

Treasurer's Report reflects bank account balances

Treasurer's Report

AUGUST 2023

LIQUIDITY PORTAL INVESTMENTS

	<u>RUNNING BALANCE</u>	<u>OPENING VALUE</u>	<u>DIVIDEND AMOUNT</u>
#101 General Fund	\$ 185,807.21	\$ 1,045,016.79	\$ 4,549.79
#203 Metro Authority	\$ 71,365.27		
#206 Fire Fund	\$ 119,694.65	\$ 787,655.84	\$ 3,679.79
#207 Police	\$ 62.25		
#590 Sewer CD Mat May 2018	\$ 183,220.22	\$ 776,560.54	\$ 3,383.99
#591 Timberlee H20	\$ 141,987.89	\$ 284,651.33	\$ 1,268.12
#592 Greilickville H20	\$ 72,393.41	\$ 108,537.07	\$ 483.53
#594 Marina	\$ 120,129.70	\$ 1,666,321.73	\$ 7,423.10
#701 Trust & Agency	\$ 1,570.86		
#703 Current Tax	\$ 853,784.34		
#815 E. Timberwoods	\$ 0.00		
#816 GSAD Receivable	\$ 15,006.51		
#817 SBlue & Old Orch	\$ 0.00		
#818 Old Orchard	\$ 0.00		
#820 Maintenance E.R. Rds	\$ 5,665.67		
#821 Maintenance S.B. Rds	\$ 3,718.10		
#861 Bayview Estates Lights	\$ 2,527.93		
TOTAL	\$ 1,776,934.01	\$ 4,668,743.30	\$ 20,788.32

<u>INVESTMENT ACCOUNTS CD's</u>	<u>PURCHASED AMOUNT</u>	<u>CURRENT VALUE</u>
#101 Goldman Sachs	\$ 200,000.00	\$ 195,850.00
#101 SYNCHRONY BK	\$ 202,000.00	\$ 200,438.54
#101 FIDELITY GOV MIMKT DAILY		\$ 9,564.98
#590 Ally Bank	\$ 250,000.00	\$ 245,045.00
#590 Morgan Stanley	\$ 150,000.00	\$ 148,426.50
#590 BMW BK	\$ 131,000.00	\$ 129,987.37
BOND INTEREST		\$ 24,472.24
#594 JP Morgan Chase	\$ 157,000.00	\$ 156,720.54
TOTAL	\$ 1,090,000.00	\$ 1,110,505.17
GRAND TOTAL		\$ 7,576,970.80

Chris Mikowski
Chris Mikowski, Treasurer

Connie M. Preston, Clerk

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

PERMITS:	8/2023	8/2022	YTD 2023	YTD 2022
Single Family Dwelling	1	2	8	21
Attached SFD	0	0	0	0
Accessory Building	0	1	3	11
AG Building	0	0	3	0
Residential Addition	0	2	5	4
Deck	0	0	7	7
Sign	1	0	2	3
Commercial	1	0	3	2
Misc.	4	2	8	10
Total Permits	7	7	40	57
Fees Collected	\$1,371.40	\$553.12	\$4,138.21	\$4,566.00

Zoning Board of Appeals:

August Meeting. Cancelled due to no new business.

September 6, Regular Meeting. Scheduled, but cancelled. Scheduled hearing will be re-noticed in accordance with Zoning Enabling Act.

Planning Commission:

August 15, Regular Meeting. 1) Public Hearing and Deliberations on SPR/SUP 2023-07. Request by Jim and Melissa Hill, regarding property at S. Briar Dr., E. Pico Dr., and 10651 E. Grandview Rd., parcels #004-260-018-00, #004-280-019-00, and #004-028-122-00 for Hill Storage (Use: Seasonal outdoor storage of boats and recreation vehicles), approved with conditions.

Agenda has not yet been finalized, but will include 1) Public Hearing on Hill Storage (see above). 2) Discussion on Meeting Dates; September meeting moved to 9/26 and October meeting moved to 10/24.

September 5, Special Workshop Meeting. Continued discussion on reintroduction of Special Event Facilities within the A-R Zoning District.

September 26, Rescheduled Regular Meeting. Agenda is not yet finalized, but will include 1) introduction of Capital Improvement Plan, 2) Extension Request for TC Whiskey. ZA is working through additional information on two applications to determine if they can be on the agenda.

Office Updates:

STRs. Township has issued 93 of 93 licenses. Nine applications on waitlist (as of 9/6/23). Courtesy notice regarding renewal has been sent.

CHARTER TOWNSHIP OF ELMWOOD
Park and Recreation Committee Special Meeting
Elmwood Township Hall (10090 E Lincoln Rd)
August 24, 2023 at 6:00 PM

- a) **Call to Order:** Chair Kopriva called the meeting to order at 6:01 PM at Township Hall.
- b) **Roll Call:** Committee members present were Sara Kopriva, Noel Flohe, & Hannah Preston. Not present was Ed Basile, (quorum met). Also present was Sarah Clarren.
- c) **Public Comment:** None.
- d) **Agenda Modifications/Approval:** Moved by Sara Kopriva, second by Flohe to approve the agenda as presented-U.
- e) **Minutes:** Moved by Flohe, second by Sara Kopriva to approve the minutes for the Special Meeting of October 25, 2022-u.
- f) **New Business:**
 - 1. **Welcome new committee member.** The Committee welcomed Hannah Preston. The Committee also asked Clarren to write Fernando Meza a letter thanking him for serving on the Committee.
 - 2. **Staff updates(s):** Clarren relayed that the State has approved the Township's 5-Year Parks and Recreation Plan. She noted that the Plan is available online and can print a hard copy off for any Committee member.
 - 3. **Cherry Bend Park playground discussion:** Clarren relayed that the Township Board will soon begin its budget planning process, so the Committee has the ability to recommend funding for necessary improvements. In the packets, excerpts of the Parks Plan were included, including sections on the Cherry Bend Park. The Committee agreed that many elements are outdated and some play equipment is broken. The Committee discussed improvements and reviewed potential additional equipment. The Committee discussed a piecemeal approach vs examining the facility as a whole. The Committee suggested moving forward with 'small hanging fruit,' if possible, in 2023 such as adding 4' x 4' posts for hammocks, small toddler playset, additional accessible picnic benches. Committee also suggested reaching out to companies to determine if there would be a good approach for accessible access to an ADA swing in the short-term. The Committee also discussed leased areas of Cherry Bend Park and before considering further equipment, they asked to see lease agreements.
 - 4. **Upcoming meeting schedule:** The Committee agreed to meet on 9/14 and 10/12 at 6pm.
- g) **Old Business:** None.
- h) **Comments from committee members and/or staff:** None.
- i) **Public comment:** None.
- j) **Adjourn:** At 6:41 PM, Noel moved, second by Sara Kopriva to adjourn-U.

Submitted by Noel Flohe, Parks & Rec. Committee Secretary; revised, Sarah Clarren

**CHARTER TOWNSHIP OF ELMWOOD
REGULAR BOARD MEETING
AUGUST 14, 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, Chris Mikowski, Dave Darga, Kyle Trevas, Terry Lautner, and Jordan Gallagher

Excused: None

Declaration of Conflict of Interest:

None

Public Comment

Jody Mackey

Eric Currin

Sue Jones

Consent Calendar:

Department Reports:
Planning/Zoning

Committee Reports:

Minutes:
7-10-23

Harbormaster

Post Audit Invoices 7-15-23 through 7-31-23

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

Agenda Approval

MOTION BY TRUSTEE DARGA, SECONDED BY TRUSTEE TREVAS TO APPROVE THE AGENDA AS AMENDED BY ADDING 8F, PRESENTATION BY RAY KENDRA ON MARINA PHASE III COSTS. The motion passed unanimously by a voice vote.

Supervisor Remarks

Supervisor Shaw submitted a written report.

Trustee Remarks

Trustee Lautner thanked Supervisor Shaw for putting a bug in the ear of DTE to encourage them to run gas to more rural areas.

Engineer's Report

None

Other Officer Remarks

Fire Chief Keith Tampa updated the Board on the monthly stats.

Communications from the Clerk

Clerk Preston informed the Board that public comments were also received from Jeff Dungan and Rosemary Hagan, copies of which were on their tables. She also said that Planner Sarah Clarren submitted a memo detailing how anyone can sign up to get alerts from the Department of Public Works regarding water advisories.

Marina Phase III Costs Presentation

Ray Kendra of Environment Architects presented some cost saving measures for the boaters' bathroom and lounge. He explained that by decreasing the number of showers and shrinking the day room, we could reduce the price from 2.3 million to 1.75 million. It may be possible to also reduce the site work cost by \$200,000.00. The Board will consider these changes at the September meeting.

OLD BUSINESS

None

NEW BUSINESS

Timberlee Water Update

Engineer Ken Schwerdt of Wade-Trim stated that we still need costs from Garfield Township for their surplus tanks. As soon as they have those numbers, they will put together a full cost estimate. If we decide to go with those tanks, the next step is certification.

Brewery Creek Parking Lot Next Step

Mr. Schwerdt informed the Board that the latest cost estimate for the parking lot is \$460,000.00. This will include removing an old foundation and removing islands to make the area more trailer friendly. Supervisor Shaw added that \$57,000.00 is coming from the blight elimination grant. At this point, the project is ready to be put out for bid.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE GALLAGHER TO HAVE OUR ENGINEERS AT WADE TRIM PUT THE BREWERY CREEK PARKING AREA OUT TO BID.

The motion passed unanimously by a voice vote.

