

WHITEWATER TOWNSHIP BOARD
AGENDA FOR SPECIAL MEETING – FEBRUARY 17, 2022

9:00 a.m. at the Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690
Phone 231-267-5141/Fax 231-267-9020

Zoom access has been implemented by the Township Board for the public through 12/31/2022.

Join Zoom Meeting

<https://us06web.zoom.us/j/85270396327?pwd=VXFpOWdkaU4yWm80NkY3aVZrWHB0QT09>

Meeting ID: 852 7039 6327 Passcode: 236200

One tap mobile: +16465588656,,85270396327#,,,,*236200# US (New York)

Dial by your location: +1 312 626 6799 US (Chicago)

Meeting ID: 852 7039 6327 Passcode: 236200

Find your local number: <https://us06web.zoom.us/u/kdEYKCRKWh>

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon reasonable advance notice. Contact the township clerk at 231-267-5141 x24 at least 5 days in advance of the meeting.

- A. Call to Order
- B. Roll Call of Board Members
- C. Set/Adjust Meeting Agenda
- D. Declaration of Conflict of Interest
- E. Public Comment

Any person shall be permitted to address a meeting of the township board. Public comment shall be carried out in accordance with following board rules and procedures:

1. Comments shall be directed to the board, with questions directed to the chair.
2. Any person wishing to address the board shall speak from the lectern and state his or her name and address.
3. Persons may address the board on matters that are relevant to township government issues.
4. No person shall be allowed to speak more than once on the same matter, excluding the time needed to answer board members' questions. The chair shall control the amount of time each person shall be allowed to speak, which shall not exceed five (5) minutes.
5. In order to avoid unscheduled debates, the board generally will not comment or respond to presenters. Silence or non-response from the board should not be interpreted as disinterest or disagreement by the board.

- F. Agenda Items as Listed in Special Meeting Notice
 1. Budget Work Session – Park/Recreation Funds
 2. Review/Award Arborist Bid
- G. Board Comments/Discussion
- H. Public Comment
- I. Adjournment

BUDGET WORKSHEET
Park Fund - for BWS 2/17/22

Whitewater Township

Month: 2/28/2022	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru February	Estimated Total	Requested	Recommended	Adopted
Fund: 208 - PARK FUND								
Revenues								
Dept: 000								
590 Grants-Private Sources	20,100	0	0	0	0	0	0	0
626 Fees Charged	163,787	140,000	140,000	184,852	0	180,000	0	0
627 Pavilion Rental	425	400	400	700	0	500	0	0
628 Boat Ramp Fees	15,665	13,000	13,000	14,428	0	22,500	0	0
631 Shirts Hats	0	0	0	0	0	0	0	0
632 Reservation Fees	13,416	11,000	11,000	14,384	0	14,000	0	0
644 Ice Sales	6,250	5,000	5,000	4,668	0	6,000	0	0
645 Pop Sales	0	0	0	0	0	0	0	0
646 Wood Sales	15,910	18,000	18,000	19,950	0	24,000	0	0
648 Shower Fees	2,183	4,500	4,500	3,061	0	3,000	0	0
665 Interest Earned	527	300	300	422	0	400	0	0
671 Other Revenues	1,065	900	900	1,097	0	1,000	0	0
673 Sale of Fixed Assets	20	0	0	0	0	0	0	0
687 Refunds	0	0	0	0	0	0	0	0
688 Sales Tax Discount	0	0	0	0	0	0	0	0
694 Cash Over & Short	37	0	0	42	0	0	0	0
699 Transfers From Other Funds	0	0	0	0	0	0	0	0
Dept: 000	239,385	193,100	193,100	243,604	0	251,400	0	0
Total Revenues	239,385	193,100	193,100	243,604	0	251,400	0	0
Expenditures								
Dept: 756 Township Park								
702 Salaries	6,180	6,365	6,365	5,386	0	7,000	0	0
703 Wages	60,262	70,000	70,000	60,698	0	80,000	0	0
715 Social Security (Employer)	4,120	4,800	4,800	4,097	0	5,400	0	0
716 Medicare (Employer)	964	1,200	1,200	958	0	1,300	0	0
727 Office Supplies & Expense	958	1,000	1,000	770	0	1,200	0	0
728 Postage	14	20	20	0	0	20	0	0
729 Licenses & Fees	516	600	600	510	0	600	0	0
739 Fuel & Oil	13	100	100	20	0	100	0	0
740 Operating Expense & Supplies	8,241	9,000	9,000	5,627	0	9,000	0	0
741 Ice	3,593	3,800	3,800	2,843	0	3,600	0	0
742 Pop	0	0	0	0	0	0	0	0
743 Wood	5,742	12,000	12,000	12,020	0	15,500	0	0
744 Shirts & Hats	0	0	0	0	0	0	0	0
747 Uniforms	53	300	300	292	0	300	0	0
748 Sales Tax	1,239	1,300	1,300	1,393	0	1,500	0	0

