

Treasurer's Report reflects
bank account balances

Treasurer's Report

JULY 2023

LIQUIDITY PORTAL INVESTMENTS

		<u>RUNNING BALANCE</u>	<u>OPENING VALUE</u>	<u>DIVIDEND AMOUNT</u>
#101 General Fund	General Fund Huntington	\$ 152,903.24	\$ 1,005,665.35	\$ 4,351.44
#203 Metro Authority	Huntington Bank	\$ 71,365.27		
#206 Fire Fund	Huntington Bank	\$ 92,916.67	\$ 868,688.93	\$ 3,966.91
#207 Police	Huntington Bank	\$ 91.04		
#590 Sewer CD Met May 2018	Sewer Huntington	\$ 186,657.55	\$ 748,943.77	\$ 2,616.77
#591 Timberlee H20	Huntington Bank	\$ 140,071.13	\$ 283,420.60	\$ 1,230.73
#592 Greilickville H20	Huntington Bank	\$ 66,690.44	\$ 108,065.33	\$ 471.74
#594 Marina	Morina Huntington	\$ 144,785.74	\$ 1,659,848.77	\$ 6,472.96
#701 Trust & Agency	Huntington Bank	\$ 1,066.43		
#703 Current Tax	Huntington Bank	\$ 1,077,930.98		
#815 E. Timberwoods	Huntington Bank	\$ 0.00		
#816 GSAD Receivable	Savings Huntington	\$ 15,028.05		
#817 SBlue & Old Orch	Huntington Bank	\$ 0.00		
#818 Old Orchard	Huntington Bank	\$ 0.00		
#820 Maintenance E.R. Rds	Huntington Bank	\$ 4,845.03		
#821 Maintenance S.B. Rds	Huntington Bank	\$ 3,712.56		
#861 Bayview Estates Lights	Huntington Bank	\$ 2,570.01		
TOTAL		\$ 1,960,634.14	\$ 4,674,632.75	\$ 19,110.55

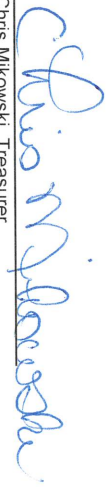
<u>INVESTMENT ACCOUNTS CD'S</u>	<u>PURCHASED AMOUNT</u>	<u>CURRENT VALUE</u>
#101 Goldman Sachs	\$200,000.00	\$ 195,486.00
#101 SYNCHRONY BK	\$202,000.00	\$ 199,644.68
#101 FIDELITY GOV MMMKT DAILY		\$ 9,526.13
#590 Ally Bank	\$250,000.00	\$ 244,597.50
#590 Morgan Stanley	\$150,000.00	\$ 148,507.50
#590 BMW BK	\$131,000.00	\$ 129,472.54
BOND INTEREST		\$ 24,372.83
#594 JP Morgan Chase	\$ 157,000.00	\$ 156,825.73

TOTAL **\$ 1,108,432.91**

GRAND TOTAL **\$ 7,762,810.35**

Connie M. Preston, Clerk

Chris Mikowski, Treasurer



To: Elmwood Township Board
 From: Sarah Clarren, Planner/Zoning Administrator
 RE: July 2023 Planning and Zoning Report

PERMITS:	7/2023	6/2022	YTD 2023	YTD 2022
Single Family Dwelling	1	2	7	19
Attached SFD		0	0	0
Accessory Building		2	3	10
AG Building		0	3	0
Residential Addition	2	0	5	2
Deck	1	2	7	7
Sign		0	1	3
Commercial		0	2	2
Misc.		0	4	8
Total Permits	5	6	33	50
Fees Collected	\$392.68	\$494.16	\$2,766.81	\$4,012.88

Zoning Board of Appeals:

July Meeting. Cancelled due to no new business.

August Meeting. Cancelled due to no new business.

Planning Commission:

July Meeting (7/18). Agenda has not yet been finalized, but will include 1) Public Hearing on Taproot Farmstead Farmstead (Uses: Winery, Wine Tasting Room, Agricultural Commercial Enterprise (Farm Market)) – *approved with conditions*, 2) Introduction SPR/SUP 2023-07 Hill Storage (Use: Seasonal outdoor storage of boats and recreation vehicles) at 0 S Briar Dr, 0 E Pico Dr, and 10651 E Grandview Rd – *public hearing scheduled for August meeting*, 3) SPR 2023-08 Brewery Creek Parking Area MI Planning Enabling Act (MPEA) Review – Commission found plan consistent with MPEA requirements.

August Meeting (8/15) Agenda has not yet been finalized, but will include 1) Public Hearing on Hill Storage (see above).

Office Updates:

STRs. Township has issued 93 of 93 licenses. Eight applications on waitlist (as of 8/7/23). In regards to the complaint received at the 5/8 Board meeting; letters have been mailed to identified noncompliant properties and all but two have reached out regarding compliance. ZA is working with owners on reaching compliance. Sending a second compliance letter. Overall, there appears to be an intent to reach compliance. Unless otherwise requested by the Board, I have indicated leniency with pre-existing booked rentals through the summer and have requested ads block out available rental dates until they obtain appropriate Township approvals.

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

Date: August 4, 2023

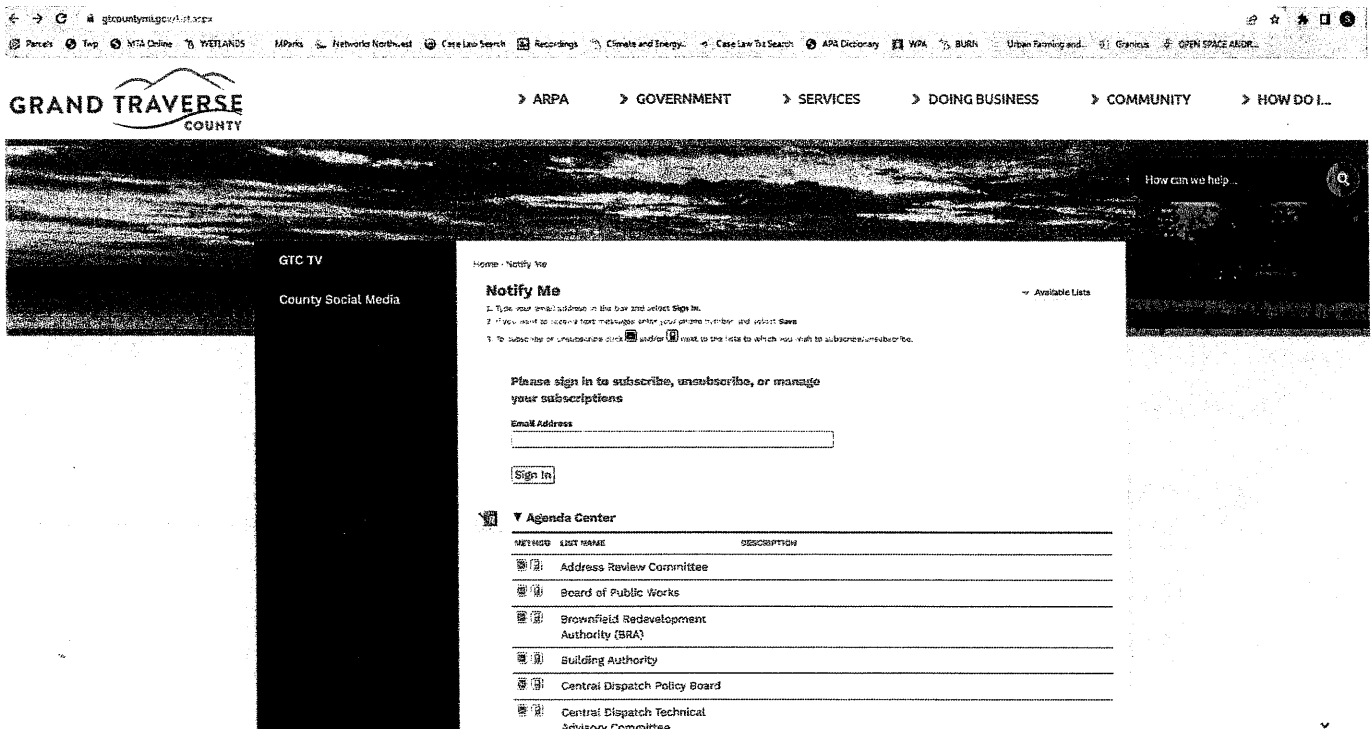
RE: DPW Alerts

As you may be aware, on August 2, 2023, the Department of Public Works (DPW) issued a Precautionary Boil Water Advisory for Timberlee, followed by an alert issued on August 4, 2023 to lift said Advisory. Both alerts are enclosed for reference.



The DPW issues such alerts, not the Township. That said, it is possible to sign up for notification alerts, via email or text alerts.

One can sign up for these alerts by following the below steps.

Step 1: Go to the website: <https://www.gtcountymi.gov/List.aspx>. It will look like this:





Step 2:

1. Type your email address in the box and select **Sign In**.
2. If you want to receive text messages enter your phone number and select **Save**.
3. To subscribe or unsubscribe click  and/or  next to the lists to which you wish to subscribe/unsubscribe.


When you are logged in, it will look like this:

Home » Notify Me


Notify Me ▼ Available Lists

1. Type your email address in the box and select **Sign In**.
2. If you want to receive text messages enter your phone number and select **Save**.
3. To subscribe or unsubscribe click  and/or  next to the lists to which you wish to subscribe/unsubscribe.

Your Profile Information [Sign Out](#)

 **Email Address**

 I prefer to receive HTML emails when available
 I would like to be able to receive text messages on my mobile phone

 **Phone Number**


Ex: 555-555-0123. Standard text messaging rates apply.





Step 3: Select which alerts you want to receive from Grand Traverse County. In this case, ensure you select 'Public Works.'


Step 4: You will need to verify that you want to sign up for email and/or text alerts. You will get a text and/or email to confirm.



Step 5: Double check that you are signed up for alerts.

If you have selected alerts for Public Works, it will look like this:

 **▼ Alert Center**

METHOD	LIST NAME	DESCRIPTION
 	Health Alerts	
 	Public Works	Water & Sewer Advisories

 **▼ Calendar**

METHOD	LIST NAME	DESCRIPTION
 	13th Circuit Court Motion Days	

Public Works

August 2, 2023

TIMBERLEE PRECAUTIONARY BOIL WATER ADVISORY

DRINKING WATER WARNING

The Timberlee Water Supply lost pressure and contamination may have occurred.

BOIL YOUR WATER BEFORE USING

Due to an equipment failure in the Timberlee water supply, bacterial contamination may have occurred in the water system. Bacteria are generally not harmful and are common throughout our environment. Corrective measures are currently being undertaken to correct the situation.

What should I do?

DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST. Bring all water to a boil, let it boil for one minute, and let it cool before using, or use bottled water. Boiled or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and preparing food. Boiling kills bacteria and other organisms in the water. Continue using boiled or bottled water until further notice.

What happened? What is being done?

These precautionary actions are being taken due to the loss of water pressure in the water distribution system caused by [an equipment failure on in the well house] on [August 1, 2023]. Whenever a water system loses pressure for any significant length of time, precautionary measures are recommended.

Tools

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▪ [Alerts](#)

▪ [Health Alerts](#)

▪ [Public Works](#)

▪ [Website Changes](#)

The [Grand Traverse County DPW] is working to complete repairs and water staff will be taking other remedial actions such as flushing and collecting bacteriological samples from around the system. Water samples will be collected to determine that the water quality meets the state drinking water standards. We will inform you when tests show no bacteria, and you no longer need to boil your water. We anticipate resolving the problem within [48 hours].

This boil water notice shall remain in effect until results from the sampling verify the water is safe to drink. Customers will be advised when the boil water advisory has been lifted.

For more information, please contact [Kent Nothstine] of [Grand Traverse County DPW] at [231-493-2994, knothstine@gtcountymtmi.org, or 2650 LaFranier Road, TC, MI 49686]. General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1(800) 426-4791.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

Grand Traverse County Governmental Center 400 Boardman Avenue Traverse City, MI 49684 [County Phone & Email Directory](#)

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Public Works

August 4, 2023

LEELANAU COUNTY, ELMWOOD TOWNSHIP - TIMBERLEE, BOIL WATER ADVISORY LIFTED

Thank you for your patience and understanding with our boil water advisory. This was necessitated by an equipment failure that caused a temporary loss in pressure in your area. We have completed the repairs and received confirmation that the water is safe for consumption without boiling.

This means that the boil water advisory has been lifted and no further action is required on your part.

Tools

[RSS](#)

[Notify Me](#)

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Categories

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Elmwood Township Marina

Peter J Moon Harbormaster

10090 E. Lincoln Road Traverse City MI 49684 - elmwoodmarina@gmail.com

August 7, 2023

Harbormaster Report

Our 2023 summer has been busy with most weekends filled to capacity and the parking lot filled. We have been running comparable to 2019. The work on the north wall is completed and the dinghy launch area will be done by month's end.

We have been repairing docks as needed and the finger piers on A-dock listed in your packet are going to need repair or replacing depending on the board's decision. C- dock continues to need minor plumbing repairs and I've had to order parts for the lighting pedestals. As we replace bulbs on all three docks, we are upgrading to LED lights. The breakers are wearing out more and the water fixtures are replaced as they wear out as well.

We have moved over to Michigan Broadband for our internet and phone service. We will be looking into who to retain for servicing the cameras and Wi-Fi points on the docks. I have talked to a few boaters who are still experiencing difficulties on reception which I think can be contributed to the hardware we use over the service to the road.

We need rates for 2023/2024 winter storage. We are seeing more interest in winter storage and expect a decent number of boaters to return this winter from previous years. Our greatest advantage is that we can store tall boats and mast-up sailing vessels saving people large expenses in removing masts and lowering tall points on their boats.

My hat's off to supervisor Jeff Shaw who picked up some stranded teenagers in rough water near RED-8 this past Saturday afternoon who had capsized their sailboat and lost the rudder. Jeff told me that he had been observing the kids and when he saw them in trouble from his boat he pulled anchor and headed over to help. This type of action saves lives and makes our community safer.

We will be saying goodbye to our college age workers this month and we should be ok through the end of the season with those who are remaining.

Respectfully Submitted,

Pete Moon
Harbormaster ETM

Check Register Report

Date: 08/07/2023

Time: 11:56 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
37867	07/19/2023	Reconciled		08/02/2023	K023	KEELSON METAL WORKS	Brackets for Marina North Wall	1,900.00
37868	07/21/2023	Reconciled		08/02/2023	M008	GFL ENVIRONMENTAL	ACCT#002114837	384.38
37869	07/21/2023	Reconciled		08/02/2023	M008	GFL ENVIRONMENTAL	ACCT 002119662	175.20
37870	07/24/2023	Reconciled		08/02/2023	B111	BLUECROSS BLUESHIELD OF MI	GROUP 007015150	317.69
37871	07/24/2023	Printed			01071	PAT BRUMBAUGH	PAVILION DEPOSIT REFUND	50.00
37872	07/24/2023	Reconciled		08/02/2023	C029	CHARTER COMMUNICATIONS	ACCT 005047601	464.01
37873	07/24/2023	Reconciled		08/02/2023	C010	CHERRYLAND ELECTRIC COOR	ACCT#9902700	113.59
37874	07/24/2023	Reconciled		08/02/2023	01068	LINDA COBB	PAVILION DEPOSIT REFUND	50.00
37875	07/24/2023	Printed			C040	CONSUMERS ENERGY	ACCT#1000 2967 1540	3,750.75
37876	07/24/2023	Reconciled		08/02/2023	M020	DTE ENERGY	ACCT#9100 215 4419 2	255.96
37877	07/24/2023	Printed			G425	GUARDIAN	GROUP ID 00 357534	448.25
37878	07/24/2023	Reconciled		08/02/2023	01066	TANA HUTCHENS	PAVILION DEPOSIT REFUND	50.00
37879	07/24/2023	Reconciled		08/02/2023	1637	NORTHERN LAKES CMH	PAVILION DEPOSIT REFUND	50.00
37880	07/24/2023	Reconciled		08/02/2023	01065	AMANDA PINTO	PAVILION DEPOSIT REFUND	50.00
37881	07/24/2023	Printed			871	JO PRECHTL	PAVILION DEPOSIT REFUND	50.00
37882	07/24/2023	Reconciled		08/02/2023	P043	PRIORITY HEALTH	GROUP#790105	4,482.36
37883	07/24/2023	Printed			01072	PAMELA PURVIS	PAVILION DEPOSIT REFUND	50.00
37884	07/24/2023	Reconciled		08/02/2023	01069	MICHELLE SCHOONOVER	PAVILION DEPOSIT REFUND	50.00
37885	07/24/2023	Reconciled		08/02/2023	1643	MORGAN SIEMER	PAVILION DEPOSIT REFUND	50.00
37886	07/24/2023	Printed			01070	DAKOTA VANFLEET	PAVILION DEPOSIT REFUND	50.00
37887	07/24/2023	Reconciled		08/02/2023	V023	VSP	CLIENT ID 30031936	246.15
37888	07/24/2023	Printed			W080	WEST BAY COVENANT CHURCH	PAVILION DEPOSIT REFUND	50.00
37889	07/24/2023	Printed			01067	KAREN ZIMBA	PAVILION DEPOSIT REFUND	50.00
Total Checks: 23							Checks Total (excluding void checks):	13,138.34
Total Payments: 23							Bank Total (excluding void checks):	13,138.34
Total Payments: 23							Grand Total (excluding void checks):	13,138.34

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
JULY 10, 2023
IN THE TOWNSHIP HALL**

Call to Order:

Supervisor Shaw called the meeting to order at 6:00 p.m.

Pledge of Allegiance:

Supervisor Shaw led the Pledge of Allegiance.

Roll Call:

Present: Jeff Shaw, Connie Preston, Dave Darga, Kyle Trevas and Terry Lautner

Excused: Chris Mikowski and Jordan Gallagher

Declaration of Conflict of Interest:

None

Public Comment

Jody Mackey
Ann Wellburn

Consent Calendar:

Department Reports:

Planning/Zoning
Fire Chief
Harbormaster

Committee Reports:

Minutes:

6-12-23

Post Audit Invoices 6-15-23 through 6-30-23

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPROVE THE CONSENT CALENDAR, OMITTING TREASURER'S REPORT. The motion passed unanimously by a voice vote.

Agenda Approval

Supervisor Shaw requested that a Resolution approving an Intermunicipality Committee Agreement be added to item 10.c.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO APPROVE THE AGENDA AS AMENDED BY ADDING THE RESOLUTION TO 10C. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report and added that we are working with the attorney that represented the Township in the Noverr case regarding the enforcement of the agreement. Also, Chris Mikowski has been reinvesting funds and making as much as \$18,000.00 in interest in one month.

Trustee Remarks

None

Engineer's Report

Engineer Ken Schwerdt stated that we are waiting on the EGLE permit for the Brewery Creek parking project.

Other Officer Remarks

District 2 County Commissioner Jim O'Rourke commented that the Fire Department did a remarkable job for the 4th of July. He also updated the Board on the upcoming County Commission meeting.

Communications from the Clerk

Clerk Preston informed the Board that the 2022 audit and the 2nd quarter revenue/expenditure report were in their mailboxes and to please let her know if there are questions.

OLD BUSINESS

None

NEW BUSINESS

Timberlee Water Update/Consideration of Options

Engineer Ken Schwerdt presented the three options for upgrading the Timberlee water system in order to satisfy the EGLE requirement to stop operating the hydropneumatic tank over the pressure rating it was designed for. The three options are to replace the tank with a proper pressure rated tank estimated at \$750,000.00, replace with two new smaller tanks for \$600,000.00 or replace with two salvaged tanks for \$400,000.00. The Board discussed the options. Trustee Darga was concerned with the final price and would like a better breakdown. DPW manager John Divozzo explained that the Board needed to decide which plan to pursue and then more specific numbers would be brought forward.

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE LAUTNER TO LOOK AT THE \$400,000.00 SYSTEM, LOOK AT THE USED TANKS AND BRING THAT FORWARD WITH ALL OF THE COSTS ASSOCIATED WITH THE SPECIFICS. The motion passed unanimously by a voice vote.

Waterways Grant Agreement/Resolution 10 of 2023

Planner Sarah Clarren submitted a memo explaining that marina phase 3C is for infrastructure improvements, including accessible parking and walkway improvements, new utilities to the boater's building, stormwater management, and other site amenities. It was noted by the Board that the final design for the boater's building has not yet been approved. There is still time to look at any cost saving measures.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE DARGA TO ADOPT RESOLUTION 10 OF 2023 APPROVING THE GRANT AGREEMENT FOR MARINA PHASE 3C WITH THE DNR MATCHING FUNDS OF \$600,000.00. The motion passed 5-0 by a roll call vote.

TTCI/ Metropolitan Planning Organization Intergovernmental Agreement

Supervisor Shaw stated that this agreement gives every participant in the agreement an equal vote. Our membership will increase to \$3700.00 per year.

MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA TO AUTHORIZE THE SUPERVISOR TO SIGN THE INTERGOVERNMENTAL AGREEMENT WITH TTCI. The motion passed 5-0 by a roll call vote.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO APPROVE RESOLUTION 12 OF 2023, A RESOLUTION TO ESTABLISH AN INTERMUNICIPALITY COMMITTEE UNDER MICHIGAN PUBLIC ACT 200 OF 1957 FOR PURPOSES OF TRANSPORTATION PLANNING IN THE TRAVERSE STUDY AREA. The motion passed 5-0 by a roll call vote.

Security Cameras for Township Hall/Resolution 11 of 2023 for Par Plan Grant

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE LAUTNER TO ADOPT RESOLUTION 11 OF 2023, A RESOLUTION IN SUPPORT OF THE MICHIGAN TOWNSHIP PARTICIPATING PLAN GRANT APPLICATION FOR SECURITY CAMERAS. The motion passed 5-0 by a roll call vote.

Board of Review and Zoning Board of Appeals Appointments

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE TREVAS TO APPROVE THE APPOINTMENTS OF JUDY PLATT TO THE BOARD OF REVIEW WITH A TERM ENDING 12-31-2024 AND JEFF BEAMSLEY TO THE ZONING BOARD OF APPEALS TERM ENDING 8-1-2026 PER THE SUPERVISOR'S MEMO. Motion passed unanimously by a voice vote.

PAYMENT OF INVOICES

MOTION BY TRUSTEE DARGA, SECONDED BY CLERK PRESTON, TO PAY THE INVOICES IN THE AMOUNT OF \$66,659.02. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

None

Adjournment

Supervisor Shaw adjourned the meeting at 7:25 p.m.

DRAFT

Supervisor's Report

8/14/23

1. Carl Furgeson has been working on the Par Plan Risk Reduction Grant. Security cameras are on tonight's Agenda.
2. Sara Clarren and I met with Ken Schwerdt and Ray Kendra to look at the design of the Boaters Bath in phase 3 of the Marina improvement project. The numbers will be on next month's agenda.
3. Leelanau County Road Commission will begin paving Bluewater Dr. in the near future. Cost came in "not to exceed" \$28,200.
4. We finally received our permit from EGLE for the Brewery Creek Parking lot. A review is on tonight's agenda.
5. Based on our Joint User Agreement with the City, Elmwood will be required to pay \$18,530 per year for 20 years for repairs to the sewer lines in the 100 and 200 blocks of East Front Street. The Memorandum of Understanding is on tonight's agenda.
6. It doesn't look like Consumer's Energy is willing to bury power lines along M-22 during the MDOT project.
7. Pete Moon and I have been in communication with some of the slip holders at the Elmwood Township Marina. In a corroborative effort, Pete will be sending out a newsletter to slip holders to keep them informed regarding marina information.
8. I spoke to the Bay Ridge Home Owners Association on July 19, 2023 and the Cedar Lake Association on August 8, 2023. It's one of my favorite things to do as Supervisor. The members of the associations are always so appreciative and our residents love living in Elmwood Township. We are truly fortunate to live in a close-knit community.