Fire Station Repairs and Maintenance

Chief Tampa reported to the Board that there is a leak in the shower area that is causing water to run out into the hallway and soaking the carpet. He has had two bids for repairing the showers but is waiting for another contractor to see if there is a deeper plumbing issue. The cost could be around \$25,000.00. He is requesting a budget amendment to cover the costs of the shower repairs. The station alerting system needs to be updated as well. It is very outdated and difficult to hear or understand. He is requesting an increase of \$20,000.00 to the Fire Department budget.

Budget Amendments

Clerk Preston explained the need for the budget amendments in addition to the Fire Department request. They cover the additional costs incurred in legal fees for union negotiations, tax tribunal refunds, and the township property and liability insurance.

MOTION BY CLERK PRESTON, SECONDED BY TRUSTEE GALLAGHER TO ADOPT RESOLUTION 13 OF 2023, A BUDGET AMENDMENT RESOLUTION. The motion passed 7-0 by a roll call vote.

Marina Winter Storage Rates/South Parking Lot

Harbormaster Pete Moon stated that our winter storage rates have been at \$1.65 per square foot with a \$400.00 minimum since he was first employed at the marina. He has looked at rates from two other storage facilities and found one at \$1.85 and one at \$1.90. It was the consensus of the Board to have Pete Moon gather more comparisons from marinas such as Northport, Harbor West, Elk Rapids, and Kewadin, and bring those numbers back to our September meeting.

A Dock Repairs/Reskinning

The Harbormaster presented the costs to replace two finger piers on A dock that are wobbly. The options are to either reskin at a cost estimated between \$9000.00 to \$10,000.00 or to replace at \$17,600.00. If we replace, the cost of disposal of the old finger piers would be \$2100.00. Trustee Darga commented that we should look at saving the old piers in case they could be used elsewhere such as a dinghy dock. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE DARGA TO AUTHORIZE THE REPLACEMENT OF THE FINGER PIERS AND LOOK AT DISPOSAL OPTIONS ALSO. The motion passed unanimously by a voice vote.

MDOT/Tap Grant 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 is required to allow them to apply for the grant in Elmwood Township. The matching funds will be paid by MDOT. Supervisor Shaw added that maintenance costs that the Township will be required to assume is standard in these agreements. MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE GALLAGHER TO ADOPT RESOLUTION 14 OF 2023, A RESOLUTION IN SUPPORT OF TAP PROJECT IMPLEMENTATION, PEDESTRIAN AND BICYCLE SAFETY IMPROVMENTS ALONG M-72/M-22 IN ELMWOOD TOWNSHIP AND CITY OF TRAVERSE CITY. The motion passed 7-0 by a roll call vote.

Security Cameras for Township Hall

Supervisor Shaw explained that we are looking at these bids tonight so that we can include the totals in the Par Plan grant request. The Board looked at the total number of cameras and cost and felt EPS was the best selection. MOTION BY TRUSTEE TREVAS, SECONDED BY TRUSTEE DARGA THAT FOR GRANT PURPOSES, WE AWARD THE BID TO EPS. The motion passed unanimously by a voice vote.

Memorandum of Understanding/City of Traverse City and Elmwood Township

Supervisor Shaw stated that there are major repairs necessary to the sewer system within the City that the Township waste flows through.. The memorandum of understanding was submitted to the BPW by the City of Traverse City. Based on our contract with the City for sewage treatment, we are required to pay 16% of the principal and interest payment due for each debt service payment. This should be about \$370,600 total or \$18,530.00 per year. MOTION BY TRUSTEE LAUTNER, SECONDED BY TRUSTEE GALLAGHER TO APPROVE THE MEMORANDUM OF UNDERSTANDING AND AUTHORIZE THE SUPERVISOR TO SIGN THE AGREEMENT. The motion passed unanimously by a voice vote.

PAYMENT OF INVOICES

MOTION BY TRUSTEE DARGA, SECONDED BY TREASURER MIKOWSKI TO PAY THE INVOICES IN THE AMOUNT OF \$72,579.83. The motion passed unanimously by a voice vote.

PUBLIC COMMENT

Jody Mackey
Ken Kleinrichert

Adjournment

Supervisor Shaw adjourned the meeting at 7:58 p.m.

Check Register Report

Date: 09/06/2023

Time: 11:24 am

Page: 1

ELMWOOD TOWNSHIP

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
37994	08/25/2023	Printed			A037	ANAVON TECHNOLOGY GROUP	PAVILION DEPOSIT REFUND	50.00
37995	08/25/2023	Printed			A127	AT&T MOBILITY	ACCT#287303700094	197.38
37996	08/25/2023	Printed			B111	BLUECROSS BLUESHIELD OF GROUP	007015150710 MI	317.69
37997	08/25/2023	Printed			C029	CHARTER COMMUNICATIONS	ACCT#005047601	464.01
37998	08/25/2023	Printed			C010	CHERRYLAND ELECTRIC COOR	ACCT#9902700	113.59
37999	08/25/2023	Printed			C040	CONSUMERS ENERGY	ACCT#1000 2944 4732	4,008.81
38000	08/25/2023	Printed			M020	DTE ENERGY	ACCT#9100 215 4419 2	240.36
38001	08/25/2023	Printed			G425	GUARDIAN	GROUP ID 00 357534	483.46
38002	08/25/2023	Printed			01092	KULTURA REAL ESTATE	PAVILION DEPOSIT REFUND	50.00
38003	08/25/2023	Printed			01090	CHRISTOPHER LAFOND	PAVILION DEPOSIT REFUND	50.00
38004	08/25/2023	Printed			898	RAENETTE PALMER	PAVILION DEPOSIT REFUND	50.00
38005	08/25/2023	Printed			P043	PRIORITY HEALTH	GROUP ID 790105	4,482.36
38006	08/25/2023	Printed			01091	LEAH ROBINSON	PAVILION DEPOSIT REFUND	50.00
38007	08/25/2023	Printed			01052	BRIAN SIMERSON	PAVILION DEPOSIT REFUND	50.00
38008	08/25/2023	Void	08/31/2023		01089	BAYVIEW FLOORING	PAVILION DEPOSIT REFUND	0.00
38009	08/25/2023	Printed			V023	VSP	CLIENT ID 30031936	269.42
38014	08/31/2023	Printed			01089	BAYVIEW FLOORING	PAVILION DEPOSIT REFUND	50.00

Total Checks: 17

Checks Total (excluding void checks):

10,927.08

Total Payments: 17

Bank Total (excluding void checks):

10,927.08

Total Payments: 17

Grand Total (excluding void checks):

10,927.08

Supervisor's Report

9/11/23

1. There will be a meeting on 9/25/23 for the Timberlee water users. John Divozzo of the Grand Traverse County DPW, Ken Schwerdt of Wade Trim, Dawn Lund of Utility Financial Solutions and I will be there to answer questions and help the water users understand the situation and possible solutions.
2. I am waiting for a price for the used tanks from Garfield Township.
3. We have submitted the Par Plan Grant application. The maximum amount for security cameras is \$2500. Carl Ferguson did an excellent job on the application. There is a copy in your packet.
4. Bid opening for the Brewery Creek Parking Lot improvements was Wednesday, 9/6/23. At the time of this memo, we were waiting for verification of the numbers from our Engineers.
5. I put a letter we received from a patron at Apache Trout Grill in your mailbox.
6. Our Marina Staff did a great job on Labor Day Weekend.
7. Thanks to our seasonal Marina and Grounds Crew personnel. Many of them have headed back to college and they really stepped it up this year.
8. Our grounds crew is beginning to prepare for fall. They did a fantastic job this year. If you see them, give them a pat on the back for another great year.



Michigan Township Participating Plan

RISK REDUCTION GRANT PROGRAM APPLICATION

Spring Cycle: February 1 - March 15

Fall Cycle August 1 - September 15

****Grant applications will not be accepted before or after these dates****

Name of Entity:

Charter Township of Elmwood

Entity Address:

10090 E Lincoln Rd.

Street

Traverse City

MI

49684

City

State

Zip

Leelanau

County

Entity Telephone Number:

231-946-0921

Entity E-mail Address:

supervisor@elmwoodmi.gov

Project Manager's Name:

Jeff Shaw, Supervisor

231-946-0921

Phone Number

supervisor@elmwoodmi.gov

Email

Are previously awarded grant projects completed and closed?

n/a

Complete description of project:

Include contractor/vendor itemized bids, list of the items or services to be purchased and total cost of the project.

Feel free to Attach any corresponding documents.

Elmwood Charter Township is seeking funds to install a video monitoring system at the Township Hall and a detached community pavilion located adjacent to the Township Hall. The system includes:

- (8) Fixed Lens Turret Cameras (4 each at hall and pavilion)
- 8 port network video recorder
- 8 DWD Back Box
- 22" LED Monitor
- Uninterrupted Power Supply/Surge Suppression
- 19" U317 Wall or Rack Mount Shelf
- 800 feet Wire (Cat5e)
- Installation

Total Cost: \$11,250.00 (quote and camera layout attached)

The township received four quotes from security firms and the attached quote from EPS was selected during a meeting of the township board. The project will commence on October 30, 2023 and be completed by December 31, 2023.

