



Notice Posting: May 17, 2018

**REGULAR MEETING OF THE
EAST BAY CHARTER TOWNSHIP PARK COMMISSION
East Bay Township Hall at 1965 N. Three Mile Road
~ May 21, 2018 ~ 6:00 P.M.**

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Roll Call**
- **Public Comment**
- **Approval of the Agenda**
- **Approval of the Minutes of the April meeting**
- **Reports**
 - A. **Treasurer Report**
 - B. **Subcommittee for Grants**
- **Old Business:**
 - A. **Rec Plan**
- **New Business**
 - A. **Porta Potties for the parks**
 - B. **Priority work list and Funding**
 - C. **Grand Traverse Regional Land Conservancy interest in township property**
 - D. **Resolution of Support – Mt. Holiday for the Grand Traverse Band of Ottawa & Chippewa Indians
Application for Tribal Council Allocation of 2% Funds**
 - E. **Invasive species at Killingsworth Park**
 - F. **2017 Fund Balance Request to Board of Trustees**
- **Public Comment**
- **Adjournment**

*If you are planning to attend this public meeting and are disabled requiring any special assistance,
please notify the Township Clerk by calling at (231) 947-8647 as soon as possible.*

Minutes

EAST BAY CHARTER TOWNSHIP
PARK COMMISSION
East Bay Charter Township Hall
1965 N. Three Mile Road
Traverse City, MI 49696

Regular Meeting
Tuesday, April 16, 2018

Present: Corie Layton, Deb Lannen, Mike Hintz, Matt Cross and
Susan LaRose-Grover

Absent and Excused: Justin Friend and Mark Baker

1. **Call Meeting to Order:** Vice Chair Hintz called the meeting to order at 6:00pm.
2. **Pledge of Allegiance** was recited by all in attendance
3. **Roll Call:** Roll was called by the Secretary
4. **Public Comment**
None
5. **Approval of the Agenda:**
Park Tour Minutes was added under agenda under 7C and Discussion Work in the Parks was added as agenda item 8B.

Lannen moved and LaRose-Grover seconded to approve the agenda as amended.

*Yeas: Lannen, LaRose-Grover, Layton, Cross, Hintz
Nays: None*

6. **Approval of Minutes - Regular Meeting – March 19, 2018, 2018**
LaRose-Grover moved and Cross seconded to approve the minutes of March 19, 2018 as presented.

*Yeas: LaRose-Grover, Cross, Lannen, Layton, Hintz
Nays: None*

7. **Reports**

A. Treasurer Report

Cross said that the most recent reports had been placed on Board members' desks. He will meet with Supervisor Friend regarding the funding of park maintenance projects. LaRose-Grover expressed interest in attending the

meeting as well.

B. Subcommittee for Grants

Layton said a grant subcommittee meeting was scheduled for May 7th at 7pm at the township hall.

C. Parks Tour minutes

Lannen moved and Layton seconded to approve the minutes of the recent Parks Tour.

Yeas: Lannen, Layton, LaRose-Grover, Cross, Hintz

Nays: None

LaRose-Grover mentioned touring vacant lots owned by the Township to determine if any were fit for parks. It will be placed on the May agenda.

8. Old Business

A. Rec Plan and Arbutus 5 Plan

LaRose-Grover said that Planner Dusty Christensen is still gathering numbers for the Arbutus Five plans and for the Rec Plan. Board members agreed that the Park Commission should move forward with the maintenance plans for the summer. Supervisor Friend said that Baker or Hintz should directly contact Dusty Christensen and get a timeframe for the Arbutus Five and Recreation Plan information. She added that the present Recreation Plan is still in place through 2018 and grants applications can be sought for projects. The Park Commission could also think about retaining a consultant to complete the Recreation Plan.

B. Park Work Discussion

A tour of the parks was conducted and a work list was drafted. Some items have costs associated with them but it has not been determined where the funds would be taken from. Repainting of spring toys, a life ring enclosure, picnic tables, Adirondack chairs, tennis courts and flag pole lighting were discussed. Friend mentioned the timelines for the Gens and the Arbutus Five Parking lots to be paved. Friend also talked about setting aside funds for the Safe Routes to School. Commissioners can begin to gather prices and move forward.

9. New Business

Pancake Breakfast activities were discussed. If parks commissioners wish to volunteer, they should contact Tim Newton. Lannen will volunteer at the Pancake Breakfast on behalf of the Park Commission and will bring the suggestion boxes and parks sign.

Friend said that the Grand Traverse Conservancy approached the Township about a piece of property adjacent to Mt. Holiday in an effort to make another trail. The

Parks Commission and Township Board should work together to determine the interest of the township.

10. Public Comment

None

11. Adjournment

Hintz adjourned the meeting at 7:35pm.

correspondence

Beth Friend, Supervisor
Susanne M. Courtade, Clerk
Tracey Bartlett, Treasurer



Mindy Walters, Trustee
Glen Lile, Trustee
Bryan Marrow, Trustee
Andrea Hentschel, Trustee

April 25, 2018

Ty Schmidt
Executive Director
Norte!
P.O. Box 781
Traverse City, MI 49685

Re: Director's Champion for Health Award

Dear Ty,

On behalf of the East Bay Charter Township Board of Trustees and the Parks Commission, let me extend a heartfelt congratulations to you on becoming the 2018 Champion for Health, a Governor's Fitness Award. When the Michigan Fitness Foundation bestowed you of this honor, they were certainly accurate in choosing a champion "...to ignite and support positive community change..." Through your determination and drive, Norte has made a positive impact on children throughout our greater area, including those in East Bay Charter Township. Your vision has led your organization to excellence, introduced area youth and their families to a sport leading to a healthy lifestyle, and our community will benefit as a whole into the future.

We are thrilled for your recent honor and wish you continued success.

Sincerely,

A handwritten signature in cursive script that reads "Beth Friend".

Beth Friend
Supervisor

Cc: East Bay Charter Township Board of Trustees
East Bay Charter Township Parks Commission



TC Residents Named Hometown Health Heroes

By Beth Milligan | April 19, 2018

Three Traverse City residents have received 2018 Hometown Health Hero and Jean Chabut Health Policy Champion awards for their contributions to "protecting and improving the health of Michigan residents," the Michigan Department of Health & Human Services (MDHHS) announced Wednesday.

Ty and Johanna Schmidt, founders of the bike-centric nonprofit Norte!, and Jennifer Strange of the Traverse Health Clinic were presented with the award as part of National Public Health Week. The MDHHS cited Norte's work in promoting walk/bike advocacy, mountain biking, youth leadership, summer camps, healthy winter activities, and thirteen bike trains that lead students from eight neighborhoods to five different elementary schools.

As the leader of Traverse Health Clinic's behavioral health program, Strange has "implemented initiatives that have reduced barriers to accessing behavioral health and counseling services for the underserved in the community and expanded behavioral health services at the clinic," according to MDHHS. "This has included opening up behavioral health services to patients who receive their primary care elsewhere; expanding services to patients as young as age 12; providing additional behavioral health outreach at area homeless shelters; and applying for Commission on Accreditation of Rehabilitation Facilities accreditation."

"These individuals and organizations have gone above and beyond to improve Michigander's health and safety," says Nick Lyon, MDHHS director. "Much of a person's overall health is determined outside of a doctor's office, and these award winners have provided opportunities for our state's citizens to have healthier lives and communities."

Pictured: Jennifer Strange, Ty Schmidt

New Business

A

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
01/01/2017			101-770-926.000 UTILITIES/Porta Jon's		BEG. BALANCE		0.00
01/01/2017	GJ	JE	REV AP ADJ 2016 AS OF 1-1-17	14342	50.00		50.00
01/01/2017	GJ		TO REVERSE MANUAL JOURNAL ENTRY: 143	14365		50.00	0.00
01/10/2017	AP	INV	B-130 PORTA JON PUMPS JAN 2017	70174T-B	50.00		50.00
02/07/2017	AP	INV	B-130 PORTA JON PUMPS	02/07/2017	100.00		150.00
03/07/2017	AP	INV	B-130 PORTA JONS	70398T	100.00		250.00
06/13/2017	AP	INV	B-130 PORTA JONS	71440T LG	250.00		500.00
08/15/2017	AP	INV	B-130 PORTA JON PUMPS	73781	225.00		725.00
09/12/2017	AP	INV	B-130 PORTA JON RENTAL	72015T RR	99.00		824.00
10/17/2017	AP	INV	PORTA JONS	72611TRR-72960TRR	299.00		1,123.00
11/13/2017	AP	INV	B-130 PORT JON PUMPS TWO INVOICES	73130, 73419	199.00		1,322.00
11/21/2017	AP	INV	B-130 PORT JON PINE GROVE PARK	73445T RR	24.75		1,346.75
12/05/2017	AP	INV	B-130 PORTA JONS PARKS	73585	50.00		1,396.75
12/31/2017	AP	INV	B-130 PORTA PUMPS DEC 2017	73862	50.00		1,446.75
12/31/2017	AP	INV	B-127 ECEMBER 2017 PORTA JON PUMPING	74102-2017	50.00		1,496.75
01/01/2018			2018 Fiscal Year Begin				0.00
02/05/2018	AP	INV	PORTA JON PUMPINGB-127	74102-2018	25.00		25.00
03/05/2018	AP	INV	B-127 RESTROOM CLEANING	74337	100.00		125.00
04/09/2018	AP	INV	B-127 PORTA JONS FEB & MARCH 2018	74423	100.00		225.00
04/30/2018			101-770-926.000	END BALANCE			225.00
			Cumulative Net Debits and Credits:		1,771.75	50.00	1,721.75

2018 Budget \$2500-

Arbutus #5 -1200
 \$1300

Pine Grove \$500
 800

WILLIAMS AND BAY PORTABLE RESTROOMS

Invoice

9317 S Nash Road
 Maple City, MI 49664
 PH: 231-228-7499 * FAX: 231-228-4331
 A division of Williams Pumping Service

DATE	INVOICE #
9/1/2017	72015t RR

BILL TO
East Bay Township 1965 N 3 Mile Rd Traverse City, MI 49696

COPY

INTERVAL	TERMS	PROJECT
8/14-9/10	Due on receipt	Pine Grove Park

QUANTITY	DESCRIPTION	RATE	AMOUNT
	MONTHLY portable restroom rental - includes weekly service, hand sanitizer and waste disposal	99.00	99.00
	101-770-926.000 Blue - 11-2017 B-130 Vendor - W2013-1		
Total			\$99.00

Accounts over 30 days past due will incur a service charge. Accounts over 60 days past due will be turned over to the collections department.

New Business

B

2018 Park Work List

Cost

Maintenance & Repair	Powerwash
Subcontractor &/or Cost	Painting

Pines Park

80 acres, no specific changes at this time	
1 Possibly putting up a post & sign (no thru traffic)	\$200

Pine Grove Park

1 Replace basketball nets, repair hoops.	
2 Power wash and seal benches.	
3 Re-paint lines on courts.	
4 Re-paint basketball supports.	
5 Re-paint swing bars.	
6 Re-paint spring toys.	\$1,500
7 Replace ground cover under play structure (this is in the 2018 budget).	\$2,000
8 Power wash and seal fence.	
9 Replace striping covering last rule on Park Rules sign.	
10 Flaggpole - solar lighting & flag	\$200-400

Gen's Park

1 Power wash building and cement pad.	
2 Cut tree branches back from building roof line.	
3 Power wash wooden walk way.	
4 Paint grills.	
5 Cover irrigation lines.	
6 Beach grooming - initial clean-up and ongoing maintenance.	\$1,000
7 Possibly sealing pavement and re-painting lines.	\$2,000
8 Replace "Men", "Women"	\$50
9 Reinstall Little Library	
10 Additional picnic table	\$600-1200
11 Life Ring	\$600
12 Adirondack chairs. \$400-800/chair	\$800-1,600

Grace Macdonald Park

1 Re-place wooden railings.	
2 Re-paint grills.	
3 Power wash picnic tables and cement pad.	
4 Power wash and seal benches.	
5 Powerwash basketball court	<\$1,000
6 Re-place basketball nets.	
7 Resurface tennis courts & paint both for tennis/pickleball.	\$5,000
8 Re-place board on storage building.	
9 Power wash utility field benches and seal/refresh the goal posts with paint.	
10 Seal/refresh goal posts (paint?).	
11 Put picnic table by playground.	\$600-1200
12 Repaint sign board.	