BUDGET WORKSHEET
Park Fund - for BWS 2/17/22

Whitewater Township

Month: 2/28/2022	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru February	Estimated Total	Requested	Recommended	Adopted
Fund: 208 - PARK FUND								
Expenditures								
Dept: 907 Debt Service/Park								
997 Debt Service Interest	0	0	0	0	0	0	0	0
Debt Service/Park	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>178,544</u>	<u>398,412</u>	<u>398,412</u>	<u>172,749</u>	<u>0</u>	<u>487,349</u>	<u>0</u>	<u>0</u>
Grand Total:	60,841	-205,312	-205,312	70,855	0	-235,949	0	0

	A	B	C
1	PARK FUND - DETAIL FOR 208-756-930 and 208-756-970		
2	(for 02/17/2022 Budget Work Session)		
3	FACILITY REPAIRS/MAINTENANCE (208-756-930)		
4	Routine maintenance		
5	Startup/shutdown bathhouse	1,240.00	
6	Fire extinguisher maintenance	80.00	
7	Pest control	200.00	
8	Water quality testing	300.00	
9	Pine needle cleanup	800.00	
10	Golf cart repairs	1,000.00	
11	Bathhouse repairs	2,000.00	
12	Dump station repairs (including new lid)	1,850.00	
13	Power wash restrooms/showers	1,000.00	
14	Subtotal routine maintenance		8,470.00
15			
16	Fallen tree cleanup in campground/near pavilion		850.00
17			
18	Fallen tree cleanup on trails		2,000.00
19			
20	Road work		6,000.00
21			
22	Site work		8,000.00
23			
24	Beach sand and labor to install		1,020.00
25			
26	Waterfront maintenance		1,200.00
27			
28	Playground repairs/improvement		
29	Completion of enlargement of playground area to accommodate		
30	spacing of existing and future playground equipment; reinstall		
31	merry-go-round	4,000.00	
32	Re-install monkey bars	1,050.00	
33	Fence drainage area	3,800.00	
34	Purchase/install safety surfacing material	5,000.00	
35	Subtotal playground repairs/improvement		13,850.00
36			
37	Renovate pit toilet building, including ADA walk/ramp		15,000.00
38			
39			
40	Total Facility Repairs/Maintenance		56,390.00
41			
42			
43	CAPITAL EXPENDITURE (208-756-970)		
44	Boat launch/entry way improvement project		240,000.00
45	New well		8,000.00
46	New sidewalk - east side of bathhouse		2,250.00
47	Benches near pavilion		400.00
48	Cameras at boat launch		5,289.00
49	Total Capital Expenditure		255,939.00

BUDGET WORKSHEET
 Rec Fund - for BWS 2/17/22

Whitewater Township

Month: 2/28/2022	Prior	Current Year			(6)	(7)	(8)	
	Year Actual	Original Budget	Amended Budget	Actual Thru February	Estimated Total	Requested	Recommended	Adopted
Fund: 209 - RECREATION FUND								
Expenditures								
Dept: 757 Recreation								
964 Refunds	0	0	0	0	0	0	0	0
970 Capital Expenditure	1,245	58,455	58,455	1,480	0	59,975	0	0
Recreation	19,087	100,030	100,030	21,809	0	108,815	0	0
Dept: 862 Soc Sec/Medicare (Employer)								
715 Social Security (Employer)	0	0	0	0	0	0	0	0
716 Medicare (Employer)	0	0	0	0	0	0	0	0
Soc Sec/Medicare (Employer)	0	0	0	0	0	0	0	0
Dept: 890 Contingency								
890 Contingency	0	0	0	0	0	0	0	0
Contingency	0	0	0	0	0	0	0	0
Total Expenditures	19,087	100,030	100,030	21,809	0	108,815	0	0
Grand Total:	1,783	-79,705	-79,705	-778	0	-78,015	0	0

	A	B
1	RECREATION FUND - DETAIL FOR 209-757-930 and 209-757-970	
2	(for 02/17/2022 Budget Work Session)	
3		
4	FACILITY REPAIRS/MAINTENANCE (209-757-930)	
5	HI PRAY PARK (HPP)	
6	Routine maintenance	
7	Startup/shutdown water/irrigation	550.00
8	Startup certification for water system	200.00
9	Water quality testing	200.00
10	Vegetation control (ball fields, tennis court, playground, batting cage/shed)	750.00
11	Fire extinguisher maintenance	20.00
12	Drag fields before games (parents/volunteers?)	0.00
13	Stripe fields before games (parents/volunteers?)	0.00
14		
15	Other maintenance	
16	Brush removal behind outfield fences	1,000.00
17	Repair ball field lights (6 lights out as of 2019) (\$515 per light)	3,090.00
18	Paint well shed (materials and labor)	300.00
19	Gravel/grade main drive and remove brush pile (Elmer's)	5,935.00
20		
21	Playground upgrades	
22	Enlarge playground area, remove/reinstall playground components	
23	that do not meet use zone requirements	5,000.00
24	Purchase/install safety surfacing material	3,000.00
25		
26		
27	BATTLE CREEK NATURAL AREA (BCNA)	
28	Signage for kiosk	150.00
29	Clear trail to width of 8' (added 2/25/2020 by township board)	3,000.00
30		
31	(Note: \$3,500 in 2% funds received for signs/kiosks at BCNA and LRNT.)	
32	(Note: \$600 donated to the Recreation Fund by Pam Leach in memory of	
33	Dennis Leach and Ingrid Ashmore; to be used for installation of a bench at	
34	BCNA pond, remaining funds to be used for improvements at Hi Pray Park)	
35		
36	LOSSIE ROAD NATURE TRAIL (LRNT)	
37	Signage for kiosks	150.00
38	Clear trail to width of 8' (added 2/25/2020 by township board)	3,000.00
39		
40		
41	PETOBEGO NATURAL AREA (PNA)	
42	Remove brush along road to improve visibility of park	1,000.00
43	Paint or replace kiosk (added 2/25/2020 by township board)	1,000.00
44		
45		
46	Total Facility Repairs/Maintenance	28,345.00
47		
48		
49	<i>See next page for 209-757-970</i>	
50		
51		