Total Cost of Project:

Total Amount being Requested:

Members financial participation in project (if any):

Anticipated days to complete:

Describe how this project will specifically reduce risk and exposure:

The township has experienced acts of vandalism at the pavilion and an attempted break in at the township hall, all in the last year. The vandalism cost the township approximately \$1000 and, thankfully, the break in attempt was unsuccessful or our losses would have been more substantial. We have also invested in water bottle filling stations at the pavilion at a cost of approximately \$3,000. We would like to protect all our investments and the installation of a video monitoring system for the township hall offices and the community pavilion will significantly reduce the township's risk and potential for loss. Here's how:

- **Crime Deterrence:** The mere presence of a video surveillance system often deters criminal activities such as vandalism, theft, or trespassing. It will protect township properties, contributing to the well-being of the community and potentially lowering insurance premiums.
- **Real-Time Monitoring and Response:** By providing real-time oversight, the monitoring system enables immediate response to emergencies or suspicious activities, thereby reducing the reaction time for law enforcement and emergency services. This can prevent escalation and reduce potential damages.
- **Liability Protection:** The video footage can serve as objective evidence in the event of legal disputes, accidents, or false claims against the township. This can protect the township's interests and reduce legal exposure.
- **Safety Enhancement:** The system will improve the safety of township employees, visitors, and residents by identifying potential risks or hazards promptly. This will contribute to a more secure environment and foster a sense of trust within the community.
- **Operational Efficiency:** Monitoring can also provide insights into daily operations and public usage of township facilities. It will support better decision-making and planning, optimizing the use of resources.
- **Integration with Other Systems:** The proposed system could be integrated with other security measures, such as alarms or access control, creating a comprehensive security network. This synergy adds layers of protection and enhances the overall risk management strategy.
- **Community Engagement:** By being transparent about the implementation and objectives of the monitoring system, the township can engage community members in a dialogue about safety and security, building communal ownership of risk reduction.

The video monitoring system is more than just a tool for surveillance; it's a holistic solution to manage and reduce risks. It's an investment in the security, and well-being of the entire community.

Describe measurable benefits of this project:

The proposed video monitoring system for the township hall and pavilion offers several substantial and measurable benefits that align with risk reduction objectives:

- **Enhanced Security:** The new system will provide continuous monitoring, enhancing the safety of the community and reducing the potential for criminal activities such as theft and vandalism. This will foster a sense of security among both residents and township employees.
- **Increased Efficiency:** Advanced video analytics tools will facilitate real-time incident detection and response, reducing the need for physical patrols and potentially lowering associated costs.
- **Insurance Benefits:** By demonstrating a commitment to risk mitigation, the township may qualify for lower insurance premiums. The tangible savings can be accurately quantified and redirected to other vital community needs.
- **Asset Protection:** Surveillance of the township hall offices and detached pavilion will minimize unauthorized access, safeguarding valuable public property and assets, thus reducing potential repair and replacement costs.
- **Legal Compliance & Accountability:** The system will aid in ensuring adherence to regulatory and legal standards. In cases of legal disputes, video records provide evidence, adding a layer of transparency and accountability.
- **Community Engagement & Support:** A visible commitment to safety and security can promote community trust and support, enhancing the township's reputation as a proactive and responsive entity. Community satisfaction levels can be tracked through surveys and feedback mechanisms.

The proposed project is a forward-looking investment with measurable benefits that span security, efficiency, financial savings, legal compliance, and community engagement. This aligns perfectly with the township's objective to create a secure and protected environment and be transparent, accountable, and efficient stewards of public resources.

***I Acknowledge that I have submitted the required supporting documents including, but not limited to;
 vendor bids/quotes
 current signed & dated resolution***

Signature

Date

CHARTER TOWNSHIP OF ELMWOOD
Resolution of Support
Michigan Township Participating Plan Grant Application

Resolution 11 of 2023

At a regular meeting of the Board of the Charter Township of Elmwood, held on July 10, 2023 in the Elmwood Township Hall, 10090 E. Lincoln Rd., Elmwood Township, Leelanau County, Michigan at 6:00 p.m. there were

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

EXCUSED: Chris Mikowski and Jordan Gallagher

The following preamble and resolution were offered by Clerk Preston and supported by Trustee Lautner.

WHEREAS The Charter Township of Elmwood Board wishes to apply for a Risk Reduction Grant through the Michigan Township Participating Plan (Par Plan) to assist in purchasing/funding security cameras; and

WHEREAS The Charter Township of Elmwood Board is seeking a grant contribution of \$5000.00

NOW, THEREFORE, BE IT RESOLVED, that The Charter Township of Elmwood Board supports submittal of an application to the Michigan Township Participating Plan for a \$5000.00 grant to assist in funding security cameras.


The following voted:

Yeas: Preston, Darga, Trevas, Lautner, and Shaw

Nays: None

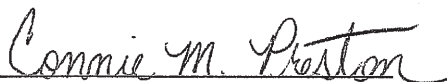
Absent: Mikowski and Gallagher

RESOLUTION DECLARED ADOPTED



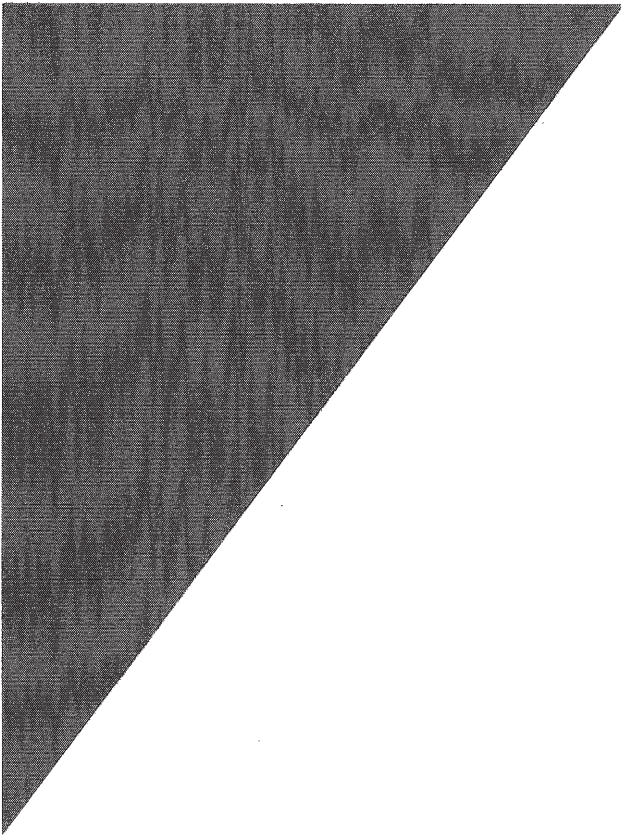
Jeff Shaw, Supervisor

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Township Board of the Charter Township of Elmwood, County of Leelanau, Michigan, at a regular meeting held on July 10, 2023.



Connie Preston, Clerk

Connie Preston, Clerk



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-MT95W/28 Fixed Lens Turret Cams + DW-VP122T8P2TB VMAX NVR (8 ports PoE + 4 virtual)
- 8 DWD Back Box for DWC-MT95W/28TW
- 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

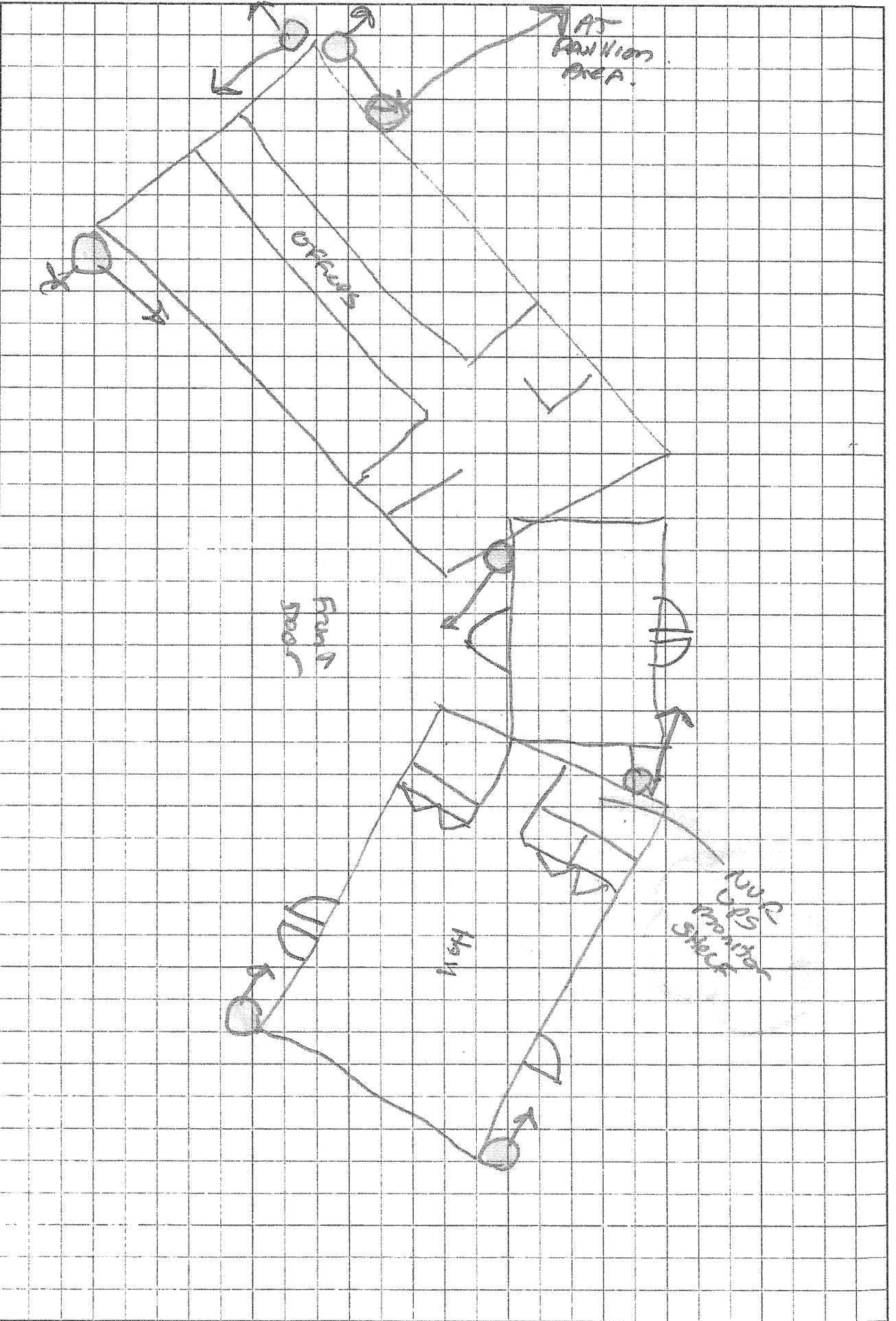
Security Consultant

ext.