Arbutus 5 Park

1 Repaint grills and swing set.	
2 Remove log in brook.	
3 Address Goose problem (ongoing maintenance).	
4 Look into removing tree roots around picnic tables.	?
5 Adirondack chairs. \$400-800/chair	\$800-1,600
6 Life Ring	\$600
7 Flaggpole - solar lighting & flag	\$200-400

Killingsworth Park

1 Power wash picnic tables.	
2 Re-place railroad ties.	
3 Re-paint playground structures and swing set.	
4 Paint wooden bumper boards.	
5 Signage on trash can.	
6 Fill entrance drive.	
7 Re-place fence section by bathroom.	
8 Treat Autumn Olive.	\$500

Park	Project or Improvement from 2018 Park Work List	Estimated Cost	Line Item	
			Number	Description
Pines	Possibly putting up a post & sign (no thru traffic)	\$200	101-751-726.000	Supplies
Pine Grove	Re-paint spring toys.	\$1,500	101-751-748.000	Maintenance & Repair
	Replace ground cover under play structure (this is in the 2018 budget).	\$2,000	101-751-748.000	Maintenance & Repair
Gen's Park	Flagpole - solar lighting & flag	\$200-400	101-751-726.000	Supplies
	Beach grooming - initial clean-up and ongoing maintenance.	\$1,000	101-751-748.000	Maintenance & Repair
	Possibly sealing pavement and re-painting lines.	\$2,000	101-751-748.000	Maintenance & Repair
	Additional picnic table	\$600-1200	101-751-726.000	Supplies
	Life Ring	\$600	101-751-726.000	Supplies
	Adirondack chairs. \$400-800/chair	\$800-1,600	101-751-726.000	Supplies
Grace Macdonald	Powerwash basketball court	<\$1,000	101-751-748.000	Maintenance & Repair
	Resurface tennis courts & paint both for tennis/pickleball.	\$5,000	101-751-748.000	Maintenance & Repair
	Put picnic table by playground.	\$600-1200	101-751-726.000	Supplies
Arbutus 5	Look into removing tree roots around picnic tables.	requesting quote	101-751-748.000	Maintenance & Repair
	Adirondack chairs. \$400-800/chair	\$800-1,600	101-751-726.000	Supplies
	Life Ring	\$600	101-751-726.000	Supplies
	Flagpole - solar lighting & flag	\$200-400	101-751-726.000	Supplies
Killingsworth	Treat Autumn Olive.	\$500	101-751-748.000	Maintenance & Repair

2018 Budget	Total Cost		
\$0	\$4,600-7,800	101-751-726.000	Supplies
\$12,000	\$13,000+quote	101-751-748.000	Maintenance & Repair

Material from 2018 Budget Discussions [Fall 2017]

Expenditures

Maintenance & Repair: Operational expenses fall under the township's Building & Grounds cost center (101-770-xxx.xxx) when they are maintenance or repair expenses incurred in the process of operating the parks. However, there are a few expenditures the Park Commission has considered requesting and funding which are infrequent in nature, yet not considered a Capital Outlay. These expenditures improve the park or recreation investment and are included in the below table outlining the 2018 request.

A few items have been changed/removed from the last budget meeting upon research. They are:

- Gen's Park beach grooming will go under Building and Grounds as this will be a regular, routine annual expense. It doesn't constitute a capital expenditure and it is not infrequent improvement as the above items are considered.
- Pickleball Courts:
 - Routine, annual maintenance: Powerwashing the courts will be handled through the township in partnership with the Grace Macdonald Pickleball Association. Nets are supplied through the township as a part of the recreation structures utilized by park enthusiasts.
 - Infrequent Improvements which are not capitalized: Resurfacing, painting and crack repair will be budgeted as a Maintenance & Repair through the Park Commission. The northern court was done in 2016 at a cost of \$5,000. It is estimated courts need to be done every 4 to 5 years, depending on the weather.

Line Item	Description	Plans	2018 Request
101-751-748.xxx	Maintenance & Repair - Pine Grove park	Replace ground cover under play structure	\$2,000
101-751-748.xxx	Maintenance & Repair - Grace Macdonald Park	Resurface southern tennis courts/pickleball court	\$10,000
101-751-748.xxx	Maintenance & Repair - Little Libraries	Repairing current libraries	\$300

Capital Outlay: Expenditures under this line item are investments in the township, defined differently than operational expenditures. Typically these expenditures are depreciable and >\$5,000.

Line Item	Description	Plans	2018 Request
101-751-970.xxx	Capital Outlay - Arbutus No. 5	Future bathroom facilities	\$10,000
101-751-751.xxx	Land Acquisition	Planned savings for future land purchases	\$25,000

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User: BETH

DB: East Bay Twp

EXPENDITURE REPORT FOR EAST BAY TOWNSHIP

PERIOD ENDING 05/31/2018

% Fiscal Year Completed: 41.37

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 05/31/2018	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2018 AMENDED BUDGET			
Fund 101 - GENERAL FUND						
Expenditures						
Dept 751 - PARK COMMISSION						
101-751-706.000	BOARD MEETING FEES	9,400.00	9,400.00	2,436.72	6,963.28	25.92
101-751-706.010	RECORDING SECRETARY	1,400.00	1,400.00	272.00	1,128.00	19.43
101-751-706.020	MEETING RECORDING	700.00	700.00	140.00	560.00	20.00
101-751-706.100	ADDITIONAL/SPECIAL MEETINGS	2,000.00	2,000.00	546.40	1,453.60	27.32
101-751-726.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-751-747.000	PLAYGROUND EQUIPMENT	0.00	0.00	0.00	0.00	0.00
101-751-748.000	MAINT & REPAIR	12,000.00	12,000.00	0.00	12,000.00	0.00
101-751-749.000	GEN'S PARK CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-751-750.000	PINES PARK CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-751-751.000	PARK LAND ACQUISITION	25,000.00	25,000.00	0.00	25,000.00	0.00
101-751-752.000	PARK CONSTRUCTION FUND	0.00	0.00	0.00	0.00	0.00
101-751-801.001	ATTORNEY/ENGINEER/GRANT FEES	20,000.00	20,000.00	1,150.00	18,850.00	5.75
101-751-802.000	CONTRACT SERVICES	10,000.00	10,000.00	0.00	10,000.00	0.00
101-751-802.047	LITTLE LIBRARY	300.00	300.00	0.00	300.00	0.00
101-751-802.048	GENS PARK FUNDRAISER EXPENSES	0.00	0.00	0.00	0.00	0.00
101-751-854.100	TART TRAIL MAINT AGREEMENT	4,000.00	4,000.00	140.00	3,860.00	3.50
101-751-873.000	PAYROLL EXPENSES	858.00	858.00	228.19	629.81	26.60
101-751-967.020	DISTRIBUTION TO MT. HOLIDAY 2% FUNDS	0.00	25,000.00	25,000.00	0.00	100.00
101-751-970.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-751-970.100	CAPITAL OUTLAY PINES PARK	0.00	0.00	0.00	0.00	0.00
101-751-970.751	CAPITAL OUTLAY BATHROOMS	0.00	0.00	0.00	0.00	0.00
101-751-970.752	CAPITAL OUTLAY GENS PARK	0.00	0.00	0.00	0.00	0.00
101-751-970.753	GRACE MACDONALD PARK IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
101-751-970.754	ARBUTUS LAKE #5 PARK	10,000.00	10,000.00	0.00	10,000.00	0.00
Total Dept 751 - PARK COMMISSION		95,658.00	120,658.00	29,913.31	90,744.69	24.79
TOTAL EXPENDITURES		95,658.00	120,658.00	29,913.31	90,744.69	24.79
Fund 101 - GENERAL FUND:						
TOTAL EXPENDITURES		95,658.00	120,658.00	29,913.31	90,744.69	24.79

Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
101-000-001.000	OPERATING CASH	1,883,690.84
101-000-001.300	RESTRICTED CASH	740,462.70
101-000-002.000	HRA Fund	15,521.79
101-000-004.000	PETTY CASH	200.00
101-000-006.000	PAYROLL CHECKING	5,327.82
101-000-020.000	RE PROP TAXES REC-CURRENT	1,053.41
101-000-040.000	State Revenue Sharing Receiva	150,616.00
101-000-041.000	ACCOUNTS RECEIVABLE	48,452.03
101-000-091.000	PREPAIDS	15,510.37
Total Assets		2,860,834.96
*** Liabilities ***		
101-000-206.000	DEFFERED PROPERTY TAXES	1,053.41
101-000-214.210	DUE TO OTHER FUNDS	2,974.26
101-000-314.590	ADVANCE	(577,066.05)
Total Liabilities		(573,038.38)
*** Fund Balance ***		
101-000-390.000	FUND BALANCE	2,194,046.68
101-000-390.022	HRA FUNDBALANCE	15,521.79
101-000-390.033	GROUNDS VEHICLE	29,495.56
101-000-390.034	BLDG & GROUNDS MAINT/REPAIR	66,005.23
101-000-390.045	GMACDONALD PARK IMPROVEMENTS	75,000.00
101-000-390.046	GENS PARK FUNDRAISER	21,435.00
101-000-390.047	LITTLE LIBRARIES FUND RAISER	168.10
101-000-390.055	PARKS CONSTRUCTION RESTRICTED	8,746.00
101-000-390.191	ELECTIONS CAPITAL	63,000.00
101-000-390.209	CAPITAL-ASSESSING	18,260.21
101-000-390.247	TWP REVOLVING IMPROVEMENT FUN	20,000.00
101-000-390.265	CAPITAL BUILDING MAINT	69,139.73
101-000-390.266	CAPITAL-INTERIOR CONTENTS	74,588.73
101-000-390.267	CAPITAL-EXTERIOR BUILDING	97,241.30
101-000-390.268	TWP HALL LANDSCAPING-CAPITAL	1,532.06
101-000-390.446	OTHER REVENUE ROADS PROJECTS	31,074.48
101-000-390.448	STREETLIGHTS CAPITAL	14,290.08
101-000-390.619	INVASIVE PEST CONTROL	49,107.50
101-000-390.677	ROW METROPOLITAN ACT	197,273.82
101-000-390.751	CAPITAL-PARKS/BATHROOMS	30,000.00
101-000-396.000	FUTURE PARK LAND PURCHASES	8,054.75
Total Fund Balance		3,083,981.02
Beginning Fund Balance - 2017		2,936,345.02
Net of Revenues VS Expenditures - 2017		53,295.97
Fund Balance Adjustments - 2017		147,636.00
*2017 End FB/2018 Beg FB		3,137,276.99
Net of Revenues VS Expenditures - Current Year		296,596.35
Fund Balance Adjustments		0.00
Ending Fund Balance		3,433,873.34
Total Liabilities And Fund Balance		2,860,834.96

* Year Not Closed

New Business

D

Beth Friend, Supervisor
Susanne M. Courtade, Clerk
Tracey Bartlett, Treasurer



Mindy Walters, Trustee
Glen Life, Trustee
Bryan Marrow, Trustee
Andrea Hentschel, Trustee

May 21, 2018

The Grand Traverse Band of Ottawa and Chippewa Indians
2605 N. West Bay Shore Drive
Peshawbestown, MI 49682

Dear Tribal Council Members,

It is with much enthusiasm that East Bay Charter Township Parks Commission, in partnership with Mt. Holiday, Inc., submits the attached grant application for the 2% Allocation of Funds. We're hopeful you will agree with the East Bay Charter Township Parks Commission and Board of Trustees that Mt. Holiday is a treasured gem in the greater Grand Traverse community.

Mt. Holiday, Inc. is seeking to continue the ski hill's successful history. This local nonprofit is proactive towards improving their grounds and equipment. To this end, the Mt. Holiday Board of Directors and staff have undertaken a fundraising campaign and purchased a *New Snow Groomer* through the Tribal Council Application of 2% of Funds. And, they have requested the Parks Commission to support their efforts, which we are pleased to do so.

The maintenance of the previous machine was not only costly and time consuming for Mt. Holiday's maintenance crew, but was becoming impossible due to the groomer's discontinuation of the parts required for the previous model. The previous snow groomer, a key component of winter operations, reached the end of its life cycle after serving the hill for 14 seasons. It was limiting Mt. Holiday's ability to open the snow hills at 100%, minimizing the ability to improve terrain.

It is imperative Mt. Holiday has the equipment needed to provide a safe environment for all of their guests; from beginners to skilled racers to terrain park enthusiasts. The purchase of the *New Snow Groomer*, drastically reduces the cost to maintain the snow hill along with the added ability to build the terrain park features that guests have been requesting for years.