	A	B
52	RECREATION FUND - DETAIL FOR 209-757-930 and 209-757-970	
53	(for 02/17/2022 Budget Work Session)	
54		
55		
56	CAPITAL EXPENDITURE (209-757-970)	
57	HI PRAY PARK (HPP)	
58	Wood dugouts at main field (2):	15,000.00
59	Reinstall/expand irrigation in monument area	1,200.00
60	Professional drag	500.00
61	Electronic restroom locks	3,275.00
62		
63		
64	LOSSIE ROAD NATURE TRAIL (LRNT)	
65	Engineered plan/trail upgrades (including addressing the wet area)	25,000.00
66		
67		
68	BATTLE CREEK NATURAL AREA (BCNA)	
69	Trail evaluation/upgrades to address 3 trail improvement projects	
70	on the 2021/2025 Recreation Plan Capital Improvements List	15,000.00
71		
72		
73		
74	Total Capital Expenditure	59,975.00

MEMO

To: Whitewater Township Board
From: Cheryl A. Goss, Clerk
Date: 02/12/2022
Re: **Recommended Wage Increases Affecting Park and Recreation Funds**

Park Fund: Recent research (attached) shows that the Michigan Department of Natural Resources 2022 wage range for seasonal park rangers is \$18.29 to \$25.70 per hour. Other hospitality type jobs in the area are advertising starting wages of \$17 per hour. In 2021, the board raised the park ranger starting wage from \$13 per hour to \$15 per hour, but I am confident that the \$15 an hour will not be sufficient to attract rangers in 2022. It is an employee's market. Those who want to work know they can easily go elsewhere if a wage is not attractive. Attached is a modified Graded Wage Scale showing park ranger wages starting at \$17 per hour. This is a 13% increase over 2021.

The 703 wage line item in the Park Fund budget has been adjusted to reflect the proposed increase. While we do not vote on the Graded Wage Scale until the Budget Public Hearing, I am strongly recommending that 2022 rangers start at \$17 per hour.

Recreation Fund: Members of the Parks & Recreation Advisory Committee are paid out of the 703 line item in the Recreation Fund. The last increase in PRAC wages was in the 2016/2017 fiscal year when they went from \$30 to \$50 for members, and from \$40 to \$80 for the chairperson. Attached is a modified Salary/Wage Schedule showing an increase for the 2022/2023 fiscal year from \$50 to \$75 for members, and \$80 to \$120 for the chairperson. This is a 50% increase, but it has been 7 **fiscal years** since this wage was reviewed, which is unacceptable. (When General Fund is addressed, planning commission and zoning board of appeal wages also need to be increased as well.)

The 703 wage line item in the Recreation Fund budget has been adjusted to reflect the proposed increase. While we do not vote on the Salary/Wage Schedule until the Budget Public Hearing, I am strongly recommending that PRAC wages be raised as indicated.

Parks & Recreation Administrator:

The 702 wage line items in the Park Fund and the Recreation Fund are where the Parks & Recreation Administrator is paid. This position has seen 3% wage increases in past years. For the 2021/2022 fiscal year, the wage between the two funds was \$7,215. A 10% increase in camping fees was approved in January, and I am recommending a 10% wage increase for this position, to an annual compensation of \$7,935, a smaller increase than is recommended for any other park- or recreation-associated position.

The 702 wage line items in the Park and Recreation Funds have been adjusted to reflect this proposed increase. The Parks & Recreation Administrator's rate of compensation is voted on through resolution at the Budget Public Hearing.

THE DEPARTMENT OF
NATURAL RESOURCES



DNR / ABOUT US / JOB OPPORTUNITIES

Seasonal park rangers

FEED YOUR PASSION FOR THE OUTDOORS!

Start your career with the DNR as one of the most iconic employees on public lands. As frontline staff at state parks and other DNR-managed recreation facilities, you'll provide customer service, perform essential functions and feed your passion for the outdoors (and your pocket). You'll also earn great benefits and enjoy seasonal time off.