06/26/2023



231-649-0574



CUSTOMER ELMWOOD TRAPT HALL

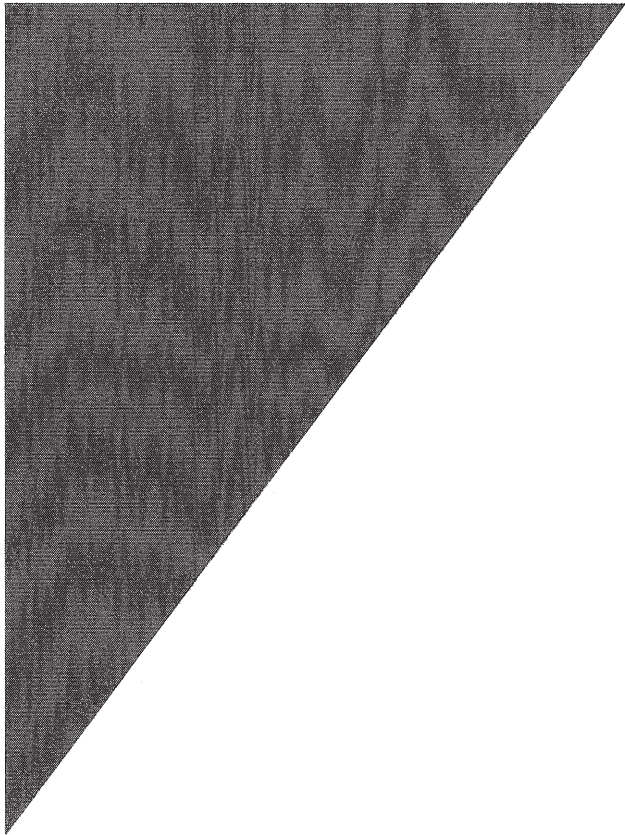
ADDRESS 10090 E LYNN RD, TCM 1

SALES REP

DT 61869

49684





Elmwood twpt Pavillion

10090 e Lincoln Rd.

Traverse City MI 49684

61870

RE: DW VIDEO



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- 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.

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

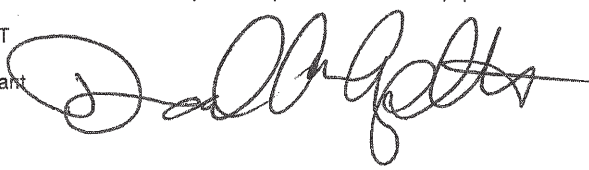
Existing Equipment: If EPS is connecting to existing equipment, the existing equipment will be tested and inspected by an EPS technician. If equipment is discovered to not be in good working order or is not compatible with the new EPS equipment EPS is installing, it will be the responsibility of the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

DAVID TRIPLETT

Security Consultant

ext.

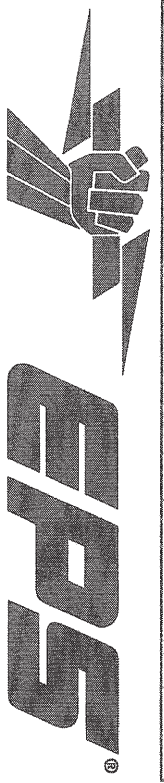
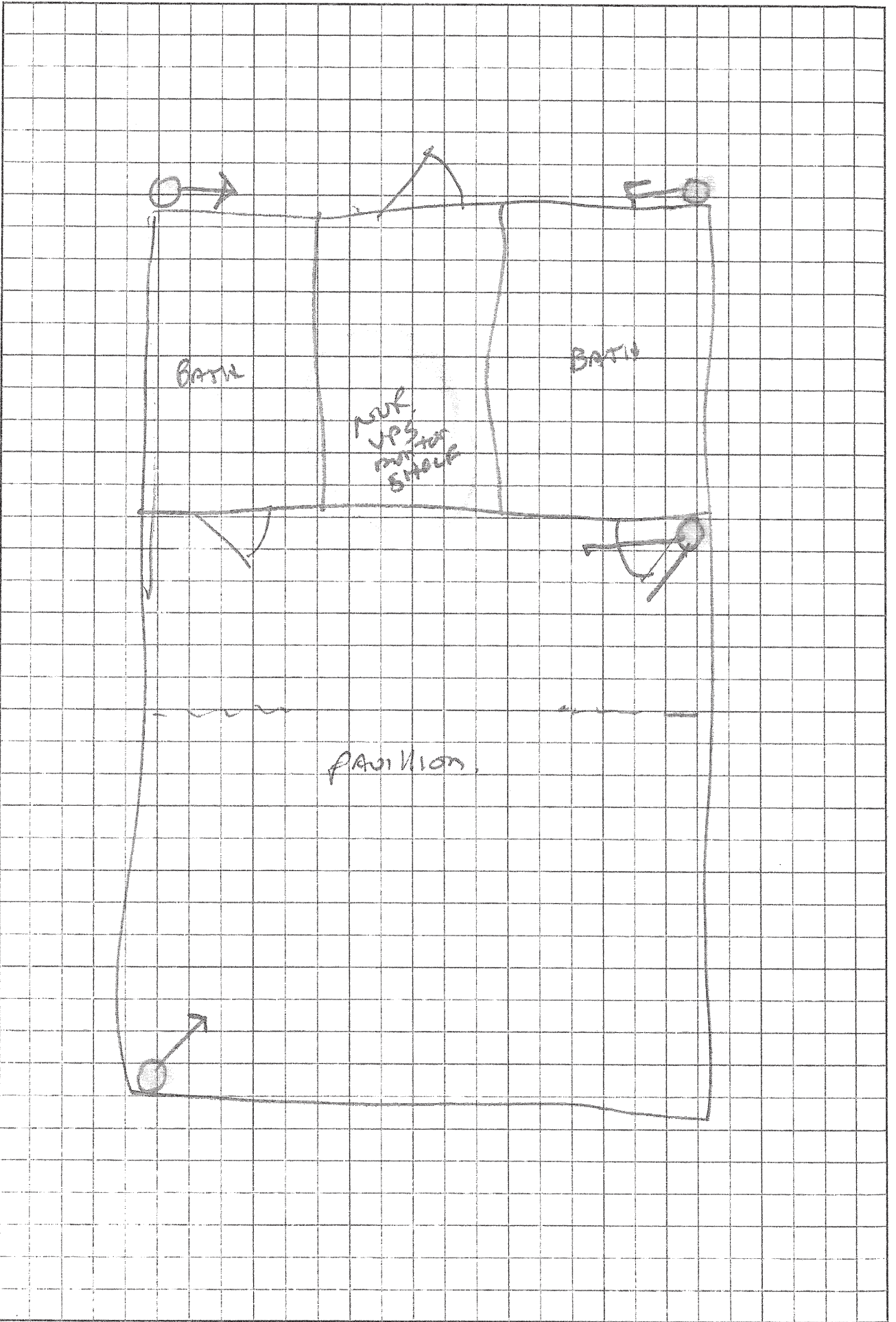
06/26/2023



231-649-0574

CUSTOMER Emwood Trpt Pavilion
ADDRESS 10090 E Lincoln Rd

SALES REP
DT 61870





RECREATION GRANT PROGRESS REPORT

Required by authority of the Michigan Department of Natural Resources.

Grant Number TF20-117	Grantee Elmwood Charter Township
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Project Name
Greilickville Harbor Park - Discovery Pier Improvement

INSTRUCTIONS: Answer the questions below and attach additional sheets, if necessary, to elaborate on responses. Email this completed progress report and a detailed schedule for project completion to the appropriate Grant Coordinator.

1. Describe the work completed to date:

Our project partner, The Discovery Center, has been actively fundraising for local match for the project. Engineering for the entire project (Phase 1A and Phase 1B) is 100% complete. Fundraising for Phase 1A is complete and construction for Phase 1A is 90% complete.

The scope items covered under this Trust Fund Grant are for Phase 1B of the project. Phase 1B is now estimated to cost \$931,192. Including the grant from the MNRTF, \$350,450 has been raised. There is \$829,683 out in grant requests now.

2. Describe the work yet to be completed:

1. Complete fundraising for the match for Phase 1B. As noted above, there is \$829,683 out in grant requests now. At least \$126,310 in additional grant requests will be submitted by the end of January 2024.
2. Putting Phase 1B of project out to Bid
3. Construction

See Attached #1 for more details

3. Will the work be completed by the end of the project period? **Provide a detailed schedule for completion.** Check your project agreement for the project period expiration date. If you expect expenses to occur after this date, please initiate an amendment approximately 1 month prior to the expiration date. Refer to the Acquisition or Development Project Procedures booklet for instructions.

YES NO, explain below:
Please see Attachment #1.

FOR FISCAL YEAR-END REPORTS ONLY
List the total expenditures that have, or will be, incurred between October 1-September 30 of the current fiscal year, which have not previously been reported in a reimbursement request.

\$

CERTIFICATION	
Grantee Representative Name Jeff Shaw	Title Supervisor
Grantee Representative Signature 	Date 8/31/23
Prime Professionals Name Matt McDonough	Title CEO, Discovery Center & Pier
Prime Professionals Signature (optional) 	Date August 22, 2023

Attachment #1

Recreation Grant Progress Report

TF20-0117 - Greilickville Harbor Park - Discovery Pier Improvement

Provide a detailed schedule for completion.