Connie Preston

From: Jeff Shaw
Sent: Friday, July 28, 2023 9:20 AM
To: Connie Preston
Subject: FW: Timberlee Water System Update

From: Schwerdt, Ken <kschwerdt@wadetrim.com>
Sent: Thursday, July 27, 2023 8:43 AM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Subject: Timberlee Water System Update

Hi Jeff,

Last week I attended a meeting with Jamie Wade of EGLE, John Divozzo with GTCDPW, and Jennifer Hodges with GFA(GTCDPW & Garfield Twp Engineer) to discuss the concept of Timberlee utilizing equipment from Garfield Township that is being decommissioned. Here is where we are at so far:

- Garfield Twp has 3 hydropneumatic tanks that would be suitable for the Timberlee system and would be an improvement over the existing 15,000 main hydropneumatic tank currently in place.
- The Garfield tanks have not been recently inspected, but are believed to be in excellent condition. Tanks should be inspected by a certified tank inspection company prior to moving forward with any purchase of a tank. Inspections are anticipated to be around \$2500 per tank.
- Since all equipment has the original manufacturer's tag, recertification will not be necessary unless there are structural or other significant deficiencies noted in the tank inspection.
- Total tank size required is a gross volume of at least 10 times the largest pump. Currently this would be 4,250 gallons based on the largest well pump of 425 gpm. If we add a VFD to reduce the maximum pumping rate, the tank size would be 10x the reduced rate. This is where a careful review of the proposed pump cycle time is needed to ensure we don't short cycle similar to the Cottonwood Booster Station.
- Garfield Twp will look into the salvage value of their tanks and any other ancillary equipment that Timberlee may be able to utilize. Some equipment may not be available for immediate removal based on Garfield's anticipated decommissioning schedule.
- EGLE was a part of this discussion but no decision or approvals were made during the meeting. EGLE's preferred solution is to change to a gravity storage system, however, given the high cost to a limited customer base, this can be considered a hardship. While not the preferred solution, replacing the old tank with a newer, properly rated tank is considered an overall improvement to the system. Jamie said he would take this into consideration during his permit review.

I will update you again when we hear back on the costs for the used equipment.

Thanks,



Ken Schwerdt, Professional Engineer
10850 E. Traverse Highway, Suite 2260, Traverse City, MI 49684
231.947.7400



Connie Preston

From: Jeff Shaw
Sent: Monday, August 07, 2023 10:54 AM
To: Connie Preston
Subject: FW: EGLE Permit WRP038215 - Elmwood Township
Attachments: WRP038215 Elmwood Township_S Fisherman Cove placard.pdf; WRP038215 Elmwood Township_S Fisherman Cove permit with plans.pdf

From: Schwerdt, Ken <kschwerdt@wadetrim.com>
Sent: Monday, August 7, 2023 10:06 AM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Cc: Bogart, Garth <gbogart@wadetrim.com>
Subject: FW: EGLE Permit WRP038215 - Elmwood Township

Hi Jeff,

The EGLE permit has been issued for Brewery Creek. The plans and contract documents are ready except for adding a couple plan notes specific to the issued permit and setting the bidding/advertisement dates. Otherwise I believe this is ready to go out for bids. Should we finalize the bidding documents or does this need discussion at the Board level?

Thanks,



Ken Schwerdt, Professional Engineer
10850 E. Traverse Highway, Suite 2260, Traverse City, MI 49684
231.947.7400



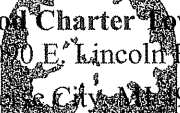
From: Schmidt, Robyn (EGLE) <SCHMIDTR1@michigan.gov>
Sent: Friday, August 04, 2023 3:11 PM
To: supervisor@elmwoodtownship.net
Cc: Schwerdt, Ken <kschwerdt@wadetrim.com>; Bogart, Garth <gbogart@wadetrim.com>; Steve Christensen <schristensen@leelanau.gov>; Karen Long <klong@leelanau.gov>
Subject: EGLE Permit WRP038215 - Elmwood Township

This message originated from outside of Wade Trim

Please see the attached placard and permit for the above-mentioned file. This is the only copy you will receive. A hard copy is available upon request. Let me know if you have any questions, or if I can provide any additional information. Thank you.

Robyn Schmidt
Water Resources Division-Cadillac District Office
Michigan Department of Environment, Great Lakes, and Energy (EGLE)

Planning/ Zoning Department
planner@elmwoodmi.gov

**Elmwood Charter Township**
10070 E. Lincoln Rd.
Traverse City, MI 49684

Contact Information
Ph: (231) 946-0921
Fax: (231) 946-9320

To: Elmwood Township Board

From: Sarah Clarren, Planner/Zoning Administrator

Date: July 26, 2023

RE: SPR 2023-08 Elmwood Township Brewery Creek Parking Area

As you may know, the Michigan Planning Enabling Act (MPEA) requires that the Planning Commission review and approve any public building or ground that is covered by a Township Master Plan. As the project has received a permit from EGLE, I placed the plan for the Brewery Creek Parking Area before the Commission for review to ensure conformance with the MPEA and approved Township Plans.

The Planning Commission reviewed the proposed plan and ultimately found that the proposed project aligns with the Capital Improvement Plan, Open Space and Recreation Plan (OSRP), and Master Plan (which incorporates the OSRP).

Therefore, at their 7/18/2023 meeting, the Planning Commission made the following motion:

Motion by Commissioner Mikowski, seconded by Commissioner Roberts, to approve the proposed plan based on compliance with the adopted Township Plans.



**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT**

Issued To:

Elmwood Township
c/o Jeff Shaw
10090 E Lincoln Road
Traverse City, Michigan 49684

Permit No: WRP038215 v.1
Submission No.: HPQ-M1MY-6KB9E
Site Name: Elmwood Township CM
Issued: August 4, 2023
Revised:
Expires: August 4, 2028

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Part 301, Inland Lakes and Streams | <input type="checkbox"/> Part 323, Shorelands Protection and Management |
| <input checked="" type="checkbox"/> Part 303, Wetlands Protection | <input type="checkbox"/> Part 325, Great Lakes Submerged Lands |
| <input type="checkbox"/> Part 315, Dam Safety | <input type="checkbox"/> Part 353, Sand Dunes Protection and Management |
| <input type="checkbox"/> Part 31, Water Resources Protection (Floodplain Regulatory Authority) | |

EGLE certifies that the activities authorized under this permit are in compliance with the State Coastal Zone Management Program and certifies without conditions under the Federal Clean Water Act, Section 401 that the discharge from the activities authorized under this permit will comply with Michigan's water quality requirements in Part 31, Water Resources Protection, of the NREPA and associated administrative rules, where applicable.

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

****Long-term Management Plan Required ** **5-Year Annual Maintenance Permit****

Excavate using mechanical method approximately 696 cubic yards of material from eleven (11) existing stormwater basins, four (4) drains, existing culverts and structures, impacting approximately 0.31 acre of wetland at S Fisherman Cove, Traverse City, Michigan. Dredge approximately 5 cubic yards of material annually from the stormwater basins. All dredged material shall be taken to Glen's Landfill for disposal. Submit a long-term management plan for the wetlands on-site. All work shall be done according to the attached plans dated July 28, 2023.

****Due to the presence of aquatic life, no dredging is authorized from April through August, unless approved in writing by EGLE. The work window does not apply to the annual maintenance dredging, if completed using hand tools only****

Waterbody Affected: Ponds and wetland contiguous to Brewery Creek
Property Location: Leelanau County, Elmwood Township, Town/Range/Section 28N11W33
Property Tax No. 45-004-033-082-00

Authority granted by this permit is subject to the following limitations:

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit by sending an email to the EGLE staff person who issued the permit.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.

- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. All work shall be completed in accordance with the attached plans dated July 28, 2023.
 2. Authority granted by this permit does not waive permit requirements under the Natural Resource and Environmental Protection Act, Part 91 - Soil Erosion and Sedimentation Control at 231-256-9783.
 3. The authority to conduct the activity as authorized by this permit is granted solely under provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, or federal approval or authorizations necessary to conduct the activity.
 4. Elmwood Township: Contact Sara Clarren, Planner and Zoning Administrator at 231-946-0921 or planner@elmwoodmi.gov for more information.
 5. Authority granted by this permit does not waive any jurisdiction of the U.S. Army Corps of Engineers 616-842-5510 or the need for a federal permit, if required.

6. The permittee shall submit a long-term management plan for the scrub-shrub wetlands and temporary wetland impacts within 60 days from the issuance of the permit. The long-term management plan shall include provisions, including periodic inspection, removal of trash and debris, and control of invasive species. The long-term management plan shall provide for development of a plan(s) to address and resolve issues, including coordination with EGLE.
7. A meeting shall be held with contractor to review the EGLE permit conditions and limitations, prior to the commencement of the permitted activities.
8. To prevent the spread of invasive species, equipment shall be washed prior to arrival at a new location and when traveling from an area dominated by invasive species to an area not dominated by invasive species within the same route. Soils, organic matter, and all plant material shall be removed from the equipment, including the undercarriage.
9. No work shall be done in the basins during periods of above-normal water levels, except as necessary to prevent erosion.
10. Prior to excavation, a siltation barrier must be installed to enclose the area of disturbance, prevent the discharge of sediment suspended in water through the outlet structure. The barrier must be adequately supported on posts, or inflowing or deep water supported by floatation and anchoring devices. The barrier must be construction of vinyl, geotextile or other material designed for siltation control and waterbody use. The structure must extend from the water surface to the bottom and completely enclose the area of disturbance during excavation. The siltation barrier must be regularly monitored and maintained ensure its effectiveness, until excavation is completed, and any water is clear of suspended sediment. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site. The siltation barrier shall then be removed in its entirety and the area restored to its original configuration and with native cover.
11. In the event there is a problem with the siltation barrier and a failure to contain the sediments from leaving the project site, the project shall be immediately stopped, evaluated, and appropriate measures shall be taken to stop the release of sediments/turbidity. The permittee, agent or contractor shall immediately notify the Pollution Emergency Alerting System (PEAS) at 1-800-292-4706 and EGLE representative at 231-383-5952 or by email at SchmidtR1@michigan.gov on the siltation barrier failure and the measures being taken to stop the release of sediments/turbidity.
12. The permittee shall endeavor to collect and relocate all amphibians, reptiles and other wildlife from the permitted impact areas and excavated material, then relocate them to the immediately adjacent wetland and stream areas, outside the permitted work areas.
13. The existing scrub-shrub vegetation along the edge of the basin and the upland must be maintained along a minimum of 50 percent of length of each stormwater basin.
14. Upon completion of the excavation, the basins shall be reseeded with wetland species native to Michigan within 30 days after the completion of the excavation. If winter conditions prevent effective seeding, final seeding shall be done when weather conditions allow in the following spring.
15. If mulch blankets are required for stabilization, due to the presence of amphibians and reptiles, only biodegradable, leno weave blanket materials are authorized for use.
16. All dredge spoils shall be taken to Glen's Landfill for disposal. If required, any on-site decant water shall be directed back to the stormwater basin, with the discharge structure enclosed with siltation barrier, as described in the previous condition.

17. The permittee is advised of other potential requirements and legal liabilities under other statutes for placement of dredge material on upland and is responsible for compliance with all applicable local, state, and federal regulations. Please review the information under Dredging Documents at the attached link: https://www.michigan.gov/EGLE/0,4561,7-135-3312_4123-14201--,00.html
18. Disposal of materials into the wetland is not authorized by this permit under Part 303, Wetlands Protection, of NREPA.
19. Construction pads, haul roads, temporary structures, or other structural appurtenances to be placed on or over bottomlands and /or wetlands are not authorized by this permit and shall not be constructed unless authorized by separate permit or permit revision granted in accordance with applicable law.
20. This permit shall be kept posted at the work site in a prominent location at all times for the duration of the project, or until its expiration, and authorizes representatives of the EGLE to enter upon said property in order to inspect project progress.
21. If permittee or any of their agents have questions pertaining to this permit or conditions, they shall contact the undersigned EGLE official for clarification.
22. This permit may be transferred to another person upon written approval of the EGLE. The permittee must submit a written request to the EGLE to transfer the permit to the new owner. The new owner must also submit a written request to accept transfer of the permit. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties which includes all the above information may be provided to the EGLE. The EGLE will review the request and if approved, will provide written notification to the new owner.
23. This permit is being issued for the maximum time allowed under Part 301, Inland Lakes and Streams and Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, PA 451 of 1994, as amended, including all permit extensions allowed under the administrative rules R 281.813 and R 281.923. Therefore, no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by the EGLE, will be for a five-year period beginning at the date of issuance.
24. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representatives of the permittee, undertaken in connection with this permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
25. Your agent(s) or contractor(s), if specified in the application, will only be issued an electronic notice of permit. It is the permittee's responsibility to ensure that the agent(s) or contractor(s) have completely read and understand all permit restrictions and conditions; and that a paper copy of the permit and plans is kept available at the site for review by EGLE staff upon request.
26. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity and/or mitigation plan from the EGLE. Such revision requests shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by the EGLE prior to being implemented.

27. This permit shall become effective on the date of signature by the EGLE officer. Upon signing by the permittee named herein, this permit must be returned to the Water Resources Division, Department of Environment, Great Lakes and Energy, Cadillac District Office, 120 West Chapin Street, Cadillac, Michigan 49601-2158, for final execution.

Permittee hereby accepts and agrees to comply with the terms and conditions of this permit.

James K. Shaver *7/25/23*
Permittee *ELMWOOD TOWNSHIP SUPERVISOR* Date

Issued By: *Robyn Schmidt*
Robyn Schmidt
Cadillac District Office
Water Resources Division
231-383-5952

cc: Ken Schwerdt, Wade Trim
Leelanau County Drain Commissioner
Leelanau County SESC

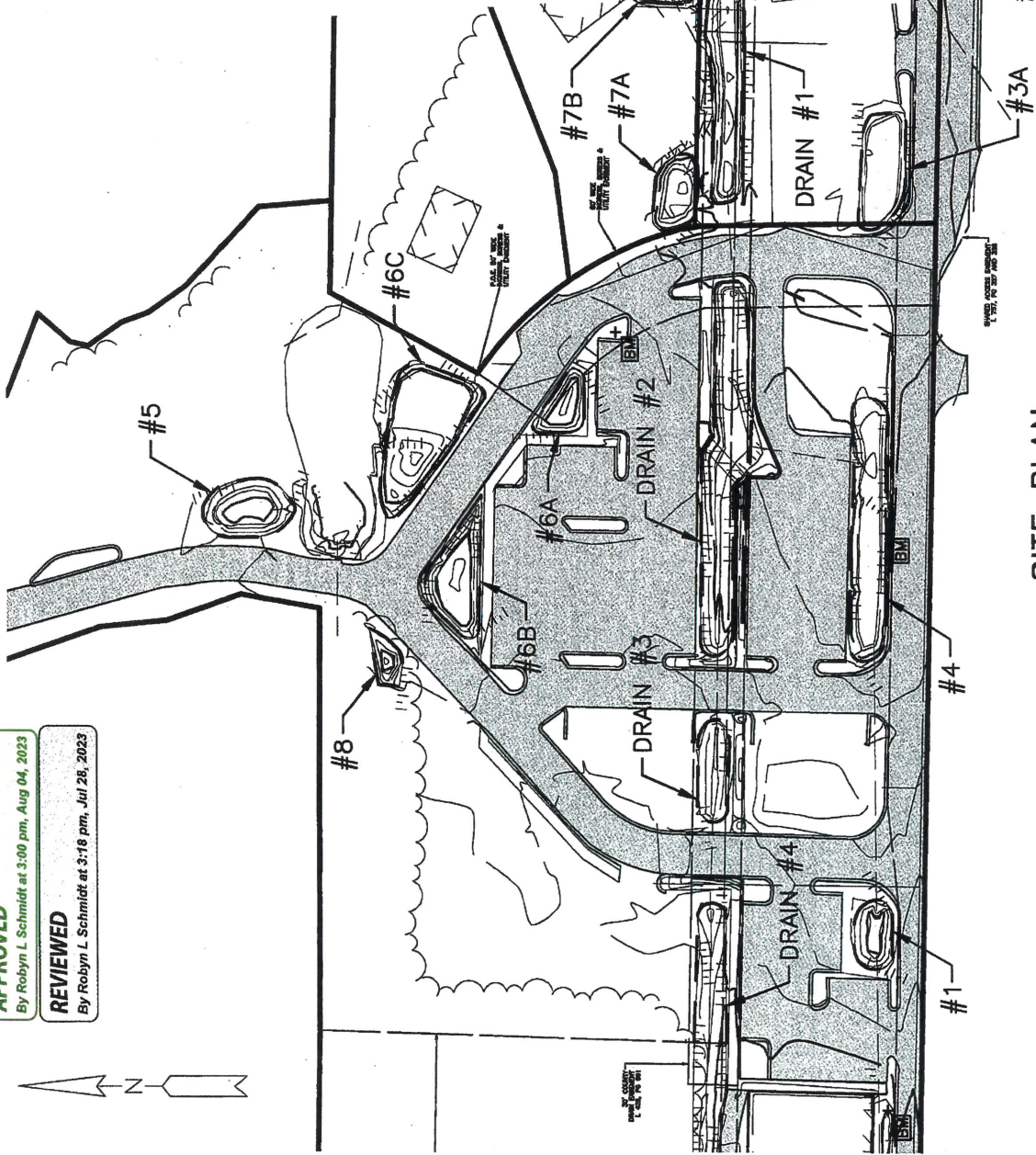
APPROVED
By Robyn L. Schmidt at 3:00 pm, Aug 04, 2023

REVIEWED
By Robyn L. Schmidt at 3:18 pm, Jul 28, 2023

STORMWATER BASIN TABLE			
BASIN NUMBER	DEPTH TO REMOVE (FT.)	BASIN AREA (SFT.)	REMOVAL VOLUME (CYD)
#1	1.00	200	7
#3A	0.92	1200	41
#3B	0.30	850	9
#4	0.93	1650	57
#5	1.22	650	29
#6A	0.72	300	8
#6B	2.53	800	75
#6C	1.44	2600	139
#7A	0.90	450	15
#7B	0.54	1400	28
#8	0.55	250	5
DRAIN #1	1.40	1450	75
DRAIN #2	1.83	1900	88
DRAIN #3	0.60	150	3
DRAIN #4	1.2	200	9
CULVERTS	N/A	N/A	75
TOTAL REMOVAL VOLUME:			665

NOTE: CULVERT SEDIMENT REMOVAL QUANTITY IS AN ESTIMATED AMOUNT OF SEDIMENT TO BE CLEANED OUT OF MANHOLES AND CONNECTING PIPES AND CULVERTS.

8/3/23



SITE PLAN
SCALE: 1"=100'

ISSUED FOR: DATE: BY:
EGLE PERMIT 2/6/23 KDS

WADE TRIM
10850 East Traverse Highway, Suite 2260
Traverse City, MI 49684
231.947.7400
www.wadeftrim.com

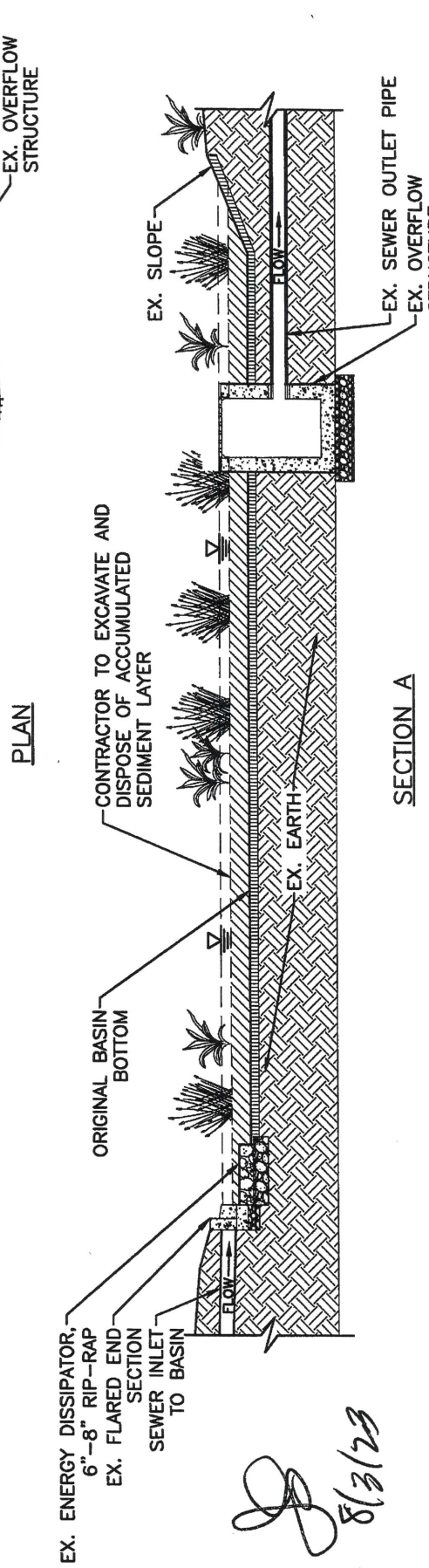
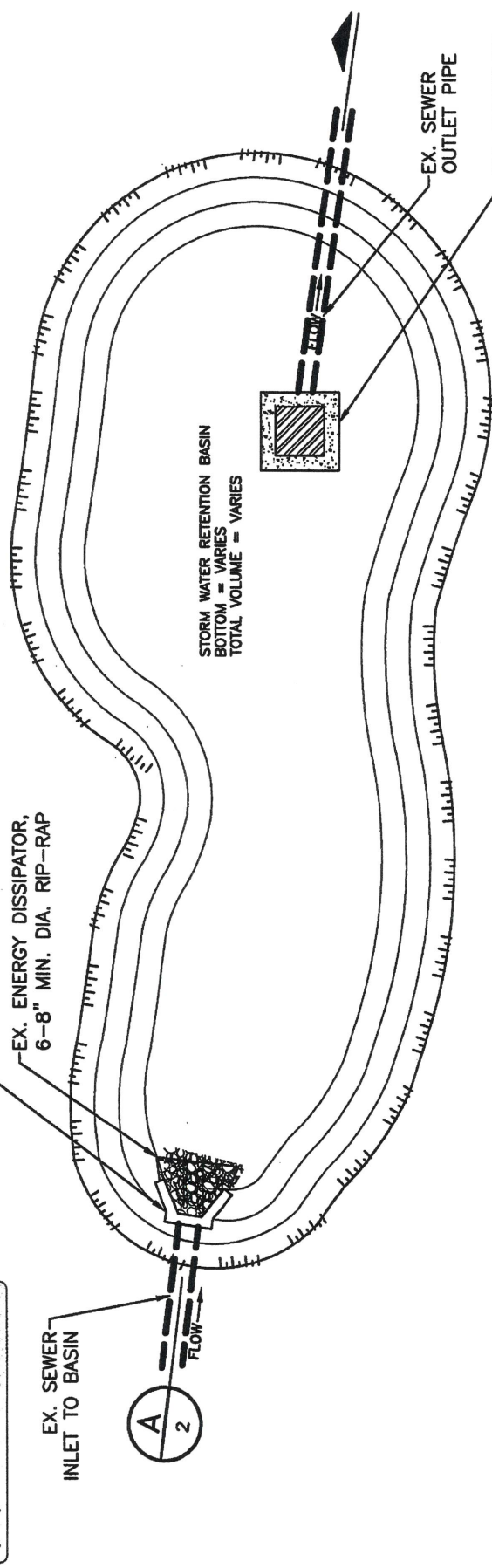
ELMWOOD CHARTER TWP.
10090 E. LINCOLN RD.
TRAVERSE CITY, MI 49684

BREWERY CREEK
PARKING LOT
DRAINAGE IMPROVEMENTS
SOUTH FISHERMAN COVE
TRAVERSE CITY, MI 49684

JOB NO. ELM2018.01C
SHEET 1

REVIEWED
By Robyn L. Schmidt at 3:18 pm, Jul 28, 2023

APPROVED
By Robyn L. Schmidt at 3:00 pm, Aug 04, 2023



[Handwritten Signature]
8/3/23

WADE TRIM
10850 East Traverse Highway, Suite 2260
Traverse City, MI 49684
231.947.7400
www.wadetrिम.com

