Date: July 27, 2018
Owner's Contract No.:
Contractor's Project No.: 480059
Engineer's Project No.: 16037
Contract Name:

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


Description:
Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 1,271,837.50</u>	Original Contract Times: Substantial Completion: <u>Sept 1, 2018</u> Ready for Final Payment: <u>Oct 1, 2018</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : \$ <u> </u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u> </u> Ready for Final Payment: <u> </u> days
Contract Price prior to this Change Order: <u>\$ 1,271,837.50</u>	Contract Times prior to this Change Order: Substantial Completion: <u>Sept 1, 2018</u> Ready for Final Payment: <u>Oct 1, 2018</u> days or dates
[Increase] [Decrease] of this Change Order: <u>\$ 37,272.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 1,234,565.50</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates

RECOMMENDED:			ACCEPTED:		
By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
Engineer (if required)	Owner (Authorized Signature)		Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: <u>Project Manager</u>	Title: <u>Supervisor</u>	Title: <u>Estimator</u>	Title: <u>Supervisor</u>	Title: <u>Estimator</u>	Title: <u>Estimator</u>
Date: <u>7-30-2018</u>	Date: <u>7-30-18</u>	Date: <u>8/1/18</u>	Date: <u>7-30-18</u>	Date: <u>8/1/18</u>	Date: <u>8/1/18</u>

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

 Charter Township of Garfield Planning Department Report No. PD 2018-82			
Prepared:	August 7, 2018	Pages:	1 of 2
Meeting:	August 14, 2018 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Proposed Amendment to Sec. 313 – One-Family Residential-Introduction		

BACKGROUND:

In response to public comment at its June 14, 2018 Regular Meeting, the Planning Commission raised the possibility of amending the R-1 One-Family District (Section 313 of the Zoning Ordinance) to permit institutional uses. The Ordinance defines “institutional use” as follows:

Institutional land uses are generally defined as land uses which serve the community’s social, educational, and cultural needs, including but not necessarily limited to schools, libraries, places of worship, and governmental facilities but not health services.

A draft of an amended Section 313, which would permit institutional uses via Special Use Permit (SUP), was introduced at the June 27, 2018 Regular Meeting of the Planning Commission and a public hearing was held at the July 25, 2018 Planning Commission Work Session. Following the public hearing, the Planning Commission unanimously passed the following motion:

MOTION THAT the proposed amendment to the R-1 Zoning District, as attached to PD Report 2018-75, BE RECOMMENDED for ADOPTION to the Board of Trustees.

STAFF COMMENT:

Institutional uses have historically been permitted in the District; however, for some reason, they were omitted from the District at some point prior to the adoption of the current Ordinance in 2015.

As was mentioned above, the draft proposes to permit institutional uses in the R-1 District via SUP in particular. The reasons for this can be summarized generally as follows: First, to simply remain consistent with the permitting of the use in other sections of the Ordinance, as the more intensive R-2 and R-3 Districts permit institutional uses via SUP, rather than by right or special conditions.

Second, to simply remain consistent with the permitting of the use in the old zoning ordinance, which permitted institutional uses via SUP as well.

Finally, and most importantly, to ensure that a thorough review process takes place that focuses on potential adverse impacts on neighboring residences on a case-by-case basis, which SUP review achieves. This is particularly important, of course, since the R-1 District is comprised overwhelmingly of single-family residences. In addition, as is the case with regard to both the R-2 and R-3 Districts, the uses would be subject to the two supplemental regulations in Section 753

(*attached*) that are further intended to ensure compatibility. These supplemental regulations were also included in the old zoning ordinance.

NOTE: The attached draft also proposes to simply remove duplicate language in Section 313.B where golf courses are inadvertently listed twice.

ACTION REQUESTED:

If the Township Board is satisfied with the information provided to date, the next step is to schedule a public hearing on the amendment, a suggested motion for which is as follows:

MOTION THAT a public hearing BE SCHEDULED for the September 11, 2018 meeting of the Board of Trustees to consider an amendment to Section 313 of the Garfield Township Zoning Ordinance to read as attached to Planning Department Report 2018-82.

Attachments:

1. Draft of Proposed Amended Sec. 313 of Zoning Ordinance
2. Current Sec. 753 of Zoning Ordinance (Supplemental Regulations for Institutional Uses)

SECTION 313 R -1 (ONE FAMILY RESIDENTIAL)

PURPOSE The R-1 (One Family Residential) districts provide areas for low to medium density one family residential dwelling units. The districts include areas of existing one family developments as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the township with less intensive development moving outward towards the more rural and remote areas of the township. The R-1 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools and parks that will promote a sense of community and urban vitality.

A. USES PERMITTED BY RIGHT:

- (1) Cemeteries
- (2) Dwelling, Single Family
- (3) Home Occupations
- (4) Publicly Owned and Operated Parks

B. USES PERMITTED BY SPECIAL CONDITIONS:

- (1) Adult Foster Care, Family Home (<7) –See § 707
- (2) Child Care, Family Home (<7) –See § 718
- (3) Child Care, Small Group Home (7-12) - See §719
- (4) Golf Courses –See § 749
- (5) *(Reserved)*
- (6) Keeping of chickens –See § 717
- (7) Medical Marihuana Residential Cultivation –See § 758
- (8) Open Space Preservation –See § 428
- (9) Personal Wind Energy Conversion Systems –See § 770
- (10) Recreation Field Complex - See § 772
- (11) Private Swimming Pools –See § 773
- (12) Storage of travel trailer, camper, or other recreational vehicle –See § 613.A.4
- (13) Waterfront Stairways –See § 779

C. USES PERMITTED BY SPECIAL USE PERMIT:

- (1) Adult Foster Care, Small Group Home (7-12)
- (2) *Institutional Uses – See § 753*

D. ADDITIONAL STANDARDS:

- (1) Driveways for single family residences shall comply with §511.
- (2) Completion. Any single-family dwelling, accessory building or addition thereto must be completed on the exterior surface with a suitable finishing material including painting or staining in the case of wood, within two (2) years from date of issuance of a land use permit or one (1) year from the date of occupancy whichever occurs last.

E. DIMENSIONAL STANDARDS (Per Dwelling Unit):

Minimum Lot Area (A):

- With Public Sewer: 15,000 sq. ft.
- Without Public Sewer: 20,000 sq. ft.

Notes to Dimensional Standards:

- (A) Lots in subdivisions having stubbed sewers shall be considered as having public sewer.
- (B) Setbacks shall be measured from the furthest protruding point of structure.

Minimum Lot Width: 100 feet

Maximum Building Height:

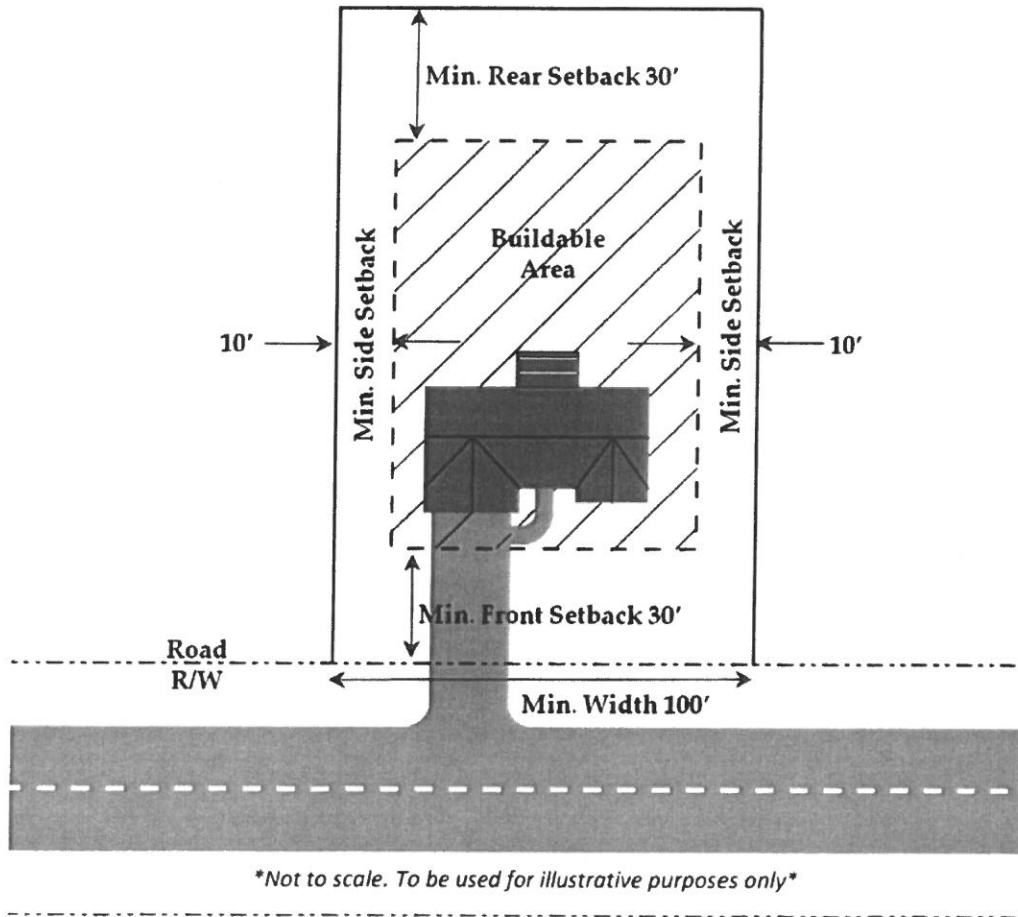
- In Stories: 2 ½ stories
- In Feet: 35 feet

Minimum Yard Setbacks (B):

- Front: 30 feet
- Each Side: 10 feet
- Rear: 30 feet

Maximum Lot Coverage: 30 percent

Minimum Bldg. Cross Section: 24 feet





3860 North Long Lake Rd. Suite D
Traverse City, MI 49684-7204
tel: 231.929.7911
fax: 231.929.0433
email: info@gtrlc.org
web: www.gtrlc.org

3. f.

Love the land. *Pass it on.*

April 27, 2018

Rob Larrea
Planning Director
3848 Veterans Dr
Traverse City, MI 49684

Dear Rob,

I'm pleased to inform you that the annual monitoring of the conservation easement properties owned by Garfield Township has been completed. Items to note include the construction of a new trail on the Kids Creek property (Buffalo Field easement) this is a permitted use by the easement and had been reviewed and approved last year during a site visit with Tom Vitale from the Conservation District. The second item is a structure on the Greenspire campus which is very close and possibly on the township easement property to the north (GT Commons Addition). During visits with Greenspire earlier this year they mentioned that they think it is on the easement property and they should work to move it. I thought it would be a good idea to formally document it.

I have enclosed a copy of the monitoring report for your records. If you have any questions about the report or your easement in general please do not hesitate to contact me. I can be contacted at 231-929-7911 or via email at mokma@gtrlc.org.