The fundraising goal of \$250,000 will enable Mt. Holiday to re-home the Snow Groomer at its facility and store it securely in a warm and dry environment. With the help of friends, organizations, and businesses like you, our community can ensure that Mt. Holiday can achieve a new level of on hill quality for many years to come.

Thank you for your consideration of this grant request! Please feel free to contact Ann Pettyjohn, Mt. Holiday Executive Director, directly at (231) 938-2500 with any further questions or concerns.

Sincerely,

Mark, Chairperson
Parks Commission

John Lynch, President
Mt. Holiday, Inc. Board of Directors

4. Fiscal Data: Amount Requested: \$ 50,000 Percent: 10%
 Local Leveraging: \$ _____ Percent: _____%
 (Match)
 Total Budget: \$ 250,000 Percent: 100%
5. Target Population numbers: X Children X Adults X Elders
 (Indicate the ~ 300 Total GTB member Community _____ Others
 number of GTB members)
6. Counties Impacted: X Antrim X Benzie _____ Charlevoix
X Grand Traverse X Leelanau _____ Manistee

7. Brief Description (purpose of funding); include statement of need:

Mt. Holiday is proud to be located on the east side of Traverse City, MI where the snow is plentiful and the history is rich. As we look to continue the successful history of our local non-profit we need to be proactive towards improving our grounds and equipment. To this end, the Mt. Holiday Board of Directors and staff have begun a fundraising campaign to upgrade the aging groomer currently in use at the hill. This groomer; one of the key components of our winter operations is at the end of its life cycle after serving our hill for 14 tough seasons.

The maintenance of our current machine is not only costly and time consuming for our maintenance crew but is becoming impossible due to Pisten Bully's discontinuing of the parts required for our current model. The PB 280D is limiting our ability to open the ski runs at 100% minimizing our ability to focus on improving skiable terrain.

It is imperative that we have the equipment needed to provide a safe environment for all Mt. Holiday's guests from beginners to skilled racers and terrain park enthusiasts. With the purchase of a new Prinoth Bison groomer we will be able to drastically reduce the cost of maintaining out hill along with the added ability of building the terrain park features that our guests have been requesting for years.

Our fundraising goal of \$250,000 will enable Mt. Holiday to acquire the Prinoth Bison and store it securely in a warm and dry environment. With the help of friends and businesses like you, we can ensure that Mt. Holiday can achieve a new level of on-hill quality for many years to come.

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

(b) Recommendation from Parent Committee: _____ YES _____ NO

Please have the Parent Committee sign the attached Certification Form.

(c) Describe parent involvement in project: _____

(d) Does the school receive Title VII Indian Education Funds? _____ YES _____ NO
If yes, how much: _____

9. What are the start and completion dates of the proposed project?

Start 12/8/17 Completion 1/1/23

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

X YES _____ NO. If yes, please list the start and end dates and amount:

June 2003 - _____ and amounts: \$20,000.00

December 2017 - _____ and amounts: \$25,000.00

_____ - _____ and amounts: _____

11. Is the proposed project new X or a continuation project _____?

If this is a continuation project, please explain why there is a need to continue funding:

12. If the previous project has been completed, did you submit your 2% report? YES NO.
The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered. 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).

Mt. Holiday strives to serve all children and families in the area who are looking for reasonably priced recreation year round – building strong minds and bodies in a safe, clean and healthy environment, regardless of ability or financial status. We partner with organizations like Kiwanis to offer some of the most cost effective lesson programs in Michigan and hope through these programs to continue growing the accessibility for families who would otherwise not be able to afford ski/snowboard activities for their children.

14. How will the success of the project be assessed (evaluation plan)? The success will be measured by Mt. Holiday's ability to purchase the groomer and have it on site and running by the opening of ski season this December and by the number of runs we can open by Christmas break vs. previous years. Mt. Holiday will also be tracking the new reduced cost of maintenance vs the payment costs at our annual meetings.
-
15. If new staff is required, will preference be given to Native American applicants?
 YES NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
 - **If for June cycle, postmarked by May 31st.**
 - **If for December cycle, postmarked by November 30th.**

Mail completed 2% applications to:
Attention: 2% Program
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bay Shore Drive
Peshawbestown, MI 49682
If you have any questions, please call 231-534-7601.

Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the _____ School District.
(Name of school district)

_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date
_____ Print Name	_____ Sign Name	_____ Date



2018 Groomer Project Budget

		GROOMER		POLE BARN	
		Phase 1	Years	Phase 2	Years
Expenses		Phase 1	2017-2019	Phase 2	2018-2020
	Full Size Groomer	\$145,000			
	Mt. Holiday Contributions To Date	(\$16,716)			
	December Tribe 2%	(\$25,000)			
	Pole Barn			\$90,000	
	Pole Barn Installation			\$10,000	
					Grand Total
	Totals	\$103,284		\$100,000	\$203,284
Revenue and Financing					
		In Hand	Committed	Phase 1 Anticipated	
	Dinner in the Hills	\$7,000			
	2% Grand Traverse Band			\$25,000 Year One	
	Oleson Foundation Jun-18			\$25,000 Year Two	
	Biederman Foundation Jun-18			\$25,000 Year Three	
	Labor Donations			\$5,000	
	Mt Holiday Contributions Financing*		\$145,000	\$43,000 Continuing	
	Total	\$7,000		\$123,000	\$130,000

* Financing approved at 5.75% for 5 years secured to the Groomer
 Monthly Payment \$2,786 Annual Payment \$33,432
 Total Repayment \$167,160



Beth Friend, Supervisor
Susanne M. Courtade, Clerk
Tracey Bartlett, Treasurer



Mindy Walters, Trustee
Glen Lile, Trustee
Bryan Marrow, Trustee
Andrea Hentschel, Trustee

**East Bay Charter Township
Parks Commission**

**Resolution 2018-01PKS
Resolution of Support
Mt. Holiday, 501(c)(3) Non-Profit Ski and Recreation Area
for the
Grand Traverse Band of Ottawa and Chippewa Indians
Application for Tribal Council Allocation of 2% of Funds**

At a regular meeting of the East Bay Charter Township Parks Commission, Grand Traverse County, Michigan, held in the Township Hall located at 1965 N. Three Mile Road, Traverse City, Michigan, on the May 21, 2018,

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____ and passed _____.

Whereas, Mt. Holiday Ski and Recreation Area is located in East Bay Charter Township and has been providing outdoor recreation to the community since 1949;

Whereas, Mt. Holiday Ski and Recreation Area became a 501(c)(3) Non-Profit in 2000, whose mission is to provide year-round educational and outdoor recreational activities in a safe, clean, and inviting environment for people of all ages and abilities. Through the support of the community, Mt. Holiday is able make these services available to those persons and organizations that would be otherwise unable to participate because of financial limitations;

Whereas, Mt. Holiday Ski and Recreation Area needs to purchase a new snow groomer and pole barn in order to keep the ski hill operational;

Whereas, East Bay Charter Township’s Parks Commission is an elected body of seven public officials which provides planning, guidance, and implementation of recreation projects within East Bay Charter Township;

Whereas, the Township’s Parks Commission values its partnership with Mt. Holiday Ski and Recreation Area, and has consistently been fully supportive of Mt. Holiday’s operation and the community use of their facility;

Whereas, the Township's Parks Commission wishes to support Mt. Holiday Ski and Recreation Area's request to apply on their behalf for Tribal Council Allocation of 2% of Funds provided by the Grand Traverse Band of Ottawa and Chippewa Indians; therefore, be it

Resolved, that East Bay Charter Township Parks Commission hereby:

1. Agrees to submit an Application for Tribal Council Allocation of 2% of Funds on behalf of Mt. Holiday Ski and Recreation Area;
2. Will work concurrently with the Township's Board of Trustees and Mt. Holiday Ski and Recreation Area to facilitate any grant award resulting from the Application for Tribal Council Allocation of 2% of Funds for Mt. Holiday Ski and Recreation Area's purchase of a new snow groomer and pole barn.

Upon roll call vote:

YES: _____

NO: _____

ABSTAIN: _____

**THIS EAST BAY CHARTER TOWNSHIP PARKS COMMISSION
 RESOLUTION 2018-____PKS, APPROVED ON THE 21th DAY OF MAY 2018,
 IS DECLARED ADOPTED BY THE PARK COMMISSION CHAIR
 AND DECLARED CERTIFIED BY THE PARK COMMISSION SECRETARY.**

Mark Baker, Chairman

Date

I, the undersigned, the Secretary of the East Bay Charter Township Parks Commission, Grand Traverse County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by said municipality and commission of East Bay Charter Township Parks Commission at its meeting, relative to the 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 of 1976, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Susan LaRose-Grover, Secretary

Date



SALES AGREEMENT

10-22-17

PURCHASER NAME: Mt. Holiday

TELEPHONE: 231-709-0325

ADDRESS: 3100 Holiday Rd Traverse City MI 49686

EMAIL: riley@modallc.com

EQUIPMENT AND ACCESSORIES DESCRIPTION:						
QTY	NEW/USED	MODEL	SERIAL NO.	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	USED	PRINOTH BISON XPT WRAPPED SILVER	908920402	2013 APPROXIMATELY 6300 HOURS	127,000.00	127,000.00
TOTAL PRICE:						\$127,000.00

TOAL PRICE:	127,000.00
FREIGHT:	5,480.00
SALES TAX: *RESPONSIBILITY OF BUYER	N/A
TOTAL AMOUNT DUE:	\$132,480.00

ADDITIONAL INFORMATION:

VEHICLE SOLD "AS IS" WITH NO WARRANTY

TERMS: Mountain States Snowcats will do an inspection of the machine with Mt. Holiday staff to ensure the machine meets the standards of Mt. Holiday. Any minor repairs needed or noted (within reason) will be addressed by Mountain States Snowcats by providing the part needed to fix the issue. Full payment is due within 5 business days of this agreement.

Wired to:

Mountain States Captial
 Platte Valley Bank
 2201 Main St
 Torrington WY 82240
 (307) 532-2111
 RT#102306699
 Acc#108011849

MOUNTAIN STATES SNOWCATS AND PURCHASER AGREE TO THE TERMS AND CONDITIONS ON THIS PAGE. ALL OF THESE TERMS AND CONDITIONS ARE BINDING TERMS OF THE CONTRACT BETWEEN THE PARTIES FOR THE SALE OF THE EQUIPMENT DESCRIBED ABOVE. THE ABOVE EQUIPMENT IS FREE OF LIENS.

MOUNTAIN STATES SNOWCATS

Jeremy Straley President

Date: _____

MT. HOLIDAY, Inc.

Riley Ramote Board Member

John P. Lynch, President

Date: 10-24-17

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 31 2006**

MT HOLIDAY INC
3100 HOLIDAY RD
TRAVERSE CITY, MI 49686

Employer Identification Number:
30-0030865
DLN:
17053224704016
Contact Person:
DEL TRIMBLE ID# 31309
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated June 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

TEAM

FINANCIAL GROUP, INC. (Lessor)

Lease No.: 519814

Lessee: Mt. Holiday, Inc.

LEASE AGREEMENT by and between Mt. Holiday, Inc., a(n) Michigan Non Profit with its principal office at 3100 Holiday Rd. Traverse City, MI 49686, as Lessee, and TEAM FINANCIAL GROUP, INC., a Michigan Corporation with its principal office at 650 Three Mile Road NW. Suite 200. Grand Rapids, MI 49544, as Lessor.

DESCRIPTION OF EQUIPMENT: 2013 Prinoth Bison XPT Wrapped Silver Snow Groomer, Serial #908920402

SUPPLIER OF EQUIPMENT: Mountain States Snowcats

LOCATION: The equipment described above shall be located at 3100 Holiday Rd. Traverse City, MI 49686 and may not be removed without Lessor permission.

TERM/RENTALS: Rentals will begin on the acceptance date and will be paid monthly in advance on the corresponding date thereafter.

Term (Months)	Number of Payments	Rental Amount	Sales Tax	Total Payment	Security Deposit	Payments Due at Signing	Origination Fee	Total Due at Signing
60	60	\$2,565.00	\$0.00	\$2,565.00	\$0.00	1	\$525.00	\$3,090.00

END OF LEASE OPTIONS: Subject to Lessee having duly performed all of the terms and conditions of the lease between Lessee and Lessor, the Lessee shall choose one of the following options at the end of the term.

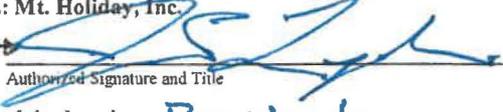
1. Lessee may buy equipment described in said lease for \$1.
2. Lessee may re-lease equipment described in said lease over a period of 12 months.