Project completion is contingent on successful fundraising. At this time, our best-case scenario for completion is as follows:

November 1, 2023	Complete Fundraising
November 10, 2023	Complete Bid Packet
November 11, 2023	Put project out for bid
December 15, 2024	Select contractor
January – February, 2024	Landing Dock, Kayak Launch Construction
March – May, 2024	Construction of Restroom Building Installation of Pilings, Landing Dock and Kayak Launch Parking Lot and Lighting
Summer 2025	Sidewalk or Pedestrian Pathway installation by MDOT as part of M22 reconstruction project. This part will require an amendment to our grant agreement for a time extension.

To: Jeff Shaw, Elmwood Township Supervisor

From: Ken Schwerdt, Project Engineer

Date: September 5, 2023

Subject: Elmwood Township Marina Phase 3 Cost Reduction Review

As requested, we have reviewed the site plan in conjunction with the reduced building footprint provided by Ray Kendra with Environmental Architects. The goal of this review is to determine if there is potential for cost savings by reducing the site work items without significantly changing the intent and functionality of the site.

The attached conceptual sketch plan shows the reduced building footprint and the potential sitework changes that we believe could reduce the overall project cost. The current site plan is also included for reference and comparison. Our proposed changes include:

- adjusting the egress routes to better fit the new building footprint
- a reduction of concrete sidewalk
- removing some landscape features and amenities, such as replacing seatwalls with benches
- minimizing the retention basin areas
- changing the promenade concrete from 6" to 4" where only pedestrian traffic is anticipated
- Removing the brick banding throughout the promenade and replacing with concrete. The same pattern can be achieved with sandblasting at a reduced cost compared to brick.
- removing the dry fire hydrant that previously was used to take lake water

The attached cost estimate shows the potential savings from the original plan to this reduced plan. Based on our preliminary estimates, this reduced layout could reduce sitework construction costs by approximately \$168,000. Total project costs are reduced by an estimated \$860,000 when the building cost savings are added in.

Some additional site amenities and landscape items could be deferred to a later date to further reduce the initial project cost. Items such as plantings, benches, and bike racks could be removed from this project, then pursued later by the Township using other funding sources. It should be noted that this is still a preliminary cost estimate, and true costs will only be known once the project receives construction bids.

If the Board would like to pursue these changes, it will require the revision of almost all civil and architectural plan sheets developed to date. Changes include finalizing the layout changes, regrading of the site in areas impacted by these changes, adjusting utility connection points for the revised building, revising building plans, and updating contract documents and specifications. This redesign will require additional design fees to make these changes. The revisions shown above are estimated to cost \$20,000 to reproduce final design drawings and contract documents. Building finished floor elevation changes required due to the revised Grand Traverse Bay FEMA base flood elevation would also be incorporated into these revisions.

Construction Cost Estimate
 Elmwood Township Marina
 Phase 3 Site Improvements - Alternate Plan With Potential Cost Savings
 September 5, 2023

Waide Trim Project No. EL19012.01C

This Construction Estimate is based on a revised conceptual sketch of the Elmwood Township Marina Phase 3 site improvements plans. Revisions include cost reducing measures such as a smaller building footprint, less proposed concrete sidewalk and reduced landscape and site amenities. Quantities that have changed are highlighted in yellow below.

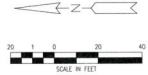
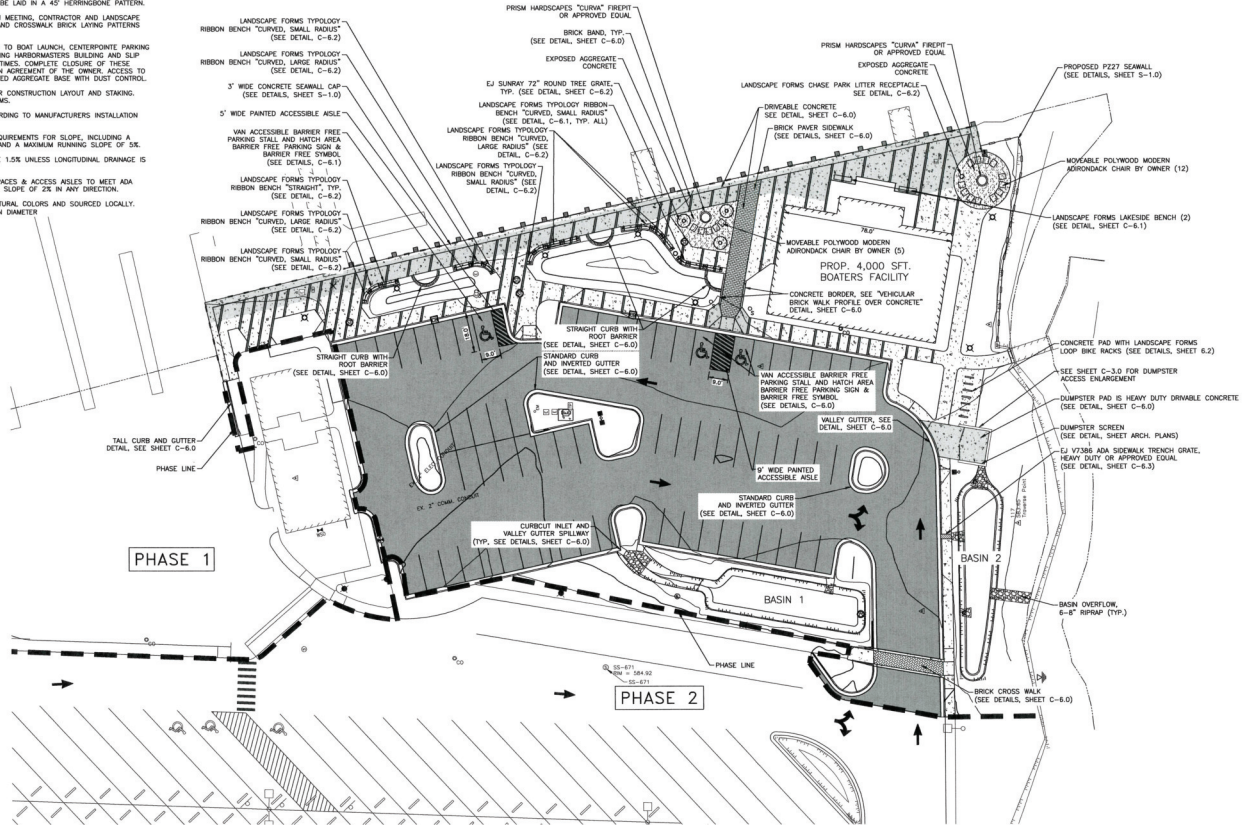
Item No.	Item Description	Original Quantity	Unit	Unit Price	Original Plan Cost	Alternate Plan Quantity	Alternate Plan Cost
1	Mobilization (Max 5%)	1	LS	\$ 9,721.66	\$ 9,721.66	1	\$ 9,721.66
2	Traffic Maintenance and Control	1	LS	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00
3	SEC	1	LS	\$ 65,000.00	\$ 65,000.00	1	\$ 65,000.00
4	Remove Concrete Curb & Gutter	102	LS	\$ 15,000.00	\$ 1,530,000	162	\$ 2,430,000
5	Remove Concrete Curb & Gutter	179	LFT	\$ 10,000	\$ 1,790,000	179	\$ 1,790,000
6	Remove Tree and Stump	1	EA	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00
7	Remove Concrete Pavement	329	SFT	\$ 10,000	\$ 3,292,832	329	\$ 3,292,832
8	Remove Concrete Pavement	464	SFT	\$ 10,000	\$ 4,640,000	464	\$ 4,640,000
9	Remove Cobble Stone	268	SFT	\$ 25.00	\$ 6,700.00	268	\$ 6,700.00
10	Salvage and Relocate Sign	7	EA	\$ 500.00	\$ 3,500.00	7	\$ 3,500.00
11	Salvage and Relocate Flag Pole	1	EA	\$ 216.00	\$ 216.00	1	\$ 216.00
12	Remove Pole	18	LFT	\$ 1,250.00	\$ 22,500.00	18	\$ 22,500.00
13	Remove and Stockpile Parking Bumpers	1	EA	\$ 1,250.00	\$ 1,250.00	1	\$ 1,250.00
14	Disconnect and Abandon Water Service	62	EA	\$ 100.00	\$ 6,200.00	62	\$ 6,200.00
15	Disconnect and Abandon Water Service	1	LS	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
16	Disconnect and Remove Electrical Service	1	LS	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00
17	Demolition and Removal of Buildings	1	LS	\$ 80,000.00	\$ 80,000.00	1	\$ 80,000.00
18	4" PVC Water Service Line	378	LF	\$ 85.00	\$ 32,160.00	378	\$ 32,160.00
19	4" PVC Water Service Line	1	EA	\$ 2,350.00	\$ 2,350.00	1	\$ 2,350.00
20	Connection to Existing Water Main	1	EA	\$ 90.00	\$ 90.00	1	\$ 90.00
21	Sanitary Sewer Manhole, 48" Dia.	142	EA	\$ 5,000.00	\$ 714,000.00	142	\$ 714,000.00
22	Sanitary Sewer Manhole, 48" Dia.	1	EA	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00
23	Sanitary Sewer Manhole, 48" Dia.	1	EA	\$ 210.00	\$ 210.00	1	\$ 210.00
24	Sanitary Sewer Manhole, 48" Dia.	64	LF	\$ 65.00	\$ 4,160.00	64	\$ 4,160.00
25	Storm Sewer, HOPE	120	LF	\$ 95.00	\$ 11,400.00	120	\$ 11,400.00
26	Storm Sewer, HOPE	45	EA	\$ 1,250.00	\$ 56,250.00	45	\$ 56,250.00
27	HOPE Culvert, 12"	1	EA	\$ 2,750.00	\$ 2,750.00	1	\$ 2,750.00
28	HOPE Culvert, 12"	2	EA	\$ 2,750.00	\$ 5,500.00	2	\$ 5,500.00
29	Overflow Structure, 24" Dia.	4	EA	\$ 100.00	\$ 400.00	4	\$ 400.00
30	Catch Basin	88	SFT	\$ 75.00	\$ 6,600.00	88	\$ 6,600.00
31	Storm Sewer Manhole, 48" Dia.	1	EA	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00
32	Storm Sewer Manhole, 48" Dia.	1	EA	\$ 848.13	\$ 848.13	1	\$ 848.13
33	Storm Sewer Manhole, 48" Dia.	240	TONS	\$ 130.00	\$ 31,200.00	240	\$ 31,200.00
34	Aggregate Base, 12" Thick	74	LF	\$ 30.00	\$ 2,220.00	74	\$ 2,220.00
35	Aggregate Base, 12" Thick	1,600	SFT	\$ 14.00	\$ 22,400.00	1,600	\$ 22,400.00
36	HMA Pavement, 13A, 165#/SFT, Leveling Course	4,992	SFT	\$ 20.00	\$ 99,840.00	4,992	\$ 99,840.00
37	Concrete Sidewalk, 6"	1336	SFT	\$ 40.00	\$ 53,440.00	1336	\$ 53,440.00
38	Concrete Sidewalk, 6"	193	SFT	\$ 38.00	\$ 7,334.00	193	\$ 7,334.00
39	Brick Paver Crosswalk	1	EA	\$ 750.00	\$ 750.00	1	\$ 750.00
40	Tall Mast Parking Lot Light, Double	1	EA	\$ 950.00	\$ 950.00	1	\$ 950.00
41	Light Pole, 12' High	1	EA	\$ 25,000.00	\$ 25,000.00	1	\$ 25,000.00
42	Electrical Service Utility Allowance	1	LS	\$ 21,000.00	\$ 21,000.00	1	\$ 21,000.00
43	Natural Gas Service Utility Allowance	1	LS	\$ 21,000.00	\$ 21,000.00	1	\$ 21,000.00
44	Pavement Marking, 4" Waterborne, White	1,002	LF	\$ 2.50	\$ 2,505.00	1,002	\$ 2,505.00
45	Pavement Marking, 4" Waterborne, White	1	EA	\$ 1,350.00	\$ 1,350.00	1	\$ 1,350.00
46	Pavement Marking, Symbols & Arrows	1	EA	\$ 700.00	\$ 700.00	1	\$ 700.00
47	Site Signs Allowance	1	LS	\$ 400,000.00	\$ 400,000.00	1	\$ 400,000.00
48	Sheet Pile Retention, 1227	27	EA	\$ 1,000.00	\$ 27,000.00	27	\$ 27,000.00
49	Freight Post and Bracket	2	EA	\$ 1,500.00	\$ 3,000.00	2	\$ 3,000.00
50	Landscape Forms Typology Ribbon Bench, Curved Small Radius	4	EA	\$ 5,000.00	\$ 20,000.00	4	\$ 20,000.00
51	Landscape Forms Typology Ribbon Bench, Curved Large Radius	8	EA	\$ 5,000.00	\$ 40,000.00	8	\$ 40,000.00
52	Landscape Forms Typology Ribbon Bench, Straight	2	EA	\$ 5,000.00	\$ 10,000.00	2	\$ 10,000.00
53	Landscape Forms Loop Bike Rack	7	EA	\$ 4,000.00	\$ 28,000.00	7	\$ 28,000.00
54	Beam Irrigation, Curve Freight	3,210	SFT	\$ 6.83	\$ 21,924.30	3,210	\$ 21,924.30
55	Lawn Seed Mix	3,210	SFT	\$ 5.17	\$ 16,607.70	3,210	\$ 16,607.70
56	Bio-retention Seed Mix	3	EA	\$ 800.00	\$ 2,400.00	3	\$ 2,400.00
57	Tree, Acer saccharum	1	EA	\$ 800.00	\$ 800.00	1	\$ 800.00
58	Tree, Betula nigra 'Heritage' River Birch	7	EA	\$ 800.00	\$ 5,600.00	7	\$ 5,600.00
59	Tree, Cupressus caroliniana American Hornsbeam	3	EA	\$ 800.00	\$ 2,400.00	3	\$ 2,400.00
60	Tree, Quercus alba 'White Oak'	2	EA	\$ 800.00	\$ 1,600.00	2	\$ 1,600.00
61	Tree, Taxodium distichum Bald Cypress	4	EA	\$ 800.00	\$ 3,200.00	4	\$ 3,200.00
62	Tree, Zelkova serrata Japanese Zelkova	99	EA	\$ 200.00	\$ 19,800.00	99	\$ 19,800.00
63	Shrub, Ilex verticillata Winterberry	24	EA	\$ 200.00	\$ 4,800.00	24	\$ 4,800.00
64	Shrub, Rhododendron 'Gro-Low' Fragrant Sumac	26	EA	\$ 200.00	\$ 5,200.00	26	\$ 5,200.00
65	Grasses/Perennials, Autumn Red Daylily	53	EA	\$ 50.00	\$ 2,650.00	53	\$ 2,650.00
66	Grasses/Perennials, Autumn Red Daylily	250	EA	\$ 50.00	\$ 12,500.00	250	\$ 12,500.00
67	Grasses/Perennials, Pennicum albopurpureum 'Hammam' Fountain Grass	23	EA	\$ 525.00	\$ 12,075.00	23	\$ 12,075.00
68	Landscape Builders	1	LS	\$ 50,000.00	\$ 50,000.00	1	\$ 50,000.00
69	Irrigation	1	LS	\$ 50,000.00	\$ 50,000.00	1	\$ 50,000.00
70	Root Barrier Panels, NDS EP Series 35'	48	LF	\$ 50.00	\$ 2,400.00	48	\$ 2,400.00