I hope you have a great summer! See you next year.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Okma", written over a white background.

Mike Okma
Manager of Easement Stewardship

Enclosure



Conservation Easement Monitoring Report

Conservation Easement Name: Buffalo Field

Date of inspection: 07/20/2018

Primary Participant of monitoring visit: Tom Vitale

Type of contact: Email

Secondary Participant of monitoring visit:

Brief description of property inspection: I walked the trails through the easement portion of the natural area. I first walked the trails through the south western portion of the property. The new trail which was reviewed last year has been constructed. It starts near the central portion of the easement and traverses SW to the SW corner of the property. I also walked the trails to the north end of the easement area.

Does the landowner have specific questions about the terms of the Conservation Easement? If so, please describe: None at this time.

Please list any substantial changes to the property that have occurred from natural causes, and the location of the changes: None noted at this time.

Please list and describe an unnatural alteration of the property not expressly permitted by the Conservation Easement: None noted at this time.

Attachments

Photos: 2

Maps: —

Other: —

I the Easement Monitor have read the above Conservation Easement Monitoring Report and acknowledge that the property has been inspected for the year listed under Date of inspection on this form and is in accordance with the monitoring terms set forth in the baseline documentation report and conservation easement agreement for this property.

Monitor Name: Mike Okma

Monitor Signature:

Date:

7/23/18

Please remember to contact your easement steward prior to implementing any reserved rights including the sale of your property.

3860 N. Long Lake Rd, Suite D
Traverse City, MI 49684
(231) 929-7911



Date & Time: Fri Jul 20 13:20:54 EDT 2018
Position: +044.735452° / -085.649201°
Altitude: 676ft
Datum: WGS-84
Azimuth/Bearing: 290° N70W 5156mils (True)
Elevation Angle: -08.1°
Horizon Angle: -01.2°
Zoom: 1X



Facing NW at the new trail from its intersection with the existing trails near the center of the property.

Date & Time: Fri Jul 20 13:27:04 EDT 2018
Position: +044.734139° / -085.651756°
Altitude: 690ft
Datum: WGS-84
Azimuth/Bearing: 072° N72E 1260mils (True)
Elevation Angle: -13.5°
Horizon Angle: -00.7°
Zoom: 1X



Facing NE along the new trail from its south end near the south boundary of the property and its intersection with the paved trail from the YMCA.

7/20/18 [Signature]



Conservation Easement Monitoring Report

Conservation Easement Name: Grand Traverse Commons VV

Date of inspection: 05/18/2018

Primary Participant of monitoring visit: Our Friends at Garfield Township

Type of contact: Letter

Secondary Participant of monitoring visit:

Brief description of property inspection: The property was observed from approximately 2,500ft above ground photographs of the property were taking during the flight and reviewed afterwards. The photos are saved on file at the conservancy.

Does the landowner have specific questions about the terms of the Conservation Easement? If so, please describe: None at this time.

Please list any substantial changes to the property that have occurred from natural causes, and the location of the changes: None noted at this time.

Please list and describe an unnatural alteration of the property not expressly permitted by the Conservation Easement: None noted at this time.

Attachments

Photos: —

Maps: —

Other: —

I the Easement Monitor have read the above Conservation Easement Monitoring Report and acknowledge that the property has been inspected for the year listed under Date of inspection on this form and is in accordance with the monitoring terms set forth in the baseline documentation report and conservation easement agreement for this property.

Monitor Name: Mike Okma

Monitor Signature: 

Date: 6/20/18

Please remember to contact your easement steward prior to implementing any reserved rights including the sale of your property.

3860 N. Long Lake Rd, Suite D
Traverse City, MI 49684
(231) 929-7911





Conservation Easement Monitoring Report

Conservation Easement Name: Grand Traverse Commons Addition

Date of inspection: 05/18/2018

Primary Participant of monitoring visit: Our Friends at Garfield Township

Type of contact: Letter

Secondary Participant of monitoring visit:

Brief description of property inspection: The property was observed from approximately 2,500ft above ground. Photographs of the property were taken during the flight and reviewed afterwards and saved on file at the Conservancy. Two possible encroachments were noted one from the Greenspire school campus and one from the roadway on the east side. See map, Boundary lines in map are approximate these areas will be investigated on the ground in following monitoring visits.

Does the landowner have specific questions about the terms of the Conservation Easement? If so, please describe: None at this time.

Please list any substantial changes to the property that have occurred from natural causes, and the location of the changes: None noted at this time.

Please list and describe an unnatural alteration of the property not expressly permitted by the Conservation Easement: Two possible encroachments were noted one from the Greenspire school campus and one from the roadway on the east side. See map, Boundary lines in map are approximate these areas will be investigated on the ground in following monitoring visits.

Attachments


Photos: -

Maps: 1

Other: -

I the Easement Monitor have read the above Conservation Easement Monitoring Report and acknowledge that the property has been inspected for the year listed under Date of inspection on this form and is in accordance with the monitoring terms set forth in the baseline documentation report and conservation easement agreement for this property.

Monitor Name: Mike Okma

Monitor Signature: 

Date: 4/20/16

Please remember to contact your easement steward prior to implementing any reserved rights including the sale of your property.

3860 N. Long Lake Rd, Suite D
Traverse City, MI 49684
(231) 929-7911





**Boundary
locations
are approximate**



Photo taken by GTRLC staff
on May 18th
with a Nikon D3300
from approx 2,500ft



Conservation Easement Monitoring Report

Conservation Easement Name: Traverse Area Foundation South
Date of inspection: 05/18/2018

Primary Participant of monitoring visit: Our Friends at Garfield Township
Type of contact: Letter
Secondary Participant of monitoring visit:

Brief description of property inspection: The property was observed from approximately 2,500ft above the ground. Photographs of the property were taking during the flight and reviewed afterwards and saved on file at the Conservancy. Multiple yard encroachments along the southern boundary of the easement were visible.

Does the landowner have specific questions about the terms of the Conservation Easement? If so, please describe: None at this time.


Please list any substantial changes to the property that have occurred from natural causes, and the location of the changes: None noted at this time.

Please list and describe an unnatural alteration of the property not expressly permitted by the Conservation Easement: None noted at this time.

Attachments

- Photos:
- Maps:
- Other:

I the Easement Monitor have read the above Conservation Easement Monitoring Report and acknowledge that the property has been inspected for the year listed under Date of inspection on this form and is in accordance with the monitoring terms set forth in the baseline documentation report and conservation easement agreement for this property.

Monitor Name: Mike Okma
Monitor Signature: 
Date: 6/20/18

Please remember to contact your easement steward prior to implementing any reserved rights including the sale of your property.

3860 N. Long Lake Rd, Suite D
Traverse City, MI 49684
(231) 929-7911





Conservation Easement Monitoring Report

Conservation Easement Name: Traverse Area Foundation North

Date of inspection: 05/18/2018

Primary Participant of monitoring visit: Our Friends at Garfield Township

Type of contact: Letter

Secondary Participant of monitoring visit:

Brief description of property inspection: The property was observed from approximately 2,500ft above the ground. Photographs of the property were taking during the flight and reviewed afterwards and saved on file at the Conservancy.

Does the landowner have specific questions about the terms of the Conservation Easement? If so, please describe: None at this time.

Please list any substantial changes to the property that have occurred from natural causes, and the location of the changes: None noted at this time.

Please list and describe an unnatural alteration of the property not expressly permitted by the Conservation Easement: None noted at this time.

Attachments

Photos: ✓

Maps: ✓

Other: ✓

I the Easement Monitor have read the above Conservation Easement Monitoring Report and acknowledge that the property has been inspected for the year listed under Date of inspection on this form and is in accordance with the monitoring terms set forth in the baseline documentation report and conservation easement agreement for this property.

Monitor Name: Mike Okma

Monitor Signature: 

Date: 4/20/18

Please remember to contact your easement steward prior to implementing any reserved rights including the sale of your property.

3860 N. Long Lake Rd, Suite D
Traverse City, MI 49684
(231) 929-7911



Grand Traverse Sheriff Department Calls for Service Statistics

Month July Year 2018

6. a.

6. a.

Day of Week	Mon	Tues	Weds	Thurs	Fri	Sat	Sun	TOTAL			
	0	1	2	3	4	5	6	7			
Hour of Day	555	639	492	549	530	463	496	3,724			
	117	66	64	38	23	28	68	97			
	12	13	14	15	16	17	18	19			
	192	221	238	206	253	219	195	176			
Location	Citations		Traffic Crashes		Arrests		*Other	Criminal	Totals		
	Fatal	OWI	PDA	PDA	Criminal			Non-Criminal			
01 Acme	18	0	3	12	0	9	115	32	56	15	218
02 Blair	30	0	3	31	2	16	213	84	123	34	454
03 East Bay	43	0	4	27	2	18	247	90	122	31	490
04 Fife Lake	9	0	1	3	1	1	81	7	13	4	105
05 Garfield	58	0	9	69	7	88	654	413	378	78	1,523
06 Grant	3	0	1	1	1	2	21	9	10	2	42
07 Green Lake	9	0	2	5	2	3	125	29	59	7	220
08 Long Lake	13	0	2	9	0	12	64	32	57	11	164
09 Mayfield	4	0	1	5	1	3	45	6	3	6	60
10 Peninsula	7	0	0	11	1	0	54	19	60	11	144
11 Paradise	14	0	0	7	0	0	62	13	31	7	113
12 Union	0	0	0	1	0	0	13	3	4	1	21
13 Whitewater	3	0	0	5	0	2	44	7	18	5	74
29 Fife Lake Vlg	0	0	0	2	0	0	17	4	9	2	32
30 Kingsley Vlg	3	0	0	3	0	11	28	19	17	3	67
66 Traverse City	9	0	0	0	0	80	0	0	0	0	0
84 Out of County	0	0	0	0	0	21	0	0	0	0	0
Totals	223	0	26	191	17	266	1,783	767	960	217	3,727

*Other Calls for Service Include: 911 Hangups; BOL; Follow-up to Complaints; Motorist Assists; Public Relations; Serving Legal papers; Traffic Stops; Warrant Attempts

As of 1/01/18, MIP alcohol citations are civil infractions, therefore no arrest is applicable.

Ticket stats are based on what District Court has entered as of 8/01/18.

Arrest stats are as of 8/01/18.

Totals are not equal.