THE TERMS AND CONDITIONS OF THE LEASE ARE ATTACHED HEREOF AND ARE INCLUDED IN, AND MADE PART OF THIS LEASE. LESSEE HAS READ AND UNDERSTOOD ALL OF THESE TERMS AND CONDITIONS OF THIS LEASE. THIS IS A NON-CANCELABLE LEASE FOR THE TERM INDICATED ABOVE.

IN WITNESS WHEREOF, LESSEE EXECUTED THIS LEASE AS OF THE 27th DAY OF October, 2017

LESSEE: Mt. Holiday, Inc.

LESSOR: Team Financial Group, Inc.

BY: 
 Authorized Signature and Title
 John Lynch, President
 Print or type full name

BY: _____
 Matt Maczka, President

PERSONAL GUARANTEE

To induce Lessor to enter into the foregoing Lease, the undersigned unconditionally guarantee(s) to Lessor the prompt payment when due of all the Lessee's obligations to Lessor under the Lease. Lessor shall not be required to proceed against Lessee or the Equipment or enforce any other remedy before proceeding against the undersigned. The undersigned agree(s) to pay all attorney's fees and other expenses incurred by Lessor by reason of default by Lessee or the undersigned. The undersigned waive(s) notice of acceptance hereof, and of all other notices or demands of any kind to which the undersigned may be entitled. The undersigned consent(s) to any extensions or modifications granted to Lessee and the release and/or compromise of any obligations hereunder. The "termination date" and the "maximum aggregate liability" of the undersigned are as provided above. Subject thereto, this is a continuing guaranty and shall not be discharged or affected by any cause or circumstance, including without limitation, death of the undersigned (or any of them if there is more than one), and shall be discharged only by the complete performance of all of Lessee's obligations under the Lease. This Guaranty binds the heirs, administrators, representatives, successors and assigns of the undersigned and may be enforced by or for the benefit of any assignee or successor of Lessor. The undersigned consent(s) to the jurisdiction and venue provisions of the Lease stated above, as if references to "Lessee" were references to the undersigned. If there is more than undersigned, they shall be liable jointly and severally.

_____	NOT APPLICABLE	X
Date	Print Name	Signature
_____	NOT APPLICABLE	X
Date	Print Name	Signature

EQUIPMENT DELIVERY

On this date _____ physical possession was taken at our location of the first piece of equipment. Initials _____

ACCEPTANCE

I, acting on behalf of the Lessee named above, acknowledge that I have personally inspected all Items of Equipment described in the Lease (or if designated above, the Schedule). The Equipment has been received, inspected and installed to Lessee's satisfaction and is complete, operational and in good condition and working order and satisfactory in all respects and conforms to all specifications in the Lease and the Supply Contract. Lessee hereby accepts the Equipment and acknowledges that the Lease (or Schedule, as the case may be) begins on the Date of Acceptance stated below and is NON-CANCELABLE, ABSOLUTE AND IRREVOCABLE. I understand that Lessor will, and Lessee hereby authorizes Lessor to, purchase the Equipment in reliance on this Acceptance Certificate. The term of the Lease (or Schedule) begins on the Date of Acceptance and Lessee's rent will start accumulating rent on such date. I am authorized to sign this Acceptance Certificate on behalf of Lessee. Capitalized terms used herein shall have the meanings assigned to them in the Lease, except, as the context shall require.

→ _____ Date John Lynch Print Name  Signature

TERMS AND CONDITIONS OF LEASE:

1. **LEASE OF EQUIPMENT:** Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Equipment described above and on any Schedule which may from time to time be made a part hereof (herein with all replacements, repairs, additions, substitutions and accessories called "Equipment") on the terms and conditions and for the term set forth on the face and reverse side hereof or on any Schedule hereto.
2. **TERM AND RENT:** This Lease shall be for the term stated above or on any Schedule, commencing on the Lease Acceptance Date. The Term shall continue until all obligations of Lessee under the Lease have been fully performed. Lessee agrees to pay the total rent for the Term, which shall be the total amount of all rental payments stated herein or in any Schedule, plus such additional rentals as may arise. Advance rentals and security deposits, if any, as may be provided above or on any Schedule, shall be payable by Lessee upon the execution of the Lease by Lessee. Unless otherwise provided herein, the monthly payments shall begin on the acceptance date and payable on the corresponding day of each month thereafter until the total rent and all other obligations of Lessee shall have been paid in full.
3. **NET LEASE; TAXES:** Lessee intends the rental payments hereunder to be net to Lessor. Lessee shall pay directly, or to Lessor, all license fees, registration fees, assessments and taxes which may now or hereafter be imposed upon the ownership, sale (if authorized), possession or use of the Equipment, excepting only those based on Lessor's income and shall keep the Equipment free and clear of all levies, liens or encumbrances arising therefrom. Lessee shall make all filings as to and pay when due, all tax directly, and, within not more than 60 days after the due date of such filing, send Lessor a confirmation of such filing. If Lessee fails to pay any of said fees, assessments or taxes, Lessor shall have the right, but not the obligation, to pay the same and such amount, including penalties and costs, shall be repayable to Lessor with the next installment of rent and if not so paid, shall be the same as failure to pay any installment of rent due hereunder. Lessor shall not be responsible for contesting any valuation or tax imposed on the Equipment but may do so strictly as an accommodation to Lessee and shall not be liable or accountable therefor.
4. **LEASE IRREVOCABILITY:** Lessee agrees that its obligations under this Lease are absolute and shall continue in full force and effect regardless of any disability of Lessee to use the Equipment or any part thereof because of any reason including, but not limited to, war, act of God, governmental regulations, strike, loss, damage, destruction, obsolescence, failure or delay in delivery, failure of the Equipment to properly operate, or any other cause and that its obligations shall not abate due to any claim or setoff against Lessor. If Lessee cancels this Lease prior to delivery or acceptance of the Equipment, Lessee shall pay to Lessor in addition to any advance rental payment and security deposit: (a) the value (at cost) of all Equipment ordered or purchased by Lessor prior to Lessee's cancellation, (b) all of Lessor's out-of-pocket expenses, including interest costs, and (c) a sum equal to 2% of the total rents for the term as liquidated damages, the exact sum of which would be extremely difficult to determine, to reasonably compensate Lessor for credit review, documentation preparation, ordering Equipment and other expenses. Lessee represents and warrants that all credit and financial information submitted to Lessor herewith or at any other time is true and correct.
5. **WARRANTY INFORMATION; NO WARRANTIES BY LESSOR, DISCLAIMER OF IMPLIED WARRANTIES AND WAIVER OF DEFENSES; LESSEE ACKNOWLEDGES THAT IT HAS SELECTED THE EQUIPMENT LISTED HEREUNDER PRIOR TO HAVING REQUESTED LESSOR TO PURCHASE THE SAME FOR LEASING TO LESSEE. LESSOR, NEITHER BEING THE MANUFACTURER, SUPPLIER, NOR A DEALER IN THE EQUIPMENT, MAKES NO WARRANTY, EXPRESSED OR IMPLIED, TO ANYONE, AS TO THE SUITABILITY, DURABILITY, DESIGN, CONDITION, CAPACITY, PERFORMANCE OR ANY OTHER ASPECT OF THE EQUIPMENT OR ITS MATERIAL OR WORKMANSHIP. LESSOR FURTHER DISCLAIMS ANY IMPLIED WARRANTIES OF ANY KIND WITH RESPECT TO THE EQUIPMENT INCLUDING THE WARRANTY OF MERCHANTABILITY AND FITNESS FOR USE OR PURPOSE AND AS TO LESSOR AND ITS ASSIGNS, LESSEE LEASES THE EQUIPMENT "AS IS". LESSEE ACKNOWLEDGES THAT LESSOR HAS NOT RECOMMENDED THE SUPPLIER. LESSOR SHALL HAVE NO OBLIGATION TO INSTALL, MAINTAIN, ERECT, TEST, ADJUST OR SERVICE THE EQUIPMENT. ALL OF WHICH LESSEE SHALL PERFORM, OR CAUSE THE SAME TO BE PERFORMED BY QUALIFIED THIRD PARTIES. LESSOR AND LESSOR'S ASSIGNEE SHALL NOT BE LIABLE TO LESSEE OR OTHERS FOR ANY LOSS, DAMAGE OR EXPENSE OF ANY KIND OR NATURE CAUSED DIRECTLY OR INDIRECTLY BY ANY EQUIPMENT HOWEVER ARISING, OR THE USE OR MAINTENANCE THEREOF OR THE FAILURE OF OPERATION THEREOF, OR THE REPAIR, SERVICE OR ADJUSTMENT THERETO. NO REPRESENTATION OR WARRANTY AS TO THE EQUIPMENT OR ANY OTHER MATTER BY THE SUPPLIER OR OTHERS SHALL BE BINDING ON LESSOR NOR SHALL THE BREACH OF SUCH RELIEVE LESSEE OF, OR IN ANY WAY AFFECT, ANY OF LESSEE'S OBLIGATIONS TO LESSOR HEREIN. IF THE EQUIPMENT IS UNSATISFACTORY FOR ANY REASON, LESSEE SHALL MAKE A CLAIM ON ACCOUNT THEREOF AGAINST SUPPLIER, AND ANY OF SUPPLIER'S VENDORS. Lessor hereby assigns to Lessee, solely for the purpose of prosecuting such a claim, all of the rights which Lessor may have against Supplier and Suppliers of vendors for breach of warranty or other representations respecting the Equipment, regardless of cause and, Lessee will not assert any claim whatsoever against Lessor for loss of anticipatory profits or any other indirect, special or consequential damages, nor shall Lessor be responsible for any damages or costs which may be assessed against Lessee in any action for infringement of any United States Letters Patent. Lessor makes no warranty as to the treatment of this Lease for tax or accounting purposes notwithstanding any fees which may be paid by Lessor to Supplier or any agent of Supplier. Lessee understands and agrees that neither Supplier nor any agent of Supplier is an agent of Lessor or is authorized to waive or alter any term or condition of this Lease.**
6. **ORDERING EQUIPMENT:** Lessor shall order Equipment from Vendor pursuant to its purchase order. Lessee shall arrange for delivery of Equipment so that it can be accepted in accordance with the terms hereof within 90 days after the date hereof. Lessee hereby authorizes Lessor to insert the serial numbers and other identification data of Equipment when determined by Lessor.
7. **TITLE; PERSONAL PROPERTY; LOCATION:** Lessee shall at all times retain title to the Equipment. All documents of title and evidences of delivery shall be delivered to Lessor. Lessee shall at its expense protect and defend Lessor's lien against all persons claiming against or through Lessee, at all times keeping the Equipment free from any legal process or encumbrances whatsoever, including but not limited to liens, attachments, levies and executions, and shall give Lessor immediate written notice thereof and shall indemnify Lessor against any loss caused thereby. Lessee shall not so affix the Equipment to realty so as to change its nature to real property and agrees that the Equipment shall remain personal property at all times regardless of how attached or installed. Lessee shall keep the Equipment at the location shown hereon or any Schedule, and shall not remove the Equipment without the prior written consent of Lessor.
8. **CARE AND USE:** Lessee shall maintain the Equipment in good operating condition, repair and appearance and protect the same from deterioration, other than normal wear and tear, shall use the Equipment in the regular course of its business only, within its normal capacity, without abuse and in a manner contemplated by the manufacturer and shall comply with all laws, ordinances, regulations, requirements and rules with respect to the use, maintenance and operation of the Equipment. Modifications, alterations or additions to the Equipment shall not be made without the written consent of Lessor, which shall not be unreasonably withheld. Modifications, repairs, alterations, additions, operating accessories and controls shall become a part of the leased Equipment, subject to this Lease and the property of Lessor. Lessor has the right, during business hours, subject to applicable law, to enter upon the premises where the Equipment is located to inspect, observe or remove the same, as provided herein or otherwise protect Lessor's interest. Lessee shall maintain and service the leased Equipment under service and maintenance agreements provided by the Manufacturer, if available, or other service and maintenance acceptable to Lessor.
9. **LOSS AND DAMAGE:** Lessee hereby assumes and shall bear the entire risk of loss and damage to the Equipment from any and every cause whatsoever. No loss of or damage to Equipment or any part thereof shall impair any obligation of Lessee under this Lease, which shall continue in full force and effect. If the Equipment or any item thereof is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair, Lessee shall immediately pay Lessor therefor in cash an amount equal to the aggregate amount of unpaid Rent.
10. **INSURANCE:** Lessee shall keep the Equipment insured against all risks of loss or damage from every cause whatsoever for not less than the aggregate amount of unpaid total rental for the balance of the term of this Lease, provided that the amount of such insurance shall be sufficient so that neither Lessor nor Lessee will be considered a co-insurer. Lessee also shall carry public liability insurance, both personal injury and property damage, covering the Equipment. All such insurance shall be in form and with companies satisfactory to Lessor. All insurance for loss or damage shall provide that losses, if any, shall be payable to Lessor, and all such liability insurance shall be in the joint names of Lessor and Lessee. Lessee shall pay the premiums for such insurance and deliver to Lessor the policies of such insurance or duplicates thereof, or other evidence satisfactory to Lessor of the insurance coverage required hereunder. Each insurer shall agree, by endorsement upon the policy or policies issued by it or by independent instrument furnished to Lessor, that it will give Lessor 30 days' prior written notice of the effective date of any alteration or cancellation of such policy. Lessee hereby irrevocably appoints Lessor as Lessee's attorney-in-fact to make claim for, receive payment of and execute and endorse all documents, checks or drafts received in payment for loss or damage under any such insurance policy. Lessee is liable for any deficiency after application of insurance proceeds.