Commissioned and non-commissioned seasonal park rangers help carry out day-to-day operational and maintenance duties. They will train and provide direction to staff and volunteers; maintain grounds, infrastructure and equipment; and perform other duties as assigned. Think of the position as wearing lots of hats!

Providing excellent customer service to all visitors and ensuring personal safety, as well as the safety of coworkers and the public, are also essential functions of the position.

POSITION OVERVIEW

- Are paid between \$18.29 - \$25.70 an hour.
- Receive **state employment benefits**.
- Work a minimum of 1,360 hours and a maximum of 2,000 hours annually.
- Must be 18 years of age and have a high school diploma or equivalent.
- Should be willing to work holidays, weekends and evenings.
- Are required to pass a pre-employment drug test and background check.
- Commissioned rangers are also required to pass a pre-employment physical exam.

*Lodging and/or camping accommodations are not provided.

HOW TO APPLY

You'll need to complete a DNR application and select the **work location(s)** where you're interested in working.



[START APPLICATION HERE »](#)

[VIEW MAP OF WORK LOCATIONS »](#)



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Whitewater Township
 Graded Wage Scale 2021/2022
 Adopted by the Township Board on 03/23/2021 (APPROVED 06/08/2021)

Grade	Job Description	1	2	3	4	5	6	7	8	9	10
Grade I	Clerical Worker	\$11.00	\$11.33	\$11.67	\$12.02	\$12.38	\$12.75	\$13.13	\$13.52	\$13.93	\$14.35
	General Labor	"	"	"	"	"	"	"	"	"	"
		17.00	17.51	18.04	18.58	19.14	19.71	20.30	20.91	21.54	22.19
Grade II	Park Ranger	\$15.00	\$15.45	\$15.91	\$16.38	\$16.87	\$17.37	\$17.89	\$18.42	\$18.97	\$19.53
	Historical Society Director	\$13.00	\$13.39	\$13.79	\$14.20	\$14.62	\$15.05	\$15.50	\$15.96	\$16.43	\$16.92
Grade III											
Grade IV											
		17.00	17.51	18.04	18.58	19.14	19.71	20.30	20.91	21.54	22.19
Grade V	Deputy Clerk	\$13.00	\$13.39	\$13.79	\$14.20	\$14.63	\$15.07	\$15.52	\$15.99	\$16.47	\$16.96
	Deputy Treasurer	"	"	"	"	"	"	"	"	"	"
	Deputy Supervisor	"	"	"	"	"	"	"	"	"	"
Grade VI											
Grade VII											
Grade VIII											

Guidelines:

1. Numbers 1 through 10 in the top row represent Years of Service.
2. This Graded Wage Scale applies to all hourly employees, whether full-time, part-time, or seasonal.
3. The increases shown are automatic and are not merit based.
4. Increases are effective as of April 1 each year, not on an employee's anniversary date.
5. Employees must have a minimum of 6 months of service in order to be eligible for a wage increase.
6. Future increases for employees who have reached the 10-year level will be calculated at 3% annually.
7. It is possible that employees who have attained 10 years of service will move to a higher grade on the Graded Wage Scale.
8. When an employee moves from one grade level to another, they move vertically on the scale, i.e., there is no loss of years of service.
9. The board reserves the right to start an employee anywhere on the Graded Wage Scale based on experience.
10. The township board has discretion to review and modify the Graded Wage Scale as it deems appropriate.
11. The Graded Wage Scale is needed because it shows different grades, even though some are not currently in use.

*Ranger - 13% increase
 (2.00 ÷ 15.00 = 0.13 × 100)*

*Historical/Deputies - 31% increase
 (4.00 ÷ 17.00 = 0.31 × 100)*

*Historical Director Wage added
 08/13/19 @ \$12/hour. Revised to
 \$13/hr on 03/23/21.*

*Last revision of Deputies wage
 scale was on 03/26/19.*

WHITEWATER TOWNSHIP
SALARY/WAGE SCHEDULE 2021/2022
Adopted by the Township Board on 03/23/2021
(Addition of Marihuana Subcommittee – Approved 01/11/2022)
(Addition of Additional Activities Compensation Program – Approved 02/08/2022)

SALARIES	2020/2021	2021/2022
Supervisor	\$27,585	\$27,585
Clerk	\$28,115	\$28,115
Treasurer	\$27,585	\$27,585
Trustee	\$200/meeting	\$200/meeting
Board of Review	\$50/meeting or \$15/hour	\$70/meeting or \$15/hour
Assessor	\$100/month or \$25/hour	\$100/month or \$25/hour
Abandoned Buildings Hearing Officer	\$100 per case	\$100 per case
Planning Commission Members	\$70/meeting	\$70/meeting
Planning Commission Chairperson	\$100/meeting	\$100/meeting
Planning Commission Subcommittee (including chair)	\$70/meeting	\$70/meeting
Planning Commission Recording Secretary	\$50 for 1 st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour	\$50 for 1 st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour
Zoning Board of Appeals Member	\$70/meeting	\$70/meeting
Zoning Board of Appeals Chairperson	\$100/meeting	\$100/meeting
Zoning Board of Appeals Recording Secretary	\$50 for 1 st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour	\$50 for 1 st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour
Parks & Recreation Advisory Committee Member	\$50/meeting	\$50/meeting
Parks & Recreation Advisory Committee Chairperson	\$80/meeting	\$80/meeting
Parks & Recreation Advisory Committee Rec. Sec'y	\$50 for 1st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour	\$50 for 1st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour

75/mtg
120/mtg

Last increase in PRAC wages was in the 2016/2017 fiscal year.