Original Plan Cost	Alternate Plan Cost	Estimated Construction Cost, Site Items
\$ 1,779,237.43	\$ 1,779,237.43	\$ 1,779,237.43
\$ 1,750,000.00	\$ 1,750,000.00	\$ 1,750,000.00
\$ 3,329,357.43	\$ 3,329,357.43	\$ 3,329,357.43
\$ 352,895.74	\$ 352,895.74	\$ 352,895.74
\$ 4,235,468.91	\$ 4,235,468.91	\$ 4,235,468.91
\$ 5,096,585.94	\$ 5,096,585.94	\$ 5,096,585.94
\$ 861,117.02	\$ 861,117.02	\$ 861,117.02

Total Potential Reduction from Original Plan \$ 861,117.02

NOTES:

- BRICK PATTERN SHOWN ON SITE PLAN IS NOT REPRESENTATIONAL OF PATTERN AND BRICK SIZE.
- ALL BRICK CROSSWALKS ARE TO BE LAID IN A 45° HERRINGBONE PATTERN.
- DURING ONSITE PRE-INSTALLATION MEETING, CONTRACTOR AND LANDSCAPE ARCHITECT TO VERIFY SIDEWALK AND CROSSWALK BRICK LAYING PATTERNS AND ORIENTATION.
- CONTRACTOR TO PROVIDE ACCESS TO BOAT LAUNCH, CENTERPOINTE PARKING LOT (NORTH OF SITE), AND EXISTING HERRINGBONE BUILDING AND SLIP-HOLDER'S PARKING AREA AT ALL TIMES. COMPLETE CLOSURE OF THESE AREAS WILL REQUIRE THE WRITTEN AGREEMENT OF THE OWNER. ACCESS TO BE HARD SURFACED OR COMPACTED AGGREGATE BASE WITH DUST CONTROL.
- CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION LAYOUT AND STAKING. FURNISH INCLUDED IN OTHER ITEMS.
- INSTALL LIGHT POLE BASES ACCORDING TO MANUFACTURER'S INSTALLATION REQUIREMENTS.
- ALL SIDEWALKS TO MEET ADA REQUIREMENTS FOR SLOPE, INCLUDING A MAXIMUM CROSS SLOPE OF 2%, AND A MAXIMUM RUNNING SLOPE OF 5%.
- MINIMUM CROSS SLOPE SHALL BE 1.5% UNLESS LONGITUDINAL DRAINAGE IS PROVIDED ALONG THE SIDEWALK.
- ALL ADA DESIGNATED PARKING SPACES & ACCESS AISLES TO MEET ADA REQUIREMENTS, INCLUDING A MAX SLOPE OF 2% IN ANY DIRECTION.
- LANDSCAPE BOULDERS TO BE NATURAL COLORS AND SOURCED LOCALLY. SIZES TO VARY FROM 3" TO 5' IN DIAMETER.



PLAN DATE: 02/24/2023
FILE #: 23-4-18

NO.	DATE	DESCRIPTION


 ELWOOD CHARTER TOWNSHIP
 10090 EAST LINCOLN ROAD
 TRAVERSE CITY, MI 49684
 ELWOOD TOWNSHIP MARINA
 PHASE III LAND IMPROVEMENTS
 ELWOOD CHARTER TOWNSHIP - ELWOOD TOWNSHIP MARINA PHASE III LAND IMPROVEMENTS

DESIGNED BY:	DATE:
PROJECT NO.:	BY:
PERIOD:	2/24/23

ELM2012.01C
 C-2.0

**AGREEMENT
BETWEEN LEELANAU COUNTY AND
Elmwood Township
FOR A COUNTY RECYCLING PROGRAM RECYCLING SITE**

This Agreement is entered this ____ day of _____, 2023, between Leelanau County, a municipal corporation and political subdivision of the State of Michigan, with offices located at 8527 East Government Center Drive, Suttons Bay, Michigan 49682 (hereinafter referred to as the “**County**”), and Elmwood Township (hereinafter referred to as “**Site Host**”), for the use and operation of a Leelanau County Recycling Program recycling site on the Site Host’s property located at E. Cherry Bend Rd. (hereinafter referred to as “**Recycling Site**”), to be operated by the County or the Leelanau County Solid Waste Council, a committee of the Leelanau County Board of Commissioners.