→ Initials 

11. ASSIGNMENT: LESSEE SHALL NOT ASSIGN THIS LEASE OR ANY INTEREST THEREIN WITHOUT THE PRIOR WRITTEN CONSENT OF LESSOR. ANY SUCH ATTEMPTED ASSIGNMENT SHALL BE VOID. Lessor's right title and interest in and to this Lease and the Equipment may be transferred and assigned by Lessor without notice to Lessee, and Lessor's assignee shall have all rights, powers, privileges and remedies of Lessor hereunder, free from any defenses, counterclaims or offsets of any kind or nature whatsoever, however arising. Any such assignee shall not be obligated to perform any obligation of Lessor hereunder or of any supplier of the Equipment. Lessee agrees not to assert against Lessor any counterclaim or offset in any action brought by Lessor. Lessee agrees that payment of rentals and other sums hereunder, in the event of assignment, shall constitute a direct, independent and unconditional obligation of Lessee to such assignee, and Lessee further agrees to hold such Equipment for and on behalf of such assignee. Upon Lessor's request, Lessee will acknowledge to any assignee, receipt of Lessor's notice of assignment.

12. PAST DUE PAYMENTS: If Lessee shall fail to make any payments required under this lease within ten (10) days from the date said payment is otherwise due, Lessee shall pay to Lessor on demand, as a late charge an amount equal to five percent (5%) of each installment of rent which remains overdue or \$25.00, whichever is greater, as liquidated damages occasioned by such delay. All advances made by Lessor to preserve the Equipment or to pay insurance premiums or to discharge and pay any taxes, fees, penalties, liens or encumbrances thereon shall be added to the unpaid balance of rentals due hereunder and shall be repayable by Lessee to Lessor immediately together with interest thereon at the rate of eighteen percent (18%) per annum until paid, or the highest rate permitted by law, whichever is less. A returned check or insufficient funds ("NSF") fee of \$30.00 will be charged to Lessee for Lessor's time and expense incurred with respect to a check that is returned for any reason, including, but not limited to, a check returned for insufficient funds or uncollected funds which charge is stipulated and agreed to be the greater of thirty dollars (\$30.00) or the actual bank charges incurred by Lessor, plus any amounts allowed by law.

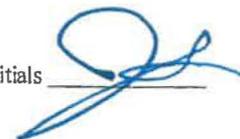
13. DEFAULT AND REMEDIES: If any one of the following events shall occur: (a) Lessee fails to pay any rent or any other payment hereunder when due; or (b) Lessee fails to perform any of the terms, covenants or conditions of this Lease after ten (10) days' written notice; or (c) Lessee becomes insolvent or makes an assignment for the benefit of creditors; or (d) a receiver, trustee, conservator or liquidator of Lessee or all or a substantial part of its assets is appointed with or without the application or consent of Lessee; or (e) a petition is filed by or against Lessee under the Bankruptcy Code or any amendment thereto, or under any other insolvency law or laws providing for the relief of debtors, Lessor may, to the extent permitted by applicable law, exercise any one or more of the following remedies: (i) declare the entire unpaid balance of rent for the unexpired term of the Lease or any Schedule thereto immediately due and payable and to similarly accelerate the balances due under any other leases between Lessor and Lessee without notice or demand; (ii) sue for and recover all rents, and other monies due Lessor and the present value of the unpaid balances of rent for the unexpired term of the Lease, but only to the extent permitted by law; (iii) charge Lessee interest on all monies due Lessor from and after the date the same is due at the rate of one and one-half (1 1/2%) percent per month until paid but in no event more than the maximum rate permitted by law; (iv) require Lessee to return all Equipment, at Lessee's expense, to a place reasonably designated by Lessor or to recover possession of any or all items of Equipment without demand or notice, wherever same may be located, disconnecting and separating all such Equipment from any other property with or without any court order or pre-taking hearing, it being understood that facility of repossession in the event of default is a basis for the financial accommodation reflected by the Lease. Lessee hereby waives any and all damages occasioned by such retaking. Lessor may, at its option, use, ship, store, repair or lease all Equipment so recovered and sell or otherwise dispose of any such Equipment at a private or public sale. Lessor may expose and resell the Equipment at Lessee's premises at reasonable business hours without being required to remove the Equipment. Lessee shall also be liable for and shall pay to Lessor all expenses incurred by Lessor in connection with the enforcement of any of Lessor's remedies, including all expenses of repossessing, storing, shipping, repairing, and selling the Equipment, and Lessor's reasonable attorneys' fees. Lessor and Lessee acknowledge the difficulty in establishing a value for the unexpired lease term and owing to such difficulty agree that the provisions of this paragraph represent an agreed measure of damages and are not to be deemed a forfeiture or penalty. All remedies of Lessor hereunder are cumulative, are in addition to any other remedies provided for by law, and may, to the extent permitted by law, be exercised concurrently or separately. The exercise of any one remedy shall not be deemed to be an election of such remedy or to preclude the exercise of any other remedy. No failure on the part of Lessor to exercise and no delay in exercising any right or remedy shall operate as a waiver thereof or modify the term of this Lease. A waiver of default shall not be a waiver of any other or subsequent default. If this Lease is determined to be subject to any laws limiting the amount chargeable or collectible by Lessor then Lessor's recovery shall in no event exceed the maximum amounts permitted by law.

14. FURTHER ASSURANCES: Lessee agrees to deliver to Lessor, its successors and assigns, upon request of Lessor, such interim or annual financial statements, certificates, acknowledgements, consents, and any other instruments, all in form and substance satisfactory to Lessor which Lessor may, in its sole discretion, determine to be necessary or proper to confirm any or all of the representations and agreements made by Lessee hereunder or to facilitate the assignment by Lessor of its right, title and interest to the Equipment this Lease or the Rent. LESSEE HEREBY APPOINTS LESSOR OR ITS ASSIGNEE ITS TRUE AND LAWFUL ATTORNEY IN FACT TO EXECUTE ON BEHALF OF LESSEE ALL UNIFORM COMMERCIAL CODE FINANCING STATEMENTS WHICH, IN LESSOR'S DETERMINATION, ARE NECESSARY TO SECURE LESSOR'S INTEREST IN SAID EQUIPMENT IN ALL JURISDICTIONS WHERE SAID EQUIPMENT IS OR WILL BE LOCATED.

15. INDEMNITY: Lessee shall indemnify, protect and save and keep harmless the Lessor, its agents, servants, successors and assigns from and against all losses, damages, injuries, claims, demands and expenses, including legal expenses, of whatsoever nature, arising out of the use, condition (including but not limited to, latent and other defects and whether or not discoverable by it), or operation of any item of Equipment, regardless of where, how and by whom operated; or, in the event Lessee shall be in default hereunder, arising out of or resulting from the condition of any item of Equipment sold or disposed of after use by Lessee. Lessee shall be liable for the expenses of the defense of the settlement of any suit or suits or other legal proceedings brought to enforce all such losses, damages, injuries, claims, demands and expenses, and shall pay all judgments entered in any such suit or suits or other legal proceedings, if the defense or settlement of any such action is tendered by Lessor. The indemnities and assumptions of liabilities and obligations herein provided for shall continue in full force and effect notwithstanding the cancellation or termination of this Lease, whether by expiration of time, by operation of law, or otherwise. Lessee is an independent contractor and nothing contained in this agreement shall authorize Lessee or any other person to operate any item of Equipment so as to incur or impose any liability or obligation for or on behalf of Lessor.

16. GOVERNING LAW; JURISDICTION AND VENUE: This Lease shall be binding when accepted in writing by an officer of Lessor in the State of Michigan and shall be governed by the laws of the State of Michigan, provided, however, in the event this Lease or any provision hereof is not enforceable under the laws of the State of Michigan then the laws of the state where the Equipment is located shall govern. Lessee consents to the personal jurisdiction of the Federal District of competent jurisdiction or any state court within Michigan with respect to any action arising out of this Lease or the Equipment, provided, however, Lessor may, in its sole discretion, enforce this Lease in any state having lawful jurisdiction thereof.

17. NOTICES; MISCELLANEOUS: All notices and consents shall be in writing and shall be deemed given when sent via air courier, when mailed, certified mail, return receipt requested, postage prepaid, to the address of the party to whom intended set forth on the face of this Lease or to such other address as such party shall have designated by notice in writing to the other party. This Lease, consisting of the foregoing and the reverse side hereof, constitutes the entire agreement among the parties and may not be changed or cancelled orally, but only in writing signed by the party to be charged. This Lease shall be binding upon the successors and assigns of the parties. The invalidity or unenforceability of any provision of this Lease shall not affect the validity or enforceability of any other provision hereof. If more than one Lessee is named in the Lease, the liability for each shall be joint and several. Whenever in this Lease the word "Lessee" is used, it shall be deemed to apply to any corporation, partnership or individual, in either singular or plural sense.

→ Initials 

TEAM

FINANCIAL GROUP, INC.

Phone: (616) 735-2393

Fax: (616) 735-2392

Email: info@teamfinancialgroup.com

LEASE CLOSING

INSURANCE

Insurance Company Name → _____

Insurance Company Contact → _____

Insurance Company Phone Number → _____

FED ID NUMBER → _____

(10% & FMV Leases)

LOCAL TOWNSHIP _____

COUNTY _____

INVOICE INFO (If different than lease)

Billing Address _____

City, State Zip _____

Attn: _____

N/A

N/A

Invoice

Remit to:
 Team Financial Group
 650 Three Mile Road NW
 Suite 200
 Grand Rapids, MI 49544

Mt. Holiday, Inc.
 Attention: Accounts Payable
 3100 Holiday Rd.
 Traverse City, MI 49686

Invoice Date: October 25, 2017

Amount Due: \$3,090.00

Lease Number	Invoice Number	Payment Due Date	Description	Amount Due
519814	1	At Lease Signing	1 Advance Payment(s) at \$2,565.00	\$2,565.00
519814	1	At Lease Signing	Origination / Filing Fee	\$525.00
519814	1	At Lease Signing	Security Deposit	\$0.00
Total:			→	<u>\$3,090.00</u>

QUESTIONS? Call Customer Service at 616-735-2393, or Fax Us at 616-735-2392.

Lease Number	Invoice Number	Amount Due
519814	1	→ <u>\$3,090.00</u>

Remit to:
 Team Financial Group
 650 Three Mile Road NW
 Suite 200
 Grand Rapids, MI 49544

Mt. Holiday, Inc.
 Attention: Accounts Payable
 3100 Holiday Rd.
 Traverse City, MI 49686

October 25, 2017

Mt. Holiday, Inc.
3100 Holiday Rd.
Traverse City, MI 49686

RE: Personal Property on Conditional Sale Leases (\$1.00 Purchase Option)

Thank you for choosing Team Financial Group for your leasing needs. Your new lease is a conditional sale or a \$1.00 purchase option where at the end of the lease you will purchase the equipment for a dollar plus any outstanding charges. As provided in your equipment lease this letter is to inform you that you will be responsible for reporting the equipment on this conditional sale lease as owned equipment (not leased) for Michigan Personal Property Tax and paying the personal property taxes to your local jurisdiction. If Team Financial Group is contacted by your jurisdiction concerning personal property taxes, you will provide proof that the personal property taxes were paid timely to your jurisdiction. If for any reason you have not paid the personal property tax, you agree to reimburse us for any taxes paid on the equipment you are leasing plus a service fee equal to 10% of the tax submitted for remitting the personal property tax.