Clerk's Report

For July 31, 2018

Submitted 8/08/18

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 \$196,657.71 Revenues and \$139,992.75 Expenditures. For the year we have a total of \$2,562,741.72 Revenues and \$1,636,276.55 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

REVENUE REPORT FOR GARFIELD TOWNSHIP
 PERIOD ENDING 08/31/2018

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,729,825.24	1,729,825.24	1,553,032.91	(53,993.87)	176,792.33
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	1,741.84	0.00	(1,241.84)
101-000-412.000	SWAMP TAX COLLECTIONS	80.00	80.00	0.96	0.00	79.04
101-000-414.000	Protested R/E Interest	3,000.00	3,000.00	146.50	0.00	2,853.50
101-000-423.000	TRAILER PARK FEES	6,000.00	6,000.00	5,337.00	669.50	663.00
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	55.60	0.00	3,944.40
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	172,634.00	40,695.00	27,366.00
101-000-476.001	PLANNING FEES	8,000.00	8,000.00	4,950.00	100.00	3,050.00
101-000-476.002	MAINT INSPECTION FEES	750.00	750.00	900.00	0.00	(150.00)
101-000-476.003	TREASURER FEES	500.00	500.00	425.00	0.00	75.00
101-000-476.004	PARK USE FEES	2,500.00	2,500.00	2,000.00	300.00	500.00
101-000-476.005	ZONING FEES	25,000.00	25,000.00	12,260.00	220.00	12,740.00
101-000-574.000	STATE SHARED REVENUE	1,240,000.00	1,240,000.00	637,650.00	1,280.00	602,350.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	19,000.00	19,000.00	27.50	0.00	18,972.50
101-000-575.000	Road Right of Way	20,000.00	20,000.00	10,940.73	(383.00)	9,059.27
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	7,000.00	7,000.00	1,803.40	232.74	5,196.60
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	500.00	500.00	666.69	133.34	(166.69)
101-000-664.000	EARNED INTEREST	35,000.00	35,000.00	14,981.97	0.00	20,018.03
101-000-668.002	RENTS & ROYALTIES CABLE VIS	265,000.00	265,000.00	137,603.89	0.00	127,396.11
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	13,000.00	13,000.00	11,570.71	0.00	1,429.29
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(17,485.80)	0.00	17,485.80
101-000-676.000	REIMBURSEMENTS	0.00	0.00	11,126.96	0.00	(11,126.96)
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	371.86	0.00	228.14
Total Dept 000		3,602,255.24	3,602,255.24	2,562,741.72	196,657.71	1,039,513.52
TOTAL REVENUES		3,602,255.24	3,602,255.24	2,562,741.72	196,657.71	1,039,513.52
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,602,255.24	3,602,255.24	2,562,741.72	196,657.71	1,039,513.52

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	6,150.00	950.00	5,850.00	51.25
101-101-701.101	WAGES - FILE CLERK	28,111.20	28,111.20	12,221.69	1,256.90	15,889.51	43.48
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	5,950.00	850.00	6,050.00	49.58
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	5,500.00	600.00	6,500.00	45.83
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	5,150.00	0.00	6,850.00	42.92
101-101-701.105	WAGES - OFFICE COORDINATOR	31,961.38	31,961.38	18,407.20	2,457.60	13,554.18	57.59
101-101-726.000	SUPPLIES	5,000.00	5,000.00	3,052.38	194.65	1,947.62	61.05
101-101-726.001	POSTAGE	7,000.00	7,000.00	2,802.74	393.63	4,197.26	40.04
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	2,569.45	708.25	4,930.55	34.26
101-101-801.002	LEGAL SERVICES - TOWNBOARD	15,000.00	15,000.00	7,377.47	275.50	7,622.53	49.18
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	16,500.00	16,500.00	15,174.00	8,174.00	1,326.00	91.96
101-101-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	3,582.75	697.25	2,417.25	59.71
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	2,143.07	1,088.00	1,356.93	61.23
101-101-901.000	ADVERTISING	7,000.00	7,000.00	2,014.29	227.00	4,985.71	28.78
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	189.46	0.00	3,810.54	4.74
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	2,500.00	2,500.00	908.43	288.49	1,591.57	36.34
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	5,961.64	0.00	538.36	91.72
Total Dept 101 - TOWNBOARD		199,072.58	199,072.58	99,154.57	18,161.27	99,918.01	49.81
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	73,399.69	73,399.69	42,287.95	5,646.14	31,111.74	57.61
101-171-701.202	WAGES - APPRAISER II	42,882.00	42,882.00	24,698.40	3,297.60	18,183.60	57.60
101-171-701.204	WAGES - APPRAISER III	51,117.39	51,117.39	21,139.86	3,723.22	29,977.53	41.36
101-171-701.205	WAGES - ASSESSOR	90,625.58	90,625.58	52,182.50	6,971.20	38,443.08	57.58
101-171-726.000	SUPPLIES	2,000.00	2,000.00	344.99	0.00	1,655.01	17.25
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,633.10	0.00	(133.10)	103.80
101-171-805.000	CONTRACTED AND OTHER SERVICES	25,000.00	25,000.00	241.78	0.00	24,758.22	0.97
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	520.48	306.62	479.52	52.05
101-171-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,262.72	0.00	737.28	63.14
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	2,112.00	290.07	4,888.00	30.17
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	674.00	100.00	2,326.00	22.47
Total Dept 171 - TOWNSHIP SUPERVISOR		304,024.66	304,024.66	149,097.78	20,334.85	154,926.88	49.04
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00
101-191-726.000	SUPPLIES	10,000.00	10,000.00	3,428.44	0.00	6,571.56	34.28
101-191-726.001	POSTAGE	9,000.00	9,000.00	1,917.45	52.93	7,082.55	21.31
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	165.46	0.00	4,834.54	3.31
Total Dept 191 - ELECTIONS		72,900.00	72,900.00	5,511.35	52.93	67,388.65	7.56
Dept 215 - TOWNSHIP CLERK							

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.300	WAGES - CLERK	73,399.69	73,399.69	42,287.95	5,646.14	31,111.74	57.61
101-215-701.302	WAGES - DEPUTY CLERK	43,660.28	43,660.28	25,078.74	3,358.48	18,581.54	57.44
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	510.00	0.00	4,490.00	10.20
101-215-726.000	SUPPLIES	1,500.00	1,500.00	865.35	0.00	634.65	57.69
101-215-860.300	MILEAGE - CLERK	400.00	400.00	268.14	0.00	131.86	67.04
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	2,707.93	32.32	3,292.07	45.13
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	310.00	310.00	390.00	44.29
Total Dept 215 - TOWNSHIP CLERK		131,559.97	131,559.97	72,028.11	9,346.94	59,531.86	54.75
Dept 247 - BOARD OF REVIEW							
WAGES - B OF R							
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	600.00	0.00	900.00	40.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	600.00	0.00	900.00	40.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		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	73,399.69	73,399.69	42,288.34	5,646.14	31,111.35	57.61
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	43,660.28	43,660.28	25,078.74	3,358.48	18,581.54	57.44
101-253-726.000	SUPPLIES	2,500.00	2,500.00	1,199.10	600.30	1,300.90	47.96
101-253-726.001	POSTAGE	6,500.00	6,500.00	2,355.20	4.06	4,144.80	36.23
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	450.00	30.00	2,550.00	15.00
101-253-801.000	Bank Fees	300.00	300.00	7.00	0.00	293.00	2.33
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	155.42	0.00	544.58	22.20
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	135.05	0.00	364.95	27.01
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	689.88	689.88	1,310.12	34.49
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,194.00	0.00	2,306.00	48.76
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	185.00	0.00	315.00	37.00
Total Dept 253 - TOWNSHIP TREASURER		142,659.97	142,659.97	74,737.73	10,328.86	67,922.24	52.39
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	27,000.00	27,000.00	14,295.99	37.99	12,704.01	52.95
101-258-935.016	COMPUTER NETWORK	4,000.00	4,000.00	525.00	75.00	3,475.00	13.13
Total Dept 258 - COMPUTER SUPPORT		37,000.00	37,000.00	14,820.99	112.99	22,179.01	40.06
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	10,000.00	10,000.00	4,168.28	408.37	5,831.72	41.68
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	1,262.17	233.82	2,237.83	36.06
101-265-850.000	TELEPHONE	15,000.00	15,000.00	8,752.55	1,284.72	6,247.45	58.35
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	9,858.64	558.37	2,141.36	82.16
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	1,200.86	699.01	4,799.14	20.01
101-265-920.603	LIGHTS BUILDING	13,500.00	13,500.00	7,824.46	1,611.14	5,675.54	57.96

PERIOD ENDIN 31/2018

2018

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	2,075.00	0.00	7,925.00	20.75
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	2,755.00	2,620.00	7,245.00	27.55
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	7,439.00	1,350.00	7,561.00	49.59
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	553.00	79.00	447.00	55.30
101-265-935.605	BUILDING REPAIR	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,096.20	365.40	403.80	73.08
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	12,638.91	3,633.96	2,361.09	84.26
Total Dept 265 - TOWNSHIP HALL		162,500.00	162,500.00	59,624.07	12,843.79	102,875.93	36.69
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,100,000.00	1,100,000.00	507,981.50	0.00	592,018.50	46.18
Total Dept 301 - POLICE SERVICES		1,100,000.00	1,100,000.00	507,981.50	0.00	592,018.50	46.18
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	15,510.98	15,510.98	8,858.30	1,182.78	6,652.68	57.11
101-371-701.703	WAGES - BUILDING	71,262.00	71,262.00	40,933.45	5,481.70	30,328.55	57.44
101-371-701.704	WAGES - BUILDING	22,000.00	22,000.00	10,332.53	1,418.03	11,667.47	46.97
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	246.58	0.00	753.42	24.66
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	538.00	300.00	462.00	53.80
101-371-965.000	DUES & PUBLICATIONS	1,500.00	1,500.00	437.85	0.00	1,062.15	29.19
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		113,272.98	113,272.98	61,346.71	8,382.51	51,926.27	54.16
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	1,000.00	100.00	1,000.00	50.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	200.00	0.00	1,800.00	10.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	1,200.00	200.00	800.00	60.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	1,200.00	200.00	800.00	60.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	1,200.00	200.00	800.00	60.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	1,200.00	200.00	800.00	60.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	1,300.00	200.00	700.00	65.00
101-400-801.000	LEGAL SERVICES	22,000.00	22,000.00	10,367.10	0.00	11,632.90	47.12
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	3,277.00	198.00	2,723.00	54.62
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	805.50	0.00	1,194.50	40.28
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	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 400 - PLANNING COMMISSION		47,500.00	47,500.00	21,849.60	1,298.00	25,650.40	46.00
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	71,751.75	71,751.75	41,263.79	5,519.36	30,487.96	57.51
101-401-701.901	WAGES - DEPUTY PLANNER	51,371.62	51,371.62	29,588.04	3,950.41	21,783.58	57.60
101-401-701.902	WAGES -PLANNER ASSISTANT	11,633.23	11,633.23	6,643.64	887.00	4,989.59	57.11
101-401-726.000	SUPPLIES	1,000.00	1,000.00	228.73	0.00	771.27	22.87
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	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		144,356.60	144,356.60	77,724.20	10,356.77	66,632.40	53.84
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	594.50	159.50	9,405.50	5.95
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	148.00	0.00	852.00	14.80
101-410-901.000	ADVERTISING	2,000.00	2,000.00	360.75	0.00	1,639.25	18.04
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	1,903.25	159.50	18,096.75	9.52
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES	50,454.55	50,454.55	29,051.88	3,881.12	21,402.67	57.58
101-412-701.602	WAGES ZONING	16,000.00	16,000.00	6,754.23	720.09	9,245.77	42.21
101-412-726.000	SUPPLIES	1,000.00	1,000.00	512.51	0.00	487.49	51.25
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	95.00	0.00	1,905.00	4.75
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		70,254.55	70,254.55	36,413.62	4,601.21	33,840.93	51.83
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	80,000.00	80,000.00	44,325.64	7,793.71	35,674.36	55.41
Total Dept 448 - STREET LIGHTS - TOWNSHIP		80,000.00	80,000.00	44,325.64	7,793.71	35,674.36	55.41
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	11,006.00	1,701.00	8,994.00	55.03
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	47,426.82	0.00	52,573.18	47.43
101-747-880.017	COM. PROM. - TV BOARD	2,500.00	2,500.00	715.00	0.00	1,785.00	28.60
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		168,500.00	168,500.00	62,147.82	1,701.00	106,352.18	36.88
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	808.21	126.95	1,691.79	32.33
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	36.40	0.00	1,463.60	2.43
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	844.61	126.95	3,655.39	18.77