ISSUED FOR: DATE: BY:
EGLE PERMIT 2/6/23 KDS

ELMWOOD CHARTER TWP.
10090 E. LINCOLN RD.
TRAVERSE CITY, MI 49684

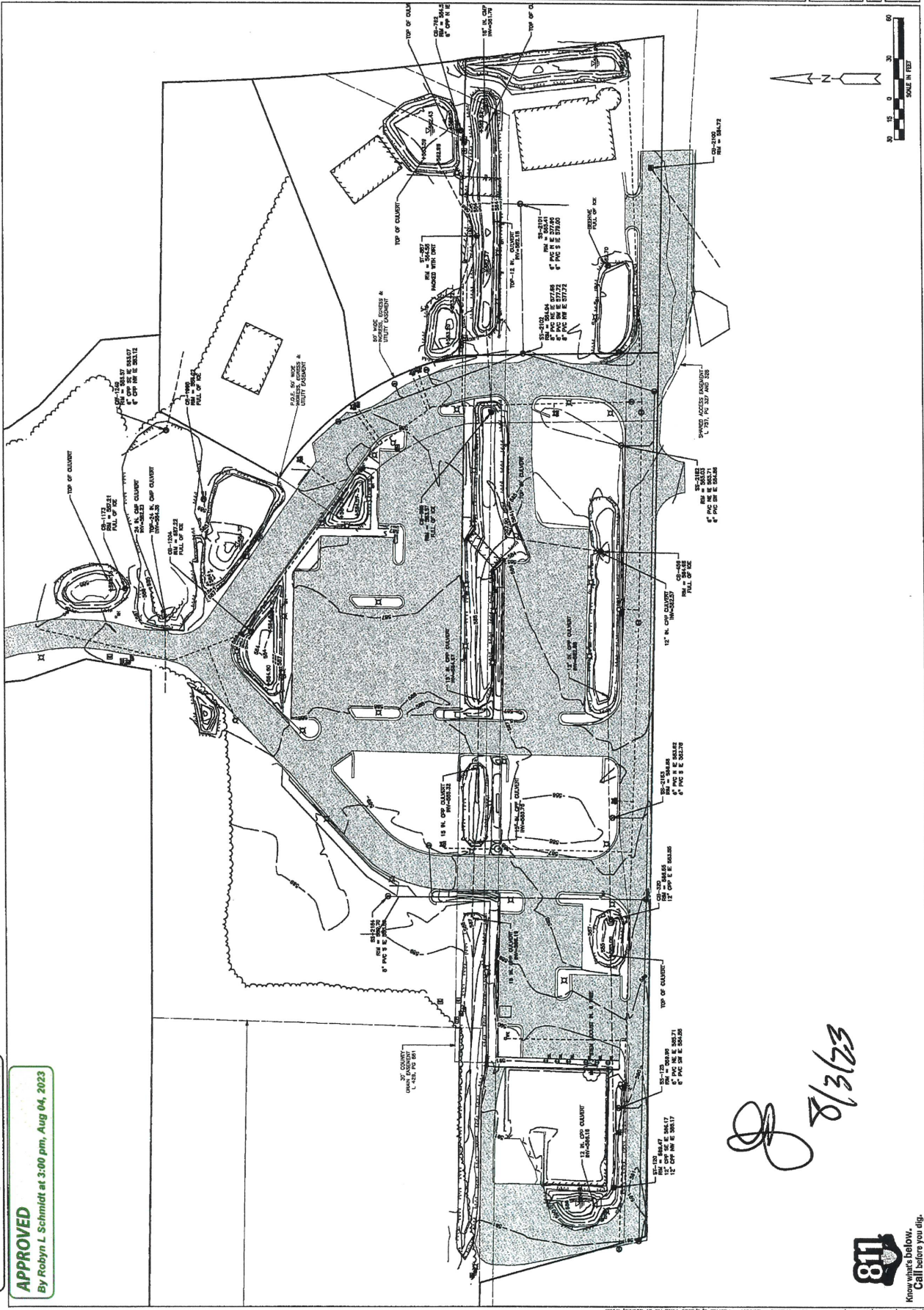
BREWERY CREEK
PARKING LOT
DRAINAGE IMPROVEMENTS
SOUTH FISHERMAN COVE
TRAVERSE CITY, MI 49684

JOB NO. ELM2018.01C
SHEET 2

REV#	DATE	DESCRIPTION

WADE TRIM
 2311 W. 13th Ave. #204
 Minneapolis, MN 55410
 (612) 835-7777
 www.wadetrims.com

ELMWOOD CHARTER TOWNSHIP - BREWERY CREEK PARKING LOT SITE SURVEY
 BREWERY CREEK PARKING LOT
 TRAVERSE CITY, MI 49684
 10930 EAST LINCOLN ROAD
 ELMWOOD CHARTER TOWNSHIP
 SHEET 1
 DRAWN BY: []
 CHECKED BY: []
 DATE: []



REVIEWED
 By Robyn L. Schmidt at 3:18 pm, Jul 28, 2023

APPROVED
 By Robyn L. Schmidt at 3:00 pm, Aug 04, 2023

8/3/23

811
 Know what's below.
 Call before you dig.

Elmwood Township Fire and Rescue Department

MEMORANDUM

To: Township Board of Trustees, Charter Township of Elmwood
From: Keith Tampa, Fire Chief
Date: August 7, 2023
Re: **BUDGET AMENDMENT FOR NEEDED BUILDING REPAIRS/IMPROVEMENTS**

I am seeking the Township Board's support through a budget amendment for additional funds to complete several building repairs and improvement projects.

BACKGROUND

EFD moved into its existing building the winter of 2000/2001. Growing from a paid-on call response to staffing daytime positions, to our current 24/7, full-time operation. The impact of time and use on the building and its systems, despite our regular care and maintenance, has led to several issues needing attention. Those issues include (in no particular order):

- Leaking showers/damaged ceramic tiles (water is leaking under walls into hallways and carpeted areas)
- Floor tiles peeling and cracking
- Worn and discolored carpeting
- Walls in need of patch and paint
- Station alerting system (paging and speakers) outdated, unintelligible and in need of upgrade/replacement
- Light switches and exterior fixtures in need of repair/replacement due to wear

CURRENT ACTIONS

Lt. Sokolnicki was tasked with obtaining quotes for the two projects that held the highest priority: the leaking showers, and the station alerting system. The showers were selected to prevent further damage, and it was felt they should be fixed before repairing or replacing any floor tiles and carpeting. The station alerting system was chosen because of the necessity for clear and improved notification throughout the station.

Lt. Sokolnicki's recommendations on the projects and quotes are attached to this memo.

\$20,000 was budgeted by the fire department in 2023 for building, additions, and improvements. That amount however, appears it will be easily exceeded based solely on the estimate for the showers. Because of that, I am requesting additional funding to not only deal with the leaking shower issue, but to keep moving forward on the other projects, some of which are part of the Township's Capital Improvement Plan.

RECOMMENDATIONS

1. The Township Board increase the fire department's budgeted amount for buildings, additions and improvements from \$20,000 to \$40,000.
2. The fire department complete the lighting and other incidental projects through its building maintenance budget, shored up by the any remaining funds from buildings, additions, and improvements.
3. The Township and fire department develop a plan and budget for the replacement of floor tile and carpet in 2024.

Memorandum

To: Chief Tampa (101)

From: Lt. R. Sokolnicki (108)

Date: August 6, 2023

RE: **Bathroom and Station Alerting System Quotes**

Bathrooms:

As you are aware, each of the bathroom shower stalls leak from the stall into the hallways. The men's shower stalls have not only leaked into the hallways, but the infiltration by water into non-watertight areas has resulted in tiles coming loose from the walls, drywall damage, and mold. The damage is significant.

We have been in contact with several entities to address this problem (general contractors, tile retailers, and contractors who work on bathrooms). Four of the eight contractors we contacted have been out to view the damage. We have received one quote for the work; we are waiting on a quote from a second; another stated that he was a solo operator, and the job was too big for him; and the fourth will be out a second time (scheduled for this week) to run some tests with the drain and plumbing to ensure that the issue is not a plumbing issue.

In each case, the recommendation is to raze the existing shower stalls, remediate any damage to the internal structure of the walls and rebuild the stalls ensuring a waterproof seal this time.

The bid we have received is \$24,885.69 and is attached to this memo.

I recommend planning to gather the funding to pay for this project and, once we have three quotes, moving forward quickly with the repair to resolve any health/safety issues there may be and to eliminate any further damage due to the current condition of the showers.

Alerting System:

As you are aware, the station speaker system sound quality is poor to the extent that it is often difficult to understand what is being said by Dispatch. Since we have begun full-time operations in the station, it has become evident that the current system is not up to the task of alerting personnel properly (no coverage in the bathrooms, the workout area upstairs, and what are now the bedrooms).

Upgrading the system using new speakers, additional speakers, and lighting to assist in alerting members during sleeping hours should be initiated.

We have been in contact with three entities to gather bids for updating the system. All three visited the station to discuss the upgrade we are looking for. We have received two bids (both attached to this memo). The third entity did not submit a bid (we have requested the bid more than once).

Of the two bids received, I recommend the lower, not only because of the significant difference in pricing. The low bidder was prompt in providing both a visit to the station and the bid. The low bidder also installed the system at GLFD. I have witnessed how the system operates there and had discussions with GLFD's Chief and a Lieutenant regarding the system. The higher bid also has several other items listed that would require further work and expense that is not detailed in the quote, making the cost even greater than the quote.

Attached is a list of the entities contacted and the quotes that we have received.

Entities Contacted

Bathrooms:

Paul Maurer

Tile Craft

Corwin Tile Installation

Daltile

RC Kerr Flooring

Trowel Tech

Inline Flooring

Northern Custom Interiors

Ortega Tile

Wenger Tile and Marble

Wilbur Tile

Alerting System:

Radio North

Tele-Rad

Grand Traverse Mobile Communications

Name: **Chief Keith Tampa**
 Company: **Elmwood Township Fire and Rescue**
 Address: **10086 E Lincoln Rd**
 City, State, Zip: **Traverse City, MI, 49684**
 Phone: **(231)941-1647**
 Fax:
 Email: **ktampa@elmwoodfire.org**

RADIO NORTH, LLC
 955 E. Commerce Dr. Suite A
 Traverse City, MI 49686
 800-274-8255
 231-929-2934 PH Date: 18-Apr-23
 231-929-4580 FX Agent: Keith Bugai

Station Alerting System

Line Item	Qty	Description	List Price	Your Cost	Total
1	1	Rockville RCS650-6 650 Watt 6 Zone 70v Amplifer	\$ 624.91	\$ 499.93	\$ 499.93
2	12	Rockville 2 MC80 Metal 8" Ceiling speakers	\$ 45.54	\$ 36.43	\$ 437.14
3	3	Bogen All Weather Speaker	\$ 314.50	\$ 251.60	\$ 754.80
4	1	12V Timer Delay Relay	\$ 27.30	\$ 21.84	\$ 21.84
5	1	12V DC Power Supply	\$ 42.64	\$ 34.11	\$ 34.11
6	6	LED Strip light for ceiling speakers	\$ 1.52	\$ 1.21	\$ 7.29
7	5	Beacon Lights	\$ 27.68	\$ 22.14	\$ 110.71
8	300	14-4 Wire (Per FT)	\$ 1.25	\$ 1.00	\$ 300.00
9	150	16-4 Wire (Per FT)	\$ 0.45	\$ 0.36	\$ 53.57
10	1	Large Hardware Kit	\$ 187.50	\$ 150.00	\$ 150.00
11	1	Lift rental	\$ 1,080.36	\$ 864.29	\$ 864.29

Price includes shipping and programming of unit to customer specifications

Total: \$ 3,233.69
 Tax: \$ -
 Labor: \$ 5,277.50
 Shipping: \$ 25.00
 Licensing: \$ -
 Programming: N/C

Valid for: 30 Days Terms: Net 30 Days

GRAND TOTAL: \$ 8,536.19

TERMS AND CONDITION OF SALE:

The undersigned does hereby agree to the purchase of items and or services as described in the above document. Radio North LLC. Will provide the above items and or services as described above for the price quoted and agreed upon by both parties as long as the product and or Scope of Work remains unchanged by both parties. Any change in the product and or Scope of Work will require a written agreement between the two parties to be enacted upon and may result in a change to the overall price of the product and or services being purchased.

Keith Bugai

Radio North Representative

Purchasing Agent

4/18/2023

Date

Date

Name: **Chief Keith Tampa**
 Company: **Elmwood Township Fire and Rescue**
 Address: **10086 E Lincoln Rd**
 City, State, Zip: **Traverse City, MI, 49684**
 Phone: **(231)941-1647**
 Fax:
 Email: **ktampa@elmwoodfire.org**

RADIO NORTH, LLC
 955 E. Commerce Dr. Suite A
 Traverse City, MI 49686
 800-274-8255
 231-929-2934 PH Date: 18-Apr-23
 231-929-4580 FX Agent: Keith Bugai

Pager Base Antenna (IF NEEDED)

Line Item	Qty	Description	List Price	Your Cost	Total
1	1	800 Base Antenna	\$ 98.73	\$ 78.99	\$ 78.99
			\$ -	\$ -	\$ -
2	1	Building Mount Assembly	\$ 36.66	\$ 29.33	\$ 29.33
			\$ -	\$ -	\$ -
3	1	PolyPhaser	\$ 113.18	\$ 90.54	\$ 90.54
			\$ -	\$ -	\$ -
4	2	EZ-400 N Male Connectors	\$ 19.39	\$ 15.51	\$ 31.03
			\$ -	\$ -	\$ -
5	1	N Male RG58 Connector	\$ 13.02	\$ 10.41	\$ 10.41
			\$ -	\$ -	\$ -
6	1	BNC RG58 Connector	\$ 9.66	\$ 7.73	\$ 7.73
			\$ -	\$ -	\$ -
7	150	LMR-400 cable (Per Foot)	\$ 1.88	\$ 1.50	\$ 225.00
			\$ -	\$ -	\$ -
8	5	RG58 cable (Per Foot)	\$ 1.54	\$ 1.23	\$ 6.14
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -

Price includes shipping and programming of unit to customer specifications

Valid for: 30 Days Terms: Net 30 Days

Total: \$ 479.17
 Tax: \$ -
 Labor: \$ 384.00
 Shipping: \$ -
 Licensing: \$ -
 Programming: N/C

GRAND TOTAL: \$ 863.17

TERMS AND CONDITION OF SALE:

The undersigned does hereby agree to the purchase of items and or services as described in the above document. Radio North LLC. Will provide the above items and or services as described above for the price quoted and agreed upon by both parties as long as the product and or Scope of Work remains unchanged by both parties. Any change in the product and or Scope of Work will require a written agreement between the two parties to be enacted upon and may result in a change to the overall price of the product and or services being purchased.

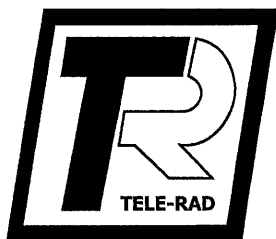
Keith Bugai

Radio North Representative

Puchasing Agent

4/18/2023
 Date

Date



511 E. 8th St.

Holland MI 49423-3759

(616) 396-3541 Fax: (616) 392-9707

QUOTATION

QUOTE NO. : 59524 - 00 EC

DATE: 7/24/23

TERMS: NET 30 DAYS

DELIVERY:

Please reference Quote No. on

Correspondence & purchase orders.

Quote expires: 08/23/2023

7ELMTF

TO: ELMWOOD TOWNSHIP FIRE
10090 E LINCOLN ROAD
TRAVERSE CITY, MI 49684

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

QTY	DESCRIPTION	UNIT PRICE	DISC%	TOTAL
1	PRISM FIRE STATION ALRERTING	4,950.00		4,950.00
1	BOGEN PA AMPLIFIER	775.00		775.00
13	CEILING SPEAKER	105.00		1,365.00
4	BOGEN A8 ALLWEATHER LOUDSPK	375.00		1,500.00
4	BOGEN 10W ATTENUATOR FOR WALL-MOUNT VOL CNRTL	42.00		168.00
2	BOGEN 35W ATTENUATOR	55.00		110.00
1	MISC HARDWARE	1,000.00		1,000.00
1	SALES ORDER INSTALLATION TRAVERSE CITY SERVICE	8,000.00		8,000.00
	IF ELMWOOD TWP WOULD LIKE TO RUN THE SPEAKER WIRE Continued on following page	Item summary		17,868.00

ORDERS SUBJECT TO SHIPPING & HANDLING AND SALES TAX IF APPLICABLE.

TERMS SUBJECT TO CREDIT REVIEW

*Orders over \$50,000 may require a 25% down payment to be invoiced at time of order.

*Unpaid balances over 30 days are subject to 1.5% monthly interest charge (18% annually).

*Your purchase of MOTOTRBO radios includes a 5 year essential services warranty and software support package.

Additional investment may be required to extend essential service after 5 years.

BY JESSICA SPINDLER /231-740-2104 7011

THIS QUOTATION DOES NOT CONSTITUTE A SALES ORDER UNLESS SIGNED BY YOU, OUR CLIENT. SEE TERMS AND CONDITIONS OF SALE ATTACHED.

Accepted

by

LEGAL NAME OF PURCHASER

P.O. No.

Date

AUTHORIZED SIGNATURE

Tile Craft, Inc.
 1430 Trade Centre Drive
 Traverse City, MI 49696
 (231) 929-7207 Fax: 231-929-4429



Traverse City ■ Frankfort

QUOTE

QUOTE: 103713 April Miller
 PAGE: 1
 DATE: 7/26/2023
 LOC: Tile Craft, Inc.

JOB NUMBER: 103713

S ELMWOOD TWP FIRE & RESCUE
 O 10090 East Lincoln Road
 L Traverse City, MI 49684
 D (231) 941-1647
 T
 O

S ELMWOOD TWP FIRE & RESCUE
 H 10090 East Lincoln Road
 I Traverse City, MI 49684
 P (231) 941-1647
 T
 O

Customer	Salesperson	Customer P. O.	Ship Via	Date Wanted	F.O.B.	Order	
2319411647	1	STATION SHOWERS	installation	7/26/2023 E		103713	
Order	B/O	Ship	U/M	Item Number /Description	Unit Price	U/M	Total Price

GENERAL NOTES.

- This is a Preliminary Quote for budgetary purposes only.
- Quote is based on Site Visit + Measurements by TileCraft.
- Final costs to be based on actual tile selections, tile patterns, actual site measure, and manufacturer prices in effect at time of order.
- Quote expires in 30 days.

EXISTING SHOWER DEMOLITION - TIME + MATERIAL BILLING.

Labor + Material to Remove + Dispose of Existing Shower/ Changing Area Floor Tile/ Existing Drain/ Grab Bars; Prep Floors + Walls for New Tile Installation.

Notes.

- TileCraft Proposes to Perform the Demolition Portion of the Work on a Time + Material Billing Basis.
- Estimated Guide Price for this Work: \$ 850.00 Per Shower.

SHOWER/ CHANGING AREA INSTALLATION.

Labor + Materials to Install in (1) Women's + (2) Men's Showers:
 Tile - To Be Determined (Allowance in Quote: \$8.35 SF Floor + \$4.00 SF Walls);
 Mud Pan with SCHLUTER 'Kerdi-Membrane' Waterproofing;
 SCHLUTER 'Kerdi-Board' Walls/ Drain with 4" Stainless Steel Grate/ 'All-Set' Mortar;
 Grout + Caulk (Brand/ Color TBD).

Notes.

- Tile Shower Floor + Up Shower Walls 74" (See Attached Drawing).
- Tile Changing Area Floor + Up Changing Area Walls 48" (See Attached Drawing).
- Bullnose trim at all wall/ tile transitions.

WOMEN'S BATHROOM - SHOWER.	\$8,514.99
MEN'S BATHROOM - SHOWER #1.	\$8,185.35
MEN'S BATHROOM - SHOWER #2.	\$8,185.35

Tile Craft, Inc.
 1430 Trade Centre Drive
 Traverse City, MI 49696
 (231) 929-7207 Fax: 231-929-4429



QUOTE

QUOTE: 103713 April Miller
 PAGE: 2
 DATE: 7/26/2023
 LOC: Tile Craft, Inc.

JOB NUMBER: 103713

S ELMWOOD TWP FIRE & RESCUE
 O 10090 East Lincoln Road
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 D (231) 941-1647
 T
 O

S ELMWOOD TWP FIRE & RESCUE
 H 10090 East Lincoln Road
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 P (231) 941-1647
 T
 O

Customer	Salesperson	Customer P. O.	Ship Via	Date Wanted	F.O.B.	Order	
2319411647	1	STATION SHOWERS	installation	7/26/2023 E		103713	
Order	B/O	Ship	U/M	Item Number /Description	Unit Price	U/M	Total Price

Order Sub-Total:	\$24,885.69
Quote Amount:	\$24,885.69
Amount Paid:	\$0.00
Balance Due:	\$24,885.69

The listed prices, specifications, and conditions are hereby accepted. My signature authorizes TileCraft Inc. to order the listed materials. Payment is due before placing material orders and any balances due must be paid upon pick up. TileCraft Inc. is not responsible for shortages or overages on retail sales. Due to changing stock levels, dye lots, and tile caliber, we are no longer accepting returns except for damaged or defective products: damaged or defective material must be returned within seven days of pickup. A standard freight charge may be included to cover fuel surcharges levied by distributor. ALL SALES ARE FINAL. Prices valid for 30 days.

Approved by _____ Date _____

CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION #13 OF 2023
BUDGET AMENDMENT RESOLUTION

At a regular meeting of the Board of the Charter Township of Elmwood, held in the Township Hall located at 10090 E. Lincoln Rd. Traverse City Michigan, on the 14th day of August, 2023 there were

PRESENT:

ABSENT:

The following resolution was offered by _____ and seconded by _____.

WHEREAS, a budget was adopted on December 12, 2022 to govern the receipts and expenditures of various Township funds for the next fiscal year of the Township, and

WHEREAS, as a result of unanticipated cost, it is necessary to modify the aforesaid budget and

NOW THEREFORE BE IT RESOLVED, that the aforesaid budget be modified as follows:

Increase the following line items:

101-101-801 Professional Services-Legal by \$14,000.00 to \$22,500.00

101-899-964 Tax Tribunal Refunds by \$2500.00 to \$2500.00

101-954-910 Insurance and Bonds by \$2000.00 to \$18,000.00

206-000-975 Fire Dept. Buildings, Additions, and Improvements by \$20,000.00 to \$40,000.00

Upon a roll call vote, the following voted:

YES:

NO:

RESOLUTION DECLARED ADOPTED

Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said municipality at its regular meeting held on August 14, 2023 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: August 15, 2022

Connie Preston, Clerk

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type:							
Fund: 101 - GENERAL FUND							
Revenues							
Dept: 000.000							
402.000	243,940.00	243,940.00	242,794.10	0.00	0.00	1,145.90	99.5
403.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
412.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
420.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
445.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
447.000	90,000.00	90,000.00	29,161.23	0.00	0.00	60,838.77	32.4
460.000	83,000.00	83,000.00	41,961.18	0.00	0.00	41,038.82	50.6
460.100	0.00	0.00	0.00	0.00	0.00	0.00	0.0
461.000	8,000.00	8,000.00	4,028.24	0.00	0.00	3,971.76	50.4
462.000	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
476.000	8,000.00	8,000.00	6,066.81	0.00	0.00	1,933.19	75.8
476.100	1,600.00	1,600.00	1,150.00	0.00	0.00	450.00	71.9
477.000	27,900.00	27,900.00	4,500.00	0.00	0.00	23,400.00	16.1
487.000	425.00	425.00	0.00	0.00	0.00	425.00	0.0
566.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
574.000	500,000.00	500,000.00	253,368.00	0.00	0.00	246,632.00	50.7
575.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
607.000	5,000.00	5,000.00	3,075.00	0.00	0.00	1,925.00	61.5
626.000	8,300.00	8,300.00	8,102.50	0.00	0.00	197.50	97.6
635.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
642.000	0.00	0.00	173.58	0.00	0.00	-173.58	0.0
643.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
656.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
664.000	200.00	200.00	13,711.20	0.00	0.00	-13,511.20	6855.6
664.100	1,800.00	1,800.00	1,764.64	0.00	0.00	35.36	98.0
668.000	7,000.00	7,000.00	8,900.00	0.00	0.00	-1,900.00	127.1
669.000	44,000.00	44,000.00	27,843.06	0.00	0.00	16,156.94	63.3
673.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
675.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
687.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
691.000	35,000.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
692.000	0.00	0.00	9,689.45	0.00	0.00	-9,689.45	0.0
695.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
699.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000.000	1,065,165.00	1,065,165.00	656,288.99	0.00	0.00	408,876.01	61.6
Revenues	1,065,165.00	1,065,165.00	656,288.99	0.00	0.00	408,876.01	61.6
Expenditures							
Dept: 000.000							
882.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.100	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 101.000 TOWNSHIP BOARD							
701.000	18,000.00	18,000.00	9,893.66	0.00	0.00	8,106.34	55.0
702.000	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
703.000	25,960.00	25,960.00	14,976.90	0.00	0.00	10,983.10	57.7
703.100	0.00	0.00	0.00	0.00	0.00	0.00	0.0
703.200	9,100.00	9,100.00	5,308.31	0.00	0.00	3,791.69	58.3
714.000	4,240.00	4,240.00	2,308.54	0.00	0.00	1,931.46	54.4
715.000	0.00	0.00	13.89	0.00	0.00	-13.89	0.0
715.100	660.00	660.00	335.09	0.00	0.00	324.91	50.8
716.000	4,550.00	4,550.00	2,610.75	0.00	0.00	1,939.25	57.4
717.000	4,400.00	4,400.00	3,917.50	0.00	0.00	482.50	89.0
724.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000	0.00	0.00	104.58	0.00	0.00	-104.58	0.0
800.000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000	8,500.00	8,500.00	15,105.50	0.00	0.00	-6,605.50	177.7