Please sign below stating that you will report the equipment on your personal property tax return. If you should have any questions, please contact the tax department, (616) 735-2393.

Thank You,

Team Financial Group Services, Inc.
Tax Department

I understand that I have the responsibility of reporting and remitting personal property taxes to the proper jurisdiction on the \$1.00 purchase option lease.

→  _____ *Mr. Holiday Inc., President*
John Lynch Title

→ 10-26-17
Date

MICHIGAN SALES AND USE TAX CERTIFICATE OF EXEMPTION

This certificate is invalid unless all four sections are completed by the purchaser.

Section 1: Check one of the following:

- One time purchase.
Blanket certificate

The purchaser hereby claims exemption on the purchase of tangible personal property and selected services made from the vendor listed below. This certifies that this claim is based upon the purchaser's proposed use of the items or services, OR the status of the purchaser.

Section 2: Items covered by this certificate:

- All Items purchased
Limited to the following items:

Section 3: Basis for exemption claim. Check one of the following:

- For Resale at Retail. Enter Sales Tax License Number:
For Lease. Enter Use Tax Registration Number:

The following exemptions DO NOT require the purchaser to provide a number:

- For Resale at wholesale
Agricultural Production. Enter percentage: %
Industrial Processing. Enter percentage: %
Church, Government Entity, Nonprofit School, or Nonprofit Hospital (Circle type of organization)
Nonprofit Internal Revenue Code Section 501(c)(3) or 501(c)(4) Exempt Organization (must provide IRS authorized letter with this form)
Nonprofit Organization with an authorized letter issued by the Michigan Department of Treasury prior to June 1994 (must provide copy of letter with this form)
Rolling Stock purchased by an Interstate Motor Carrier
Direct Mail (delivered to multiple taxing jurisdictions - purchaser assumes tax payment obligation)
Other (explain):

Section 4: Certification:

I declare, under penalty of perjury, that the information on this certificate is true, that I have consulted the statutes, administrative rules and other sources of law applicable to my exemption, and that I have exercised reasonable care in assuring that my claim of exemption is valid under Michigan law. In the event this claim is disallowed, I accept full responsibility for the payment of tax, penalty and any accrued interest, including, if necessary, reimbursement to the vendor for tax and accrued interest.

Lease No.: 519814

Purchaser:

Mt. Holiday, Inc.
3100 Holiday Rd.
Traverse City, MI 49686
(231) 938-2500

Authorized Signature Title

Printed Name Date

New Business

E



Beth Friend <bfriend@eastbaytwp.org>

Autumn Olive- Killingsworth Park

Beth Friend <bfriend@eastbaytwp.org>
 To: Audrey Menninga <amenninga@gtcd.org>
 Cc: Fields Ratliff <fratliff@gtcd.org>

Mon, Apr 30, 2018 at 10:48 AM

Okay, that all sounds good. Let me check on those dates and get back with you.

Beth

Beth Friend
 Supervisor, East Bay Charter Township
 1965 N. Three Mile Road
 Traverse City, MI 49696
 (231) 947-8719 - office
 (231) 633-1110 - cell

On Mon, Apr 30, 2018 at 10:42 AM, Audrey Menninga <amenninga@gtcd.org> wrote:

Hi Beth,

Fields and I discussed some strategies that we could use to conquer that area. The one we think will work best would be this: Have a morning with the volunteers, where we do cut-stump treatments on the biggest of the autumn olive. We would have two people from the crew that could apply herbicide, so maybe two crews to reduce any stumps left untreated. A lot of the smaller autumn olive would be easily foliar sprayed, which would probably save time instead of trying to cut all of the smaller single stumps. Two other members of the crew would do that. After the morning, we would assess what's left and go from there. We may not get all the autumn olive at one time, but we'll have a better idea of what's left and what can be done.

An additional thing that we could do while out there is show you and/or the volunteers how to use the weed wrenches. These would work on the smaller shrubs that are coming up, and can be done by anyone! That way, if we get all of the bigger stuff that requires herbicide, you could have another volunteer day and use weed wrenches to pull the last of the little shrubs out. The weed wrenches are available for check out from us, if you decide to do that.

As for an estimate, we were thinking about \$240. We charge \$60/hour of work, and we are estimating a four hour workday with the volunteers. As for dates in August, the week of August 13th or the following week (August 20th) would be best for us. If you'd like to pick out a date and pass it along, we can schedule the day! Thanks again Beth.

On Mon, Apr 30, 2018 at 10:01 AM, Beth Friend <bfriend@eastbaytwp.org> wrote:

Audrey,

Thank you very much for the assessment. It was a pleasure to meet you. I appreciate the information you shared with me regarding Autumn Olive and its treatment.

As we discussed, I'm anticipating an August work date. The township can work at retaining volunteer work to do the cutting. I'm hoping to secure some help through a local scouting group. If successful, I would anticipate we run two "crews" that would match up with two ISN personnel who are certified to apply the herbicide. The Scout leader/parent would cut the tree/shrub, the Scouts can drag it to a determined location in batches, and the ISN would apply the herbicide. The crews may change out so the volunteer commitment is not too extensive (max 4 hour shift).

After checking out the area, do you have any suggestion on how many hours/day(s) to anticipate? That would help to know in securing the appropriate amount of volunteers. Also, I want to get an estimate of any cost from the ISN so I can make sure to budget appropriately.

Again, thank you for your time and wealth of information,
 Beth

Beth Friend
 Supervisor, East Bay Charter Township
 1965 N. Three Mile Road

Traverse City, MI 49696
(231) 947-8719 - office
(231) 633-1110 - cell

On Mon, Apr 30, 2018 at 9:16 AM, Audrey Menninga <amenninga@gtcd.org> wrote:

Hi Beth,

I was able to get a pretty complete survey of that opening that we stopped at. There does seem to be a good amount of autumn olive there, but definitely nothing impossible! The autumn olive looked like it may have been planted in that field first, as those were the older shrubs, most of which would likely require a chainsaw to get done. The northern boundary of that field goes up against a horse field, and has a few older trees on the tree line with some smaller ones growing along the fence line. The eastern boundary is mostly younger trees that could be hand clipped. It does seem to be bound on the west side of the trail, so that's definitely nice. The southern edge of that field seems to have a higher population of autumn olive, although most of them are small. The population does trail through the forest and down the hill but, again, it does seem to be constrained to one side of the trail. Lastly, the western side of the field is probably the one with the fewest shrubs; I only saw a couple of younger and a couple of older shrubs there. There is, what I suspect, a private road that runs by the property bordering the park on that western side, and if we could get permission from the landowners, it would be a good point of access to that field.

Outside of that field, I only found a couple other places that had autumn olive. One was along the trail, which isn't too surprising—people and birds can spread berries pretty easily. The other spot was along chandler road, heading back towards the parking lot. Again, this is not surprising as roadsides are notorious for invasive species.

I've made a map with the locations of autumn olive that I found, along with the path that I walked while I was there. I have also copied a link below that will lead you to a "check out" form for our invasive crew. If you could submit a form to "check out" the crew for the actual treatment of autumn olive, we would appreciate it. This helps us keep our scheduling more organized. If you'd like a more intensive survey done, you can submit a second form and, if we have time, we could do a more thorough survey, though we can't promise that we'd be able to get out there this summer for the survey.

The link to "check out" the crew: https://docs.google.com/forms/d/e/1FAIpQLSeUE9mVR6HTXOOunyZJ-h4Pa0-gFkVI-Jic3CIY7H3gM52xw/viewform?usp=sf_link

If you have any questions, either Fields (who is CC'd on this email) or I would be happy to answer them. Thanks again for reaching out to us!

On Wed, Apr 18, 2018 at 3:23 PM, Beth Friend <bfriend@eastbaytwp.org> wrote:

Sounds perfect!

Thanks,
Beth

Beth Friend
Supervisor, East Bay Charter Township
1965 N. Three Mile Road
Traverse City, MI 49696
(231) 947-8719 - office
(231) 633-1110 - cell

On Wed, Apr 18, 2018 at 3:19 PM, Audrey Menninga <amenninga@gtcd.org> wrote:

Beth,

How about we plan on April 27th, at 1p.m. then? Hopefully we'll see some sunshine!

On Wed, Apr 18, 2018 at 3:17 PM, Beth Friend <bfriend@eastbaytwp.org> wrote:

Hi Audrey,

Thank you for the email. Next Friday, April 27, would work best at either time. I don't foresee any special equipment other than proper attire for a wooded trail (and as you mentioned - proper footwear). There are areas that can be wet and, of course, all this snow will be melting. I'm trying to find a map of the trail, but don't see a digital file or one to scan. If I find one in the meantime, I'll send along. Attached is the park's location (Killingsworth Park). [Here are directions.](#)

We look forward to working with you!

Beth

Beth Friend
Supervisor, East Bay Charter Township
1965 N. Three Mile Road
Traverse City, MI 49696
(231) 947-8719 - office
(231) 633-1110 - cell

On Wed, Apr 18, 2018 at 10:16 AM, Audrey Menninga <amenninga@gtcd.org> wrote:

Hi Beth,

So I'm looking to do this survey next week (and hope that almost all our snow is gone at least!!). I'm thinking that Wednesday (April 25th) or Friday (April 27) would be the best days for me. I know Fields mentioned that either you or the groundskeeper might want to join me, so would either of those days work for you guys? I was thinking maybe around 9:30 if mornings work better, or around 1 if the afternoons work better.

Is there any special equipment I'll need for this survey (aka, muck boots?).
Thanks for the information, and for working with us!

On Fri, Apr 13, 2018 at 12:33 PM, Fields Ratliff <fratliff@gtcd.org> wrote:

Hi Beth,

Thanks for taking the time to speak with me on the phone. I've looped our Crew Leader Audrey in as she will likely be conducting the initial survey. She has lots of experience surveying for invasive plants and treating Autumn Olive.

She's going to complete the survey before the end of the month. I'll have her send you a date and time so if you or the groundskeeper want to join you are more than welcome to. Also, if you could provide a map that would be helpful as well. Thanks for working with the ISN and we look forward to helping the township and its volunteers. Let me know if you have any questions!

Fields

--

Fields Ratliff
Habitat Management Specialist
NW Michigan Invasive Species Network
Grand Traverse Conservation District
1450 Cass Rd. Traverse City, MI 49685
Office: 231.941.0960 x26
Mobile: 231.944.3571
<http://habitatmatters.org/>



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INVASIVE SPECIES NETWORK**

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Like the Grand Traverse Conservation District on Facebook!

--
Audrey Menninga
Northwest Michigan Invasive Species Network
Invasive Species Treatment Crew Lead
Grand Traverse Conservation District
1450 Cass Rd. Traverse City, MI 49685



Autumn olive

Elaeagnus umbellata

Autumn olive is native to Asia and was introduced into the US in the 1830s. It was commonly planted for wildlife food and cover until its invasive traits became apparent. It produces abundant fruits that are widely distributed by birds and mammals. Like many non-native shrubs, it leafs out early and retains its leaves late in fall, shading out desirable native species and reducing species diversity. It is able to germinate and survive in shade as well as sun.

Autumn olive has root nodules that fix atmospheric nitrogen. As a result, it has the potential to degrade native plant communities that are adapted to low nutrient levels such as barrens and prairies. The resulting increase in nitrogen can promote the growth and spread of weedy species at the expense of low-nutrient adapted natives. In addition, it can increase stream water nitrate concentrations when it comprises a large portion of the stream bank vegetation.

Autumn olive does not appear to suffer significantly from herbivory by deer. In one study, it grew as tall outside of enclosures as it did within, while natives growing in the same places were much smaller when browsed by deer.



Suzan Campbell, MNFI

Identification

Habit:

Autumn olive is a deciduous shrub or small tree growing up to 6 m (20 ft) in height and 9 m (30 ft) in width. Its form is rounded, with dense branches.

Leaves:

Autumn olive's leaves are alternate and oval, with finely pointed tips. Their margins are wavy but do not have teeth. They are bright green above, and a distinctive silvery-scaly below. Leaves range from 5 to 10 cm (2-4 in) in length. They leaf out in mid-March.



James H. Miller, USDA Forest Service, Bugwood.org

Bark/Stems:



Robert Vidéki, Doronicum Kft., Bugwood.org

Autumn olive's young twigs are silvery with brownish scales giving them a speckled appearance. Thorns on young branches may be several inches long. With age, the bark becomes light gray to gray-brown.