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	6,000.00	6,000.00	3,458.00	494.00	2,542.00	57.63
101-851-701.027	UNEMPLOYMENT	0.00	0.00	3,258.00	3,258.00	(3,258.00)	100.00
101-851-873.001	John Hancock 403B	90,000.00	90,000.00	79,822.47	0.00	10,177.53	88.69
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	39,932.76	5,267.50	40,067.24	49.92
101-851-873.020	VACATION & PERSONAL PAYOUT	5,000.00	5,000.00	870.12	0.00	4,129.88	17.40
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	275,000.00	275,000.00	191,819.08	24,668.34	83,180.92	69.75
101-851-873.040	INSURANCE - EMPLOYEE LIFE	9,000.00	9,000.00	5,316.11	703.63	3,683.89	59.07
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	12,139.00	0.00	861.00	93.38
101-851-912.002	INSURANCE - WORKMENS COMP.	7,500.00	7,500.00	6,989.00	0.00	511.00	93.19
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		485,500.00	485,500.00	343,604.54	34,391.47	141,895.46	70.77
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	1,360.46	0.00	13,639.54	9.07
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		46,000.00	46,000.00	1,360.46	0.00	44,639.54	2.96
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
TOTAL EXPENDITURES		3,485,801.31	3,485,801.31	1,636,276.55	139,992.75	1,849,524.76	46.94
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		3,485,801.31	3,485,801.31	1,636,276.55	139,992.75	1,849,524.76	46.94

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/18	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Dept 000							
308-000-701.308	WAGES - PARKS AND RECREATION	8,400.00	8,400.00	600.00	200.00	7,800.00	7.14
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	6,255.50	74.00	2,000.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	7,000.00	7,000.00	7,698.75	248.55	(6,255.50)	100.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	500.00	500.00	61,885.38	56,536.00	(698.75)	109.98
308-000-880.008	COM. PROM. - Cont. Serv GTCD	41,500.00	41,500.00	23,000.00	0.00	(61,385.38)	12,377.0
308-000-880.012	COM. PROM. - GT COMMONS	30,700.00	30,700.00	1,997.60	0.00	18,500.00	55.42
308-000-880.014	COM. PROM. - MILLER CREEK	3,000.00	3,000.00	9,898.61	0.00	28,702.40	6.51
308-000-880.015	COM. PROM. - PARK & TRAIL MAI	11,900.00	11,900.00	3,076.82	0.00	(6,898.61)	329.95
308-000-880.016	COM. PROM. - KIDS CREEK PARK	0.00	0.00	3,862.90	0.00	8,823.18	25.86
308-000-880.019	RIVER EAST RECREATION AREA	0.00	0.00	920.00	0.00	(3,862.90)	100.00
308-000-901.000	ADVERTISING	0.00	0.00	640.90	0.00	(920.00)	100.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	40,000.00	40,000.00	42,370.51	2,377.73	(640.90)	100.00
308-000-935.110	TRAIL MAINTENANCE & REPAIR	5,000.00	5,000.00	0.00	0.00	(2,370.51)	105.93
						5,000.00	0.00
Total Dept 000		150,000.00	150,000.00	162,206.97	59,436.28	(12,206.97)	108.14
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010 SOCIAL SECURITY - EMPLOYER							
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		0.00	0.00	45.90	15.30	(45.90)	100.00
TOTAL EXPENDITURES		0.00	0.00	45.90	15.30	(45.90)	100.00
		150,000.00	150,000.00	162,252.87	59,451.58	(12,252.87)	108.17
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		150,000.00	150,000.00	162,252.87	59,451.58	(12,252.87)	108.17

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2018-16-T(d)

**TENTATIVE SPECIAL ASSESSMENT ROLL FOR
EAGLEHURST DRIVE SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the Township Board of the Charter Township of Garfield, Grand Traverse County, Michigan, on August 14, 2018, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the township for the purpose of defraying a portion of the costs of Road Improvements proposed to be completed within the Eaglehurst Drive Special Assessment District as shown on the plans and specifications for such project; and

WHEREAS, such public hearing was preceded by proper notice in the Record Eagle, a newspaper of general circulation in the township, and by first-class mail notice to each property owner of record within said district and upon said assessment roll; and

WHEREAS, (no) written objections were received to said roll and levy; and

WHEREAS, the oral comments received indicated the reasonableness of the following amendments to said assessment roll; and

WHEREAS, a record of those present to protest, and of written protests, submitted at or before the public hearing was made a part of the minutes of the hearing; and

WHEREAS, it is the opinion of the Township Board that no further time should be granted for consideration of the matter because of the time constraints in completing the road improvements before the end of the 2018 construction season; and

WHEREAS, the Township Board has duly inspected the proposed assessment roll and considered all comments and proposed amendments thereto and has found the proposed assessment roll, as amended, to be correct, just and reasonable;

NOW THEREFORE, BE IT HEREBY RESOLVED as follows:

1. The tentative assessment roll submitted by the supervisor and assessing officer of the township (as amended in the within resolution) shall hereafter be designated as Eaglehurst Drive Special Assessment District and shall be hereby confirmed as the tentative assessment roll for said Special Assessment District.
2. The assessments in said Eaglehurst Drive Special Assessment District shall be in one annual installment to be due on or before September 1st, 2019. All unpaid installments prior to transfer to the tax roll as provided by Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of 3.94%* percent per annum commencing on the first installment due date hereinbefore set forth. Any payments made before such first installment due date shall not bear any such interest. *The interest rate will be based on the rate of the 10 year Treasury Bill (2.94% as of June 28, 2018), at the time the project is complete, plus 1.00% in accordance with Garfield

Township's Special Assessment Rate and Term Policy.

3. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and the township clerk shall deliver said special assessment roll to said treasurer with his/her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the Township Board and said PA 188.
4. All resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Upon roll call vote, the following voted -

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2018-16-T(d) DECLARED ADOPTED.

By: _____
Lanie McManus, Clerk
Charter Township of Garfield


CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of August, 2018.

Dated: _____

Lanie McManus, Clerk

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
28-05-109-025-00	113, EAGLEHURST DR	3,740.64	MOSHER PATRICIA TRUST 3850 SCENIC RIDGE APT 301
28-05-109-026-00	113, EAGLEHURST DR	3,740.64	MOSHER PATRICIA TRUST 3850 SCENIC RIDGE APT 301
28-05-109-027-00	113, EAGLEHURST DR	3,740.64	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-028-00	113, EAGLEHURST DR	3,740.64	BONJERNOOR BRETT M 5391 EAGLEHURST DR
28-05-109-029-00	113, EAGLEHURST DR	3,740.64	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-030-00	113, EAGLEHURST DR	3,740.64	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-031-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-032-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-033-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-034-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-035-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-036-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-037-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-038-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-039-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-040-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-041-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-042-00	113, EAGLEHURST DR	3,740.65	LEELANAU CONSTRUCTION LLC PO BOX 293
28-05-109-043-00	113, EAGLEHURST DR	3,740.65	MOSHER PATRICIA TRUST 3850 SCENIC RIDGE APT 301
28-05-109-044-00	113, EAGLEHURST DR	3,740.65	MOSHER PATRICIA TRUST 3850 SCENIC RIDGE APT 301
# OF PARCELS: 20	TOTALS:	74,812.94	

		Charter Township of Garfield Planning Department Report No. 2018-85	
Prepared:	August 8, 2018	Pages:	Page 1 of 2
Meeting:	August 14, 2018 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Floodplain Management		

BACKGROUND:

The attached model floodplain ordinance and resolution for participating in the program were introduced at the June 26, 2018 meeting of the Board of Trustees, a public hearing was held at the July 24, 2018 meeting and, following the hearing, the Board asked that Staff draft resolutions for adoption for tonight's meeting.

STAFF COMMENT:

Although not mandatory, participation in the National Flood Insurance Program (NFIP) has a number of benefits for a community, perhaps most importantly that residents are provided the opportunity to purchase flood insurance. Garfield Township has participated in the Program since 1986. Acme, Blair, East Bay, Long Lake, Paradise, Peninsula, Union, and Whitewater Townships all are currently enrolled in the NFIP.

The Federal Emergency Management Agency (FEMA) has identified and mapped any potentially flood-prone areas within the Township. Overall, the Township is not considered flood-prone at all. Nonetheless, the floodplain maps provide a sense of where the potential for flooding is highest, namely along the banks of the Boardman River. All of the maps provided to the Township by FEMA are available for review in the Planning Department.

In order to formally acknowledge the boundaries delineated in the floodplain maps and to make the Township's participation in the NFIP official, an ordinance must be adopted. The state provides a model ordinance for this purpose, a copy of which is attached to this report.

Under the ordinance, the Township Building official would have the authority to enforce the floodplain provisions of the Michigan Construction Code with the adopted maps serving as the basis for that enforcement. In practice, this would mean that the Building Official can require landowners to meet certain code requirements depending upon their location with regard to flood-prone areas.

ACTION REQUESTED:

This item was placed on tonight's agenda for purposes of considering adopting two (2) resolutions: one adopting an ordinance designating an enforcing agency to regulate flood hazard areas under state law, and another for opting to participate in FEMA's NFIP. If the Board is satisfied with the information provided to date, the next step is to adopt the resolutions (*attached*), separate motions for which are as follows:

- (1) MOTION THAT Resolution # 2018-24-T adopting Ordinance No. 72 designating and enforcing agency to discharge the responsibility of the Charter

Township of Garfield to designate regulated flood hazard areas under the provisions of the State Construction Code Act BE ADOPTED.

(2) MOTION THAT Resolution # 2018-25-T for the Charter Township of Garfield to participate in FEMA's National Flood Insurance Program BE ADOPTED.