1. COUNTY REQUIREMENTS:

- a) **COUNTY MONITORING** - The County, through an independent agreement with a contractor, will provide equipment and staff oversight of the Recycling Site and will be responsible for the use, maintenance, and servicing of the recycling containers. All materials left at the Recycling Site will be removed by County authorized contractors.
- b) **CONTACT** - The Planning and Community Development Office will serve as the contact for this Agreement and can be reached at (231) 256-9812.
- c) **FUNDING** – Any costs associated with the recycling and handling of the material will come from the collection of funds through P.A. 69 of 2005.
- d) **RECYCLING SITE** - Relocation, removal, or moving of the recycling containers will only occur by County authorized contractors.
- e) **INSURANCE** - The County authorized contractors at all times during the life of this Agreement shall maintain insurance that meets the requirements of the Leelanau County Board of Commissioners’ Policy, including, but not limited to, Worker’s Compensation and Comprehensive General Liability Insurance.
- f) **HOLD HARMLESS** - All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the County in the performance of this Agreement shall be the responsibility of the County, and not the responsibility of the Site Host. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party’s responsibilities under these joint activities.
- g) **LICENSING** - The County authorized contractors shall comply with all municipal, county, state and federal laws, regulations, ordinances and specifications. The County authorized contractors shall obtain all required licenses necessary to collect, handle, store, process, transfer, remove, transport or dispose of recyclables within Leelanau County.
- h) **SIGNAGE** - The County will be responsible for providing adequate signage directing Leelanau County residents to the Recycling Site as well as for placing appropriate signage on each recycling container.

2. SITE HOST REQUIREMENTS:

- a) **INSURANCE** - The Site Host will maintain adequate liability insurance coverage for itself.
- b) **HOLD HARMLESS** - All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Site Host in the performance of this Agreement shall be the responsibility of the Site Host, and not the responsibility of the County. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the Site Host in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the Site Host in relation to each party's responsibilities under these joint activities.
- c) **ACCESS** - The Site Host agrees to work with the County on an on-going basis to provide Leelanau County residents adequate public access to the Recycling Site at all times for the benefit of the County, within the scope of the Site Host's abilities and contractual obligations.
- d) **RECYCLING SITE** - The Site Host will provide for a thirty (30) foot by fifty (50) foot location for placement of the containers, with at least six (6) feet allowance between recycling containers. The Recycling Site will include adequate space for up to nine (9) recycling containers and an open area for the County authorized contractors' vehicles to unload containers. An area directly in front of the containers will be free of obstacles in order to maneuver a transport truck for pickup of recycling materials.
- e) **MAINTENANCE** - The Site Host will provide adequate maintenance of the Recycling Site to allow for safe use of the containers. Relocation, removal or moving of the recycling containers will only occur by County authorized contractors.

3. COMPENSATION:

The County shall pay the Site Host an annual rental payment for services rendered in the total amount of Three Thousand Six Hundred and No/100 Dollars (\$3,600.00), payable in equal installments on a quarterly basis. The County shall not be responsible for any additional costs incurred by the Site Host for repairs or improvements to the Recycling Site. In no event shall the total compensation paid under this Agreement exceed the sum of Eighteen Thousand and No/100 Dollars (\$18,000.00).

4. EFFECTIVE DATE:

This Agreement is effective on January 1, 2024, and shall continue for a term of five (5) years thereafter, through December 31, 2028, unless terminated earlier.

5. TERMINATION:

Each party to this Agreement has the right to terminate this Agreement at any time, with or without cause, during the original term or any extended term by providing ninety (90) days' written notice to the other party. In the event this Agreement is terminated before expiration of the term, the Site Host shall only be entitled to receive rental payments prorated through the effective date of the termination.

6. AMENDMENTS AND SEVERABILITY:

Any amendments to this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the parties. In the event that any provision of this Agreement shall be held to be contrary to law or Ordinance by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision or provisions shall be voided.

7. COMPLIANCE WITH ALL LAWS, RULES, REGULATIONS AND LICENSING REQUIREMENTS: In performing the services to be conducted under this Agreement, the Site Host shall comply with all Federal, State and local laws, ordinances, rules and regulations.

8. COMPLETE AGREEMENT: This Agreement and any additional or supplementary documents incorporated herein by specific reference contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

9. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT: The persons signing on behalf of the parties to this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the party they represent and that this Agreement has been authorized by the party they represent.

LEELANAU COUNTY

By: Ty Wessell, Chairperson
Leelanau County Board of Commissioners

Date

SITE HOST:

By:
Its:

Date

9/6/2023

To: Elmwood Charter Township Board

From: Rob Carson, AICP, Community Development Director Networks Northwest

RE: Cherry Bend Road Sidewalk Design and TAP Application Submission

Networks Northwest Community Development Staff have been working in coordination with Elmwood Charter Township, the Leelanau County Road Commission, and the Michigan Department of Transportation on the development of the Transportation Alternatives Program (TAP) grant application to be submitted to the Michigan Department of Transportation (MDOT). The application will formally be undersigned by the Leelanau County Road Commission with the application completed by Networks Northwest Staff.

The application seeks funding for a sidewalk/pathway along the North side of Cherry Bend Road, from the intersection of M-22 to the Township Park and Hall. The sidewalk will connect to a pathway along M-22 when the Greilickville reconstruction occurs in 2025. The sidewalk will provide connection from that pathway to properties along Cherry Bend Rd., the public access on Cedar Lake, the Leelanau Trail and the Township Park and Hall.

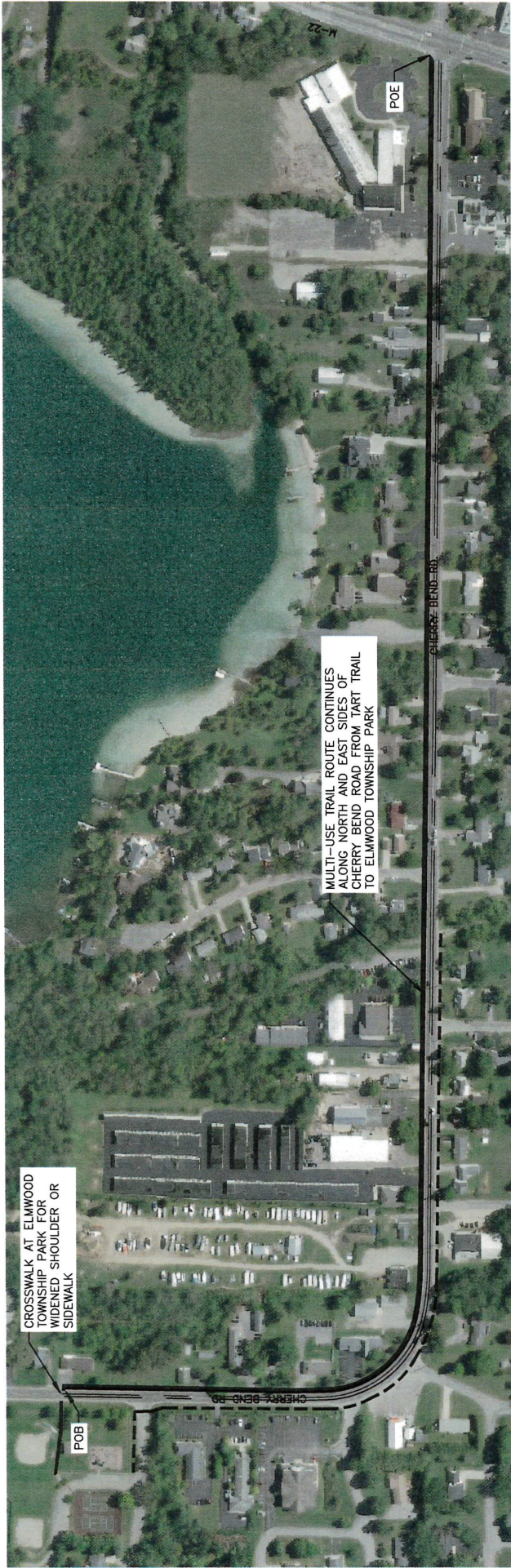
Sufficient public input has been obtained by Elmwood Charter Township through the years, with evidence of this input being included in the application in support of the submission and hopeful award of the grant.

Necessary coordination for letters of support from the MDOT and TART has occurred and are in hand, and accompany the resolutions approved by both Elmwood Charter Township and the Leelanau County Road Commission earlier this year.

Included in your packet is a preliminary schematic for the design and layout of the sidewalk along Cherry Bend Rd.

Next steps include:

- Township Board approval of a Complete Streets Resolution, which is required by MDOT for TAP application submissions. The resolution speaks to the Township's support for non-motorized assets and consideration of those assets as the Board weighs decisions related to transportation related infrastructure improvements. The Complete Streets Resolution doesn't commit the Township to anything outside of consideration of non-motorized improvements.
- Continued development of the TAP grant application and submission to the MDOT on or before October 11th, 2023.