Flowers:



Suzan Campbell, MNFI

Autumn olive has fragrant cream or light yellow flowers. They are tubular with four petals and stamens, and are arranged in clusters of 1 to 8. They bloom from April to June and are pollinated by insects.

Fruits/Seeds:

Autumn olive's abundant fruits are silvery with brown scales when young and ripen to a speckled red in September and October. Fruits are eaten by a variety of birds and mammals, which disperse the seeds widely.



Suzan Campbell, MNFI

Habitat:

Autumn olive is moderately shade tolerant and occurs on a variety of soil types. It spreads rapidly in old fields and is also found in open woods, along forest edges, roadsides, sand dunes, and other disturbed areas. It poses a particular threat to prairies, savannas and open woods, particularly where fire is infrequent or has been completely suppressed.

Similar species

Russian olive

The related Russian olive (*E. angustifolia*) is also a non-native invasive species. It is taller and is usually a single or multi-stemmed tree. It has longer, narrower leaves that are silvery on top as well as on the underside.



Buffaloberry



Buffaloberry (*Shepherdia canadensis*) is also related to autumn olive but is native to Michigan. It has opposite leaves, rather than alternate, and it does not grow as tall. Typically, it ranges from 1-4 m (3-13 ft) tall while autumn olive can grow twice as tall.

Bush honeysuckles

A number of non-native invasive honeysuckles have red berries also. They have opposite leaves, rather than alternate and they do not have tiny glistening scales on their leaves or twigs.



Quick check

Autumn olive will ALWAYS have:

- Alternate leaves
- Tiny glistening scales on the twigs, fruit and undersides of leaves.



Reproduction/Dispersal

Autumn olive reproduces primarily by seed. It also sprouts vigorously from the root crown following cutting or fire.

Autumn olive is polygamodioecious; male and female flowers are usually on different shrubs but occasionally male flowers will grow on female plants and vice versa. The flowers are insect pollinated.

Seeds are dispersed by a variety of animals including songbirds such as thrushes, cardinals, cedar waxwings, evening grosbeaks, sparrows, bobwhite, ruffed grouse, ring-necked

pheasants, wild turkeys, and mallards. Mammals including raccoons, skunks, opossums, and even black bears will eat it also. Since the fruit persists late into winter, it offers a source of nutrients when little else is available. At the same time, however, this results in wide distribution of its seed.

Plants mature rapidly and may bear fruit at 3 years of age. Mature trees may produce up to 30 lbs of fruit a year, yielding up to 66,000 seeds. The seed benefits from a period of cold treatment but even without it, germination rates of over 70 percent have been documented. With cold treatment, germination rates exceed 90 percent.

Because the seed germinates so rapidly, autumn olive does not persist in the seedbank. Typically, however, many plants occur nearby, outside of the managed area, and provide an ongoing seed source for repeated invasions.

While autumn olive is most productive in full sun, it can still survive and produce some seed in moderate shade. It can spread into open forest when there are source populations nearby.

Planning a control program

Resources for invasive species control invariably fall short of the actual need, so it is important to prioritize sites for treatment and plan carefully. Assessing the scope of the problem is a critical first step:

- Map known populations.
- Does it occur in high quality habitat or on important recreational, hunting or fishing lands?
- Does it occur adjacent to high value lands?
- Is there a pool of volunteers available to assist with control? Or will efforts rely on paid staff or contractors?

Given this information, develop a strategy for control:

1. Prioritize high value sites for treatment, including lower value surrounding lands with source populations of autumn olive.
2. Choose appropriate control methods, given site conditions and available resources.
3. If using herbicide, be sure to read the product label before finalizing plans. Is there potential for harm to non-target species? Have you made adequate provisions to minimize damage?
4. Do these control methods require any permits (i.e. herbicide application in wetlands, prescribed burning)?
5. Prevent further spread; focus on mature plants, particularly those in full sun with abundant fruit.
6. Eradicate smaller satellite populations.
7. Treat larger infestations of lower value as resources permit if success is likely—don't waste scarce resources where there is little chance of success.
8. Monitor to ensure desired results are being achieved; adapt management to improve success.

Best survey period

Because autumn olive leafs out early and retains its leaves late in fall in much of the state, it is often easiest to locate for mapping or control efforts in early spring or late fall when the leaves of native vegetation are absent or have changed color. It is very distinctive, however, and can be distinguished in summer by its silvery leaf undersides and year-round by its speckled twigs.

Documenting occurrences

In order to track the spread of an invasive species on a landscape scale, it is important to report populations where they occur. The Midwest Invasive Species Information Network (MISIN) has an easy-to-use interactive online mapping system. It accepts reports of invasive species' locations from users who have completed a simple, online training module for the species being reported. It also offers the potential for batch uploading of occurrence data for any invasive species.

Herbaria also provide a valuable and authoritative record of plant distribution. The University of Michigan Herbarium's database can be searched online for county records of occurrence, for example. When autumn olive is first encountered in a county where it had not been known previously, specimens should be submitted to the Herbarium to document its presence. Check the "Online Resources" section for links to both of these resources.

Control

Autumn olive can be more difficult to control than many invasive shrubs and is almost impossible to eradicate completely from a region once it has become well-established. A primary goal in controlling this species is to prevent seed production and dispersal both within the managed site and outside it, as nearby plants provide a seed source for repeated invasion. A variety of techniques including both mechanical and chemical controls may be most effective and should be tailored to the specific conditions on the site. It is critical to monitor the site to ensure that cut stumps do not resprout. Where abundant seed sources are present nearby, monitoring may be required indefinitely.

Mechanical control

In the very earliest stages of invasion, when only seedlings and young plants are present, mechanical controls such as pulling and repeated cutting may be adequate to control or eradicate autumn olive. Mechanical control methods are particularly useful where volunteers are available. These methods are impractical in larger, established infestations, but may effectively supplement the use of herbicide.

Hand-pulling/Digging

Autumn olive seedlings can be hand-pulled easily, particularly when the soil is moist and the population is small. Pull steadily and slowly to minimize soil disturbance and tamp

down the soil afterwards. Tools such as the Weed Wrench® or Root Talon® provide additional leverage, facilitating the removal of somewhat larger plants up to a diameter of 9 cm (3.5 in). Hand digging larger plants is less effective as they will resprout from any roots that are left in the soil.

On low-quality sites, large shrubs can be pulled out with a chain and gouged out with the bucket of a tractor. This creates a lot of ground disturbance, however and should not be used on higher quality sites. Often there is some resprouting, but with the large plants removed, follow-up treatment is facilitated or mowing can begin.

Cutting/Mowing

Cutting or mowing autumn olive stimulates resprouting in mature plants unless the cut surfaces are treated with herbicide. Mowing may be helpful in maintaining open areas by preventing the establishment of seedlings.

Grazing

Goats and sheep will eat autumn olive readily. Goats are particularly effective; they will debark the shrubs, they don't mind thorns and they can stand on their hind legs to defoliate branches up to a height of 5 feet.

Effective control requires repeated heavy defoliation in spring and early summer; although goats can clear brush in a single season, multiple years are needed to actually kill the shrubs. Grazing should be managed to prevent overgrazing of grasses and forbs, which would lead to soil erosion and reduced diversity.

Chemical control

For large, well-established infestations, effective control of autumn olive requires the use of herbicide. Factors that should be considered when selecting an herbicide for use on a particular site include proximity to water or wetlands, presence or absence of desirable native vegetation, potential for erosion and the effectiveness of the herbicide under consideration on autumn olive. Because autumn olive leafs out early and remains green much later than many native species, spring or fall treatment may minimize damage to desirable plants.

General considerations

Anyone who applies herbicides as part of their employment must become a certified pesticide applicator. In addition, certification is required for the use of some herbicides under any circumstances. The exam is administered by the Michigan Department of Agriculture and Rural Development and a link to their website is included in the "Online Resources" section.

A permit from the Michigan Department of Environmental Quality is usually required to apply herbicide where standing water is present—in wetlands, along streams, rivers



or lakes, or over open water. A permit is also required for herbicide use below the ordinary high water mark along the Great Lakes or Lake St. Clair shoreline, whether or not standing water is present. A link to their website is included in the "Online Resources" section.

A number of adjuvants or additives may be used with herbicides to improve their performance including mixing agents, surfactants, penetrating oils and dyes. Some are included in premixed products while others must be added. Adjuvants do not work with all products; consult the product label to determine which adjuvants may be used with a specific herbicide formulation.

Dyes are useful in keeping track of which plants have been treated and making spills on clothing or equipment apparent. Some premixed herbicide include them or they can be added to others. Clothing dyes such as Rit® can be added to water soluble herbicides, while other products require oil-based dyes. Consult the product label for instructions.

Crop Data Management Systems, Inc. (CDMS) maintains a database of agro-chemicals that includes herbicide labels for specific products. Herbicide labels contain information on application methods and rates, specific weather conditions, equipment types, nozzles etc. to provide the desired coverage and minimize the potential for volatilization or drift. They also contain critical information about the potential for damage to valuable non-target species. A link to the CDMS website is included in the "Online Resources" section.

Read the entire pesticide label before use. Follow all directions on the label.

Herbicide specifics

Glyphosate (e.g., Roundup®, Rodeo®, Accord®) can provide moderate control of autumn olive both as a foliar spray and for cut surface treatments, but it may require more follow-up and re-treatment than other herbicides discussed here.

It should not be used for cut surface treatments in spring while leaves are emerging and sap is flowing upward, as it is not effective at this time. It is not selective and will kill desirable non-target species, in some cases leading to increased erosion on site.

Triclopyr provides effective control of broad-leaved plants but does not kill grasses or some conifers. It is available in both amine (e.g., Garlon 3A®) and ester (e.g., Garlon 4 Ultra®) formulations. The amine formulation can be safely used in wetlands.

Triclopyr can be used as a foliar spray once autumn olive is fully leafed out in spring until just before it changes color in fall. The ester formulation should be used with a vegetable oil based multi-purpose adjuvant (e.g. SprayTech® Oil) and the amine formulation should be used with a wetland-approved non-ionic surfactant (e.g., Cygnet Plus®). Triclopyr can also be used in conjunction with cut surface treatments;

cut-stump, girdling and frilling. Treatments may be applied throughout the year including when snow is present, however control may be reduced in early spring when the sap is beginning to flow or during summer drought.

Ester formulations are particularly effective for root or stem-sprouting species such as autumn olive because the triclopyr persists in the plant until it dies. The ester formulation should be used with a penetrating oil (e.g., AX-II®), which improves effectiveness and increases the amount of time after cutting in which treatment can occur. Penetrating oil also facilitates absorption in basal bark treatment.

In non-target plants, triclopyr residues in the soils can damage non-target species via root uptake. Use caution in high-quality forests.

In sensitive areas, the amine form may be used for cut-surface treatments but must be painted onto the cut surface immediately. It can also be used for drill and fill techniques.

Foliar application

Foliar application of herbicide can be useful on sites with extensive autumn olive populations and few desirable natives. Herbicide should be applied after spring sap flow to actively growing plants, although during periods of drought or other stress, it may not be effective. It can be applied to the foliage with squirt bottles, backpack sprayers or boom-mounted sprayers.

The product label for the specific herbicide being used provides essential information on coverage; how much of the foliage should be treated how wet it should be. Herbicide labels also contain information on specific weather conditions, application modes, equipment types, nozzles etc. to provide the desired coverage and minimize the potential for volatilization or drift.

The herbicide applicator is responsible for managing drift and damage to non-target vegetation. Wind speeds between 3 and 10 miles per hour are best for foliar herbicide spraying. At higher wind speeds, herbicide may be blown onto adjacent vegetation or water bodies.

At lower wind speeds, temperature inversions can occur, restricting vertical air movement. Under these conditions, small suspended droplets of herbicide can persist in a concentrated cloud and be blown off-target by variable gusts of wind.

Ground fog indicates the presence of a temperature inversion, but if no fog is present, smoke movement on the ground can also reveal inversions. Smoke that layers and remains trapped in a cloud at a low level indicates an inversion, while smoke that rises and dissipates indicates good air mixing.

In hot, dry weather, herbicide can evaporate rapidly. Setting equipment to produce large droplets can help compensate for this. In general, follow all directions on the label of the specific herbicide being used, in order to prevent damage to non-target vegetation or water bodies.

Cut-stump

Cut-stump treatment may be used in any season except during heavy spring sap flow, when sap is flowing upwards. Ideally, it should occur before fruit is produced that season.