Attachments:

1. Letter from FEMA dated July 24, 2018
2. Draft of Ordinance # 72 (Model Ordinance provided by FEMA)
3. Resolution # 2018-24-T designating and enforcing agency to discharge the responsibility of the Charter Township of Garfield to designate regulated flood hazard areas under the provisions of the State Construction Code Act (adoption of Ordinance # 72)
4. Resolution # 2018-25-T for the Charter Township of Garfield to participate in FEMA's National Flood Insurance Program



FEMA

JUL 24 2018

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

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

Dear Mr. Korn:

I am writing this letter as an official reminder that the Charter Township of Garfield, Michigan, has until August 28, 2018, to adopt and have the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office approve floodplain management measures that satisfy 44 Code of Federal Regulations (CFR) Section 60.3(b) of the National Flood Insurance Program (NFIP) regulations.

The Charter Township of Garfield must adopt floodplain management measures, such as a floodplain management ordinance, that meet or exceed the minimum NFIP requirements (copy enclosed) by August 28, 2018, to avoid suspension from the NFIP. If suspended, your community becomes ineligible for flood insurance through the NFIP, new insurance policies cannot be sold, and existing policies cannot be renewed.

Under the Flood Disaster Protection Act of 1973, as amended, flood insurance must be purchased by property owners seeking any Federal financial assistance for construction or acquisition of buildings in Special Flood Hazard Areas (SFHAs). This financial assistance includes certain federally guaranteed mortgages and direct loans, federal disaster relief loans and grants, as well as other similarly described assistance from FEMA and other agencies.

In addition, all loans individuals obtain from Federally regulated, supervised, or insured lending institutions that are secured by improved real estate located in SFHAs are also contingent upon the borrower obtaining flood insurance coverage on the building. However, purchasing and maintaining flood insurance coverage on a voluntary basis is frequently recommended for properties located outside SFHAs.

Your NFIP State Coordinator and FEMA would like to assist the Charter Township of Garfield to ensure it remains in good standing with the NFIP and avoids suspension from the Program. If your community is suspended, it may regain its eligibility in the NFIP by enacting the floodplain management measures established in 44 CFR Section 60.3 of the NFIP regulations. As stated in my previous correspondence, I recommend you contact your NFIP State Coordinator or the FEMA Regional Office if the Charter Township of Garfield is encountering difficulties in enacting its measures.

JUL 24 2018

Chuck Korn

Page 2

I recognize that your community may be in the final adoption process or may have recently adopted the appropriate floodplain management measures. Please submit these measures to the Floodplain Management Program at the Michigan Department of Environmental Quality. Matthew Occhipinti, P.E., the NFIP State Coordinator, is accessible by telephone at (616) 204-1708, in writing at 350 Ottawa Avenue Northwest, Unit 10, Grand Rapids, Michigan 49503-2316, or by electronic mail at occhipintim@michigan.gov.

The FEMA Regional staff in Chicago, Illinois, is also available to assist you with your floodplain management measures. The FEMA Regional Office may be contacted by telephone at (312) 408-5500 or in writing. Please send your written inquiries to the Director, Federal Insurance and Mitigation Division, FEMA Region V, at 536 South Clark Street, Sixth Floor, Chicago, Illinois 60605.

In the event your community does not adopt and/or submit the necessary floodplain management measures that meet or exceed the minimum NFIP requirements, I must take the necessary steps to suspend your community from the NFIP. This letter is FEMA's final notification before your community is suspended from the Program.

Sincerely,



Rachel Sears, Director
Floodplain Management Division
Mitigation Directorate | FEMA

Enclosure

cc: James K. Joseph, Regional Administrator, FEMA Region V
Matthew Occhipinti, P.E., NFIP State Coordinator, Michigan Department of Environmental
Quality
Rob Larrea, Planning Director, Charter Township of Garfield

§ 59.24 Suspension of community eligibility.

(a) A community eligible for the sale of flood insurance shall be subject to suspension from the Program for failing to submit copies of adequate flood plain management regulations meeting the minimum requirements of paragraphs (b), (c), (d), (e) or (f) of § 60.3 or paragraph (b) of §§ 60.4 or 60.5, within six months from the date the Federal Insurance Administrator provides the data upon which the flood plain regulations for the applicable paragraph shall be based. Where there has not been any submission by the community, the Federal Insurance Administrator shall notify the community that 90 days remain in the six month period in order to submit adequate flood plain management regulations. Where there has been an inadequate submission, the Federal Insurance Administrator shall notify the community of the specific deficiencies in its submitted flood plain management regulations and inform the community of the amount of time remaining within the six month period. If, subsequently, copies of adequate flood plain management regulations are not received by the Administrator, no later than 30 days before the expiration of the original six month period the Federal Insurance Administrator shall provide written notice to the community and to the state and assure publication in the FEDERAL REGISTER under part 64 of this subchapter of the community's loss of eligibility for the sale of flood insurance, such suspension to become effective upon the expiration of the six month period. Should the community remedy the defect and the Federal Insurance Administrator receive copies of adequate flood plain management regulations within the notice period, the suspension notice shall be rescinded by the Federal Insurance Administrator. If the Federal Insurance Administrator receives notice from the State that it has enacted adequate flood plain management regulations for the community within the notice period, the suspension notice shall be rescinded by the Federal Insurance Administrator. The community's eligibility shall remain terminated after suspension until copies of adequate flood plain management regulations have been received and approved by the Federal Insurance Administrator.

(b) A community eligible for the sale of flood insurance which fails to adequately enforce flood plain management regulations meeting the minimum requirements set forth in §§ 60.3, 60.4 and/or 60.5 shall be subject to probation. Probation shall represent formal notification to the community that the Federal Insurance Administrator regards the community's flood plain management program as not compliant with NFIP criteria. Prior to imposing probation, the Federal Insurance Administrator (1) shall inform the community upon 90 days prior written notice of the impending probation and of the specific program deficiencies and violations relative to the failure to enforce, (2) shall, at least 60 days before probation is to begin, issue a press release to local media explaining the reasons for and the effects of probation, and (3) shall, at least 90 days before probation is to begin, advise all policyholders in the community of the impending probation and the additional premium that will be charged, as provided in this paragraph, on policies sold or renewed during the period of probation. During this 90-day period the community shall have the opportunity to avoid probation by demonstrating compliance with Program requirements, or by correcting Program deficiencies and remedying all violations to the maximum extent possible. If, at the end of the 90-day period, the Federal Insurance Administrator determines that the community has failed to do so, the probation shall go into effect. Probation may be continued for up to one year after the community corrects all Program deficiencies and remedies all violations to the maximum extent possible. Flood insurance may be sold or renewed in the community while it is on probation. Where a policy covers property located in a community placed on probation on or after October 1, 1986, but prior to October 1, 1992, an additional premium of \$25.00 shall be charged on each such policy newly issued or renewed during the one-year period beginning on the date the community is placed on probation and during any successive one-year periods that begin prior to October 1, 1992. Where a community's probation begins on or after October 1, 1992, the additional premium described in the preceding sentence shall be \$50.00, which shall also be charged during any successive one-year periods during which the community remains on probation for any part thereof. This \$50.00 additional premium shall further be charged during any successive one-year periods that begin on or after October 1, 1992, where the preceding one-year probation period began prior to October 1, 1992.

(c) A community eligible for the sale of flood insurance which fails to adequately enforce its flood plain management regulations meeting the minimum requirements set forth in §§ 60.3, 60.4 and/or 60.5

and does not correct its Program deficiencies and remedy all violations to the maximum extent possible in accordance with compliance deadlines established during a period of probation shall be subject to suspension of its Program eligibility. Under such circumstances, the Federal Insurance Administrator shall grant the community 30 days in which to show cause why it should not be suspended. The Federal Insurance Administrator may conduct a hearing, written or oral, before commencing suspensive action. If a community is to be suspended, the Federal Insurance Administrator shall inform it upon 30 days prior written notice and upon publication in the FEDERAL REGISTER under part 64 of this subchapter of its loss of eligibility for the sale of flood insurance. In the event of impending suspension, the Federal Insurance Administrator shall issue a press release to the local media explaining the reasons and effects of the suspension. The community's eligibility shall only be reinstated by the Federal Insurance Administrator upon his receipt of a local legislative or executive measure reaffirming the community's formal intent to adequately enforce the flood plain management requirements of this subpart, together with evidence of action taken by the community to correct Program deficiencies and remedy to the maximum extent possible those violations which caused the suspension. In certain cases, the Federal Insurance Administrator, in order to evaluate the community's performance under the terms of its submission, may withhold reinstatement for a period not to exceed one year from the date of his receipt of the satisfactory submission or place the community on probation as provided for in paragraph (b) of this section.

(d) A community eligible for the sale of flood insurance which repeals its flood plain management regulations, allows its regulations to lapse, or amends its regulations so that they no longer meet the minimum requirements set forth in §§ 60.3, 60.4 and/or 60.5 shall be suspended from the Program. If a community is to be suspended, the Federal Insurance Administrator shall inform it upon 30 days prior written notice and upon publication in the FEDERAL REGISTER under part 64 of this subchapter of its loss of eligibility for the sale of flood insurance. The community eligibility shall remain terminated after suspension until copies of adequate flood plain management regulations have been received and approved by the Federal Insurance Administrator.

(e) A community eligible for the sale of flood insurance may withdraw from the Program by submitting to the Federal Insurance Administrator a copy of a legislative action that explicitly states its desire to withdraw from the National Flood Insurance Program. Upon receipt of a certified copy of a final legislative action, the Federal Insurance Administrator shall withdraw the community from the Program and publish in the FEDERAL REGISTER under part 64 of this subchapter its loss of eligibility for the sale of flood insurance. A community that has withdrawn from the Program may be reinstated if it submits the application materials specified in § 59.22(a).

(f) If during a period of ineligibility under paragraphs (a), (d), or (e) of this section, a community has permitted actions to take place that have aggravated existing flood plain, mudslide (i.e., mudflow) and/or flood related erosion hazards, the Federal Insurance Administrator may withhold reinstatement until the community submits evidence that it has taken action to remedy to the maximum extent possible the increased hazards. The Administrator may also place the reinstated community on probation as provided for in paragraph (b) of this section.

(g) The Federal Insurance Administrator shall promptly notify the servicing company and any insurers issuing flood insurance pursuant to an arrangement with the Federal Insurance Administrator of those communities whose eligibility has been suspended or which have withdrawn from the program. Flood insurance shall not be sold or renewed in those communities. Policies sold or renewed within a community during a period of ineligibility are deemed to be voidable by the Federal Insurance Administrator whether or not the parties to sale or renewal had actual notice of the ineligibility.