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type:							
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 101.000 TOWNSHIP BOARD							
801.100 SPECIAL PROJECTS - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
802.000 ENGINEERING SERVICES	9,000.00	9,000.00	216.40	0.00	0.00	8,783.60	2.4
802.100 ENGINEERING SERVICES-REIMBURSE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
804.000 PLANNING SERVICES	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
805.000 AUDIT FEES	5,800.00	5,800.00	5,800.00	0.00	0.00	0.00	100.0
806.000 CONTRACTUAL FEES & SERVICES	10,500.00	10,500.00	10,434.06	0.00	0.00	65.94	99.4
812.000 PUBLIC ACCESS FRANCHISE FEE	28,000.00	28,000.00	7,097.20	0.00	0.00	20,902.80	25.3
830.000 MEMBERSHIP AND DUES	8,000.00	8,000.00	8,318.00	0.00	0.00	-318.00	104.0
860.000 TRANSPORTATION	300.00	300.00	0.00	0.00	0.00	300.00	0.0
880.000 COMMUNITY PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
882.000 ROAD IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 PRINTING & PUBLISHING	2,000.00	2,000.00	821.10	0.00	0.00	1,178.90	41.1
900.100 Printing and Publishing-Reimb	0.00	0.00	0.00	0.00	0.00	0.00	0.0
956.000 EMERGENCY CONTINGENCY	20,805.00	20,805.00	0.00	0.00	0.00	20,805.00	0.0
960.000 EDUCATION & TRAINING	2,000.00	2,000.00	150.00	0.00	0.00	1,850.00	7.5
964.000 REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.200 CONTRIBUTIONS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
TOWNSHIP BOARD	166,315.00	166,315.00	87,411.48	0.00	0.00	78,903.52	52.6
Dept: 171.000 TOWNSHIP SUPERVISOR							
701.000 ADMINISTRATIVE WAGES	53,020.00	53,020.00	30,928.38	0.00	0.00	22,091.62	58.3
703.000 WAGES	9,100.00	9,100.00	5,308.24	0.00	0.00	3,791.76	58.3
714.000 EMPLOYER'S FICA CONTRIBUTION	4,785.00	4,785.00	2,772.14	0.00	0.00	2,012.86	57.9
715.000 MEDICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
715.100 LIFE INSURANCE	360.00	360.00	206.50	0.00	0.00	153.50	57.4
717.000 RETIREMENT CONTRIBUTION	5,400.00	5,400.00	5,302.00	0.00	0.00	98.00	98.2
727.000 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	300.00	300.00	0.00	0.00	0.00	300.00	0.0
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	1,000.00	1,000.00	565.00	0.00	0.00	435.00	56.5
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
TOWNSHIP SUPERVISOR	73,965.00	73,965.00	45,082.26	0.00	0.00	28,882.74	61.0
Dept: 191.000 ELECTIONS							
703.000 WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
714.000 EMPLOYER'S FICA CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
740.000 OPERATING SUPPLIES	200.00	200.00	1,605.00	0.00	0.00	-1,405.00	802.5
806.000 CONTRACTUAL FEES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	100.00	100.00	0.00	0.00	0.00	100.00	0.0
900.000 PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00	0.0
930.000 REPAIR & MAINTENANCE	600.00	600.00	0.00	0.00	0.00	600.00	0.0
960.000 EDUCATION & TRAINING	200.00	200.00	0.00	0.00	0.00	200.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
ELECTIONS	2,100.00	2,100.00	1,605.00	0.00	0.00	495.00	76.4
Dept: 209.000 ASSESSOR							
701.000 ADMINISTRATIVE WAGES	64,500.00	64,500.00	37,625.00	0.00	0.00	26,875.00	58.3
703.000 WAGES	18,000.00	18,000.00	9,072.80	0.00	0.00	8,927.20	50.4
714.000 EMPLOYER'S FICA CONTRIBUTION	6,400.00	6,400.00	3,541.85	0.00	0.00	2,858.15	55.3
715.000 MEDICAL INSURANCE	9,200.00	9,200.00	4,448.93	0.00	0.00	4,751.07	48.4
715.100 LIFE INSURANCE	360.00	360.00	82.60	0.00	0.00	277.40	22.9
716.000 WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
717.000 RETIREMENT CONTRIBUTION	6,500.00	6,500.00	6,450.00	0.00	0.00	50.00	99.2
727.000 OFFICE SUPPLIES	2,900.00	2,900.00	1,338.72	0.00	0.00	1,561.28	46.2
740.000 OPERATING SUPPLIES	1,300.00	1,300.00	1,126.00	0.00	0.00	174.00	86.6
860.000 TRANSPORTATION	400.00	400.00	0.00	0.00	0.00	400.00	0.0
900.000 PRINTING & PUBLISHING	800.00	800.00	831.30	0.00	0.00	-31.30	103.9

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023

Fund Type:

Fund: 101 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 209.000 ASSESSOR							
930.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	500.00	500.00	43.00	0.00	0.00	457.00	8.6
980.000 OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
ASSESSOR	111,360.00	111,360.00	64,560.20	0.00	0.00	46,799.80	58.0
Dept: 215.000 TOWNSHIP CLERK							
701.000 ADMINISTRATIVE WAGES	53,020.00	53,020.00	30,928.38	0.00	0.00	22,091.62	58.3
702.000 CLERICAL WAGES	8,240.00	8,240.00	4,806.62	0.00	0.00	3,433.38	58.3
703.000 WAGES	9,000.00	9,000.00	242.55	0.00	0.00	8,757.45	2.7
714.000 EMPLOYER'S FICA CONTRIBUTION	5,425.00	5,425.00	2,752.33	0.00	0.00	2,672.67	50.7
715.000 MEDICAL INSURANCE	860.00	860.00	753.26	0.00	0.00	106.74	87.6
715.100 LIFE INSURANCE	360.00	360.00	206.50	0.00	0.00	153.50	57.4
716.000 WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
717.000 RETIREMENT CONTRIBUTION	7,025.00	7,025.00	5,902.00	0.00	0.00	1,123.00	84.0
727.000 OFFICE SUPPLIES	500.00	500.00	-2,216.20	0.00	0.00	2,716.20	-443.2
806.000 CONTRACTUAL FEES & SERVICES	3,200.00	3,200.00	0.00	0.00	0.00	3,200.00	0.0
860.000 TRANSPORTATION	150.00	150.00	0.00	0.00	0.00	150.00	0.0
930.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
TOWNSHIP CLERK	88,780.00	88,780.00	43,375.44	0.00	0.00	45,404.56	48.9
Dept: 247.000 BOARD OF REVIEW							
703.000 WAGES	2,350.00	2,350.00	533.00	0.00	0.00	1,817.00	22.7
714.000 EMPLOYER'S FICA CONTRIBUTION	185.00	185.00	96.92	0.00	0.00	88.08	52.4
716.000 WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 OFFICE SUPPLIES	40.00	40.00	69.63	0.00	0.00	-29.63	174.1
900.000 PRINTING & PUBLISHING	300.00	300.00	208.77	0.00	0.00	91.23	69.6
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	600.00	600.00	469.65	0.00	0.00	130.35	78.3
BOARD OF REVIEW	3,475.00	3,475.00	1,377.97	0.00	0.00	2,097.03	39.7
Dept: 253.000 TOWNSHIP TREASURER							
701.000 ADMINISTRATIVE WAGES	53,020.00	53,020.00	30,928.38	0.00	0.00	22,091.62	58.3
703.000 WAGES	12,760.00	12,760.00	7,361.55	0.00	0.00	5,398.45	57.7
714.000 EMPLOYER'S FICA CONTRIBUTION	5,070.00	5,070.00	2,929.10	0.00	0.00	2,140.90	57.8
715.000 MEDICAL INSURANCE	9,200.00	9,200.00	4,448.93	0.00	0.00	4,751.07	48.4
715.100 LIFE INSURANCE	360.00	360.00	206.50	0.00	0.00	153.50	57.4
716.000 WORKERS COMP INSURANCE	6,625.00	6,625.00	0.00	0.00	0.00	6,625.00	0.0
717.000 RETIREMENT CONTRIBUTION	6,660.00	6,660.00	6,578.00	0.00	0.00	82.00	98.8
727.000 OFFICE SUPPLIES	3,200.00	3,200.00	947.63	0.00	0.00	2,252.37	29.6
801.000 PROFESSIONAL SERVICES - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
814.000 COMPUTER SERVICES	1,550.00	1,550.00	937.00	0.00	0.00	613.00	60.5
860.000 TRANSPORTATION	100.00	100.00	0.00	0.00	0.00	100.00	0.0
900.000 PRINTING & PUBLISHING	1,700.00	1,700.00	675.00	0.00	0.00	1,025.00	39.7
930.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
TOWNSHIP TREASURER	101,245.00	101,245.00	55,012.09	0.00	0.00	46,232.91	54.3
Dept: 265.000 TOWNSHIP CENTER							
702.000 CLERICAL WAGES	0.00	0.00	1,044.90	0.00	0.00	-1,044.90	0.0
703.000 WAGES	12,000.00	12,000.00	2,116.65	0.00	0.00	9,883.35	17.6
714.000 EMPLOYER'S FICA CONTRIBUTION	1,000.00	1,000.00	241.86	0.00	0.00	758.14	24.2
724.000 BANK CHARGES	800.00	800.00	167.92	0.00	0.00	632.08	21.0
727.000 OFFICE SUPPLIES	12,000.00	12,000.00	4,069.56	0.00	0.00	7,930.44	33.9
740.000 OPERATING SUPPLIES	1,800.00	1,800.00	495.35	0.00	0.00	1,304.65	27.5

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023

Original Bud. Amended Bud. YTD Actual CURR MTH Encumb. YTD UnencBal % Bud

Fund Type:

Fund: 101 - GENERAL FUND

Expenditures

Dept: 265.000 TOWNSHIP CENTER

741.000 MOTOR FUELS	500.00	500.00	68.06	0.00	0.00	431.94	13.6
775.000 REPAIR & MAINTENANCE	2,000.00	2,000.00	2,016.88	0.00	0.00	-16.88	100.8
776.000 JANITORIAL SERVICE	4,120.00	4,120.00	2,413.20	0.00	0.00	1,706.80	58.6
777.000 SNOWPLOWING	0.00	0.00	0.00	0.00	0.00	0.00	0.0
850.000 TELEPHONES	3,600.00	3,600.00	2,134.48	0.00	0.00	1,465.52	59.3
851.000 TECHNOLOGY	3,000.00	3,000.00	1,249.00	0.00	0.00	1,751.00	41.6
920.000 UTILITIES - ELECTRIC	3,500.00	3,500.00	1,956.93	0.00	0.00	1,543.07	55.9
922.000 UTILITIES - GAS	2,900.00	2,900.00	1,980.21	0.00	0.00	919.79	68.3
924.000 UTILITIES - SEWER USE	560.00	560.00	276.00	0.00	0.00	284.00	49.3
926.000 UTILITIES-WATER	350.00	350.00	173.94	0.00	0.00	176.06	49.7
930.000 REPAIR & MAINTENANCE	4,000.00	4,000.00	844.54	0.00	0.00	3,155.46	21.1
972.000 CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
975.000 BUILDINGS,ADDITIONS & IMPROVEM	22,000.00	22,000.00	18,978.92	0.00	0.00	3,021.08	86.3
977.000 EQUIPMENT	15,000.00	15,000.00	1,199.00	0.00	0.00	13,801.00	8.0
980.000 OFFICE EQUIPMENT	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
994.100 SAD WATERMAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.200 CONTRIBUTIONS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0

TOWNSHIP CENTER 94,130.00 94,130.00 41,427.40 0.00 0.00 52,702.60 44.0

Dept: 336.000 FIRE DEPARTMENT

741.000 MOTOR FUELS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
999.100 OPERATING TRANSFER OUT	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
999.200 CONTRIBUTIONS TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0

FIRE DEPARTMENT 150,000.00 150,000.00 0.00 0.00 0.00 150,000.00 0.0

Dept: 345.000 PUBLIC SAFETY

703.000 WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
703.100 UNEMPLOYMENT REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
977.000 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0

PUBLIC SAFETY 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0

Dept: 400.000 PLANNING COMMISSION

702.000 CLERICAL WAGES	1,800.00	1,800.00	1,536.00	0.00	0.00	264.00	85.3
703.000 WAGES	12,500.00	12,500.00	7,820.00	0.00	0.00	4,680.00	62.6
714.000 EMPLOYER'S FICA CONTRIBUTION	1,100.00	1,100.00	715.89	0.00	0.00	384.11	65.1
716.000 WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 OFFICE SUPPLIES	200.00	200.00	0.00	0.00	0.00	200.00	0.0
800.000 VIDEO SERVICES	0.00	0.00	1,605.00	0.00	0.00	-1,605.00	0.0
801.000 PROFESSIONAL SERVICES - LEGAL	5,000.00	5,000.00	6,595.00	0.00	0.00	-1,595.00	131.9
801.100 SPECIAL PROJECTS - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
804.000 PLANNING SERVICES	37,000.00	37,000.00	596.83	0.00	0.00	36,403.17	1.6
830.000 MEMBERSHIP AND DUES	700.00	700.00	0.00	0.00	0.00	700.00	0.0
860.000 TRANSPORTATION	100.00	100.00	0.00	0.00	0.00	100.00	0.0
900.000 PRINTING & PUBLISHING	500.00	500.00	342.50	0.00	0.00	157.50	68.5
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0

PLANNING COMMISSION 60,400.00 60,400.00 19,211.22 0.00 0.00 41,188.78 31.8

Dept: 405.000 Planning /Zoning Administratio

701.000 ADMINISTRATIVE WAGES	70,000.00	70,000.00	40,833.38	0.00	0.00	29,166.62	58.3
703.000 WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
714.000 EMPLOYER'S FICA CONTRIBUTION	5,400.00	5,400.00	3,123.68	0.00	0.00	2,276.32	57.8
715.000 MEDICAL INSURANCE	9,200.00	9,200.00	4,448.93	0.00	0.00	4,751.07	48.4
715.100 LIFE INSURANCE	360.00	360.00	206.50	0.00	0.00	153.50	57.4
717.000 RETIREMENT CONTRIBUTION	7,100.00	7,100.00	6,996.00	0.00	0.00	104.00	98.5
727.000 OFFICE SUPPLIES	400.00	400.00	0.00	0.00	0.00	400.00	0.0
801.000 PROFESSIONAL SERVICES - LEGAL	5,000.00	5,000.00	2,435.00	0.00	0.00	2,565.00	48.7

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type:							
Fund: 101 - GENERAL FUND							
Expenditures							
Dept: 405.000 Planning /Zoning Administratio							
860.000 TRANSPORTATION	200.00	200.00	0.00	0.00	0.00	200.00	0.0
960.000 EDUCATION & TRAINING	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Planning /Zoning Administratio	99,160.00	99,160.00	58,043.49	0.00	0.00	41,116.51	58.5
Dept: 410.000 ZONING BOARD OF APPEALS							
702.000 CLERICAL WAGES	800.00	800.00	200.00	0.00	0.00	600.00	25.0
703.000 WAGES	2,500.00	2,500.00	1,300.00	0.00	0.00	1,200.00	52.0
714.000 EMPLOYER'S FICA CONTRIBUTION	255.00	255.00	114.74	0.00	0.00	140.26	45.0
727.000 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 PROFESSIONAL SERVICES - LEGAL	3,000.00	3,000.00	102.00	0.00	0.00	2,898.00	3.4
830.000 MEMBERSHIP AND DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 PRINTING & PUBLISHING	400.00	400.00	152.75	0.00	0.00	247.25	38.2
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
ZONING BOARD OF APPEALS	7,455.00	7,455.00	1,869.49	0.00	0.00	5,585.51	25.1
Dept: 411.000 ZONING ADMINISTRATION							
703.000 WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
714.000 EMPLOYER'S FICA CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
717.000 RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 PROFESSIONAL SERVICES - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.0
980.000 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
ZONING ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 445.000 PUBLIC WORKS							
801.000 PROFESSIONAL SERVICES - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
930.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
992.000 PAYMENT ON BONDS - G.T. COUNTY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
992.200 STF Bond Purchase	0.00	0.00	0.00	0.00	0.00	0.00	0.0
995.000 INTEREST ON LOANS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
PUBLIC WORKS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 448.000 STREET LIGHTING							
920.000 UTILITIES - ELECTRIC	8,000.00	8,000.00	3,972.82	0.00	0.00	4,027.18	49.7
STREET LIGHTING	8,000.00	8,000.00	3,972.82	0.00	0.00	4,027.18	49.7
Dept: 751.000 PARKS							
703.000 WAGES	40,000.00	40,000.00	16,222.96	0.00	0.00	23,777.04	40.6
714.000 EMPLOYER'S FICA CONTRIBUTION	3,100.00	3,100.00	1,241.08	0.00	0.00	1,858.92	40.0
740.000 OPERATING SUPPLIES	3,500.00	3,500.00	2,087.03	0.00	0.00	1,412.97	59.6
741.000 MOTOR FUELS	1,300.00	1,300.00	381.19	0.00	0.00	918.81	29.3
775.000 REPAIR & MAINTENANCE	6,000.00	6,000.00	3,650.25	0.00	0.00	2,349.75	60.8
802.000 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
804.000 PLANNING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
920.000 UTILITIES - ELECTRIC	1,600.00	1,600.00	792.54	0.00	0.00	807.46	49.5
924.000 UTILITIES - SEWER USE	280.00	280.00	138.00	0.00	0.00	142.00	49.3
930.000 REPAIR & MAINTENANCE	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
931.000 EQUIP. REPAIR & MAINTENANCE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
972.000 CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
974.000 LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
975.000 BUILDINGS, ADDITIONS & IMPROVEM	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
977.000 EQUIPMENT	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.0
PARKS	82,780.00	82,780.00	24,513.05	0.00	0.00	58,266.95	29.6

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023

Original Bud. Amended Bud. YTD Actual CURR MTH Encumb. YTD UnencBal % Bud

Fund Type:

Fund: 101 - GENERAL FUND

Expenditures

Dept: 899.000 TAX TRIBUNAL REFUNDS ORDERED								
964.000 REFUNDS	0.00	0.00	2,388.94	0.00	0.00	-2,388.94	0.0	
TAX TRIBUNAL REFUNDS ORDERED	0.00	0.00	2,388.94	0.00	0.00	-2,388.94	0.0	
Dept: 954.000 INSURANCE & BONDS								
910.000 INSURANCE & BONDS	16,000.00	16,000.00	17,883.00	0.00	0.00	-1,883.00	111.8	
INSURANCE & BONDS	16,000.00	16,000.00	17,883.00	0.00	0.00	-1,883.00	111.8	
Expenditures	1,065,165.00	1,065,165.00	467,733.85	0.00	0.00	597,431.15	43.9	

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type:							
Fund: 206 - FIRE FUND							
Revenues							
Dept: 000.000							
402.000	CURRENT PROP. TAX - ALLOCATED	1,013,500.00	1,013,500.00	1,008,785.31	0.00	0.00	4,714.69 99.5
403.000	INTEREST/PENALTIES ON TAXES	0.00	0.00	0.00	0.00	0.00	0.00 0.0
412.000	DELINQUENT-REAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00 0.0
420.000	UNPAID PERSONAL PROPERTY TAX	0.00	0.00	0.00	0.00	0.00	0.00 0.0
460.100	METRO AUTHORITY FEES	0.00	0.00	0.00	0.00	0.00	0.00 0.0
640.000	EMS TRANSPORTS	100,000.00	100,000.00	62,872.52	0.00	0.00	37,127.48 62.9
641.000	FIRE FEE	0.00	0.00	0.00	0.00	0.00	0.00 0.0
642.000	CHARGE FOR SERVICE - SALES	0.00	0.00	0.00	0.00	0.00	0.00 0.0
664.000	INTEREST EARNINGS	200.00	200.00	13,555.69	0.00	0.00	-13,355.69 6777.8
668.000	RENTS & ROYALTIES	0.00	0.00	0.00	0.00	0.00	0.00 0.0
673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00 0.0
675.000	CONTRIBUTIONS - PRIVATE SOURCE	0.00	0.00	5,600.00	0.00	0.00	-5,600.00 0.0
675.100	CONTRIBUTIONS - MEMORIALS	0.00	0.00	0.00	0.00	0.00	0.00 0.0
691.000	CONTRIBUTIONS - OTHER FUNDS	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00 0.0
692.000	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00 0.0
695.000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00 0.0
698.000	PROCEEDS FROM L.T. DEBT	0.00	0.00	0.00	0.00	0.00	0.00 0.0
699.000	FUND EQUITY CONTRIBUTION	18,000.00	18,000.00	0.00	0.00	0.00	18,000.00 0.0
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Dept: 000.000		1,281,700.00	1,281,700.00	1,090,813.52	0.00	0.00	190,886.48 85.1
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Revenues		1,281,700.00	1,281,700.00	1,090,813.52	0.00	0.00	190,886.48 85.1
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Expenditures							
Dept: 000.000							
701.000	ADMINISTRATIVE WAGES	135,100.00	135,100.00	44,210.88	0.00	0.00	90,889.12 32.7
703.200	wages	0.00	0.00	16,605.86	0.00	0.00	-16,605.86 0.0
704.000	FIRE WAGES	599,000.00	599,000.00	333,277.02	0.00	0.00	265,722.98 55.6
704.100	firefighter shift wages	0.00	0.00	0.00	0.00	0.00	0.00 0.0
705.000	EXTRICATION SERVICES-TC	0.00	0.00	0.00	0.00	0.00	0.00 0.0
714.000	EMPLOYER'S FICA CONTRIBUTION	55,500.00	55,500.00	30,148.18	0.00	0.00	25,351.82 54.3
715.000	MEDICAL INSURANCE	47,700.00	47,700.00	18,015.72	0.00	0.00	29,684.28 37.8
715.100	LIFE INSURANCE	3,600.00	3,600.00	1,770.00	0.00	0.00	1,830.00 49.2
716.000	WORKERS COMP INSURANCE	39,600.00	39,600.00	25,759.50	0.00	0.00	13,840.50 65.0
717.000	RETIREMENT CONTRIBUTION	75,000.00	75,000.00	51,289.00	0.00	0.00	23,711.00 68.4
724.000	BANK CHARGES	700.00	700.00	318.06	0.00	0.00	381.94 45.4
727.000	OFFICE SUPPLIES	1,000.00	1,000.00	258.37	0.00	0.00	741.63 25.8
740.000	OPERATING SUPPLIES	15,000.00	15,000.00	2,753.61	0.00	0.00	12,246.39 18.4
741.000	MOTOR FUELS	10,000.00	10,000.00	4,561.64	0.00	0.00	5,438.36 45.6
742.000	EMS & RESCUE SUPPLIES	5,000.00	5,000.00	2,832.31	0.00	0.00	2,167.69 56.6
775.000	REPAIR & MAINTENANCE	6,000.00	6,000.00	1,355.44	0.00	0.00	4,644.56 22.6
776.000	JANITORIAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00 0.0
777.000	SNOWPLOWING	0.00	0.00	0.00	0.00	0.00	0.00 0.0
778.000	Billing Services	8,000.00	8,000.00	4,523.33	0.00	0.00	3,476.67 56.5
801.000	PROFESSIONAL SERVICES - LEGAL	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00 0.0
802.000	ENGINEERING SERVICES	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00 0.0
803.000	MEDICAL - PHYSICAL EXAMS	6,000.00	6,000.00	734.98	0.00	0.00	5,265.02 12.2
805.000	AUDIT FEES	200.00	200.00	200.00	0.00	0.00	0.00 100.0
806.000	CONTRACTUAL FEES & SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 0.0
807.000	LICENSING AND FEES	1,400.00	1,400.00	432.23	0.00	0.00	967.77 30.9
830.000	MEMBERSHIP AND DUES	17,000.00	17,000.00	6,965.00	0.00	0.00	10,035.00 41.0
850.000	TELEPHONES	2,800.00	2,800.00	2,366.98	0.00	0.00	433.02 84.5
851.000	TECHNOLOGY	1,000.00	1,000.00	568.00	0.00	0.00	432.00 56.8
860.000	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00 0.0
880.000	COMMUNITY PROMOTION	700.00	700.00	0.00	0.00	0.00	700.00 0.0
881.000	ALS INTERCEPT SERVICE	30,000.00	30,000.00	11,000.00	0.00	0.00	19,000.00 36.7
900.000	PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00 0.0
910.000	INSURANCE & BONDS	15,500.00	15,500.00	20,000.00	0.00	0.00	-4,500.00 129.0
920.000	UTILITIES - ELECTRIC	8,500.00	8,500.00	3,921.29	0.00	0.00	4,578.71 46.1
922.000	UTILITIES - GAS	7,000.00	7,000.00	4,866.60	0.00	0.00	2,133.40 69.5

REVENUE/EXPENDITURE REPORT

ELMWOOD TWP

For the Period: 1/1/2023 to 8/31/2023	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund Type:							
Fund: 206 - FIRE FUND							
Expenditures							
Dept: 000.000							
924.000 UTILITIES - SEWER USE	555.00	555.00	276.00	0.00	0.00	279.00	49.7
926.000 UTILITIES-WATER	0.00	0.00	0.00	0.00	0.00	0.00	0.0
930.000 REPAIR & MAINTENANCE	2,000.00	2,000.00	870.22	0.00	0.00	1,129.78	43.5
931.000 EQUIP. REPAIR & MAINTENANCE	13,380.00	13,380.00	4,185.52	0.00	0.00	9,194.48	31.3
932.000 UNSCHEDULED MAINTENANCE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
933.000 apparatus repair and maint	25,000.00	25,000.00	12,404.90	0.00	0.00	12,595.10	49.6
956.000 EMERGENCY CONTINGENCY	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
960.000 EDUCATION & TRAINING	28,000.00	28,000.00	20,642.85	0.00	0.00	7,357.15	73.7
975.000 BUILDINGS,ADDITIONS & IMPROVEM	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
977.000 EQUIPMENT	12,000.00	12,000.00	7,126.45	0.00	0.00	4,873.55	59.4
978.000 EQUIPMENT REPLACEMENT	20,000.00	20,000.00	4,164.96	0.00	0.00	15,835.04	20.8
978.100 FUTURE EQUIP REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
993.000 FIRE TRUCK PAYMENT	56,465.00	56,465.00	56,463.97	0.00	0.00	1.03	100.0
995.000 INTEREST ON LOANS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 000.000	1,281,700.00	1,281,700.00	694,868.87	0.00	0.00	586,831.13	54.2
Dept: 344.000 EMS							
701.000 ADMINISTRATIVE WAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
703.200 wages	0.00	0.00	3,919.62	0.00	0.00	-3,919.62	0.0
704.000 FIRE WAGES	0.00	0.00	1,569.46	0.00	0.00	-1,569.46	0.0
704.100 firefighter shift wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
714.000 EMPLOYER'S FICA CONTRIBUTION	0.00	0.00	419.93	0.00	0.00	-419.93	0.0
715.000 MEDICAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
715.100 LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
716.000 WORKERS COMP INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
717.000 RETIREMENT CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
727.000 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
740.000 OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
741.000 MOTOR FUELS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
742.000 EMS & RESCUE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
776.000 JANITORIAL SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
778.000 Billing Services	0.00	0.00	0.00	0.00	0.00	0.00	0.0
801.000 PROFESSIONAL SERVICES - LEGAL	0.00	0.00	0.00	0.00	0.00	0.00	0.0
802.000 ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
803.000 MEDICAL - PHYSICAL EXAMS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
805.000 AUDIT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
807.000 LICENSING AND FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
830.000 MEMBERSHIP AND DUES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
850.000 TELEPHONES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
860.000 TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
880.000 COMMUNITY PROMOTION	0.00	0.00	0.00	0.00	0.00	0.00	0.0
881.000 ALS INTERCEPT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
900.000 PRINTING & PUBLISHING	0.00	0.00	0.00	0.00	0.00	0.00	0.0
910.000 INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
920.000 UTILITIES - ELECTRIC	0.00	0.00	0.00	0.00	0.00	0.00	0.0
922.000 UTILITIES - GAS	0.00	0.00	0.00	0.00	0.00	0.00	0.0
924.000 UTILITIES - SEWER USE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
930.000 REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
931.000 EQUIP. REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
932.000 UNSCHEDULED MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.0
933.000 apparatus repair and maint	0.00	0.00	0.00	0.00	0.00	0.00	0.0
956.000 EMERGENCY CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.0
960.000 EDUCATION & TRAINING	0.00	0.00	0.00	0.00	0.00	0.00	0.0
975.000 BUILDINGS,ADDITIONS & IMPROVEM	0.00	0.00	0.00	0.00	0.00	0.00	0.0
977.000 EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
978.000 EQUIPMENT REPLACEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.0
EMS	0.00	0.00	5,909.01	0.00	0.00	-5,909.01	0.0



Flotation Docking Systems, Inc.