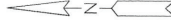
CROSSWALK AT ELMWOOD TOWNSHIP PARK FOR WIDENED SHOULDER OR SIDEWALK

POB

MULTI-USE TRAIL ROUTE CONTINUES ALONG NORTH AND EAST SIDES OF CHERRY BEND ROAD FROM TART TRAIL TO ELMWOOD TOWNSHIP PARK

POE

CHERRY BEND ROAD PROPOSED PEDESTRIAN ROUTE



10850 East Traverse Highway, Suite 2280
Traverse City, MI 49684
231.947.7400
www.wadetrिम.com

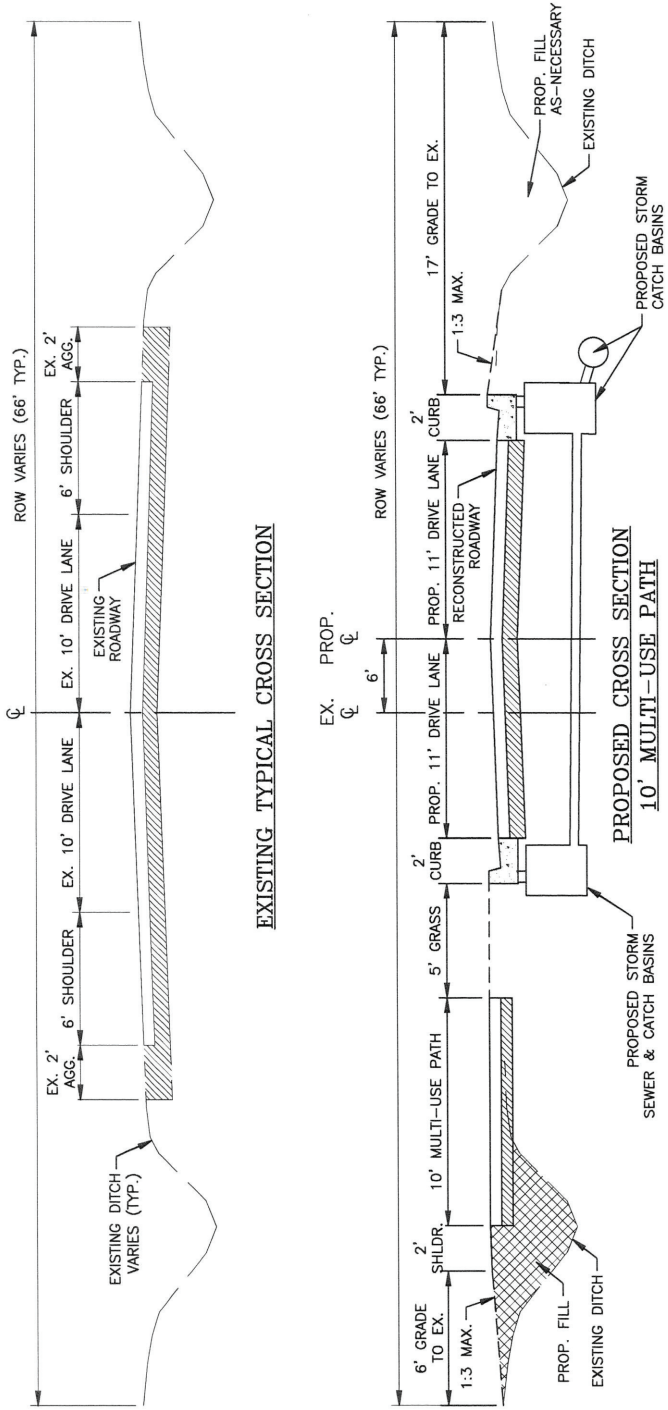
ELMWOOD CHARTER TOWNSHIP
10090 EAST LINCOLN ROAD
TRAVERSE CITY, MI 49684

CHERRY BEND ROAD SIDEWALK
CONCEPTUAL LAYOUT

JOB NO.
ELM2019.01C

SHEET

1



EXISTING TYPICAL CROSS SECTION

**PROPOSED CROSS SECTION
10' MULTI-USE PATH**

JOB NO.
ELM2019.01C

SHEET
2

CHERRY BEND ROAD SIDEWALK
CONCEPTUAL CROSS SECTIONS

ELMWOOD CHARTER TOWNSHIP
10090 EAST LINCOLN ROAD
TRAVERSE CITY, MI 49684



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

Planning/ Zoning Department
planner@elmwoodmi.gov

Elmwood Charter Township
1000 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: September 6, 2023

RE: Complete Streets Resolution

Enclosed is a proposed resolution for complete streets which was provided to the Township from Rob Carson of Networks Northwest. This resolution does not commit the Township to anything outside of planning and consideration of a complete streets ordinance. Carson has indicated that the resolution is similar to resolutions approved within other Michigan communities.

This resolution is proposed as it solidifies our Township's commitment to complete streets planning and is a required element of a TAP grant application.

**CHARTER TOWNSHIP OF ELMWOOD
RESOLUTION 15 OF 2023
COMPLETE STREETS RESOLUTION**

WHEREAS, increasing walking and bicycling offers the potential for greater health of the population, and more livable communities; and

WHEREAS, A Complete Street is safe, comfortable, and convenient for travel by automobile, foot, bicycle, and transit regardless of age or ability, and

WHEREAS, The Michigan Legislature has passed Complete Streets legislation that requires the Michigan Department of Transportation and local governments to consider all users in transportation related projects; and

WHEREAS, the Michigan Planning Enabling Act has been amended, requiring that all transportation improvements identified in a plan are appropriate to the context of the community and considers all legal users of the public right of way; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the objectives of the national Safe Routes to School program; and

WHEREAS, the Charter Township of Elmwood recognizes the importance of street infrastructure and modifications such as sidewalks, crosswalks, shared use paths, bicycle lanes, signage, narrow vehicle lanes and accessible curb ramps, that enable safe, convenient, and comfortable travel for all users;

NOW THEREFOR IT BE RESOLVED, by the Township Board of the Charter Township of Elmwood, Leelanau County, Michigan that:

FIRST: to the extent feasible, the Charter Township of Elmwood will include Complete Streets design considerations and practices as a routine part of infrastructure planning and implementation; and

SECOND: The Charter Township of Elmwood supports participation in the future development of local and regional non-motorized transportation plans, to include Park and Recreation Planning and consideration of a Complete Streets ordinance that supports ease of use and safety for all users of transportation systems within the Charter Township of Elmwood.

PASSED AND APPROVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF ELMWOOD, LEELANAU COUNTY, MICHIGAN THIS _____ DAY OF _____, 2023.

AYES:

NAYS:

ABSENT:

I **Connie M. Preston**, Clerk of the Charter Township of Elmwood, having duly sworn the oath of office, do attest to the above resolution offered and approved by the Township Board of the Charter Township of Elmwood, Leelanau County, Michigan.

Signature

Date

Print

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

PRELIMINARY

Date: 09/06/2023

Time: 4:46 pm

Page: 1

ELMWOOD TOWNSHIP

Vendor Name	Vendor No.	Invoice Description	Check No.	Check Date	Check Amount
THE ACCUMED GROUP	A026	BILLINGS SERVICES	0	00/00/0000	900.05
				Vendor Total:	900.05
ACE HARDWARE	A020	CUST#23467	0	00/00/0000	188.65
				Vendor Total:	188.65
HOMETOWN LAWN SERVICE	H024	TOWNSHIP GROUNDS / <i>Marina/GHP</i>	0	00/00/0000	2,130.00
				Vendor Total:	2,130.00
IIMC	I020	ANNUAL MEMBERSHIP	0	00/00/0000	210.00
				Vendor Total:	210.00
IMAGETREND	I002	SOFTWARE ANNUAL FEE / <i>Fire Dept.</i>	0	00/00/0000	2,898.18
				Vendor Total:	2,898.18
LEELANAU COUNTY TREASURER	L060	JULY MTT INTEREST	0	00/00/0000	3.21
				Vendor Total:	3.21
GREGORY LOUGHEED	L179	REIMBURSEMENT FOR TRIMMER	0	00/00/0000	316.94
				Vendor Total:	316.94
NETLINK	M185	TECH SUPPORT	0	00/00/0000	65.00
				Vendor Total:	65.00
PENCHURA LLC	P111	GHP BENCH REPAIR	0	00/00/0000	154.55
				Vendor Total:	154.55
PITNEY BOWES INC	P150	ACCT#0012923889	0	00/00/0000	265.58
				Vendor Total:	265.58
SMITH & JOHNSON, ATTORNEYS,	S034	SETTLEMENT ENFORCEMENT	0	00/00/0000	300.00
				Vendor Total:	300.00
STEVEN H. SCHWARTZ & ASSOC F	S076	LABOR CONTRACT	0	00/00/0000	255.00
				Vendor Total:	255.00
TRAVERSE CITY LIGHT & POWER	C093	ACCT#00174230-5	0	00/00/0000	21.52
				Vendor Total:	21.52
VERIZON WIRELESS	V014	ACCT#682962913-00001	0	00/00/0000	91.25
				Vendor Total:	91.25
VISIBLE DIFFERENCE BLDG. MAIN	V002	OFFICE CLEANING	0	00/00/0000	300.00
				Vendor Total:	300.00
WADE TRIM	W107	TIMBERLEE WATER / <i>Brewery Creek/Misc.</i>	0	00/00/0000	3,171.86
				Vendor Total:	3,171.86
WELLS FARGO VENDOR FINANCIA	W027	CONTRACT#450-0093930-000	0	00/00/0000	90.71
				Vendor Total:	90.71
X-CEL NORTH	X010	GHP SUPPLIES	0	00/00/0000	52.58
				Vendor Total:	52.58
				Grand Total:	11,415.08
				Less Credit Memos:	0.00
				Net Total:	11,415.08
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	11,415.08
	Total Invoices:	26			