[41 FR 46968, Oct. 26, 1976. Redesignated at 44 FR 31177, May 31, 1979, and amended at 48 FR 44543 and 44552, Sept. 29, 1983; 49 FR 4751, Feb. 8, 1984; 50 FR 36023, Sept. 4, 1985; 57 FR 19540, May 7, 1992; 59 FR 53598, Oct. 25, 1994; 62 FR 55715, Oct. 27, 1997]

§ 60.3 Flood plain management criteria for flood-prone areas.

The Federal Insurance Administrator will provide the data upon which flood plain management regulations shall be based. If the Federal Insurance Administrator has not provided sufficient data to furnish a basis for these regulations in a particular community, the community shall obtain, review and reasonably utilize data available from other Federal, State or other sources pending receipt of data from the Federal Insurance Administrator. However, when special flood hazard area designations and water surface elevations have been furnished by the Federal Insurance Administrator, they shall apply. The symbols defining such special flood hazard designations are set forth in § 64.3 of this subchapter. In all cases the minimum requirements governing the adequacy of the flood plain management regulations for flood-prone areas adopted by a particular community depend on the amount of technical data formally provided to the community by the Federal Insurance Administrator. Minimum standards for communities are as follows:

(a) When the Federal Insurance Administrator has not defined the special flood hazard areas within a community, has not provided water surface elevation data, and has not provided sufficient data to identify the floodway or coastal high hazard area, but the community has indicated the presence of such hazards by submitting an application to participate in the Program, the community shall:

(1) Require permits for all proposed construction or other development in the community, including the placement of manufactured homes, so that it may determine whether such construction or other development is proposed within flood-prone areas;

(2) Review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334;

(3) Review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall (i) be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, (ii) be constructed with materials resistant to flood damage, (iii) be constructed by methods and practices that minimize flood damages, and (iv) be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

(4) Review subdivision proposals and other proposed new development, including manufactured home parks or subdivisions, to determine whether such proposals will be reasonably safe from flooding. If a subdivision proposal or other proposed new development is in a flood-prone area, any such proposals shall be reviewed to assure that (i) all such proposals are consistent with the need to minimize flood damage within the flood-prone area, (ii) all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage, and (iii) adequate drainage is provided to reduce exposure to flood hazards;

(5) Require within flood-prone areas new and replacement water supply systems to be designed to minimize or eliminate infiltration of flood waters into the systems; and

(6) Require within flood-prone areas (i) new and replacement sanitary sewage systems to be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters and (ii) onsite waste disposal systems to be located to avoid impairment to them or contamination from them during flooding.

(b) When the Federal Insurance Administrator has designated areas of special flood hazards (A zones) by the publication of a community's FHBM or FIRM, but has neither produced water surface elevation data nor identified a floodway or coastal high hazard area, the community shall:

(1) Require permits for all proposed construction and other developments including the placement of manufactured homes, within Zone A on the community's FHBM or FIRM;

(2) Require the application of the standards in paragraphs (a) (2), (3), (4), (5) and (6) of this section to development within Zone A on the community's FHBM or FIRM;

(3) Require that all new subdivision proposals and other proposed developments (including proposals for manufactured home parks and subdivisions) greater than 50 lots or 5 acres, whichever is the lesser, include within such proposals base flood elevation data;

(4) Obtain, review and reasonably utilize any base flood elevation and floodway data available from a Federal, State, or other source, including data developed pursuant to paragraph (b)(3) of this section, as criteria for requiring that new construction, substantial improvements, or other development in Zone A on the community's FHBM or FIRM meet the standards in paragraphs (c)(2), (c)(3), (c)(5), (c)(6), (c)(12), (c)(14), (d)(2) and (d)(3) of this section;

(5) Where base flood elevation data are utilized, within Zone A on the community's FHBM or FIRM:

(i) Obtain the elevation (in relation to mean sea level) of the lowest floor (including basement) of all new and substantially improved structures, and

(ii) Obtain, if the structure has been floodproofed in accordance with paragraph (c)(3)(ii) of this section, the elevation (in relation to mean sea level) to which the structure was floodproofed, and

(iii) Maintain a record of all such information with the official designated by the community under § 59.22 (a)(9)(iii);

(6) Notify, in riverine situations, adjacent communities and the State Coordinating Office prior to any alteration or relocation of a watercourse, and submit copies of such notifications to the Federal Insurance Administrator;

(7) Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained;

(8) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

(c) When the Federal Insurance Administrator has provided a notice of final flood elevations for one or more special flood hazard areas on the community's FIRM and, if appropriate, has designated other special flood hazard areas without base flood elevations on the community's FIRM, but has not identified a regulatory floodway or coastal high hazard area, the community shall:

(1) Require the standards of paragraph (b) of this section within all A1-30 zones, AE zones, A zones, AH zones, and AO zones, on the community's FIRM;

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(2) Require that all new construction and substantial improvements of residential structures within Zones A1-30, AE and AH zones on the community's FIRM have the lowest floor (including basement) elevated to or above the base flood level, unless the community is granted an exception by the Federal Insurance Administrator for the allowance of basements in accordance with § 60.6 (b) or (c);

(3) Require that all new construction and substantial improvements of non-residential structures within Zones A1-30, AE and AH zones on the community's firm (i) have the lowest floor (including basement) elevated to or above the base flood level or, (ii) together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;

(4) Provide that where a non-residential structure is intended to be made watertight below the base flood level, (i) a registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice for meeting the applicable provisions of paragraph (c)(3)(ii) or (c)(8)(ii) of this section, and (ii) a record of such certificates which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained with the official designated by the community under § 59.22(a)(9)(iii);

(5) Require, for all new construction and substantial improvements, that fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria: A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(6) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites

(i) Outside of a manufactured home park or subdivision,

(ii) In a new manufactured home park or subdivision,

(iii) In an expansion to an existing manufactured home park or subdivision, or

(iv) In an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist floatation collapse and lateral movement.

(7) Require within any AO zone on the community's FIRM that all new construction and substantial improvements of residential structures have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least two feet if no depth number is specified);

(8) Require within any AO zone on the community's FIRM that all new construction and substantial improvements of nonresidential structures (i) have the lowest floor (including basement) elevated above the highest adjacent grade at least as high as the depth number specified in feet on the community's

FIRM (at least two feet if no depth number is specified), or (ii) together with attendant utility and sanitary facilities be completely floodproofed to that level to meet the floodproofing standard specified in § 60.3(c)(3)(ii);

(9) Require within any A99 zones on a community's FIRM the standards of paragraphs (a)(1) through (a)(4)(i) and (b)(5) through (b)(9) of this section;

(10) Require until a regulatory floodway is designated, that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

(11) Require within Zones AH and AO, adequate drainage paths around structures on slopes, to guide floodwaters around and away from proposed structures.

(12) Require that manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A-1-30, AH, and AE on the community's FIRM that are not subject to the provisions of paragraph (c)(6) of this section be elevated so that either

(i) The lowest floor of the manufactured home is at or above the base flood elevation, or

(ii) The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist floatation, collapse, and lateral movement.

(13) Notwithstanding any other provisions of § 60.3, a community may approve certain development in Zones A1-30, AE, and AH, on the community's FIRM which increase the water surface elevation of the base flood by more than one foot, provided that the community first applies for a conditional FIRM revision, fulfills the requirements for such a revision as established under the provisions of § 65.12, and receives the approval of the Federal Insurance Administrator.

(14) Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either

(i) Be on the site for fewer than 180 consecutive days,

(ii) Be fully licensed and ready for highway use, or

(iii) Meet the permit requirements of paragraph (b)(1) of this section and the elevation and anchoring requirements for "manufactured homes" in paragraph (c)(6) of this section.

A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

(d) When the Federal Insurance Administrator has provided a notice of final base flood elevations within Zones A1-30 and/or AE on the community's FIRM and, if appropriate, has designated AO zones, AH zones, A99 zones, and A zones on the community's FIRM, and has provided data from which the community shall designate its regulatory floodway, the community shall:

(1) Meet the requirements of paragraphs (c) (1) through (14) of this section;

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(2) Select and adopt a regulatory floodway based on the principle that the area chosen for the regulatory floodway must be designed to carry the waters of the base flood, without increasing the water surface elevation of that flood more than one foot at any point;

(3) Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge;

(4) Notwithstanding any other provisions of § 60.3, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community first applies for a conditional FIRM and floodway revision, fulfills the requirements for such revisions as established under the provisions of § 65.12, and receives the approval of the Federal Insurance Administrator.

(e) When the Federal Insurance Administrator has provided a notice of final base flood elevations within Zones A1-30 and/or AE on the community's FIRM and, if appropriate, has designated AH zones, AO zones, A99 zones, and A zones on the community's FIRM, and has identified on the community's FIRM coastal high hazard areas by designating Zones V1-30, VE, and/or V, the community shall:

(1) Meet the requirements of paragraphs (c)(1) through (14) of this section;

(2) Within Zones V1-30, VE, and V on a community's FIRM, (i) obtain the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures, and whether or not such structures contain a basement, and (ii) maintain a record of all such information with the official designated by the community under § 59.22(a)(9)(iii);

(3) Provide that all new construction within Zones V1-30, VE, and V on the community's FIRM is located landward of the reach of mean high tide;

(4) Provide that all new construction and substantial improvements in Zones V1-30 and VE, and also Zone V if base flood elevation data is available, on the community's FIRM, are elevated on pilings and columns so that (i) the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated to or above the base flood level; and (ii) the pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of paragraphs (e)(4) (i) and (ii) of this section.

(5) Provide that all new construction and substantial improvements within Zones V1-30, VE, and V on the community's FIRM have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. For the purposes of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or State codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:

(i) Breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and,

(ii) The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and non-structural). Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards.

Such enclosed space shall be useable solely for parking of vehicles, building access, or storage.

(6) Prohibit the use of fill for structural support of buildings within Zones V1-30, VE, and V on the community's FIRM;

(7) Prohibit man-made alteration of sand dunes and mangrove stands within Zones V1-30, VE, and V on the community's FIRM which would increase potential flood damage.

(8) Require that manufactured homes placed or substantially improved within Zones V1-30, V, and VE on the community's FIRM on sites

(i) Outside of a manufactured home park or subdivision,

(ii) In a new manufactured home park or subdivision,

(iii) In an expansion to an existing manufactured home park or subdivision, or

(iv) In an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood, meet the standards of paragraphs (e)(2) through (7) of this section and that manufactured homes placed or substantially improved on other sites in an existing manufactured home park or subdivision within Zones V1-30, V, and VE on the community's FIRM meet the requirements of paragraph (c)(12) of this section.

(9) Require that recreational vehicles placed on sites within Zones V1-30, V, and VE on the community's FIRM either

(i) Be on the site for fewer than 180 consecutive days,

(ii) Be fully licensed and ready for highway use, or

(iii) Meet the requirements in paragraphs (b)(1) and (e) (2) through (7) of this section.