June 15, 2023

Pete Moon
Elmwood Township Marina
13051 S W Bay Shore Dr.
Traversae City, MI 49684
(231) 499-5422
petermoon@juno.com

Re: A Dock Finger Piers

Greetings Pete,

Per your request, this document addresses the repair or replacement of two 3' x 38' finger piers on A Dock that have become wobbly. Given your report that the upper flotation encasement steel remains in good condition, we feel reskinning the subject units *is* a viable option. Replacement pricing is also provided for consideration.

Although I believe you're familiar with the reskinning process, I feel it's appropriate to provide an explanation of the same since Elmwood Township may have experienced personnel changes in recent years. To that mission, please note the following:

Reskinning Explained

Our docks are constructed with upper and lower galvanized sheet steel membranes that sandwich a timber framework – all voids of which are occupied by polystyrene flotation material. The sheet steel used (by specification) primarily serves automotive and culvert industries, but unfortunately not all material under this specification was produced equally during the era of A Dock's fabrication. Fortunately, specifications and applied techniques have vastly improved since that timeframe, and we have not seen (nor do we expect to see) any reoccurrence of the subject issue.

The sheet steel membranes serve a dual purpose; they not only provide encasement and protection for the flotation material, but more importantly serve an integral function in accepting and dissipating all imposed forces. Although a dock section whose lower membrane has been compromised will continue to function without any adverse visible affects, the structural capacity will be impacted.

Such an occurrence is easily noticeable on finger piers, observed by an increasing loss of stability as the subject material deteriorates. That said, it's appropriate to mention that many new commercial floating dock structures fail to produce a level of stability that matches even our "wounded" decades-old units. Be that as it may, we acknowledge that stable finger piers are expected from our design and we therefore recommend replacement of the bottom skin when this issue arises.

P.O. BOX 178 ~ 160 HODECK STREET ~ CEDARVILLE, MICHIGAN 49719-0178
ph. 906-484-3422 ~ cody@flotationdocking.com
www.flotationdocking.com

Head piers with damaged or missing bottom sheet steel do not demonstrate the same instability as finger piers. However, this damage *does* pose a structural issue since they're designed to accommodate the loads imposed by finger piers, boats, and anchorage. Accordingly, compromised heads pier sections are more prone to failure in harsh conditions. It's generally cost prohibitive to reskin head piers due to the presence of heavy utilities, so we recommend continually monitoring this portion of dockage to identify any potential issues.

The process of replacing finger pier lower sheet steel generally adheres to the following:

1. Disconnect affected dock sections, float to launch ramp, and remove from water.
2. Roll finger piers onto their sides and remove any remaining sheet steel / nails.
3. Install new continuous full-length runs of sheet steel, fastened to framing on 1 ½" centers.
4. Return finger pier to water, float back into place, then reconnect.
5. Note: All electrical cable (if applicable) must be removed in advance of our arrival.

There's considerable time variability associated with this task depending on how easily the existing material can be removed, so we always **estimate** this work with a price range. Polystyrene can often be reused, which I'm optimistic is the case for these finger piers. That said, there's a potential for additional (minor) expense beyond what is stated herein. For this reason, it's appropriate to clarify that invoicing would actually be calculated on a time and materials basis.

Your cost for this effort should fall somewhere between **\$9,000** and **\$10,000**, which is premised on the following qualifications:

1. Elmwood Twp. will provide a 15-yard dumpster onsite for disposal of removed material.
2. All work will be authorized to commence directly at the launch ramp.
3. A portion of Elmwood's launch ramp must be closed throughout the duration of work, and FDS will be afforded uninterrupted use at no expense.
4. Reasonable cleanup is included, but marina staff may be required to assist if thorough / detailed efforts are required.

Replacement Option

- 2 – 3' x 38' Finger piers with approximate 22" freeboard.
- Decking to be Clear & Better pressure treated SYP, fastened with screw-shank nails.
- 6" x 6" Vertical timber fenders and 10" aluminum cleats at appropriate locations.
- Safety ladders are not currently included.
- Any appurtenance to be reused (i.e. dock boxes) must be removed prior to our arrival.
- Pricing assumes new connection ears must be site welded to head pier plates.
- Removal of existing fingers is *not* included (see Disposal Option below).
- Delivery, offloading, and turnkey installation are included.
- As with reskinning, uninterrupted and no-cost use of Elmwood's launch ramp is assumed.
- Total price: **\$17,600.00**

Disposal Option

- Existing finger piers would be disconnected and hauled offsite for disposal.
- Environmental efforts (i.e. shrink-wrapping) are not included and assumed to be unnecessary.
- Pricing is contingent upon approval of Replacement Option.
- Total price: **\$2,100.00**

Note: We assume a Leelanau County building permit and EGLE / USACE permits are not required for this project. All permitting efforts shall be the responsibility of others if this assumption is determined to be incorrect.

Upon your review of the above, I'll be happy to address any thoughts or questions you may have. Please be advised that the remainder of our 2023 schedule is fully committed. Reskinning efforts are best completed in the fall due to the "messy" nature of this work, however the replacement option could be scheduled for spring of 2024. We sincerely appreciate your continued interest in FDS, and look forward to hearing back at your convenience.

Best regards,


Cody Carmichael

Cc: Joni Burger – FDS
Jeff Cason – FDS

TAP Project Resolution

MDOT is applying for a TAP Grant to help pay for the sidewalks, the non-motorized trail and crosswalks as part of their 2025 M-22 reconstruction project. The resolution on tonight's agenda is required to allow them to apply for the grant in Elmwood Township. MDOT will be paying all costs in matching funds.

CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION 14 OF 2023
RESOLUTION IN SUPPORT OF TAP PROJECT IMPLEMENTATION
PEDESTRIAN AND BICYCLE SAFETY IMPROVEMENTS ALONG M-72/M-22
IN ELMWOOD TOWNSHIP AND CITY OF TRAVERSE CITY

WHEREAS, The Transportation Alternatives Program (TAP) is a federally funded program administered by the Michigan Department of Transportation (MDOT); and

WHEREAS, The Charter Township of Elmwood supports investments in non-motorized transportation to provide safe access for pedestrians and bicyclists in the Charter Township of Elmwood and connections to adjacent communities; and

WHEREAS, MDOT will rebuild a 2.3-mile section of M-72/M-22 (Grandview Parkway) from Division Street to the M-72 intersection in Traverse City and M-22 (Bay Shore Drive) from the M-72 intersection to Cherry Bend Road in the Charter Township of Elmwood in 2025; and

WHEREAS, the Charter Township of Elmwood in partnership with MDOT North Region and Traverse City Transportation Service Center (TSC) is applying to TAP for funding for non-motorized trail, sidewalk, and three pedestrian hybrid beacon crossings in the M-72/M-22 reconstruction project to supplement funding needed to complete the project; and

WHEREAS, MDOT will provide the required federal matching funds for the TAP grant and implement the TAP project in conjunction with the M-72/M-22 Reconstruction Project; and

NOW, THEREFORE BE IT RESOLVED THAT the Charter Township of Elmwood hereby requests MDOT North Region and Traverse City TSC to receive the TAP grant and undertake any actions required for TAP implementation; and

BE IT FURTHER RESOLVED THAT, the Charter Township of Elmwood commits to owning, operating, and implementing a maintenance program over the design life of the facilities constructed with TAP funds for the M-72/M-22 Reconstruction Project.

Upon a roll call vote, the following voted:

AYE:

NAY:

RESOLUTION DECLARED ADOPTED

Jeff Shaw, Supervisor

I, the undersigned, the Clerk of the Charter Township of Elmwood, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said municipality at its regular meeting held on August 14, 2023 relative to adoption of the resolution therein set forth; that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: August 15, 2022

Connie Preston, Clerk

Connie Preston

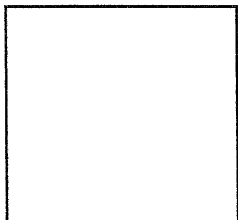
From: Jeff Shaw
Sent: Friday, July 21, 2023 2:56 PM
To: Connie Preston
Subject: FW: trail on M-22

From: Julie Clark <julie@traversetrails.org>
Sent: Friday, July 21, 2023 11:39 AM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Subject: Re: trail on M-22

Hi Jeff,
Yeah, those maintenance agreements are part and parcel of the TAP grants. We do have an Ambassador program (essentially a group of skilled volunteers that serve as eyes and ears on the trails) that we typically deploy on the trail network. I'll touch base with our planners next week and circle back with you, including sharing an MOA that might be a good example for you.

MDOT also asked us for a letter of support - we'll be sure to turn that around as well.

Hope you have a great weekend,
Julie



Julie Clark
Chief Executive Officer
Office: 231-941-4300 Mobile: 231-409-4877
Website: traversetrails.org
Address: (mailing) PO Box 252, Traverse City, MI 49685 (physical)
148 E Front St, Traverse City, MI 49686



TART Trails staff can be found working at the office, from home or out on the trails. Are you interested in supporting happy, healthy, connected communities? Send us an email or give us a call and let's connect.

On Fri, Jul 21, 2023 at 9:45 AM Jeff Shaw <supervisor@elmwoodmi.gov> wrote:

Good morning Julie,

The resolution I received from MDOT includes the paragraph "BE IT FURTHER RESOLVED, the Elmwood Township commits to owning, operating, and implementing a maintenance program over the design life of the facilities constructed with TAP funds for the M-72/M-22 Reconstruction Project." I know TART has agreements with other municipalities regarding operating and maintaining portions of the TART that pass through. I'm not sure how that works and if it's something TART would be compelled to do here in Elmwood? When I take this resolution to our Board on August 14, 2023, I'd like to have as much information regarding the future cost of this agreement to Elmwood.

Sincerely,

Jeff

EAST BAY CHARTER TOWNSHIP
GRAND TRAVERSE COUNTY, MICHIGAN

Ordinance No. 1 of 2018

THE CHARTER TOWNSHIP OF EAST BAY ORDAINS:

Ordinance No. 1-14, the following definition is hereby amended in its entirety to read as follows:


- A. Section 3: Definitions
"Sidewalk" means all cement, asphalt, concrete, and other improved walkways that are located within the right-of-way of the US 31 corridor or otherwise adjacent to the US 31 corridor between Holiday Road to Avenue B or located upon lots that abut this highway corridor and are intended for use by the general public for pedestrian travel.
- B. Section 4, A:
It shall be the duty of the owner of all lots within the Township located within the right-of-way and are intended for use by the general public for pedestrian travel, to maintain the sidewalks adjacent to or upon their lots in reasonable repair so that they are reasonably safe and convenient for public travel.
- C. Section 6: Closure of Sidewalks
All sidewalks within the Township located within the right-of-way shall be closed to the public between November 1 and May 1 each year and at any other time deemed necessary by the Township Board, or township official designated by the Township Board. Any person using a sidewalk during the time the sidewalk is closed shall do so at his or her own risk. The Township shall erect signs on all sidewalks sufficiently legible to be seen by an ordinarily observant person giving notice of the sidewalk closings. When sidewalks are closed temporarily by action of the Township Board, or township official designated by the Township Board, the Township shall erect signs or barriers giving notice of the temporary sidewalk closing.

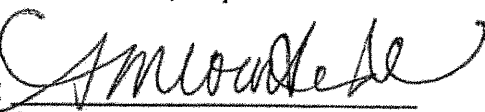
Effective Date:

This Ordinance amendment shall become effective thirty (30) days after its publication.

Notice of Public Hearing: 6/26/2018
Adoption: 7/9/2018
Notice of Adoption: 7/20/2018
effective Date: 8/20/2018

CHARTER TOWNSHIP OF EAST BAY

By: 
Beth Friend, Supervisor

By: 
Sue Courtade, Clerk



Proposal For:

Elmwood Township Hall

**Elmwood Township Hall Traverse City Security Cameras
Proposal**

Project Location:

10090 E Lincoln Rd.

Traverse City, MI 49684

Prepared For:

Jeffrey Shaw

Prepared By:

TKS Office



**ACCESS
CONTROL**



VIDEO



FIRE



**BURGLAR
ALARM**

Jeffrey Shaw

Elmwood Township Hall

10090 E Lincoln Rd.

Traverse City, MI 49684

supervisor@elmwoodtownship.net • 231-946-0921

07 / 19 / 2023

Hello Jeffrey, it is my pleasure to present this estimate for your Elmwood Township Hall Traverse City Security Cameras Proposal.

I know what you are looking for... **THE PRICE!** Let me save you some time. Here it is: **\$7227.00** (*Don't worry, this number is at the end too - along with where it came from.*)

Now you can see that we are not in the business of wasting your time! I would love the opportunity to tell you what we are in the business of: **Securing YOU - the right way.** When it comes to access control, video systems, burglar alarms and fire alarms; TKS Security is 100% committed to providing our customers with gold-standard products, installation and service! This starts with being a **licensed**, bonded and insured Security Company. Here is what that means for you:

- ***Eliminate the unnecessary risk that comes with unqualified installations or substandard equipment.***
- ***We are Licensed by the State of Michigan to install Security Systems***
- ***We require background checks on our employees***
- ***Knowledgeable, trained, expert installers***
- ***NDA Compliant Video Systems***

Please review the included scope of work and related pricing. If you have any questions or need anything at all, do not hesitate to reach out. I am here to help!

Thank you very much for this opportunity. I am looking forward to going to work for you soon!

Sincerely,

www.GoTKS.com

Project Information

Project Name: Elmwood Township Hall Elmwood Township Hall Traverse City Security Cameras Proposal

Project Location(s): 10090 E Lincoln Rd., Traverse City, MI 49684

On-Site Contact Name/Info:

Customer Responsibilities: TKS Security will have access to the location above, Monday-Friday from 8a-5p. A 120V/AC power outlet and an internet connection must also be provided (can use existing when available). For projects containing a fire alarm, dedicated 120V/AC power with lockout must be provided at the panel location.

Scope of Work: *See Orange Text Below*

Hosted Access Control (AC): TKS Security will build your cloud-hosted AC account, provide and install any required equipment, and train your team. Authorized users will be able to control your system locally or remotely, from most devices with an internet connection. Your cloud hosted system eliminates the need for server updates, feature upgrades or additional licensing fees.

Video Management System (VMS): TKS Security will provide, install and program any required equipment for your VMS and train your team once complete. Your system along with remote video services (RVS) from TKS will give you the ability to easily view your system and search for security events locally and remotely from most devices with an internet connection.

Burglar Alarm (BA): TKS Security will provide, install and program any required equipment for your BA and train your team once complete. Authorized users will be able to control your system locally or remotely from most devices with an internet connection. Paired with our award winning central station monitoring you will have an easy to operate system that offers the best, most professional protection in the industry.

Fire Alarm (FA): TKS Security will provide, install and program any required equipment for your FA and train your team once complete. Paired with our award winning central station monitoring, you will have a state of the art system that offers the best, most professional protection available in the industry.

Other:

SCOPE OF WORK

TKS will install 3 High Definition cameras and a DW server with Spectrum software. The Spectrum software will include the following features:

Spectrum IPVMS - industry leading Video Management System

All NDAA Compliant IP Cameras

Designed for 30 days minimum storage

Intelligent Search and Video retrieval

Push Notifications

Scheduled alerts

Unlimited users

Customized groups and access if desired

TKS Support for all functions and administration included

Software updates are included for life of the system and supported by TKS with our RVS service. (you never have to pay any SSA subscriptions)

All Cabling, Switches, Installation, Programming and Training is included.

Elmwood Township - July 19th, 2023



VIDEO SYSTEM

Click [here](#) for detailed information about our video system solutions.

QTY	SKU	Name		
4	IPV528X	5MP Vandal Dome 2.8mm fixed		
4	UN-TRJB03GIN	UNV Backbox for Fixed Domes/Turrets		
4	UN-TRWM03BIN	UNV Wall Mount for Varifocal Domes/Turrets		
1	TQ-TPES44	Trendnet 8-Port POE Switch (4 POE Ports)		
1	SEi10-6TB	Beelink Camera Server (500GB + 6TB)		
1	DW-SPECTRUMLSC004	DW Spectrum 4 Pack Camera License		
1	CAT6-GRN (1000)	Cat 6 Riser Green 1000ft Box		
2	Loco5AC	Ubiquity PTP Nano Station Small		
2	INS-3AF-I-G	Instant POE for Radios		
1	MISC	Misc. Install Materials, Beam Clamps, Wire Rings, Wire Ties, J Hooks, Wire Mold Etc..		
16	INSLBR	Install Labor - Programming, Installation, Testing		
			Subtotal	\$5,652.00
			Total	\$5,652.00

PAVILION OPTION

***THIS COST CAN BE DEDUCTED IF NOT DESIRED**

Click [here](#) for detailed information about our video system solutions.

QTY	SKU	Name		
1	IPV528X	5MP Vandal Dome 2.8mm fixed		
1	UN-TRJB03GIN	UNV Backbox for Fixed Domes/Turrets		
1	UN-TRWM03BIN	UNV Wall Mount for Varifocal Domes/Turrets		
1	TQ-TPES44	Trendnet 8-Port POE Switch (4 POE Ports)		
2	Loco5AC	Ubiquity PTP Nano Station Small		
2	INS-3AF-I-G	Instant POE for Radios		
1	MISC	Misc. Install Materials, Beam Clamps, Wire Rings, Wire Ties, J Hooks, Wire Mold Etc..		
4	INSLBR	Install Labor - Programming, Installation, Testing		
1	DW-SPECTRUMLSC001	DW Spectrum Single Camera License		
			Subtotal	\$1,575.00
			Total	\$1,575.00

INITIAL INVESTMENT

Parts, Installation, Programming Testing, Training

\$7227.00

MONTHLY SERVICES

Click [here](#) for detailed information about our monitoring/hosting solutions.

Quantity	Description	Price	Subtotal
1	*Remote Video Service (RVS) 1-9 Cams Remote Video Inspection - The trained TKS technician will	\$25.00	\$25.00
		Subtotal	\$25.00
		Total	\$25.00

RECOMMENDED SERVICES (OPTIONAL)

Quantity	Description	Price	Subtotal
1	Quality Service Program (OPTIONAL) <i>Price per Month, per Location. No Additional Cost for Service!</i>	\$99.00	\$99.00
		Subtotal	\$99.00
		Total	\$99.00

OPTIONAL- Please select a QSP option:

If Declined: I accept service terms as outlined in contract.

If Accepted: No cost for future parts or labor as long as QSP is paid current. (Excludes physical damage. i.e. vandalism, acts of God, etc.)

I understand the parts/labor terms.

All-In-One Commercial Agreement
Kenneth Kirschenbaum, Esq., Tel. No. (516) 747-6700
KIRSCHENBAUM CONTRACTS@Copyright 1/1/2020

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TKS SECURITY
220 Cesar E Chavez Ave SW
Grand Rapids, Michigan 49503
(888) 595-1115

STANDARD COMMERCIAL SECURITY AGREEMENT

Date: 7/19/2023

Subscriber's Name: Elmwood Township Hall

Telephone No.: 231-946-0921

Address: Elmwood Township

Email Address: supervisor@elmwoodtownship.net

1. TKS SECURITY (hereinafter referred to as "TKS" or "ALARM COMPANY") agrees to sell, install, and program, at Subscriber's premises, and Subscriber agrees to buy an electronic security system consisting of the equipment and services described in the **attached Schedule of Equipment and Services**.

Total Purchase Price: \$7227.00 + Tax if Applicable
Down Payment: \$3,613.50
Balance due upon completion of installation: \$3,613.50 + Tax if Applicable

2. DESCRIPTION OF EQUIPMENT AND SERVICES (Select Services Provided):

- Monitoring Center Services Repair Service Inspection Remote/Cloud Video Services Video System Access Control Access Control Administration
- Alarm Signal Verification Cellular Network Self-Monitoring Burglar Alarm Fire Alarm Other: (See Attached Schedule of Equipment and Services.)

3. PASSCODE TO CPU SOFTWARE REMAINS PROPERTY OF TKS / TITLE TO EQUIPMENT: Provided Subscriber performs this agreement for the full term, upon termination TKS shall at its option provide to Subscriber the passcode to the CPU software or change the passcode to the manufacturer's default code. Software programmed by TKS is the intellectual property of TKS and any unauthorized use of same, including derivative works, is strictly prohibited and may violate Federal Copyright Laws, Title 17 of the United States Code, and may subject violator to civil and criminal penalties. Upon installation the Equipment shall be deemed Subscriber's personal property and shall not be considered a fixture, or an addition to, alteration, conversion, improvement, modernization, remodeling, repair or replacement of any part of the realty, and Subscriber shall not permit the attachment thereto of any apparatus not furnished by TKS. TKS' signs and decals remain the property of TKS and must be removed upon termination of this agreement.