Marihuana Subcommittee		2021/2022
Subcommittee Member		\$50/meeting
Subcommittee Chairperson		\$80/meeting
Subcommittee Recording Secretary		\$50 for 1st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour
	2020/2021	2021/2022
Historical Society Recording Secretary	\$50 for 1st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour	\$50 for 1st hour or portion of an hour, plus \$50 for each additional hour or portion of an hour
WAGES		
Fire Chief	\$55,000 - \$70,000/yr	\$55,000 - \$70,000/yr
Assistant Fire Chief	\$3,605/yr	\$3,713/yr
Fire Captain	\$0	\$0
Fire Lieutenants	\$17.50/hour	\$17.50/hour
Safety Officer	\$17.50/hour	\$17.50/hour
Firefighter - Training Time (including probationary)	\$15.00/hour	\$15.00/hour
Firefighter – Response Time	\$18.00/hour	\$18.00/hour
Interim Fire Chief	\$18/hour	\$18/hour
Interim Deputy Fire Chief	\$18/hour	\$18/hour
Interim Fire Captain	\$18/hour	\$18/hour
Ambulance Personnel	Paid by Mobile Medical Response	Paid by Mobile Medical Response
Ambulance Coordinator	Paid by Mobile	Paid by Mobile
Assistant Ambulance Coordinator	Medical Response	Medical Response
Election Inspectors	\$13.50/hour	\$13.50/hour
Election Chairperson	\$15.00/hour	\$15.00/hour
Building & Grounds Worker	\$18.00/hour	\$18.00/hour
Additional Activities Compensation Program		\$18.00/hour

###

supervisor@whitewatertownship.org

From: supervisor@whitewatertownship.org
Sent: Monday, November 22, 2021 9:47 AM
To: 'clerk@whitewatertownship.org'; Daniel@AbcArborist.com
Cc: Ron Popp supervisor@whitewatertownship.org
Subject: FW: Risk Assessment & Mitigation Lossie Road Nature Trail and the Battle Creek Natural Area
Attachments: A.B.C. Response - Whitewater Township RFQ.pdf

Thank you Daniel for your response. Please feel free to join the Board during our December 14, 2021 meeting via zoom. The Board packet and zoom link will be post on the Township's web page about 1 week in advance of the meeting. As always if you have questions please feel free to call.

Regards,

Ron Popp
Whitewater Township Supervisor
5777 Vinton Road, P.O. Box 159
Williamsburg, Michigan 49690
231.267.5141 X 23
supervisor@whitewatertownship.org

From: Daniel@AbcArborist.com <Daniel@AbcArborist.com>
Sent: Thursday, November 18, 2021 3:29 PM
To: supervisor@whitewatertownship.org
Subject: Risk Assessment & Mitigation Lossie Road Nature Trail and the Battle Creek Natural Area

Here is our response to the requested bid. Feel free to reach out with any questions.

Thanks,

Daniel Maple,
A.B.C. Consulting Arborists LLC.

*Registered Consulting Arborist #627
Tree & Plant Appraisal Qualified TPAQ
ISA Tree Risk Assessment Qualified TRAQ
ISA Board Certified Master Arborist PN-7970BM
ISA Certified Arborist Municipal Specialist PN-7970BM*


Registered Consulting Arborist®
Western WA: (425)999-0867
Eastern WA: (509)998-2941
Cell: (509)953-0293
WEB: AbcArborist.com



A.B.C Consulting Arborists LLC

Accurate

Balanced

Certified

**Lossie Road Nature Trail
Battle Creek Nature Area
Hazard Tree Assessment & Mitigation**

November 18, 2021

PREPARED FOR :

Whitewater Township

PREPARED BY:

A.B.C. Consulting Arborists LLC

Daniel Maple, Consultant

Registered Consulting Arborist #627

ISA Municipal Specialist # PN-7970AM

ISA Tree Risk Assessment Qualified (TRAQ)

ASCA Tree & Plant Appraisal Qualified (TPAQ)

ISA Board Certified Master Arborist #PN-7970BM

Accurate • Balance • Certified

Submitted by

Daniel J. Maple

Phone: 425-999-0867

Email: Daniel@AbcArborist.Com

Credentials

Daniel Maple will be assigned as the principal arborist for this contract. Mr. Maple has used his years of hands-on experience along with his formal education to advise states, cities, parks, attorneys, developers, managers, HOAs and the private sector for over 30 years.