A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

(f) When the Federal Insurance Administrator has provided a notice of final base flood elevations within Zones A1-30 or AE on the community's FIRM, and, if appropriate, has designated AH zones, AO zones, A99 zones, and A zones on the community's FIRM, and has identified flood protection restoration areas by designating Zones AR, AR/A1-30, AR/AE, AR/AH, AR/AO, or AR/A, the community shall:

(1) Meet the requirements of paragraphs (c)(1) through (14) and (d)(1) through (4) of this section.

(2) Adopt the official map or legal description of those areas within Zones AR, AR/A1-30, AR/AE, AR/AH, AR/A, or AR/AO that are designated developed areas as defined in § 59.1 in accordance with the eligibility procedures under § 65.14.

(3) For all new construction of structures in areas within Zone AR that are designated as developed areas and in other areas within Zone AR where the AR flood depth is 5 feet or less:

(i) Determine the lower of either the AR base flood elevation or the elevation that is 3 feet above highest adjacent grade; and

(ii) Using this elevation, require the standards of paragraphs (c)(1) through (14) of this section.

(4) For all new construction of structures in those areas within Zone AR that are not designated as developed areas where the AR flood depth is greater than 5 feet:

(i) Determine the AR base flood elevation; and

(ii) Using that elevation require the standards of paragraphs (c)(1) through (14) of this section.

(5) For all new construction of structures in areas within Zone AR/A1-30, AR/AE, AR/AH, AR/AO, and AR/A:

(i) Determine the applicable elevation for Zone AR from paragraphs (a)(3) and (4) of this section;

(ii) Determine the base flood elevation or flood depth for the underlying A1-30, AE, AH, AO and A Zone; and

(iii) Using the higher elevation from paragraphs (a)(5)(i) and (ii) of this section require the standards of paragraphs (c)(1) through (14) of this section.

(6) For all substantial improvements to existing construction within Zones AR/A1-30, AR/AE, AR/AH, AR/AO, and AR/A:

(i) Determine the A1-30 or AE, AH, AO, or A Zone base flood elevation; and

(ii) Using this elevation apply the requirements of paragraphs (c)(1) through (14) of this section.

(7) Notify the permit applicant that the area has been designated as an AR, AR/A1-30, AR/AE, AR/AH, AR/AO, or AR/A Zone and whether the structure will be elevated or protected to or above the AR base flood elevation.

[41 FR 46975, Oct. 26, 1976]

EDITORIAL NOTE: For FEDERAL REGISTER citations affecting § 60.3, see the List of CFR Sections Affected, which appears in the Finding Aids section of the printed volume and at www.fdsys.gov.

**ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS
OF THE STATE CONSTRUCTION CODE**

CHARTER TOWNSHIP OF GARFIELD

GRAND TRAVERSE COUNTY

Ordinance No. 72

An Ordinance to designate an enforcing agency to discharge the responsibility of the Charter Township of Garfield located in Grand Traverse County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The Charter Township of Garfield:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the Charter Township of Garfield is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Garfield under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Charter Township of Garfield assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Grand Traverse County, Michigan" (All Jurisdictions) and dated August 28, 2018 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26055C, 0094C, 0207C, 0225C, 0228C, 0250C, 0226C, dated August 28, 2018 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3

of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this _____ day of _____, 2018.

This ordinance duly adopted on _____ at a regular meeting of the Charter Township of Garfield Board of Trustees and will become effective _____ (Date).

Signed on _____ by _____,

Lanie McManus, Clerk

Garfield Township

Attested on _____ by _____

Chuck Korn, Supervisor

Garfield Township

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

RESOLUTION # 2018-24-T

A RESOLUTION TO ADOPT ORDINANCE # 72 TO DESIGNATE AN ENFORCING AGENCY TO DISCHARGE THE RESPONSIBILITY OF THE CHARTER TOWNSHIP OF GARFIELD AND TO DESIGNATE REGULATED FLOOD HAZARD AREAS UNDER THE PROVISIONS OF THE STATE CONSTRUCTION CODE ACT, ACT NO 230 OF PUBLIC ACTS OF 1972 AS AMENDED,

WHEREAS Garfield Township recognizes that certain land and waters within the governmental boundaries of Garfield Township are identified as regulated flood prone hazard areas and have been identified on maps entitled *The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Grand Traverse County, Michigan" (All Jurisdictions) and dated August 28, 2018 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26055C, 0094C, 0207C, 0225C, 0228C, 0250C, 0226C, dated August 28, 2018;* and

WHEREAS the Township has authority to administer and enforce the state construction code, comprised of the Michigan Residential Code and the Michigan Building Code and its appendices, specifically Appendix G pursuant to the Stille-Derossett-Hale Single State Construction Code Act, 1972 P.A. 230 as amended, MCL 125.1501, et seq. and in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended; and

WHEREAS the Building Official of the Charter Township of Garfield is designated as the enforcing agency to discharge the responsibility of the Charter Township of Garfield under Act 230, of the Public Acts of 1972, as amended, State of Michigan; and Appendix G of the Michigan Building Code; and

NOW THEREFORE, BE IT RESOLVED, that proposed Ordinance No. 72 IS HEREBY adopted and that the State Construction Code and Appendix G of the Michigan Building Code shall be administered and enforced. This Ordinance shall take effect upon the expiration of 7 (seven) days after publication.

Moved: _____ Supported: _____
Ayes: _____
Nays: _____
Absent and Excused: _____

RESOLUTION 2018- 24 -T DECLARED ADOPTED.

By: _____
Chuck Korn, Supervisor
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2018- 24 -T which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of August, 2018. Garfield Township Ordinance No. 72 shall take effect upon the expiration of seven (7) days following publication.

By:

Lanie McManus, Clerk
Charter Township of Garfield

MICHIGAN COMMUNITY RESOLUTION TO

MANAGE FLOODPLAIN DEVELOPMENT

FOR THE NATIONAL FLOOD INSURANCE PROGRAM

Resolution 2018-25-T

WHEREAS, the community of the Charter Township of Garfield in Grand Traverse County currently participates desires to participate in the Federal Emergency Management Agency's (FEMAs) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, and reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community, and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance), and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act”, Act No. 230 of the Public Acts of 1972, as amended (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G)] and the Michigan Rehabilitation Code for Existing Buildings contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas, as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document or an existing historical ordinance adoption action dated _____, the community affirms/accepted the responsibility to administer, apply, and enforce the provisions of the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all construction within its community boundaries, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. The community directs its construction code act designated enforcing agency, The Garfield Township Building Department, to administer, apply, and enforce the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area and areas with potential flooding.
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, the construction code act enforcing agent shall implement the following applicable codes according to their terms:
 - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; providing information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintaining floodproofing and lowest floor construction records, cooperating with other officials, agencies, and persons for floodplain management.

- f. Advising FEMA of any changes in community boundaries, including appropriate maps.
 - g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevations to which structures have been floodproofed.
2. The community assures the Federal Insurance Administrator (Administrator) that it intends to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to continue to participate in the program.
 3. The community further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.


Community: Charter Township of Garfield Date Passed: _____

Officer Name: Chuck Korn Title: Supervisor

Signature: _____ Date: _____

Witness Name: Lanie McManus Title: Clerk

Signature: _____ Date: _____

		Charter Township of Garfield	
		Planning Department Report No. 2018-83	
Prepared:	August 7, 2018	Pages:	1 of 1
Meeting:	August 14, 2018 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	SLRA Crack Repair and Court Restoration Bidding		

BACKGROUND:

At the June 4, 2018 onsite meeting of the Parks and Recreation Commission at the Silver Lake Recreation Area (SLRA), Commissioners requested that Staff seek bids for filling the cracks along the walking path, and resealing and restriping the basketball courts. Staff has obtained four bids for the work described above. A breakdown of each bid is provided in the *attached spreadsheet* for purposes of comparison.

At the August 6, 2018 meeting of the Parks and Recreation Commission, Staff sought a recommendation from Commissioners regarding which of the four bids should be accepted; however, with only three Commissioners present, there was not a quorum and therefore no formal meeting was held. Nonetheless, it was suggested by the three members present that Staff proceed with taking the bids before the Township Board for approval immediately, so that work might be completed this season.

STAFF COMMENT:

Staff would recommend that the bid submitted by Ace Seal Right for a total project cost of \$5,700 be accepted. Staff would be glad to answer any questions regarding the bids.

ACTION REQUESTED:

THAT the bid of _____ provided by _____ for filling cracks along the walking path and basketball court restoration at the Silver Lake Recreation Area BE ACCEPTED.

Attachments:

1. Spreadsheet breaking down bids provided by Township Facilities Manager
2. Estimate sheets provided by bidders (excluding the estimate from Great Lakes Striping and Sealing, which will be provided electronically prior to this meeting).

(231) 499-8988

ACE SEAL RIGHT, LLC
 1028 Dyer Lake Rd. • Traverse City, MI 49685
 acesealright@gmail.com



Email wmouser@garfield-twp.com	Phone 517-420-2386 or 941-1620	Date 7-27-18
PROPOSAL SUBMITTED TO Bill Mouser, Garfield Township (Bid for Silver Lake Recreation Area)		
STREET 3848 Veterans Drive (1785 N East Silver Lake Road)		
CITY, STATE, AND ZIP Traverse City MI 49684 (49685)		
ARCHITECT Wayne Moran	DATE OF PLANS	

We hereby submit specification and estimates for:

Complete machine cleaning and edging of asphalt. \$450.00

All petroleum deposits to be degreased and treated with special oil spot primer. YES

Apply one coat of coal tar asphalt emulsion sealer. 48,829 sq. ft. \$3,320.00

Hot Melt Rubber Crack Repair 2600 ft of cracks \$1,580.00

Infrared Patchwork _____

Infrared Patchwork _____

Lines _____ Handicap _____ Arrows _____

Cut and Replace _____

We Propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

dollars (\$ 5,350.00)



All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delay beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. If driveway is shaded, sealcoating not warranted.

Authorized Signature Wayne V. Moran

Note - this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal - The above policies, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Legal fees and court costs incurred in collection of monies owed according to this contract will be paid by the customers.

Date of Acceptance _____ Signature _____

Proposal

ALL SEAL SEAL COATING

PO BOX 203
ACME MICHIGAN 49610
(231) 946-3324

Mailed _____ / _____ / _____

Faxed _____ / _____ / _____

Entered _____ / _____ / _____

PROPOSAL SUBMITTED TO Silver Lake Recreation Area	PHONE 517-420-2386	DATE 7-27-18
STREET 1785 N. East Silver Lake Rd.	JOB NAME Bill Moser	
CITY, STATE AND ZIP CODE T.C. MI 49685	JOB LOCATION Same	
ARCHITECT	NOTE	FAX

We hereby submit specifications and estimates for

- | | |
|---|------------------|
| 1) a) Clean entire asphalt to be sealed with wire brushes & power blower. | |
| b) Power edge asphalt with edger | |
| c) Treat oil & gas spots with latex Multi primer or heat treatment | |
| d) Sealcoat with "Seal Pave" 100% coal tar emulsion, Silica sand for walking safety & durability. Latex & rubber additives for a stronger cured film. | \$4000.00 |
| 2) Fill approx. <u>1440</u> linear ft. of cracks & seams with "Hot Rubber" trowel grade filler | \$1000.00 |
| a) Power clean out cracks with wire wheel | |
| 3) Asphalt repair by method of Infrared Heating & Recycling with Hot Asphalt & Compact. | none |
| | |
| | |
| | |
| | |
| | |
| | |
| 4) a) Restripe as lines & symbols exist. Basketball Court | \$500.00 |
| b) New layout | |

We propose hereby to furnish material and labor - complete in accordance with above specification, for the sum of:

Payment to be made upon completion _____ dollars (\$ 5,500)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All payments contingent upon strikes, accidents or delays beyond our control. Owner to provide fire, tornado and other necessary insurance. Our Workers are fully covered by Workers Compensation insurance.