4. CHECK BOX FOR APPROPRIATE SERVICES: Only services selected are included:

SERVICES AND RECURRING CHARGES: All charges are billed in advance and are plus tax, if applicable (select one option):
Billing shall be: Monthly Quarter Annually Semi-Annually Annually

- (a) **MONITORING CHARGES:** Subscriber agrees to pay TKS the sum of \$N/A per month for the monitoring of the Security System and/or Fire Alarm System for the term of this agreement.
- CELLULAR NETWORK:** Subscriber agrees to pay TKS the sum of \$ 0.00 per month for the term of this agreement.
- (b) **SERVICE:** Unless a QSP is selected, subscriber agrees to pay TKS on a per call basis. If this agreement provides for service on a per call basis, Subscriber agrees to pay TKS for all parts and labor at time of service (Standard/Non-Emergency Rate: \$160.00/hour labor plus \$120 trip charge plus parts) . Subscriber is not obligated to call TKS for per call service and TKS is under no duty to provide service except its warranty service during warranty period. Service by anyone other than TKS during warranty period relieves TKS of any further obligations under the Limited Warranty.
Subscriber to initial for per call service option:

(c) **INSPECTION AND TESTING:** Subscriber agrees to pay TKS \$N/A per month for the term of this agreement for inspection service. If this option is selected TKS will make 4 inspection(s) per year. Unless otherwise noted in the Schedule of Equipment and Services inspection service includes testing of all accessible components to insure proper working order. If the system is UL Certified, the inspection will comply with UL requirements. TKS will notify Subscriber 3 days in advance of inspection date. It is Subscriber's responsibility to reschedule or permit access. Testing at inspection tests only that components are in proper working order at time of inspection unless otherwise reported to Subscriber at time of inspection. Inspection does not include repair. If sprinkler alarm or other device monitoring water flow is inspected the inspection does not include inspection or testing of sufficiency of water supply, for which TKS has no responsibility or liability.

(d) **ALARM SIGNAL VERIFICATION:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement. If Subscriber selects Alarm Signal Verification as a service to be provided, or if Alarm Signal Verification is required by law, TKS or its designated Monitoring Center shall verify the alarm signal by electronic telephone communication, video verification or such other verification system deemed appropriate by TKS or as required by local law and only verified alarm conditions shall be communicated to police or fire department.

(e) **REMOTE VIDEO SERVICES (RVS) / CLOUD VIDEO SERVICES (CVS):** Subscriber agrees to pay TKS the sum of \$25.00 per month for the term of this agreement. (Select Services Provided):
 Remote Video Services (RVS) Cloud Video Services (CVS)

(f) **ACCESS CONTROL ADMINISTRATION SERVICES:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement. (Select Services Provided):
 Hosted Access Control Managed Access Control

(g) **QSP (Quality Service Plan):** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement.

(h) **SELF-MONITORING:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement, for self-monitoring services. Self-Monitoring is provided by third party vendors who facilitate signals and data from Subscriber's alarm system to Subscriber's Internet or Cellular connected device. Unless Subscriber has selected Monitoring Center Services, signals from Subscriber's security system will not be monitored by and no signals will be received by any professional Monitoring Center.

(i) **CYBER SECURITY: COMPLIANT ENCRYPTION:** Subscriber agrees to pay TKS the sum of \$N/A per month for the term of this agreement for cyber security encryption services as specified in the Schedule of Equipment and Services. Cyber security compliance and conformance programs include guidelines in Underwriters Laboratory (UL), 2090 Cybersecurity Assurance Program or the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF). Encryption services are currently available for installation, inspection and monitoring of Camera and Access Control equipment which meets Advanced Encryption Standard specifications for encryption of electronic data established by the US National Institute of Standards and Technology (NIST), UL or any other established criteria for encryption.



IN LIEU OF SEPARATE RECURRING CHARGES IN PARAGRAPHS 4(a)-(i) ABOVE, SUBSCRIBER SHALL PAY \$25.00 PER MONTH WHICH INCLUDES ALL THE CHECKED SERVICES IN PARAGRAPHS 4(a)-(i).

5. TERM OF AGREEMENT / RENEWAL: The term of this agreement shall be for a period of 10 years and shall automatically renew year to year thereafter under the same terms and conditions, unless either party gives written notice to the other of their intention not to renew the agreement at least 30 days prior to the expiration of any term. After the expiration of one year from the date hereof TKS shall be permitted from time to time to increase all charges by an amount not to exceed nine percent each year and Subscriber agrees to pay such increase. TKS may invoice Subscriber in advance monthly, quarterly, or annually at TKS' option. Unless otherwise specified herein, all recurring charges for 4(a)-(i) services shall commence on the first day of the month next succeeding the date hereof, all payments being due on the first day of the month.

6. MONITORING CENTER SERVICES: Upon receipt of an alarm signal, video or audio transmission, from Subscriber's security system, TKS or its designee Monitoring Center shall make every reasonable effort to notify Subscriber and the appropriate municipal police or fire department (First Responders) depending upon the type of signal received. Not all signals or transmissions will require notification to the authorities and Subscriber may obtain a written response policy from TKS. No response shall be required for supervisory, loss of communication pathway, trouble or low battery signals. Subscriber acknowledges that signals transmitted from Subscriber's premises directly to municipal police or fire departments are not monitored by personnel of TKS or TKS' designee Monitoring Center and TKS does not assume any responsibility for the manner in which such signals are monitored or the response, if any, to such signals. Subscriber acknowledges that signals and transmissions are transmitted over telephone lines, wire, air waves, internet, VOIP, radio or cellular, or other modes of communication, and pass through communication networks wholly beyond the control of TKS and are not maintained by TKS except TKS may own the radio network, and TKS shall not be responsible for any failure which prevents transmission signals from reaching the Monitoring Center or damages arising therefrom, or for data corruption, theft or viruses to Subscriber's computers if connected to the alarm communication equipment. Subscriber agrees to furnish TKS with a written Call List of names and telephone numbers of those persons Subscriber wishes to receive notification of alarm signals. Unless otherwise provided in the Call List, TKS will make a reasonable effort to contact the first person reached or notified on the list either via telephone call, text or email message. No more than one call to the list shall be required and any form of notification provided for herein, including leaving a message on an answering machine, shall be deemed reasonable compliance with TKS' notification obligation. All changes and revisions shall be supplied to TKS in writing. Subscriber authorizes TKS to access the control panel to input or delete data and programming. If the equipment contains video or listening devices permitting Monitoring Center to monitor video or sound then upon receipt of an alarm signal, Monitoring Center shall monitor video or sound for so long as Monitoring Center, in its sole discretion, deems appropriate to confirm an alarm or emergency condition. If Subscriber requests TKS to remotely activate or deactivate the system, change combinations, openings or closings, or re-program system functions, Subscriber shall pay TKS \$90.00 for each such service. TKS may, without prior notice, suspend or terminate its services, in TKS' sole discretion, in event of Subscriber's default in performance of this agreement or in event Monitoring Center facility or communication network is nonoperational or Subscriber's alarm system is sending excessive false alarms or runaway signals. Monitoring Center is authorized to record and maintain audio and video transmissions, data and communications, and shall be the exclusive owner of such property. All Subscriber information and data shall be maintained confidentially by TKS.

7. REPAIR SERVICE: Repair service pursuant to paragraph 4(b)(ii), includes all parts and labor, and TKS shall service upon Subscriber's request the security system installed in Subscriber's premises between the hours of 9 a.m. and 5 p.m. Monday through Friday, within reasonable time after receiving notice from Subscriber that service is required, exclusive of Saturdays, Sundays and legal holidays. All repairs, replacement or alteration of the security system made by reason of alteration to Subscriber's premises, or caused by unauthorized intrusion, water, insects, vermin, lightning or electrical surge, or caused by any means other than normal usage, wear and tear, shall be made at the cost of the Subscriber. Batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices no longer supported by communication pathways, obsolete components and components exceeding manufacturer's useful life are not included in service and will be repaired or replaced at Subscriber's expense payable at time of service. No apparatus or device shall be attached to or connected with the security system as originally installed without TKS' written consent.

8. SUBSCRIBER REMOTE ACCESS: If Remote Access is included in the Schedule of Equipment and Services to be installed and services provided by TKS, the equipment will transmit data via Subscriber's high speed Internet, cellular or radio communication service from remote device supplied by TKS or Subscriber's Internet or wireless connection device which is compatible with TKS' remote services. TKS will grant access to server permitting Subscriber to monitor the security system, access the system to arm, disarm and bypass zones on the system, view the remote video camera(s) and control other remote automation devices that may be installed or, when system design permits, connect the system to the Internet, over which TKS has no control. The remote services server is provided either by TKS or a third party. TKS shall install the camera(s) in a permissible legal location in Subscriber's premises to permit Subscriber viewing. TKS shall have no responsibility for failure of data transmission, corruption or unauthorized access by hacking or otherwise and shall not monitor or view the camera data. Electronic data may not be encrypted and wireless components of the alarm system may not meet Advanced Encryption Standard specifications for encryption of electronic data established by the US National Institute of Standards and Technology (NIST) or any other established criteria for encryption and TKS shall have no liability for access to the alarm system by others.

9. WIRELESS AND INTERNET ACCESS CAPABILITIES: Subscriber is responsible for supplying high-speed Internet access and/or wireless services at Subscriber's premises. TKS does not provide Internet service, maintain Internet connection, wireless access or communication pathways, computer, smart phone, electric current connection or supply, or in all cases the remote video server. In consideration of Subscriber making its monthly payments for remote access to the system, TKS will authorize Subscriber access. TKS is not responsible for Subscriber's access to the Internet or any interruption of service or down time of remote access caused by loss of Internet service, radio or cellular or any other mode of communication used by Subscriber to access the system. Subscriber acknowledges that Subscriber's security system can be compromised if the codes or devices used for access are lost or accessed by others and TKS shall have no liability for such third party unauthorized access. TKS is not responsible for the security or privacy of any wireless network system or router. Wireless systems can be accessed by others, and it is the Subscriber's responsibility to secure access to the system with pass codes and lock out codes. TKS is not responsible for access to wireless networks or devices that may not be supported by communication carriers and upgrades to Subscriber's system will be at Subscriber's expense. If Subscriber is Self-Monitoring, no signals will be received unless Subscriber has access to the selected mode of communication pathway such as cellular, radio or Internet service.

10. ACCESS CONTROL SYSTEM OPERATION AND LIMITATIONS / ACCESS CONTROL ADMINISTRATION: If Access Control is selected as a service to be provided and included in the Schedule of Equipment and Services, Access Control equipment shall be connected to a computer supplied by the Subscriber and connected to Subscriber's computer network. If data storage or backup is a selected service TKS or its designee shall store and/or backup data received from Subscriber's system for a period of one year. TKS shall have no liability for data corruption or inability to retrieve data even if caused by TKS' negligence. Subscriber's data shall be maintained confidential and shall be retrieved and released only to Subscriber or upon Subscriber's authorization or by legal process. Internet access is not provided by TKS and TKS has no responsibility for such access or IP address service. TKS shall have no liability for unauthorized access to the system through the Internet or other communication networks or data corruption or loss for any reason whatsoever. If Access Control Administration is selected as a service to be provided TKS will maintain the data base for the operation of the Access Control System. Subscriber will advise TKS of all change in personnel and/or changes in access levels of authorization and restrictions, providing access card serial numbers or biometric data and such information that Subscriber deems necessary to identify personnel. All communication by Subscriber to TKS regarding personnel access must be in writing via email or fax to addresses designated by TKS. TKS shall have remote Internet access to the Subscriber's designated access control computer to program and make data base updates to the system. Subscriber is responsible for maintaining its computer and computer network and Internet access.

11. AUDIO / VIDEO SYSTEM OPERATION AND LIMITATIONS: If Audio / Video System is selected as a service to be provided and included in the Schedule of Equipment and Services, and if video equipment is attached to a recorder, it shall not be used for any other purpose. TKS shall be permitted to access and make changes to the system's operation on site and over the internet. If data storage is selected service, TKS shall store data received from Subscriber's system for one year. TKS shall have no liability for data corruption or inability to retrieve data even if caused by TKS' negligence. Subscriber's data shall be maintained confidential and shall be retrieved and released only to Subscriber or upon Subscriber's authorization or by legal process. Telephone or internet access is not provided by TKS and TKS has no responsibility for such access or IP address service. If system has remote access TKS is not responsible for the security or privacy of any wireless network system or router, and it is the Subscriber's responsibility to secure access to the system with pass codes and lock outs. TKS shall have no liability for unauthorized access to the system through the internet or other communication networks or data corruption or loss for any reason whatsoever. If audio or video devices are installed, Subscriber has been advised to independently ascertain that the audio or video devices are used lawfully. TKS has made no representations and has provided no advice regarding the use of audio or video devices, and it is Subscriber's sole responsibility to use the camera and audio devices lawfully.

12. GUARD RESPONSE: If guard response is specified as a service to be provided, upon receipt of an alarm signal, TKS or its subcontractor shall as soon as may be practical send one or more of its guards to the Subscriber's premises. Unless the guard determines that the alarm is a false alarm and that no situation requiring police or fire department services exist, the guard shall notify the Monitoring Center or police or fire department directly that an emergency situation exists and wait up to 15 minutes for the municipal police or fire department personnel or Subscriber to arrive at the premises and if permitted by the police shall assist in making a search of the premises to determine the cause of the alarm condition. If provided with keys to the premises the guard shall endeavor to secure the premises and repair the security equipment. However, Subscriber acknowledges that the guard is not required to enter the premises or to render any service to the security equipment and shall not be required to remain stationed at Subscriber's premises for more than 15 minutes after initial arrival. Subscriber authorizes the guard to take such action the guard deems necessary to secure the premises and reset the alarm, though Subscriber acknowledges that the guard may not be able to or may not have sufficient time to secure the premises or reset the alarm and put same in working order. If Subscriber requests TKS to station its guard at the premises for more than 30 minutes, and TKS has sufficient personnel to provide such service, and TKS makes no such representation that its personnel will be available, then Subscriber agrees to pay TKS \$95.00 per half hour plus tax for such service. Subscriber agrees to confirm the request to TKS to provide extended guard service by email, text or recorded conversation to TKS at the time request is made and TKS is authorized to ignore any request not confirmed within 15 minutes.

LIMITED WARRANTY ON SALE

13. In the event that any part of the security equipment becomes defective, TKS agrees to make all repairs and replacement of parts without costs to the Subscriber for a period of ninety (90) days from the date of installation. TKS reserves the option to either replace or repair the alarm equipment, and reserves the right to substitute materials of equal quality at time of replacement or to use reconditioned parts in fulfillment of this warranty. This warranty does not include batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components, and components exceeding manufacturer's useful life. TKS is not the manufacturer of the equipment and other than TKS' limited warranty Subscriber agrees to look exclusively to the manufacturer of the

equipment for repairs under its warranty coverage if any. **Except as set forth in this agreement, TKS makes no express warranties as to any matter whatsoever, including, without limitation to, unless prohibited by law, the condition of the equipment, its merchantability, or its fitness for any particular purpose and TKS shall not be liable for consequential damages.** TKS does not represent nor warrant that the security system may not be compromised or circumvented, or that the system will prevent any loss by burglary, hold-up, or otherwise; or that the system will in all cases provide the protection for which it is installed. **TKS expressly disclaims any implied warranties, including implied warranties of merchantability or fitness for a particular purpose.** The warranty does not cover any damage to material or equipment caused by accident, misuse, attempted or unauthorized repair service, modification, or improper installation by anyone other than TKS. Subscriber acknowledges that any affirmation of fact or promise made by TKS shall not be deemed to create an express warranty unless included in this agreement in writing; that Subscriber is not relying on TKS' skill or judgment in selecting or furnishing a system suitable for any particular purpose and that there are no warranties which extend beyond those on the face of this agreement, and that TKS has offered additional and more sophisticated equipment for an additional charge which Subscriber has declined. Subscriber's exclusive remedy for TKS' breach of this agreement or negligence to any degree under this agreement is to require TKS to repair or replace, at TKS' option, any equipment which is non-operational. This Limited Warranty is independent of and in addition to service contracted under paragraph 4(b)(ii) of this agreement. This Limited Warranty gives you specific legal rights and you may also have other rights which vary from state to state. If required by law, TKS will procure all permits required by local law and will provide a Certificate of Workman's Compensation prior to starting work.

GENERAL PROVISIONS

14. DELAY IN DELIVERY / INSTALLATION / RISK OF LOSS OF MATERIAL: TKS shall not be liable for any damage or loss sustained by Subscriber as a result of delay in delivery and/or installation of equipment, equipment failure, or for interruption of service due to electric failure, strikes, walk-outs, war, acts of God, or other causes, including TKS' negligence or failure to perform any obligation. The estimated date work is to be substantially completed is not a definite completion date and time is not of the essence. In the event the work is delayed through no fault of TKS, TKS shall have such additional time for performance as may be reasonably necessary under the circumstances. Subscriber agrees to pay TKS the sum of \$1,000 per day for each business day the work is re-scheduled or delayed by Subscriber or others engaged by Subscriber through no fault of TKS on less than 24 hour notice to TKS. If installation is delayed for more than one year from date hereof by Subscriber or other contractors engaged by Subscriber and through no fault of TKS, Subscriber agrees to pay an additional 5% of the contract Purchase Price upon installation. Subscriber assumes all risk of loss of material once delivered to the job site. Should TKS be required by existing or hereafter enacted law to perform any service or furnish any material not specifically covered by the terms of this agreement Subscriber agrees to pay TKS for such service or material.

15. TESTING OF SECURITY SYSTEM: The parties hereto agree that the security equipment, once installed, is in the exclusive possession and control of the Subscriber, and it is Subscriber's sole responsibility to test the operation of the security equipment and to notify TKS if any equipment is in need of repair. Service, if provided, is pursuant to paragraphs 4 and 7. TKS shall not be required to service the security equipment unless it has received notice from Subscriber, and upon such notice, TKS shall, during the warranty or repair service plan period, service the security equipment to the best of its ability within 36 hours, exclusive of Saturday, Sunday and legal holidays, during the business hours of 9 a.m. and 5 p.m. Subscriber agrees to test and inspect the security equipment and to advise TKS of any defect, error or omission in the security equipment. In the event Subscriber complies with the terms of this agreement and TKS fails to repair the security equipment within 36 hours after notice is given, excluding Saturdays, Sundays, and legal holidays, Subscriber agrees to send notice that the security equipment is in need of repair to TKS, in writing, by certified or registered mail, return receipt requested, and Subscriber shall not be responsible for payments due while the security equipment remains inoperable. In any lawsuit between the parties in which the condition or operation of the security equipment is in issue, the Subscriber shall be precluded from raising the issue that the security equipment was not operating unless the Subscriber can produce a post office certified or registered receipt signed by TKS, evidencing that warranty service was requested by Subscriber.

16. CARE AND SERVICE OF SECURITY SYSTEM: Subscriber agrees not to tamper with, remove or otherwise interfere with the Security System which shall remain in the same location as installed. All repairs, replacement or alteration of the security system made by reason of alteration to Subscriber's premises, or caused by unauthorized intrusion, lightning or electrical surge, or caused by any means other than normal usage, wear and tear, shall be made at the cost of the Subscriber. Batteries, electrical surges, lightning damage, software upgrades and repairs, communication devices that are no longer supported by communication pathways, obsolete components and components exceeding manufacturer's useful life, are not included in warranty or service under paragraph 4(b) (ii) and will be repaired or replaced at Subscriber's expense payable at time of service. No apparatus or device shall be attached to or connected with the security system as originally installed without TKS' written consent.

17. ALTERATION OF PREMISES FOR INSTALLATION: TKS is authorized to make preparations such as drilling holes, driving nails, making attachments or doing any other thing necessary in TKS' sole discretion for the installation and service of the security system, and TKS shall not be responsible for any condition created thereby as a result of such installation, service, or removal of the security system, and Subscriber represents that the owner of the premises, if other than Subscriber, authorizes the installation of the security system under the terms of this agreement.

18. SUBSCRIBER'S DUTY TO SUPPLY ELECTRIC AND TELEPHONE SERVICE: Subscriber agrees to furnish, at Subscriber's expense, all 110 Volt AC power, electrical outlet, ARC Type circuit breaker and dedicated receptacle, Internet connection, high-speed broadband cable or DSL and IP Address, telephone hook-ups, RJ31x Block or equivalent, as deemed necessary by TKS.

19. LIEN LAW: TKS or any subcontractor engaged by TKS to perform the work or furnish material who is not paid may have a claim against purchaser or the owner of the premises if other than the purchaser which may be enforced against the property in accordance with the applicable lien laws.

20. INDEMNITY / WAIVER OF SUBROGATION RIGHTS / ASSIGNMENTS: Subscriber agrees to defend, advance expenses for litigation and arbitration, including investigation, legal and expert witness fees, indemnify and hold harmless TKS, its employees, agents and subcontractors, from and against all claims, lawsuits, including those brought by third-parties or by Subscriber, including reasonable attorneys' fees and losses, asserted against and alleged to be caused by TKS' performance, negligence or failure to perform any obligation under or in furtherance of this agreement. Parties agree that there are no third-party beneficiaries of this agreement. Subscriber on its behalf and any insurance carrier waives any right of subrogation Subscriber's insurance carrier may otherwise have against TKS or TKS' subcontractors arising out of this agreement or the relation of the parties hereto. Subscriber shall not be permitted to assign this agreement without written consent of TKS, which shall not unreasonably be withheld. TKS shall have the right to assign this agreement to a company licensed to perform the services and shall be relieved of any obligations herein upon such assignment.

21. EXCULPATORY CLAUSE: TKS and Subscriber agree that TKS is not an insurer and no insurance coverage is offered herein. The security system, equipment, and TKS' services are designed to detect and reduce certain risks of loss, though TKS does not guarantee that no loss or damage will occur. TKS is not assuming liability, and, therefore, shall not be liable to Subscriber or any other third party for any loss, economic or non-economic, business loss or interruption, consequential damages, in contract or tort, data corruption or inability to retrieve data, personal injury or property damage sustained by Subscriber or others as a result of equipment failure, human error, burglary, theft, hold-up, fire, smoke, water or any other cause whatsoever, regardless of whether or not such loss or damage was caused by or contributed to by TKS' breach of contract, negligent performance to any degree in furtherance of this agreement, any extra contractual or legal duty, strict products liability, or negligent failure to perform any obligation pursuant to this agreement or any other legal duty, except for gross negligence and willful misconduct.

22. INSURANCE / ALLOCATION OF RISK: Subscriber shall maintain a policy of Comprehensive General Liability and Property Insurance for liability, casualty, fire, theft, and property damage under which Subscriber is named as insured and TKS is named as additional insured and which shall on a primary and non-contributing basis cover any loss or damage TKS' services are intended to detect to one hundred percent of the insurable value or potential risk. The parties intend that the Subscriber assume all potential risk and damage that may arise by reason of failure of the equipment, system or TKS' services and that Subscriber will look to its own insurance carrier for any loss or assume the risk of loss. TKS shall not be responsible for any portion of any loss or damage which is recovered or recoverable by Subscriber from insurance covering such loss or damage or for such loss or damage against which Subscriber is indemnified or insured. Subscriber and all those claiming rights under Subscriber waive all rights against TKS and its subcontractors for loss or damages caused by perils intended to be detected by TKS' services or covered by insurance to be obtained by Subscriber, except such rights as Subscriber or others may have to the proceeds of insurance.

23. LIMITATION OF LIABILITY: SUBSCRIBER AGREES THAT, EXCEPT FOR TKS' GROSS NEGLIGENCE AND WILLFUL MISCONDUCT, SHOULD THERE ARISE ANY LIABILITY ON THE PART OF TKS AS A RESULT OF TKS' BREACH OF THIS CONTRACT, NEGLIGENCE OR NEGLIGENCE FAILURE TO PERFORM ANY OF TKS' OBLIGATIONS PURSUANT TO THIS AGREEMENT OR ANY OTHER LEGAL DUTY, EQUIPMENT FAILURE, HUMAN ERROR, OR STRICT PRODUCTS LIABILITY, WHETHER ECONOMIC OR NON-ECONOMIC, IN CONTRACT OR IN TORT, THAT TKS' LIABILITY SHALL BE LIMITED TO THE SUM OF \$250.00 OR 6 TIMES THE MONTHLY PAYMENT FOR SERVICES BEING PROVIDED AT TIME OF LOSS, WHICHEVER IS GREATER. IF SUBSCRIBER WISHES TO INCREASE TKS' AMOUNT OF LIMITATION OF LIABILITY, SUBSCRIBER MAY, AS A MATTER OF RIGHT, AT ANY TIME, BY ENTERING INTO A SUPPLEMENTAL AGREEMENT, OBTAIN A HIGHER LIMIT BY PAYING AN ANNUAL PAYMENT CONSONANT WITH TKS' INCREASED LIABILITY. THIS SHALL NOT BE CONSTRUED AS INSURANCE COVERAGE AND NOTWITHSTANDING THE FOREGOING, TKS' LIABILITY SHALL NOT EXCEED ITS AVAILABLE INSURANCE COVERAGE.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS EXCULPATORY CLAUSE, INDEMNITY, INSURANCE, ALLOCATION OF RISK AND LIMITATION OF LIABILITY PROVISIONS.