- ASCA Registered Consulting Arborist (RCA) # 627
- ASCA Tree & Plant Appraisal Qualified (TPAQ) December 2024
- ISA Board Certified Master Arborist PN-7970BM
- ISA Certified Arborist Municipal Specialist PN-7970BM
- ISA Tree Risk Assessment Qualified (TRAQ) June 2025
- ATFS Qualified Tree Farm Inspector # 169449
- Commercial Applicator # 92432
- Commercial UAV Airman Pilot (Drone) # 4135495

Tree Risk Assessments & Risk Mitigation

Mr. Maple is Tree Risk Assessment Qualified by the ISA. He has provided ethical, scientifically sound, arboriculture solutions to both the public and private sector since 1987. During this time, Mr. Maple owned and operated a tree service, and was a first responder in several natural disasters that resulted in thousands of tree failures. His investigations into the tree failures and the experience gained, makes him uniquely qualified among his peers, as a risk assessor and risk mitigation planner.

Using his experience and formal training; Mr. Maple has inventoried, risk assessed and provided risk management plans on thousands of trees for several cities, parks, HOA's and National Parks.

Forest Disease – Identification & Management

Mr. Maple is an ATFS Qualified Tree Farm Inspector with experience managing pests, diseases, and pathogens in a forest setting. Mr. Maple has not previously had the opportunity to specifically manage oak wilt in a forest setting, however, he is well versed in the current BMP for its management and control.

Northern Long-Eared Bat Habitat

Mr. Maple has formally trained in identify and creating habitat and nesting in the forest. He is also familiar with the needs of bats and their habitat. However, Mr. Maple has not specifically managed habitat for the Northern Long-Eared Bat.

Insurance

ABC carries 1,000,000 occurrence, 2,000,000 aggregate, 3,000,000 Ag, for professional. See attached.

Certification

ABC is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012.

Project Team for Timely Work Completion

1. Daniel J. Maple: Board Certified Master Arborist / **Tree Risk Assessment Qualified** (PN-6773BM), Registered Consulting Arborist #627
2. Cameron Crawford: Certified Arborist / **Tree Risk Assessment Qualification** (PN-8360A); Cameron has been Mr. Maples understudy since 2017. Cameron is a great communicator with good people skills. He is highly qualified as a risk assessor and risk mitigation planner.

References

Contact: Mike Fitzpatrick **City of Seatac Parks Dept.**
Office: (206) 973-4770 **Email:** MFitzpatrick@Ci.Seatac.Wa.Us

- ❖ Tree Inventory, Level 3 Risk Assessment, and Management Plan for approx. 850 trees at the Angle Lake Park, Community Center and North Park in Seatac WA.

Contact: Katrina Knutson / Parks Project Administrator **City of Gig Harbor**
Email: KnutsonK@CityofGigHarbor.Net **Office:** (253) 853-8253

- ❖ A tree inventory and a Level 3 Risk Assessment of 720 trees in the Grandview Forest park and adjoining center (Approx. 22 acres). Speak at City Council meetings, host community workshops, and provide an urban forest management plan.
- ❖ A tree inventory and level 3 risk assessment for 200 trees on three parcels known as Haub Triangle.

Contact: Jessica Stone **Pierce County Parks**
Email: JStone1@Co.Pierce.Wa.Us **Cell:** (253) 306-1375 **Office:** (253) 798-4089

- ❖ A Tree Inventory and a Level 2 Assessment of 1500 trees at the Spanaway Lake Park, and a level 3 Assessment of those trees identified from the Level 2 Assessment, along with an urban forest management plan, for Pierce County Parks.

Cost of Services

The cost to provide the services outline in the bid packet is **\$20,000.00**

If you have any questions, please feel free to contact me. We look forward to working with you.

Sincerely,



Daniel Maple, Consulting Arborist
Registered Consulting Arborist #627
ISA Municipal Specialist #PN-7970BM
ISA Tree Risk Assessment Qualified (TRAQ)
ISA Board Certified Master Arborist #PN-7970BM



Approach

1) Identify the scope of work on either side of the trail centerlines and also near structures on the subject property (the “target area”) to sufficiently protect trails and structures.

Traditionally the assessment area for limb, crown failures is 1-tree length from a target, whole tree failure generally 1 to 1.5 tree lengths from a target.

2) Complete an inventory of hazardous trees within the target area.

We will perform a level 1 risk assessment¹ of all trees within the scope of work area. We will perform a Level 2 Assessment of any trees identified from the level 1.

Risk assessment will be conducted to ANSI A300 Part-9 (2017) & its companion BMP standards.

3) Generate a map and list of all hazardous trees within the target area on the subject property. This document shall identify any tree with disease, particularly oak wilt, or used as habitat by the Northern Long-Eared Bat within the target area.

All data will be inventoried using Tree Plotter, our tree management program. Risk ratings greater than LOW will be geo-tagged and uploaded along with mitigation options to reduce risk to an acceptable level. Hazard Trees that are identified with a disease² will be geo-tagged along with recommended actions. Northern Long-Eared Bat Habitat/nesting will be geo-tagged and recorded, if found.

Maps are auto created during data collection along with long/lat. Accuracy is generally +/- 10-feet. The Township will have to access to the data to use in Tree Plotter or export to your own GIS system.