Authorized Signature Terry Ulman
President Terry Ulman

Estimator Terry Ulman

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance _____ Signature _____

9790 S. M 37 • Buckley, MI 49620
(231) 944.9644
pictureperfectasphalt@gmail.com
www.pictureperfectasphalttraversecity.com



"When only picture perfect will do!"

Billing Name: <u>Silver Lake Recreational Park</u>		Date: <u>07-27-18</u>
Address: <u>Walking trail</u>		Job Number:
City, State, Zip: <u>1785 N. East silver lake</u>	Phone: <u>941-1620</u>	Email:
Contact: <u>Bill mawer</u>	Cell:	Fax:
Job Location:		

We hereby submit specifications and estimate for **COMMERCIAL / RESIDENTIAL** asphalt driveway:

1.) Seal Coat:

Contractor is to cut back overgrown grass along the sides of the asphalt using a walk-behind powered edger. To thoroughly clean using a powerful push blower, wired bristle broom, and good old fashioned elbow grease before applying your protective coat of commercial grade sealant.

_____ \$ _____
 _____ (\$000 minimum)
 Total square feet 38,120

SUB TOTAL \$ 3,480.⁰⁰

2.) Hot Pour Crack Sealant:

Contractor is to clean and remove all grass prior to filling with our non-tracking crack filler that is designed to flex with the seasons.

_____ \$ 850.⁰⁰
 Total linear feet 1,140

SUB TOTAL \$ 4,280.⁰⁰

3.) Asphalt Repair:

Contractor is to saw cut and remove damaged area, checking and correcting based integrity before filling and compacting to a hard flat surface.

_____ \$ _____
 Total square feet _____

SUB TOTAL \$ _____

4.) Striping:

Contractor is to clean before marking out the lines to ensure uniformity, then spray using the appropriate paint for the job.

_____ \$ _____
 _____ \$ _____

SUB TOTAL \$ 4280.⁰⁰

We hereby propose to furnish materials and labor to complete in accordance with the above specification for the sum of:

Final payment is to be made upon completion. 18% per annum will be charged on past due invoices over 30 days. **Down payment is required based on scope of work. Item #3 (asphalt repair) is to be paid in full before item #1 (seal coat) and item #2 (hot pour crack sealant) can be performed.**

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman's compensation insurance.

GRAND TOTAL \$ 4,280.⁰⁰

Estimator: Jason Schaub

Cell: 9449644

Acceptance of this Estimate - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made outlined above.

Customer Signature: _____

Date: _____

9790 S. M37 • Buckley, MI 49620
 (231) 944.9644
 pictureperfectasphalt@gmail.com
 www.pictureperfectasphalttraversecity.com



"When only picture perfect will do!"

Billing Name: <u>Silver Lake Recreational Basketball</u>		Date: <u>07-27-18</u>
Address: <u>Basket Ball Court</u>		Job Number:
City, State, Zip: <u>1785 N East Silver Lake</u>	Phone: <u>941-1620</u>	Email:
Contact: <u>Bill Mawser</u>	Cell:	Fax:

Job Location:

We hereby submit specifications and estimate for COMMERCIAL /RESIDENTIAL asphalt driveway:

1.) Seal Coat:

Contractor is to cut back overgrown grass along the sides of the asphalt using a walk-behind powered edger. To thoroughly clean using a powerful push blower, wired bristle broom, and good old fashioned elbow grease before applying your protective coat of commercial grade sealant.

\$ _____
 (\$000 minimum)

Total square feet 10,834

SUB TOTAL \$ 975.⁰⁰

2.) Hot Pour Crack Sealant:

Contractor is to clean and remove all grass prior to filling with our non-tracking crack filler that is designed to flex with the seasons.

\$ 85.⁰⁰

Total linear feet 113

SUB TOTAL \$ 1,060.⁰⁰

3.) Asphalt Repair:

Contractor is to saw cut and remove damaged area, checking and correcting based integrity before filling and compacting to a hard flat surface.

\$ _____

Total square feet _____

SUB TOTAL \$ _____

4.) Striping:

Contractor is to clean before marking out the lines to ensure uniformity, then spray using the appropriate paint for the job.

\$ 675.⁰⁰

1070 y line on basketball courts

SUB TOTAL \$ 1,735.⁰⁰

We hereby propose to furnish materials and labor to complete in accordance with the above specification for the sum of:

Final payment is to be made upon completion. 18% per annum will be charged on past due invoices over 30 days. **Down payment is required based on scope of work. Item #3 (asphalt repair) is to be paid in full before item #1 (seal coat) and item #2 (hot pour crack sealant) can be performed.**

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman's compensation insurance.

GRAND TOTAL \$ 1,735.⁰⁰

Estimator: Jason Schaub

Cell: 9449644

Acceptance of this Estimate - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made outlined above.

Customer Signature: _____

Date: _____

Charter Township of Garfield

Silver Lake Recreation Area
Walking Path and Basketball court Asphalt Repair


	Sq. Ft.	\$ per Sq. Ft.	Total	Lin ft.	\$ Lin ft.	Total	Project Total
Picture Perfect Asphalt Walking path and Basketball court	48954	0.089	<u>\$4,405.00</u>	1253	0.746	<u>\$935.00</u>	<u>\$6,015.00</u>
			Crack fill			Striping	

	Sq. Ft.	\$ per Sq. Ft.	Total	Lin ft.	\$ Lin ft.	Total	Project Total
All Seal Coatings Walking path and Basketball court	Did not indicate	Did not indicate	<u>\$4,000.00</u>	1440	0.694	<u>\$1,000.00</u>	<u>\$5,500.00</u>
			Crack fill			Striping	

	Sq. Ft.	\$ per Sq. Ft.	Total	Lin ft.	\$ Lin ft.	Total	Project Total
Ace Seal Right Walking path and Basketball court	48829	0.077	<u>\$3,770.00</u>	2600	0.607	<u>\$1,580.00</u>	<u>\$5,700.00</u>
			Crack fill			Striping	

	Sq. Ft.	\$ per Sq. Ft.	Total	Lin ft.	\$ Lin ft.	Total	Project Total
Great Lakes Striping and Sealing Walking Path	37830	0.084	<u>\$3,215.00</u>	1329	0.879	<u>\$1,169.00</u>	<u>\$4,634.00</u>
Basketball Court	Did not Quote seal coat for Basketball Court			112		<u>\$99.00</u>	<u>\$99.00</u>
	Included 13 Sq ft of asphalt repair for \$250 in the Project Total					no bid	
	Crack fill					no bid	

RECEIVED
AUG 06 2018
PLANNING

		Charter Township of Garfield	
		Planning Department Report No. 2018-84	
Prepared:	August 7, 2018	Pages:	1 of 2
Meeting:	August 14, 2018 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Discussion Re: Picnic Pavilion Reservation Fees		

BACKGROUND:

There has been some recent discussion at Township Hall regarding whether the fees for reserving the picnic pavilions at the Silver Lake Recreation Area (SLRA) are appropriate. Staff has researched the issue with particular attention to whether (1) fees can be charged at all for pavilion reservations in a DNR grant-assisted park; (2) if fees can be charged, can different fees be charged depending upon whether the applicant is a Garfield Township resident; and (3) the Township's fees are in line with those of neighboring jurisdictions with similar pavilions.

For context, Garfield Township currently charges \$20.00 for Garfield residents and \$40.00 for nonresidents for reserving a pavilion at the SLRA. According to the policy, these charges do not vary based upon the length of the reservation.

STAFF COMMENT:

FEES IN DNR GRANT-ASSISTED PARKS:

According to the DNR, a fee can be charged for reserving a pavilion in a grant-assisted park, but the fee may not be higher for nonresidents. As noted above, a higher fee is charged for nonresidents at the SLRA (a grant-assisted park), which is in violation of DNR policy.

In addition, it should be kept in mind that a new pavilion which could be reserved is planned for the River East Recreation Area.

GARFIELD'S FEES RELATIVE TO OTHERS:

It appears that Garfield's pavilion reservation fees are generally lower than those of neighboring jurisdictions. For example, the pavilion at Grace Macdonald Park in East Bay Township, a relatively similar park, is \$40.00 to reserve for an all day event and \$20.00 for a half-day event, regardless of residency. In addition, the pavilion at Cherry Bend Park in Elmwood Township, another relatively similar park, is \$100.00 for an all day event and \$50.00 for a half-day event, also regardless of residency. Most other pavilions in the area are not comparable because of their waterfront locations.

EXPENSES TO THE TOWNSHIP:

Furthermore, it has been suggested that the expense associated with trash collection, as well as wear and tear, may not be captured by the current fee structure. These indirect expenses to the Township are difficult to quantify; however, increasing fees to be more in line with neighboring jurisdictions could certainly help to offset them.

PRC ACTION:

At the August 6, 2018 meeting of the Parks and Recreation Commission, Staff sought a recommendation from Commissioners regarding what the amounts for a pavilion reservation should be; however, with only three Commissioners present, there was not a quorum and therefore no formal meeting was held. It was nonetheless suggested by the three members present that the issue be brought before the Board at their next meeting.

Discussion Re: Picnic Pavilion Reservation Fees-Township Board

STAFF RECOMMENDATIONS:

In light of the above, Staff recommends either charging a fee of \$30.00 for both residents and nonresidents at SLRA, which is the mathematical middle ground and represents a \$10.00 decrease for nonresidents and a \$10.00 increase for residents. Under this structure, a large increase in fees for residents would be avoided and it would be compliant with DNR policy. Or going to \$40.00 could be something to consider as \$30.00 presents no net increase in fees. A \$40.00 fee would be a \$10.00 net increase, which could help offset garbage collection and other maintenance expenses. Staff recommends that any changes take effect in the spring and that all other policies with regard to pavilion reservation remain the same.

ACTION REQUESTED:

If the Board is ready to decide on a fee structure for picnic pavilion reservation in the Township, the following motion is offered for consideration:

THAT the fee for reserving a picnic pavilion in a Township-owned park be \$ _____,
effective _____.