24. LEGAL ACTION / BREACH / LIQUIDATED DAMAGES / AGREEMENT TO BINDING ARBITRATION: The parties agree that due to the nature of the services to be provided by TKS, the payments to be made by the Subscriber for the term of this agreement form an integral part of TKS' anticipated profits; that in the event of Subscriber's default it would be difficult if not impossible to fix TKS' actual damages. Therefore, in the event Subscriber defaults in any payment or charges to be paid to TKS, Subscriber shall be immediately liable for any unpaid installation and invoiced charges plus 90% of the balance of all payments for the entire term of this agreement as LIQUIDATED DAMAGES and TKS shall be permitted to terminate all its services, including but not limited to terminating monitoring service, under this agreement and to remotely re-program or delete any programming without relieving Subscriber of any obligation herein.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS A LIQUIDATED DAMAGE CLAUSE.

The prevailing party in any litigation or arbitration is entitled to recover its legal fees from the other party. In any action commenced by TKS against Subscriber, Subscriber shall not be permitted to interpose any counterclaim. SUBSCRIBER MAY BRING CLAIMS AGAINST TKS ONLY IN SUBSCRIBER'S INDIVIDUAL CAPACITY, AND NOT AS A CLASS ACTION PLAINTIFF OR CLASS ACTION MEMBER IN ANY PURPORTED CLASS OR REPRESENTATIVE PROCEEDING. ANY DISPUTE BETWEEN THE PARTIES OR ARISING OUT OF THIS AGREEMENT, INCLUDING ISSUES OF ARBITRABILITY, SHALL, AT THE OPTION OF ANY PARTY, BE DETERMINED BY BINDING AND FINAL ARBITRATION BEFORE A SINGLE ARBITRATOR ADMINISTERED BY ARBITRATION SERVICES INC., ITS SUCCESSORS OR ASSIGNS, PURSUANT TO ITS ARBITRATION RULES AT WWW.ARBITRATIONSERVICESINC.COM AND THE FEDERAL ARBITRATION ACT, EXCEPT THAT NO PUNITIVE OR CONSEQUENTIAL DAMAGES MAY BE AWARDED. The arbitrator shall be bound by the terms of this agreement, and shall on request of a party, conduct proceedings by telephone, video, submission of papers or in-person hearing. By agreeing to this arbitration provision the parties are waiving their right to a trial before a judge or jury, waiving their right to appeal the arbitration award and waiving their right to participate in a class action. Service of process or

papers in any legal proceeding or arbitration between the parties may be made by First-Class Mail delivered by the U.S. Postal Service addressed to the party's address designated in this agreement, on file with an agency of the state, or any other address provided by the party in writing to the party making service. The parties submit to the jurisdiction and laws of Michigan, except for arbitration which is governed by the FAA and the arbitration rules and agree that any litigation or arbitration between the parties shall be commenced and maintained in the county where TKS' principal place of business is located or Nassau County, New York. The parties waive trial by jury in any action between them unless prohibited by law. Any action between the parties must be commenced within one year of the accrual of the cause of action or shall be barred. All actions or proceedings by either party must be based on the provisions of this agreement. Any other action that Subscriber may have or bring against TKS in respect to other services rendered in connection with this agreement shall be deemed to have merged in and be restricted to the terms and conditions of this agreement.

SUBSCRIBER ACKNOWLEDGES THAT THIS AGREEMENT CONTAINS AN AGREEMENT TO ARBITRATE DISPUTES AND THAT ARBITRATION IS BINDING AND FINAL AND THAT SUBSCRIBER IS WAIVING SUBSCRIBER'S RIGHT TO TRIAL IN A COURT OF LAW AND OTHER RIGHTS.

25. **TKS' RIGHT TO SUBCONTRACT SPECIAL SERVICES:** Subscriber agrees that TKS is authorized and permitted to subcontract any services to be provided by TKS to third parties who may be independent of TKS, and that TKS shall not be liable for any loss or damage sustained by Subscriber by reason of fire, theft, burglary or any other cause whatsoever caused by the negligence of third parties. Subscriber appoints TKS to act as Subscriber's agent with respect to such third parties, except that TKS shall not obligate Subscriber to make any payments to such third parties. Subscriber acknowledges that this agreement, and particularly those paragraphs relating to TKS' disclaimer of warranties, exemption from liability, even for its negligence, limitation of liability and indemnification, inure to the benefit of and are applicable to any assignees, subcontractors, manufacturers, vendors and Monitoring Center of TKS.

26. **MOLD, OBSTACLES AND HAZARDOUS CONDITIONS:** Subscriber shall notify TKS in writing of any undisclosed, concealed or hidden conditions in any area where installation is planned, and Subscriber shall be responsible for removal of such conditions. In the event TKS discovers the presence of suspected asbestos or other hazardous material, TKS shall stop all work immediately and notify Subscriber. It shall be Subscriber's sole obligation to remove such conditions from the premises, and if the work is delayed due to the discovery of suspected asbestos or other hazardous material or conditions then an extension of time to perform the work shall be allowed and Subscriber agrees to compensate TKS for any additional expenses caused by the delay but not less than \$1000.00 per day until work can resume. If TKS, in its sole discretion, determines that continuing the work poses a risk to TKS or its employees or agents, TKS may elect to terminate this agreement on 3 day notice to Subscriber and Subscriber shall compensate TKS for all services rendered and material provided to date of termination. TKS shall be entitled to remove all its equipment and uninstalled equipment and material from the job site. Under no circumstances shall TKS be liable to Subscriber for any damage caused by mold or hazardous conditions or remediation thereof.

27. **NON-SOLICITATION:** Subscriber agrees that it will not solicit for employment for itself, or any other entity, or employ, in any capacity, any employee of TKS assigned by TKS to perform any service for or on behalf of Subscriber for a period of two years after TKS has completed providing service to Subscriber. In the event of Subscriber's violation of this provision, in addition to injunctive relief, TKS shall recover from Subscriber an amount equal to such employee's salary based on the average three months preceding employee's termination of employment with TKS, times twelve, together with TKS' counsel and expert witness fees.

28. **FALSE ALARMS / PERMIT FEES / WITNESS FEES:** Subscriber is responsible for all alarm permits and fees, agrees to file for and maintain any permits required by applicable law and indemnify or reimburse TKS for any fees or fines relating to permits or false alarms. TKS shall have no liability for permit fees, false alarms, false alarm fines, the manner in which police or fire department responds, or the refusal of the police or fire department to respond. In the event of termination of police or fire department response this agreement shall nevertheless remain in full force and Subscriber shall remain liable for all payments provided for herein. In the event Subscriber or any third party subpoenas or summons TKS requiring any services or appearances, Subscriber agrees to pay TKS \$160 per hour for such services and appearances. Subscriber shall reimburse TKS for any Monitoring Center charges for excessive, run-a-way or false alarm signals.

29. **SECURITY INTEREST / COLLATERAL:** To secure Subscriber's obligations under this agreement Subscriber grants TKS a security interest in the security equipment installed by TKS and TKS is authorized to file a financing statement.

30. **CREDIT INVESTIGATION:** Subscriber and any guarantor authorize TKS to conduct credit investigations from time to time to determine Subscriber's and guarantor's credit worthiness.

31. **FULL AGREEMENT / SEVERABILITY:** This agreement along with the Schedule of Equipment and Services constitute the full understanding of the parties and may not be amended, modified or canceled, except in writing signed by both parties. Subscriber acknowledges and represents that Subscriber has not relied on any representation, assertion, guarantee, warranty, collateral agreement or other assurance, except those set forth in this Agreement. Subscriber hereby waives all rights and remedies, at law or in equity, arising, or which may arise, as the result of Subscriber's reliance on such representation, assertion, guarantee, warranty, collateral agreement or other assurance. To the extent this agreement is inconsistent with any other document or agreement, whether executed prior to, concurrently with or subsequent to this agreement the terms of this agreement shall govern. This agreement shall run concurrently with and shall not terminate or supersede any existing agreement between the parties unless specified herein. Should any provision of this agreement be deemed void, the remaining parts shall be enforceable.

SUBSCRIBER ACKNOWLEDGES RECEIVING A FULLY EXECUTED COPY OF THIS AGREEMENT AND SCHEDULE OF EQUIPMENT AND SERVICES AT TIME OF EXECUTION.

Turn Key Systems, LLC (DBA: TKS Security)

Elmwood Township Hall

Brett Byrnes

Brett Byrnes

Jeffrey Shaw

Co-Founder

Date Accepted: 07 / 19 / 2023

Date Accepted:

WHY TKS

OUR MISSION is to protect people and property while providing our customers with the best security solutions and service.

OUR VISION is to become Michigan's best security company by being the leader in service, knowledge, design and delivery.

CORE VALUES AND GUIDING PRINCIPLES

- **CUSTOMER-FOCUSED** – We will be respectful, responsive, caring and consistent in all customer relations. We will always keep the customer at the forefront of our decisions and our actions.
- **TEAMWORK** – Every member of the TKS team will contribute their time & talent in a coordinated effort to ensure the company will consistently meet its' strategic goals. We will communicate our Vision, Mission and Values in a clear, consistent & transparent manner so that all team members understand their role & requirements in achieving these goals.
- **INTEGRITY** – In all facets of our business, our actions shall remain consistent. We will gain trust by honoring our commitments, exemplifying honesty and integrity to our customers, our employees and our community.
- **INNOVATIVE** – The products, systems and technologies that we deliver to our customers will represent the leading edge in our industry. We will partner with companies that are forward looking and that provide us with the highest quality custom security solutions available.
- **ACCOUNTABILITY** – Each member of our team agrees to be accountable for ownership of their actions in relation to other members of the team, our various partners and especially to our customers.

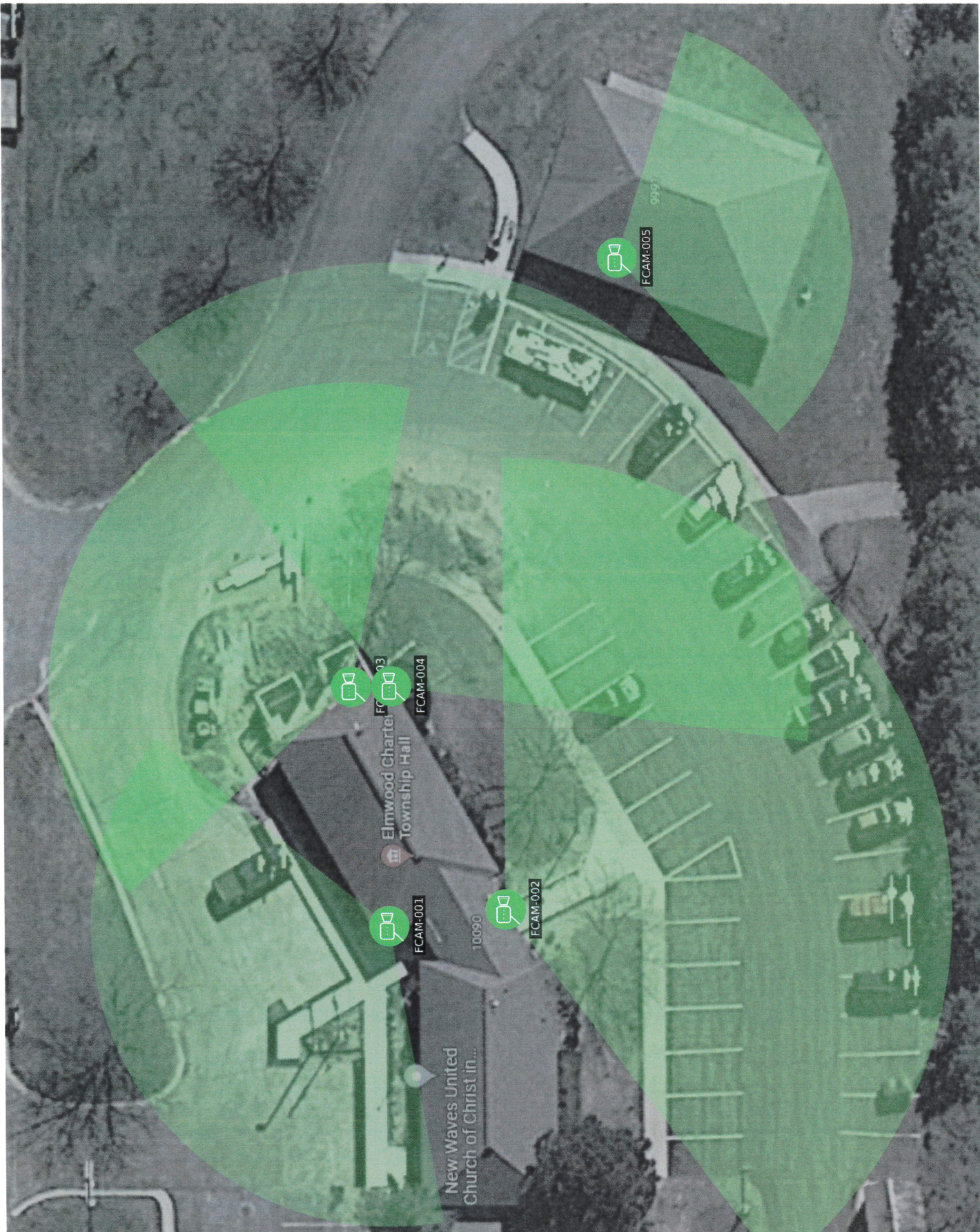
Turn Key Systems, LLC | dba: **TKS || SECURITY**

- *Founded in 2010*

- State of Michigan Licensed Security Alarm Contractor, License [#3601206063](#)
- State of Michigan Licensed Fire Alarm Contractor, License [#5103347](#)
- State of Michigan Bureau of Fire Services, Public Act 207 Certification [#A-1158](#)

- 24/7 Emergency Service
- Maintenance and Service Agreements Available in Certain Areas
- 24/7 UL Central Station Monitoring
- Intrusion Detection (Burglar Alarms)
- Fire Alarms
- Access Control
- Intercoms
- Security Video Management Systems

Elmwood Township - July 21st, 2023





SURVEILLANCE SOLUTIONS PROPOSAL FOR

Elmwood Township

PRESENTED BY

Anavon Technology Group
1133 W. South Airport Road
Traverse City, MI 49686



About Anavon

For a Better Technology Experience,
Go with the Technology Experts.

One Company. One Contact. Multiple Technology Solutions.

“With over 20 years as a local technology solutions provider, we’ve helped a lot of businesses understand how leveraging technology can improve their business.”

Our Company

Anavon was founded to provide solutions to the increasing number of complex technology solutions facing the business community today. With over 4,000 business customers throughout Michigan and over 20 years of technology expertise, Anavon is your source for all things business technology.

One Company. One Contact. Multiple Technology Solutions.

Technology is constantly changing. With so many products, services, and alternatives available, most businesses want a single source they can rely on to provide them with a choice of competitive technology solutions.

The Anavon Difference is Quality

Employing the most knowledgeable employees and technicians, Anavon ensures that each project is managed from implementation to completion using only the best technology, products, and techniques. Anavon’s technicians are manufacturer-trained and certified, and always follow our best practices when installing and configuring your technology solution.

Meeting our Customer’s Needs

We realize that every business is different, and every customer’s needs are unique. Anavon is designed to find the right technology solution for your business, at the right price, ensuring that your business operated at its maximum efficiency.

Customer Service

Anavon prides itself on placing continued emphasis on customer satisfaction. Each new customer is assigned a Client Service Representative who knows the details of your account. From types of services at each location to a thorough understanding of invoices—they can answer any questions you may have and make suggestions that allow you to better utilize our vendor and carrier services.

Is your business looking for the right technology solution? Leverage our over 20 years of experience to find the right solution for your business. **Want to demo one of our solutions?** Stop into our one-of-a-kind Technology Center today!

24-Hour Emergency Service 7-Days a Week

**We Are Your
Technology Experts For:**

- Business Phone Systems
- Surveillance & Access Control Solutions
- No Contract IT Services
- Large-Scale Project Consultation
- Building Entry Systems
- Parking Gate Solutions
- Fiber / Internet / Data
- Wireless Networking
- Structured Cabling and Management
- Conference Room Solutions
- Carrier Services
- Nurse Call Systems
- E911 Compliance
- Webfax and Faxing Services
- Call Center Solutions
- Smartphone and Computer Repair
- Mobility Plans

Call 877-872-0812

Or Visit: www.anavontech.com



WARRANTY

We Provide the Absolute Best Warranty Protection

Anavon's 3-Year Parts Warranty

We offer the best warranty in the industry. All surveillance systems from Anavon carry a three-year, 100% guarantee on all security hardware. You won't find a better warranty anywhere.

Our experience throughout the years has led us to understand exactly what works best for our clients. We focus on high quality, not only with our selection of equipment, but with our design and installation process also. We're confident in our knowledge of equipment, design, and installation, and it's that confidence that allows us to offer such an outstanding warranty.

Our Warranty Covers:

- Cables
- Wires
- Power Supplies
- Recorders
- Hard Drives
- Cameras
- Workmanship
- Any Hardware We Install!

No Long-Term Contracts.

Our warranty renders most service agreements or long-term contracts needless. But for those who want more complete and worry-free coverage than our three-year warranty, we do have service agreements that are available for purchase, guaranteeing priority service and exceptional service response.

No Fine Print.

With our warranty, you won't find any surprises in the fine print. Everything's black and white, so you don't need to worry about hidden service fees, price increases, or similar nonsense.

The Best Warranty Protection.

Anavon provides security systems tailored to meet your needs and backed by our unmatched three-year warranty. No other security company stands by its services like we do. We provide the absolute best warranty protection.



Anavon Technology Group
 1133 W South Airport Rd Ste A
 Traverse City, MI 49686 US
 231-933-9744
 tclark@anavontech.com
 anavontech.com



ADDRESS
 Elmwood Township
 10090 East Lincoln Road
 Traverse City, MI 49686

SHIP TO
 Elmwood Township
 10090 East Lincoln Road
 Traverse City, MI 49686

Estimate 1251

DATE 07/18/2023

	DESCRIPTION	QTY	RATE	AMOUNT
	Scope of Work: Provide, Program, and Install a Turn-Key HD IP Security Camera System per Specifications.			
Security Equipment	1U chassis, 16 channels, Up to 4K realtime live view/recording, 16 built-in POE ports (Max 240W), H.265 dual-stream video compression, Bandwidth: 160Mbps (Live/Recording) / 64Mbps (Web Transfer), HDMI/VGA simultaneous video output up to 4K definition, support two way audio, support 2 SATA HDD up to 20TB, 1 USB2.0 & 1 USB3.0, support 4ch Alarm In / 1ch Alarm Out. (NDAA Compliant) Includes (1) 6TB Western Digital Purple, SATA 6 Gb/s Interface, 3.5 inch Form Factor, IntelliPower RPM, 64MB Cache, Rated 24/7 CCTV Recording.	1	998.00	998.00T
Security Equipment	8-Port Gigabit (4) PoE Network Switch	1	149.00	149.00T
Security Equipment	4MP Vandal Dome Camera, 1/3" 4MP PS CMOS, Ultra 265/H.264/MJPEG, Human Body Detection/Intrusion features, max 20fps@4.0M(2592x1520), 2.8mm lens, IR Distance up to 98 feet, 120dB Optical WDR, Micro SD up to 128GB, Audio I/O, Alarm I/O, DC12V, PoE (up to 5.5W), IK10, IP67. (NDAA Compliant) Includes Junction Boxes	7	252.00	1,764.00T
Security Cable Run	Cat5e (Outdoor Rated) Cable Run (Terminated, Labeled, and Tested)	7	185.00	1,295.00
Security Labor	System Design and Configuration	1	500.00	500.00
Security Labor	Labor to Program and Install (1) Network Video Recorder and (7) HD IP Cameras in Specified Locations. Administrators will be Trained on System Operation and Mobility Applications will be Installed on Select Devices (Smartphone/Computer).	1	2,200.00	2,200.00

Thank you for the opportunity to provide you with this estimate! **SUBTOTAL** 6,906.00

TAX

0.00

TOTAL

\$6,906.00

Accepted By

Accepted Date

Anavon Technology Group
 1133 W South Airport Rd Ste A
 Traverse City, MI 49686 US
 231-933-9744
 tclark@anavontech.com
 anavontech.com



ADDRESS
 Elmwood Township
 10090 East Lincoln Road
 Traverse City, MI 49686

SHIP TO
 Elmwood Township
 10090 East Lincoln Road
 Traverse City, MI 49686

Estimate 1252

DATE 07/18/2023

	DESCRIPTION	QTY	RATE	AMOUNT
	Scope of Work: Provide, Program, and Install a Wireless Bridge and Camera Solution for the Pavilion.			
Security Equipment	8-Port Gigabit (4) PoE Network Switch	1	149.00	149.00T
Security Equipment	Wireless Bridge Kit (Includes Wireless Bridges, Cable Runs, and Mounts)	1	650.00	650.00T
Security Equipment	4MP Vandal Dome Camera, 1/3" 4MP PS CMOS, Ultra 265/H.264/MJPEG, Human Body Detection/Intrusion features, max 20fps@4.0M(2592x1520), 2.8mm lens, IR Distance up to 98 feet, 120dB Optical WDR, Micro SD up to 128GB, Audio I/O, Alarm I/O, DC12V, PoE (up to 5.5W), IK10, IP67. (NDAA Compliant) Includes Junction Boxes	2	252.00	504.00T
Security Cable Run	Cat5e (Outdoor Rated) Cable Run (Terminated, Labeled, and Tested)	2	185.00	370.00
Security Labor	Labor to Program and Install (1) Wireless Bridge Kit and (2) HD IP Cameras in Specified Locations.	1	400.00	400.00

Thank you for the opportunity to provide you with this estimate!

SUBTOTAL 2,073.00
 TAX 0.00

TOTAL \$2,073.00

Accepted By

Accepted Date

Connie Preston

From: Jeff Shaw
Sent: Monday, August 07, 2023 2:07 PM
To: Connie Preston
Subject: FW: [EXTERNAL]RE: EPS SECURITY VIDEO QUOTES

From: Dave Triplett <dtriplett@epssecurity.com>
Sent: Monday, August 7, 2023 2:05 PM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Subject: RE: [EXTERNAL]RE: EPS SECURITY VIDEO QUOTES

Hi Jeff,

The quote is using an 8 camera kit.

That kit includes 8 cameras and the nvr.

The other items are a monitor (required)

A uninterrupt power supply (required)

HDMI cable (required)

800 ft of cat 5 wire from each camera back to the nvr (required)

Shelf (need something to put the nvr on)

Not much to break out.

If you want less cameras I would use a different kit or no kit.

That always cost more.

The services agreement is quoted monthly but paid anyway you wish.

It includes semiannual video inspections.

We schedule a visit every 6 months to clean, adjust the cameras, update the software and review operation of the system.

This also includes the repair or replacement of any part of the system due to wear or tear. (also required)

Also if you have an event and need assistance in burning a copy of an event eps handles that and sets it up on tour phone for remote viewing.

I hope this helps.

David Triplett
Security Consultant
EPS Security



Tx (231)946-6590 x 524
dtriplett@EpsSecurity.com

Visit our Web Site: www.EpsSecurity.com

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From: Jeff Shaw <supervisor@elmwoodmi.gov>
Sent: Monday, August 7, 2023 1:56 PM
To: Dave Triplett <dtriplett@epssecurity.com>
Subject: [EXTERNAL]RE: EPS SECURITY VIDEO QUOTES

***External Sender - Exercise Caution when opening attachments or clicking on links in this email*.**

Good afternoon Dave,

The security camera item will be on our next Board Agenda. I have a couple questions.