4) Develop a prioritized action plan for removal or pruning of hazardous trees in compliance with rules, regulations, or best practices designed to limit the spread of disease and maintain or improve bird/animal habitat.

We will use the collected data to create a prioritized action plan to mitigate the risks to an acceptable level; while comply with rules, regulations, or best practices designed to limit the spread of disease and maintain or improve bird/animal habitat.

5) Assist the Township with the development of a bidder’s document for selecting a contractor to execute the removal or pruning of trees.

We will assist the Township with the development of a bidders document. The document will not only clearly define the required work, but also the governing rules, regulations, best practices & standards.

6) Candidate shall disclose any conflicts of interest with the Contractor or the Township.

We will promptly disclose any conflicts of interest with a Contractor or the Township.

7) Oversee the Contractor during tree removal and mitigation activities as required by the Township.

Mitigation activities will be overseen to ensure compliance with the bidder’s contract (If required).

8) Provide a letter of final completion certifying the trails are open to the public and that removal of trees was completed in accordance with best practices.

A letter of final completion and certification will be submitted within 14-days of project completion.

¹ As defined by the ISA.

² Oak wilt ID is limited to the Identified Hazard Trees and recommendations for the safe disposal of infected parts.

C.V.

Daniel J. Maple / A.B.C. Consulting Arborists, LLC
Westside: (425) 999-0867 Eastside (509) 953-0293

Email: Daniel@AbcArborist.Com
Web: AbcArborist.Com

Certifications

- ASCA Registered Consulting Arborist (RCA) # 627
- ASCA Tree & Plant Appraisal Qualified (TPAQ) December, 2024
- ISA Board Certified Master Arborist PN-7970BM
- ISA Certified Arborist Municipal Specialist PN-7970BM
- ISA Tree Risk Assessment Qualified (TRAQ) June 30, 2025
- ATFS Qualified Tree Farm Inspector # 169449
- Commercial Applicator # 92432
- Commercial UAV Airman Pilot (Drone) # 4135495

Director of Operations

A.B.C Consulting Arborists LLC Spokane WA. USA - April 2015 – Present

- Consultations
- Forensic Investigation
- Tree/Plant Appraisals
- Disease/Pest Management.
- Municipal Tree Inventories
- Construction Management
- Level 1 thru Level 3 Tree Risk Assessments and Mitigation.
- Stay updated on local codes ensure proper permitting for projects.
- Write & implement site specific safety plans and traffic control plans
- Urban forest/ Native Growth Management Plans for the public and private sector.
- Provide information/Handouts and Host Community Workshops.

Field Operations Manager

COMBINED CUTTING CONTRACTORS INC - MAPLEVALLEY, WA, USA - June 2008 to May 2015

- Sales/ Consultations
- Tree/Plant Appraisals
- Disease/Pest Management.
- Municipal Tree Inventories
- Construction Management
- Arborist reports and Risk assessments
- Oversee the scheduling and daily operation of 2 crews.
- Stay updated on local codes ensure proper permitting for projects.
- Write & implement site specific safety plans and traffic control plans
- Urban forest/ Native Growth Management for the public and private sector.

Owner Operated

Maple's Tree Specialist - Maple Valley, WA - 1987 to June 2008

- Sales/Consulting
- Pre-job safety meeting
- Tree/Plant Valuations
- Disease/Pest Management.
- Municipal Tree Inventories
- Construction Management
- Arborist reports and Risk assessments
- First responder in natural disasters.
- All daily operations for a Tree Service.
- Write and implement job specific safety plans.
- Write and implement traffic/pedestrian control plans.
- Schedule work and manage two 5 man cutting crews.
- Arborist reports/Risk assessment /Risk abatement plans.
- Permitting projects and ensure compliance with applicable city/ county codes.
- Advisory to cities, golf courses, property management for urban forestry and wet lands management plans

Daniel J. Maple, Consultant

EDUCATION	ASCA Academy WSU Horticulture SSI Stress and Rescue
CERTIFICATIONS & QUALIFICATIONS	ASCA Registered Consulting Arborist # 627 ASCA Tree & Plant Appraisal Qualified (TPAQ) ISA Board Certified Master Arborist # PN-7970BM ISA Certified Arborist Municipal Specialist # PN-7970BM ISA Tree Risk Assessment Qualified (TRAQ) ATFS Qualified Tree Farm Inspector #169449 Commercial Applicator License # 92432 Commercial UAV Airman Pilot # 4135495
MEMBERSHIPS	Arboriculture Research and Education Academy American Society of Consulting Arborists International Society of Arboriculture Society of Commercial Arboriculture Society of Municipal Arborists Utility Arborist Association National Association of Landscape Professionals Washington Association of Landscape Professionals
EXPERIENCE	<p>Mr. Maple has over 30 years of experience working in arboriculture and urban forestry. As a first responder in several historic weather events, he has become a leading expert in risk assessment and risk abatement planning. He is a Registered Consulting Arborist, Tree & Plant Appraisal Qualified, ISA Board Certified Master Arborist, ISA Certified Arborist Municipal Specialist and ISA Tree Risk Assessment Qualified. He has experience consulting on a wide variety of arboricultural issues, including, but not limited to:</p> <ul style="list-style-type: none"> • Tree Valuation • Casualty Appraisals • Forensic Investigations • Municipal Tree Inventories • Tree Risk Abatement Planning • Insect and Disease Identification • Municipal Tree Risk Assessments • Expert Opinion and Litigation Support • Diagnosis of Tree and Landscape Problems • Integrated Pest Management and Plant Health Care • Tree Preservation and Retention During Construction • Tree Risk Assessment and Hazard Tree Identification • Tree Management on Critical Slopes and Sensitive Areas