Cut-stump treatment is useful for species like autumn olive that normally resprout after cutting. After the stems have been cut, they are painted with concentrated herbicide, using a squirt bottle or wicking applicator. Small stems can be cut several inches above the ground so that both the sides and the cut surface may be treated. On large stems, cuts should be made as close to the ground as possible and only the cambium—the thin layer where active growth occurs, just inside the bark—should be treated. When using glyphosate or the amine formulation of triclopyr, cut surfaces must be treated immediately or the herbicide will be ineffective.

Product labels list what adjuvants may be used to increase effectiveness of the herbicide; penetrating oils only work with ester formulations, for example. Similarly, dyes, which are useful in keeping track of which stems have been treated, may be water or oil-based and should be selected to work with a specific herbicide formulation.

Treated plants should be monitored for several years as they may still resprout. New stems may be treated with a foliar spray, or cut and retreated.

Basal bark

Basal bark treatment can be used on stems that are less than six inches in diameter at any time except during heavy sap flow in spring. It should not be used when snow or water prevent herbicide from being applied at the ground level or when stems are saturated. It is most useful during the dormant season. Typically, ester formulations of herbicide are used with penetrating oils.

In basal bark treatment, concentrated herbicide is applied to a band of bark around autumn olive stems extending up 18 inches from the ground. Basal bark treatment is most effective on younger stems with thin bark.

Prescribed burning

In fire-adapted communities, a prescribed burn may enhance control of autumn olive, but should be considered as part of an integrated management plan for the site.

General considerations

A permit is required before implementing a prescribed burn. The Michigan Department of Natural Resources (DNR) is responsible for issuing burn permits in the Upper Peninsula and Northern Lower Peninsula unless a municipality wishes to do so. Municipalities located in the Southern Lower Peninsula issue burn permits under authority of the state law. A link to the DNR local fire contacts web page is included in the “Online Resources” section. In the Southern Lower Peninsula, contact the local Fire Marshall for permits

and more information. Some municipalities require insurance coverage before a permit is issued, to cover the cost of damages if the fire should escape.

Before initiating a program of prescribed burning, a written burn plan establishing the criteria necessary for starting, controlling, and extinguishing a burn is required. The burn plan includes details such as specific weather conditions, locations of control lines, ignition pattern, equipment and personnel needed, contingency plans, and important phone numbers. The burn plan is essentially the “prescription” for how to conduct the burn safely while accomplishing the management objectives.

If other invasive species that are stimulated by burning are present on the site, planning should incorporate additional control methods to eradicate them.

Prescribed burning specifics

Prescribed burning alone will not control autumn olive as it resprouts vigorously in response to fire. In fire-adapted communities, prescribed burning can be a useful tool for controlling large autumn olive shrubs. If there is enough fuel to top kill or partially top kill the autumn olive, subsequent burns (1-3 additional) will ignite the dead stems. This generates enough heat on the stump to kill the shrub. It is less effective on smaller shrubs, however.

Prescribed burning is also beneficial when used in conjunction with chemical treatment. When it is used first, to top kill shrubs, resprouts can be sprayed with herbicide. Alternatively, following treatment with herbicide, any resprouts will be injured or killed by burning. Prescribed burning can also kill autumn olive seedlings when adequate fuel is present.

If left untreated, autumn olive can alter fire ecology as fuels do not accumulate beneath it.

Biological control

No biological controls have been reported for autumn olive except for grazing by sheep and goats, which was reported under grazing.

Disposal of plant parts

When seedlings or young shrubs are pulled, they should be disposed of in a manner that will ensure that their roots will dry out completely. In addition, if fruit is present, it should be burned or bagged and placed in a landfill. Where this is not possible, any resulting seedlings will require monitoring and control.

Although landscape waste cannot generally be disposed of in land fills, Michigan law permits the disposal of invasive species plant parts. See the “Online resources” section for a link to the relevant legislation.



Online resources:

CDMS - herbicide labels:

<http://www.cdms.net/LabelsMsds/LMDefault.aspx?t=>

Fire Effects Information System, *Eleagnus umbellata*

<http://www.fs.fed.us/database/feis/plants/shrub/elaumb/all.html>

Invasive.org, Autumn olive

<http://www.invasive.org/browse/subinfo.cfm?sub=3021>

Invasipedia at BugwoodWiki, *Eleagnus umbellata*

http://wiki.bugwood.org/Elaeagnus_umbellata

Invasive Plant Atlas of New England, Autumn olive

http://www.eddmaps.org/ipane/ipanespecies/shrubs/Elaeagnus_umbellata.htm

Midwest Invasive Species Information Network, Autumn Olive

<http://www.misin.msu.edu/facts/detail.php?id=6>

The Michigan Department of Agriculture and Rural Development—Pesticide Certification

www.michigan.gov/pestexam

The Michigan Department of Environmental Quality—Aquatic Nuisance Control

www.michigan.gov/deq/inlandlakes

http://www.michigan.gov/deq/0,4561,7-135-3313_3681_3710--,00.html

Michigan Department of Natural Resources—Local DNR Fire Manager contact list

http://www.michigan.gov/dnr/0,4570,7-153-30301_30505_44539-159248--,00.html

Michigan's Invasive Species Legislation

Natural Resources and Environmental Protection Act 451 of 1994, Section 324.4130

<http://legislature.mi.gov/doc.aspx?mcl-324-41301>

Michigan Legislation—landscape waste, disposal of invasive species plant parts

Natural Resources and Environmental Protection Act 451 of 1994, Section 324.11521, 2 (d)

<http://legislature.mi.gov/doc.aspx?mcl-324-11521>

The Nature Conservancy's Weed Control Methods Handbook: Tools and Techniques for Use in Natural Areas

<http://www.invasive.org/gist/handbook.html>

The Nature Conservancy's Weed Control Methods Handbook: Tools and Techniques for Use in Natural Areas

<http://www.invasive.org/gist/handbook.html>

University of Michigan Herbarium - Michigan Flora Online

<http://michiganflora.net/>



Quick reference—Autumn olive

This chart has been provided as a convenience, to summarize the pros and cons of each herbicide and to present details on adjuvants, concentrations, etc. that do not fit into the discussion in the preceding sections. Although every attempt has been made to ensure accuracy, the product labels for the listed herbicides are the ultimate authority for their usage. Where there are conflicts, always follow the label directions. Techniques are listed in order of general preference by MDNR Wildlife Division staff but not all are suitable for wetlands or sensitive sites. Site conditions vary—choose a method that is best suited to conditions on the site being treated.

Anyone using herbicides in the course of their employment is required to be a certified pesticide applicator. Treatment in wetlands or over open water requires a permit from the Michigan Department of Environmental Quality.

These chemicals are available in a variety of formulations and concentrations. Concentration is listed below as a percentage of the active ingredient (AI) to facilitate use of different products. Always follow all directions on the product label including mixing instructions, timing, rate, leaf coverage and the use of personal protective equipment.

	Herbicide	% A.I.	Adjuvant	Timing	Pros	Cons
Basal Bark	Triclopyr ester (e.g., Garlon 4 Ultra®)	27%	Use a penetrating oil (e.g., AX-IT®), unless it is already included in product, e.g. Michigan blend.	Use any time of year, including winter months EXCEPT during heavy spring sap flow OR when snow or water prevent application at ground level OR when stems are saturated.	Relatively selective herbicide and technique. More effective than glyphosate on this species.	Not approved for use in wetlands.
Foliar Spray	Triclopyr ester (e.g., Garlon 4 Ultra®)	2-3%	Use a non-ionic surfactant (e.g., Cygnet Plus®).	Spring, before most natives emerge.	More effective than glyphosate on this species. Broad-leaf specific—will not harm sedges and grasses.	Not approved for use in wetlands.
Foliar Spray	Triclopyr amine (e.g., Garlon 3A®)	2-3%	Use a non-ionic surfactant (e.g., Cygnet Plus®).	Spring, before most natives emerge.	Safe for use in wetlands. More effective than glyphosate on this species. Broad-leaf specific—will not harm sedges and grasses.	
Cut-stump	Triclopyr ester (e.g., Garlon 4 Ultra®)	27%	Use a penetrating oil (e.g., AX-IT®), unless it is already included in product, e.g. Michigan blend.	Use any time EXCEPT during spring sap flow.	Relatively selective herbicide and technique. More effective than glyphosate on this species.	Not approved for use in wetlands.
Cut-stump	Glyphosate (e.g., Roundup®, Rodeo®, Accord®)	27%	Different products have different formulations—follow directions on the label.	Use after spring sap flow, while plant is actively growing.	Some products approved for use in wetlands. Less toxic than many alternatives.	Cuts must be treated IMMEDIATELY . When adjacent shrubs share roots, plants that were not treated may be injured.
Foliar Spray	Glyphosate (e.g., Roundup®, Rodeo®, Accord®)	2-3%	Some products already contain a surfactant—if not, add one (e.g. Cygnet Plus®, Nu-Film IR®).	Spring, before most natives emerge.	Relatively inexpensive Some products approved for use in wetlands.	Non-selective!!!! Use only on young plants—may resprout. Ineffective on mature plants.
Injection	Triclopyr amine (e.g., Garlon 3A®, Renovate®)	27%		Use any time EXCEPT during spring sap flow. Inject 1 ml into cambium at 3-4 inch intervals around trunk at convenient height.	Extremely selective herbicide and technique. Safe for use in wetlands, sensitive areas.	Somewhat labor intensive.

New Business

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Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
101-000-001.000	OPERATING CASH	1,883,690.84
101-000-001.300	RESTRICTED CASH	740,462.70
101-000-002.000	HRA Fund	15,521.79
101-000-004.000	PETTY CASH	200.00
101-000-006.000	PAYROLL CHECKING	5,327.82
101-000-020.000	RE PROP TAXES REC-CURRENT	1,053.41
101-000-040.000	State Revenue Sharing Receiva	150,616.00
101-000-041.000	ACCOUNTS RECEIVABLE	48,452.03
101-000-091.000	PREPAIDS	15,510.37
Total Assets		2,860,834.96
*** Liabilities ***		
101-000-206.000	DEFERRED PROPERTY TAXES	1,053.41
101-000-214.210	DUE TO OTHER FUNDS	2,974.26
101-000-314.590	ADVANCE	(577,066.05)
Total Liabilities		(573,038.38)
*** Fund Balance ***		
101-000-390.000	FUND BALANCE	2,194,046.68
101-000-390.022	HRA FUNDBALANCE	15,521.79
101-000-390.033	GROUNDS VEHICLE	29,495.56
101-000-390.034	BLDG & GROUNDS MAINT/REPAIR	66,005.23
101-000-390.045	GMACDONALD PARK IMPROVEMENTS	75,000.00
101-000-390.046	GENS PARK FUNDRAISER	21,435.00
101-000-390.047	LITTLE LIBRARIES FUND RAISER	168.10
101-000-390.055	PARKS CONSTRUCTION RESTRICTED	8,746.00
101-000-390.191	ELECTIONS CAPITAL	63,000.00
101-000-390.209	CAPITAL-ASSESSING	18,260.21
101-000-390.247	TWP REVOLVING IMPROVEMENT FUN	20,000.00
101-000-390.265	CAPITAL BUILDING MAINT	69,139.73
101-000-390.266	CAPITAL-INTERIOR CONTENTS	74,588.73
101-000-390.267	CAPITAL-EXTERIOR BUILDING	97,241.30
101-000-390.268	TWP HALL LANDSCAPING-CAPITAL	1,532.06
101-000-390.446	OTHER REVENUE ROADS PROJECTS	31,074.48
101-000-390.448	STREETLIGHTS CAPITAL	14,290.08
101-000-390.619	INVASIVE PEST CONTROL	49,107.50
101-000-390.677	ROW METROPOLITAN ACT	197,273.82
101-000-390.751	CAPITAL-PARKS/BATHROOMS	30,000.00
101-000-396.000	FUTURE PARK LAND PURCHASES	8,054.75
Total Fund Balance		3,083,981.02
Beginning Fund Balance - 2017		2,936,345.02
Net of Revenues VS Expenditures - 2017		53,295.97
Fund Balance Adjustments - 2017		147,636.00
*2017 End FB/2018 Beg FB		3,137,276.99
Net of Revenues VS Expenditures - Current Year		296,596.35
Fund Balance Adjustments		0.00
Ending Fund Balance		3,433,873.34
Total Liabilities And Fund Balance		2,860,834.96

* Year Not Closed