1. Is possible to get more of a breakdown of the individual items on the quote?
2. What is included in the monthly fee?

Thanks,

Jeff

From: Dave Triplett <dtriplett@epssecurity.com>
Sent: Monday, June 26, 2023 12:04 PM
To: Jeff Shaw <supervisor@elmwoodmi.gov>
Subject: EPS SECURITY VIDEO QUOTES
Importance: High

Hi Jeff,
It was nice to meet with you this morning to discuss your video surveillance needs.
Here are two quotes for your consideration.
If you have any questions please call or email me anytime.
Thank you

David Triplett
Security Consultant
EPS Security

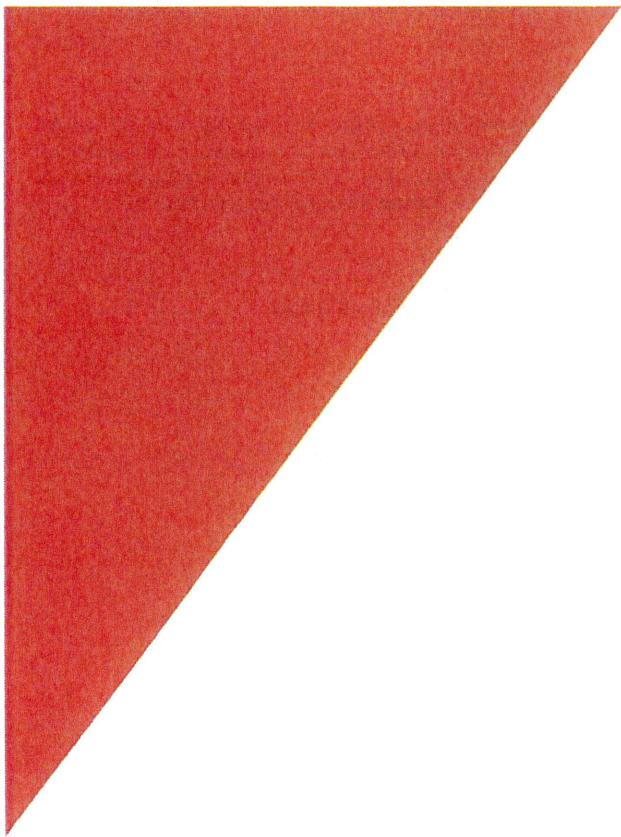


Tx (231)946-6590 x 524
dtriplett@EpsSecurity.com

Visit our Web Site: www.EpsSecurity.com

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From: TC - ID 102005 <copier@epssecurity.com>
Sent: Monday, June 26, 2023 1:00 PM
To: Dave Triplett <dtriplett@epssecurity.com>
Subject: Attached Image



Elmwood twpt hall

10090 e Lincoln Rd.

Traverse City MI 49684

61869

RE: **DW VIDEO**



The proposed EPS Video Surveillance System will utilize a digital video recording system providing convenient video management. This system will provide to you a flexible solution with remote access at all times when connected to the internet. EPS is providing peace of mind that should anything happen; you have the capability to identify quickly what you would like to see. Some of the highlights to the digital video system include the following: even tagging for easy retrieval, automatic recording only when security events are detected and automatic alert features.

Video Surveillance Equipment to be Installed

- 1 DWD Kit: (8) DWC-MT95Wi28 Fixed Lens Turret Cams + DW-VP122T8P2TB VMAX NVR (8 ports PoE + 4 virtual)
- 8 DWD Back Box for DWC-MT95Wi28TW
- 1 22" LED Monitor with HDMI/VGA
- 1 Uninterrupted Power Supply/Surge Suppression Device for Digital Video Recorder
- 1 19" U317 Wall or Rack Mount Shelf
- 800 Wire Cat5e

Video Surveillance System Investment

One Time Installation Charge \$7,300.00 Plus Tax

Tax Exempt (If selected, Plus Tax above is void)

Monthly Services \$80.00

Service Agreement

Inspection

Installation and Proposal Terms

The installation charges in this proposal all design, wiring, mounting of video equipment, programming, final system testing and user training. If required, additional costs for conduit, wire mold, trenching and man lifts for ceiling heights over 25 feet, will be your responsibility.

The video surveillance equipment listed herein is based on our best estimate of protection required. This proposal includes all design, parts, labor and wire for a complete installation, programming, testing and training of the system. Additional equipment to meet insurance requirements or special high risk needs may be added by the subscriber at additional costs. The service agreement covers repair and replacement of any and all equipment that fault due to normal causes. The service agreement also includes (2) preventative maintenance checks to maintain proper and continuous operation of the equipment. This is also a time when an EPS technician can assist in making adjustments to the system if necessary.

Pricing is valid for a period of 90 days from date of proposal. Sales tax is not included in the pricing and, if applicable, will be added at the time of invoicing.

EPS recommends that all surveillance systems be inspected regularly; please speak with your Security Consultant for additional information.

Customer acknowledges and agrees permit fees will be billed direct to customer as a passthrough cost on the final invoice.

Additional Notes and Exclusions

Existing Equipment: If EPS is connecting to existing equipment, the existing equipment will be tested and inspected by an EPS technician. If equipment is discovered to not be in good working order or is not compatible with the new EPS equipment EPS is installing, it will be the responsibility of the customer for the repair or replacement of the equipment.

DAVID TRIPLETT

Security Consultant

ext.

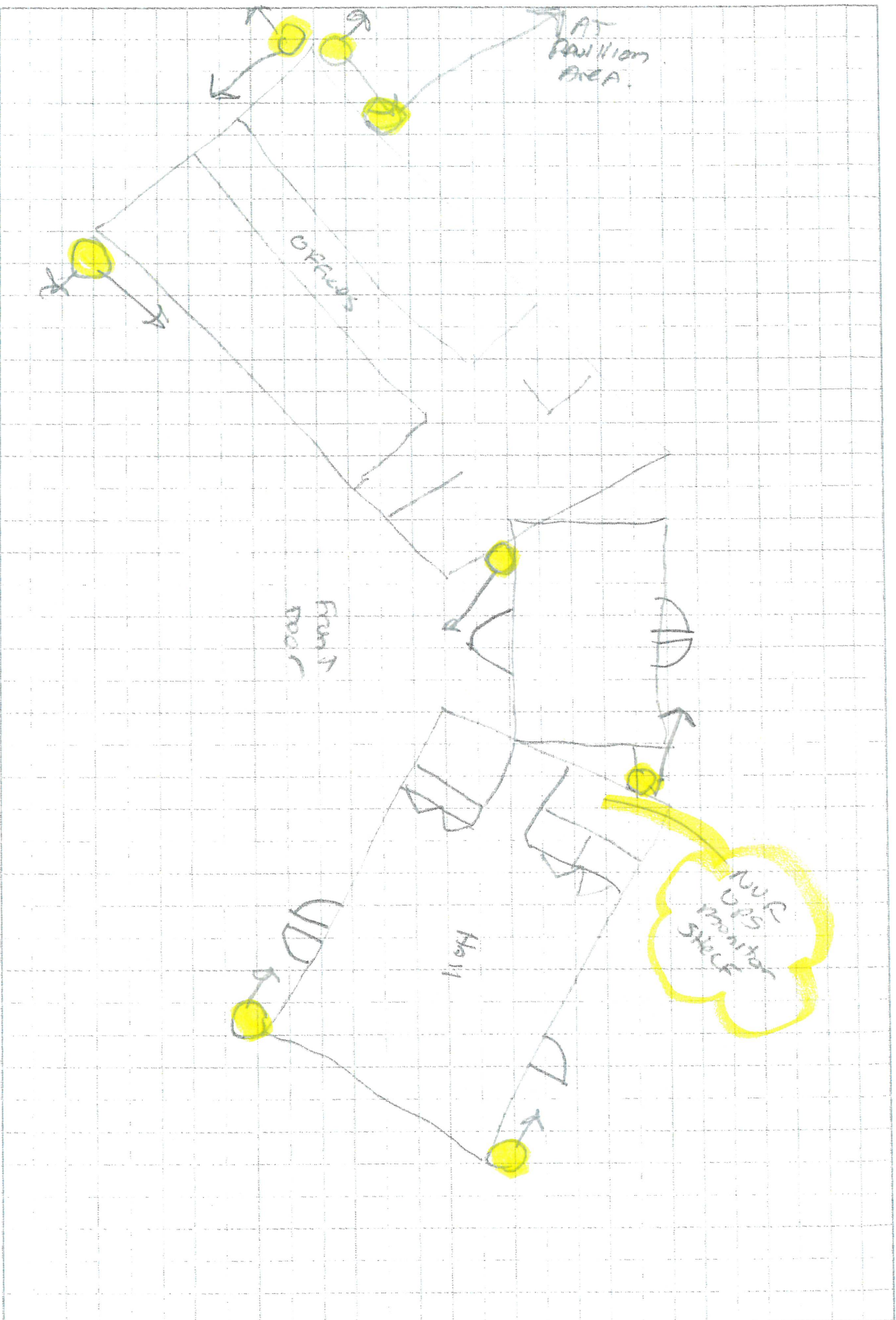
06/26/2023

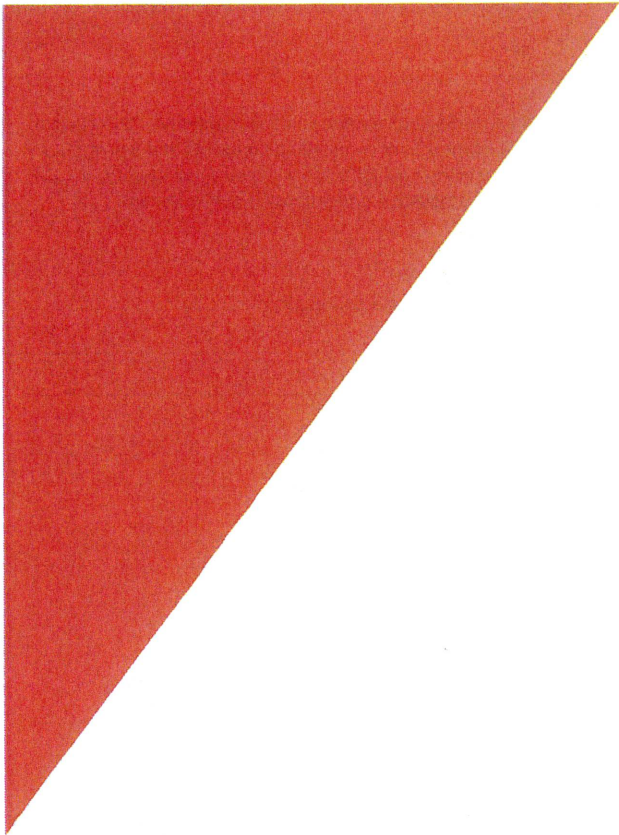


231-649-0574

CUSTOMER ELMWOOD TIGHT HALL
 ADDRESS 10090 E LINCOLN RD TCM1
 SALES REP DT 61869

49684





EPS[®]

Elmwood twpt Pavillion

10090 e Lincoln Rd.

Traverse City MI 49684

61870

RE: **DW VIDEO**



The proposed EPS Video Surveillance System will utilize a digital video recording system providing convenient video management. This system will provide to you a flexible solution with remote access at all times when connected to the internet. EPS is providing peace of mind that should anything happen; you have the capability to identify quickly what you would like to see. Some of the highlights to the digital video system include the following: even tagging for easy retrieval, automatic recording only when security events are detected and automatic alert features.

Video Surveillance Equipment to be Installed

- 1 DWD Kit(4)DWC-MT95Wl28 Fixed Lens Turret Cams + DW-VP492T4P2TB VMAX NVR (4 ports PoE + 5 virtual)
- 4 DWD Back Box for DWC-MT95Wl28TW
- 1 22" LED Monitor with HDMI/VGA
- 1 Uninterrupted Power Supply/Surge Suppression Device for Digital Video Recorder
- 1 19" U317 Wall or Rack Mount Shelf
- 300 Wire Cat5e

Video Surveillance System Investment

One Time Installation Charge \$3,950.00 Plus Tax

Tax Exempt (If selected, Plus Tax above is void)

Monthly Services \$40.00

Service Agreement

Inspection

Installation and Proposal Terms

The installation charges in this proposal all design, wiring, mounting of video equipment, programming, final system testing and user training. If required, additional costs for conduit, wire mold, trenching and man lifts for ceiling heights over 25 feet, will be your responsibility.

The video surveillance equipment listed herein is based on our best estimate of protection required. This proposal includes all design, parts, labor and wire for a complete installation, programming, testing and training of the system. Additional equipment to meet insurance requirements or special high risk needs may be added by the subscriber at additional costs. The service agreement covers repair and replacement of any and all equipment that fault due to normal causes. The service agreement also includes (2) preventative maintenance checks to maintain proper and continuous operation of the equipment. This is also a time when an EPS technician can assist in making adjustments to the system if necessary.

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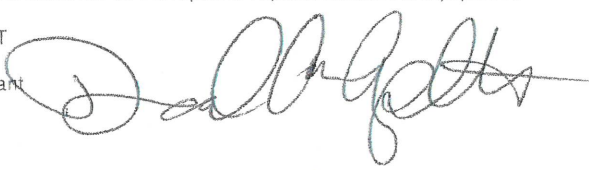
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DAVID TRIPLETT

Security Consultant

ext.

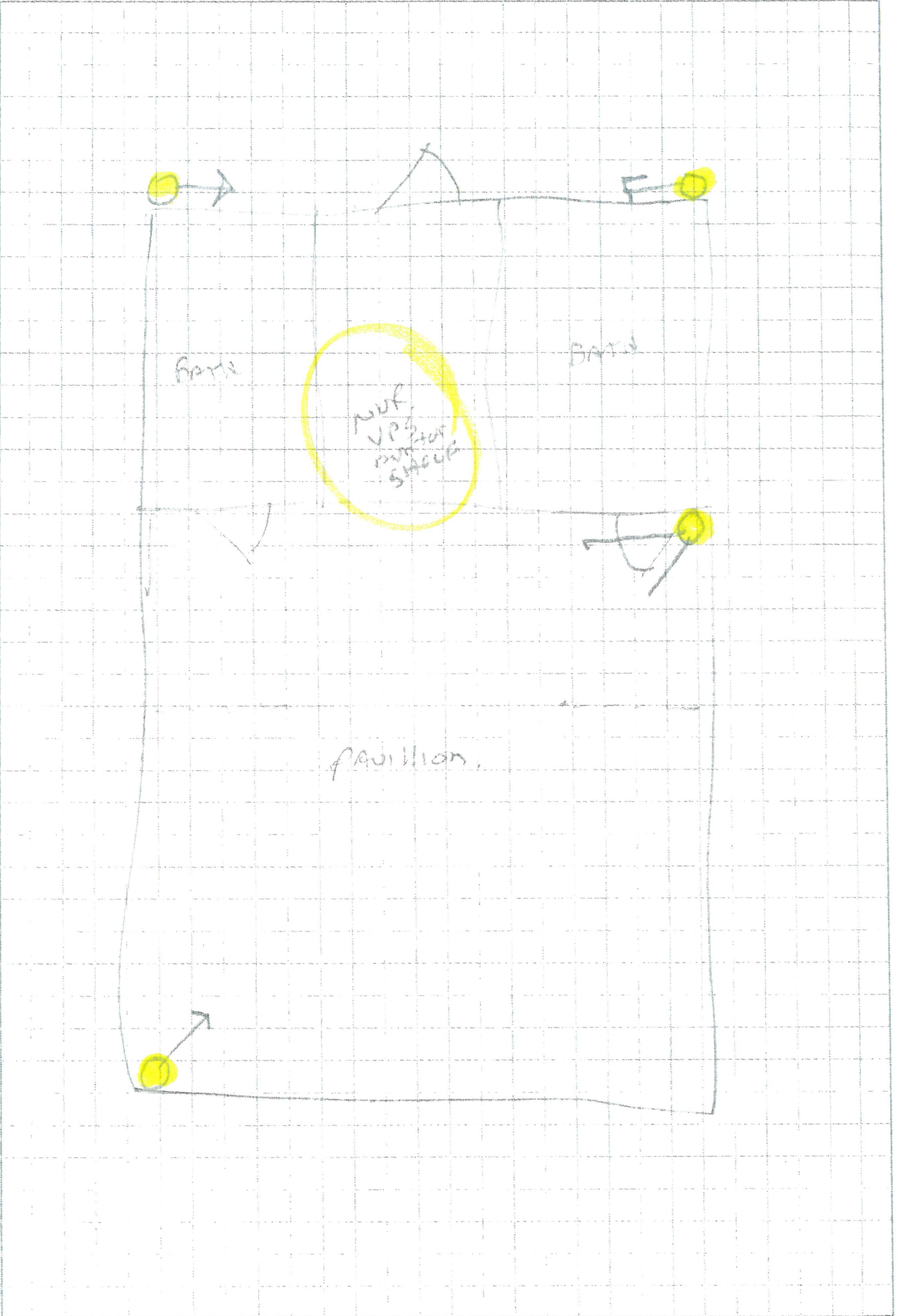
06/26/2023



231-649-0574

CUSTOMER Emwood Tipt Pavilion
ADDRESS 10090 E Lincoln Rd

SALES REP
DT 61870



Memorandum of Understanding

The memorandum of understanding on tonight's agenda was submitted to the BPW by the City of Traverse City. According to the BPW council, based on our contract with the City, we are required to pay the detailed amount. The City could technically just send us a bill, but they chose to give us this memorandum to make sure we understand the terms of our contract with them.

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF TRAVERSE CITY
AND CHARTER TOWNSHIP OF ELMWOOD**

WHEREAS, the Parties to this MOU are parties to the Amended and Restated Master Sewer Agreement (2017) dated January 1, 2017 (the "Agreement"); and

WHEREAS, the Agreement defines the allocation of costs of, and establishes certain rights and responsibilities with respect to, the Wastewater Treatment Plant and appurtenances as well as multi-user facilities such as sewer lines and pumping stations used by more than one party to handle or transport sewage to the Treatment Plant; and

WHEREAS, Paragraph 16 of the Agreement provides that if future costs require financing through debt, the parties shall bear the annual debt service thereon in proportion to their combined owned leased capacity; and

WHEREAS, the City will issue bonds via the State of Michigan's Clean Water State Revolving Fund Program (EGLE Project No. 5745-01) for the purpose of certain projects related to multi-user facilities in the 100 and 200 Blocks of East Front Street, attached hereto as **Attachment A** and incorporated herein by reference. The principal balance of the bonds will be based on final project costs (estimated at \$2,725,000 less \$408,750 of loan forgiveness), the bond period will be 20 years and the interest rate will be 1.875% percent per annum.

NOW THEREFORE,

2,316,250

1. The "whereas clauses" of this Agreement are incorporated herein and are to be construed as part of the binding provisions of this Memorandum of Understanding.
2. **Parties.** This Memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the City of Traverse City, whose address is 400 Boardman Avenue, Traverse City, Michigan 49684, and the Charter Township of Elmwood whose address is 10090 E. Lincoln Rd., Traverse City, MI 49684.
3. **Purpose.** The purpose of this MOU is to set forth the estimated cost of the debt service for the multi-user facilities anticipated and to provide for specific invoicing and payment procedures.
4. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties' respective counties or municipalities and shall remain in full force and effect until the debt service has been fully paid and the bonds retired.

5. **Responsibilities of City.** The City shall invoice the Township no less than 30 days prior to the due date for debt service payments, its proportionate share of the debt service.

6. **Responsibilities of Elmwood Township.** The Township shall remit payment on each debt service invoice within thirty (30) days. The proportionate share of the Township's debt service is: 16% x the principal and interest payment due for each debt service payment.

370,600

7. **General Provisions**

18,530/yr

A. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

B. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Michigan. Any dispute regarding the interpretation and performance of this MOU shall be subject to the dispute resolution provisions of the Agreement.

D. Conflict with the Agreement. If any term of this MOU is found to conflict with the Agreement, the terms of the Agreement shall control.

E. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

8. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

CITY OF TRAVERSE CITY

By _____
Richard I. Lewis, Mayor

By _____
Benjamin C. Marentette, City Clerk

APPROVED AS TO SUBSTANCE:

APPROVED AS TO FORM:

Nate Geinzer
Interim City Manager

Lauren Tribble-Laucht
City Attorney

CHARTER TOWNSHIP OF ELMWOOD

By _____
Its _____

EXHIBIT A

MULTI-USER FACILITIES

Townships have reserved the following capacities (including peaking periods) in sewer lines and other facilities used by the Townships and owned by the City as follows:

Elmwood Township:	792,000 gallons per day;
Garfield Township:	6,800 gallons per day via Randolph Street Sewer; 157,000 gallons per day via 6 th Street sewer; 376,000 gallons per day via the 14 th Street and Division sewer.
East Bay Township:	None.
Acme Township:	None.

The City agrees to make available such capacity in its lines and facilities to the extent the usable capacity of existing lines permits. The parties estimate that the usable line capacity of the sewer lines being used by the Townships is 70% of the theoretical capacity of the sewer lines. When that flow is reached or when other problems develop with a given sewer line, the parties concerned agree to open good-faith discussion as to the method of increasing capacity or other methods of remedying the problem, including but not limited to repair, reconstruction, replacement, expansion or addition to such lines.

The City agrees that the Townships may make use of capacity in its sewer lines which exceeds that reserved by the Townships (if there is additional capacity not used by the City) without further payment other than by proportion of flow for the operation and maintenance costs as provided in this agreement.

For purposes of determining the initial proportion of use of the multi-user facilities, the parties agree to the following proportions of use, which shall be effective until new determinations are made in accordance with this agreement:

Garfield Township

Location	Proportion of Use by Township
(1) Flow into City at 14 th Street & Division Street	
US 31 from City boundary to 14 th Street & Division Street	13.5%

Location	Proportion of Use by Township
14 th & Division to 14 th & Oak Streets (12" Line)	13.5%
From 14 th & Oak Street manhole At alley between 5 th and 6 th Street On Oak (18" Line)	13.5%
From manhole above to manhole At alley between 5 th and Front Street (24" Line)	6.0%
(2) Flow into City at 6 th Street At City Limits	
From west end of line to Manhole at easement west of Monroe (8" Line)	11.6%
From manhole above to manhole At 7 th & Elmwood (8" Line)	27.0%
From manhole above to Cedar & 6 th Street (12" Line)	7.8%
From point above to Division and alley north of Front Street (15" Line)	7.4%
From point above to Oak and alley North of Front (18" Line)	4.0%
(3) Flow line into City at Randolph and Jefferson Streets	
From manhole at corner of Fulton and Jefferson to manhole At Madison & Randolph (8" Line)	1.0%
From manhole above to Elmwood And Randolph (8" Line)	1.0%
From point above to alley east of Elmwood and Randolph (12" Line)	1.0%

Location	Proportion of Use by Township
From point above to 2 nd & Cedar (15" Line)	0.5%
From point above to manhole East of Maple on 2 nd (21" Line)	0.2%
From manhole above to Intersection of Oak and Alley north of Front Street (24" Line)	0.1%
(4) Flows from (1) through (3) above	
From Oak Street to river Crossing (21" Line)	16.1%
River crossing 2 pipes (12' Lines)	16.1%
From south side of river crossing to pump station at Front & Wellington (21" Line)	26.9%
Pump station at Front and Wellington	2.7%
Force main from pump station to Treatment Plant (16" Line)	2.7%

Elmwood Township

Location	Proportion of Use by Township
From Cedar & 2 nd to Manhole east of Maple on 2 nd (21" Line)	18.0%
From manhole east of Maple Street on 2 nd to manhole at Intersection of Oak & alley South of 3 rd (24")	10.0%

From manhole above To manhole north of river crossing (21" Line)	24.0%
River crossing 2 pipes (12" Lines)	24.0%
From south side of river Crossing to pump station at Front & Wellington (21" Line)	16.0%
Pump station at Front And Wellington	9.2%
Force main from pump station To Treatment Plant (16" Line)	9.2%

Where customers located within one political subdivision can best be served by another for reasons of economy and efficiency, the parties may agree to exchange customers. In such case, the sewer usage charges to be charged may be the higher of the jurisdiction in which the customer is located or the jurisdiction which provides the service. The party providing the service shall be responsible only for the operation and maintenance and not for capital expenditures. The parties agree that customary lateral benefit, benefit and riser fees may be imposed but no such charge shall be imposed which would discriminate unfairly among similarly situated customers.

At present, the parties have agreed to exchange the following customers:

City Customers to be served by Township

- Bill Marsh Buick (Garfield Road)
- Skate World (Garfield Road)
- Centel Cable (South Airport Road)

Township Customers to be served by the City

- Incochee Hill Subdivision (Garfield Township)
- Cambridge Woods Subdivision (Jefferson Street & Randolph Street, Garfield Township)
- 4 Residences (Jefferson St. West of Cambridge Woods Garfield Township)

City – Peninsula Township Multi-user Facilities
Capacity Estimated to Serve 300 Homes at 200 g.p.d.

Facility	Unit Lgth	Total Cost	Total Cost	Total Capac. G.P.M	Twp Capac. G.P.M.	Twp %	Twp Cost
10 inch Line: City Limits to Milliken Park Pump Station	4062	\$10.50	\$42651	480	90	19%	\$7997.06
Pump Station Milliken Park			\$100000	700	90	13%	\$12857.14
Force main from P. station along Front	2640	\$20.00	\$52800	1900	90	5%	\$2501.05
21 in. Line along Front Street	4640	\$20.00	\$92800	3280	90	3%	\$2546.34
24 in. Line Front To Front Street Pump Station	3920	\$25.00	\$98000	4550	90	2%	\$1938.46
Pump Station at Front and Wellington			\$200000	6280	90	1%	\$2866.24
Force main to Treatment Plant	2700	\$30.00	\$81000	6280	90	1%	\$1160.83
Total Township Cost							\$31867.13

[Percentage of use Needed]

It is further understood and agreed that the multi-user facilities described above do not include facilities to transport sewage from the western side of the Township. At such time as the Township desires to contribute sewage from the western portion of the Township not served by the above described multi-user facilities, the City and the Township shall negotiate in good faith to arrive at an equitable arrangement.