Formal Education Classes (Thru Jan 1, 2020)

Date	TITLE: Risk Assessment	Credits
May 29, 2015	Tree Risk Assessment Qualification (TRAQ) Course	14.50
Jul 26, 2016	Advanced Tree Risk Assessment Principles and Practices	6.0
Nov 07, 2016	Tree Risk Assessment & Tree Protection: Weights and Balances	2.0
Apr 13, 2017	Tree Risk Assessment - Perceptions, Reality and Reliability	1.0
Nov 14, 2016	Tree Risk Assessment: A Foundation	2.0
Nov 29, 2016	Biology- Tree Failure Risk Evaluations	.50
Dec 01, 2017	Tree Response to Storm Damage	1.5
Nov 18, 2016	Tree Risk-Strategies for Preserving Heritage Trees	.50
Nov 18, 2016	Tree Risk-Visual Inspection Prior to Dismantling	.50
Nov 18, 2016	Tree Risk-Mitigation and Reporting	1.0
Nov 18, 2016	Tree Risk-Indicators of Decay in Urban Trees	.75
Nov 18, 2016	Tree Risk-Tree Anchorage: Root Plate Resistance to Failure	.75
Nov 18, 2016	Tree Risk-Sap Rot: It Will Let You Down	1.0
Nov 17, 2016	Tree Risk-Structural Defects and Conditions	1.5
Nov 16, 2016	Tree Risk-Tree Load: Concept	1.0
Nov 16, 2016	Tree Risk-Loads and Growth Response	1.0
Nov 16, 2016	Tree Risk-Levels of Tree Risk Assessment	2.0
Nov 16, 2016	Tree Risk-Qualitative Tree Risk Assessment	2.0
Dec 01, 2016	Biology-How Wind Affects Trees	1.0
Dec 01, 2016	Biology- Blowing in the Wind	1.0
Jul 28, 2016	Developing Field Assessment Skills for Common PNW Tree Diseases	6.0
Nov 3, 2016	Tree Science- Identifying Wood Decay & Wood Decay Fungi in Urban Forest	1.0
Jun 15,16, 2016	Forest Health: ID and Management of Forest Insects & Diseases: Part 1 & 2	10.0
Mar 11, 2016	Windstorm Workshop	6.0
Nov 14, 2016	Tree Risk Assessment: A Foundation	2.0
Dec 01, 2017	Tree Response to Storm Damage	1.5
Nov 28, 2018	Strategies for Detection and Identification of Decay in Mature Trees	.75
Nov 29, 2018	Tree Risk Assessments Within a Risk Management Context: A Primer for Consulting Arborists	1.50
Nov 30, 2018	Technical Track-The Results of the Recent Decay/Failure Study	1.0
Dec 01, 2018	Two Approaches to Risk Assessment	1.0
Dec 05, 2018	After the Storm: A Symposium	6.0
Apr 03, 2019	Preserving Veteran Trees	6.0
Jun 26, 2019	Using Technology to Mitigate Risk	1.0
Jul 03, 2019	TRAQ Renewal	5.0
Dec 10, 2019	Applying the Morphophysiological Approach to Tree Stability Assessment	1.25
	Total	91.50
	Tree Inventories	
Nov 7-8, 2016	Urban Forestry-Tree Inventories Part 1 and Part 2	2.0
Dec 01, 2017	I-Tree Tools for Consulting Arborists	1.0
Oct 27, 2016	The State Agency Perspective, Statewide Tree Inventory Applications	1.0
Nov 02, 2016	Tree Plotter Goes Offline & Tech Talk	1.0
Mar 01, 2017	Using ISA TRAQ in Tree Inventory Software	1.0
May 24, 2017	Tree Plotter, Parks Plotter & Work Order Management	1.0
Aug 30, 2017	State Agencies Integrate Tree Plotter into Everyday Workflow	1.0
Feb 27, 2018	Increase the Value of Plan-It Geo's Software Subscriptions: What's New	1.0
Aug 08, 2018	Waugh Arboretum of UMass Amherst: A Case Study of a Campus Tree Inventory Webinar	1.0
Dec 05, 2018	Introduction to GIS Applications in Urban Forestry - Dr. Forrest Bowlick University Massachusetts	1.0
	Total	11.0

Risk Assessment / Mitigation, Lossie Rd Trail – Battle Creek Nature Area

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Date	TITLE: Tree Health Care	Credits
Dec 04, 2016	Resource Allocation Trade-Off	1.0
Dec 02, 2016	Biology- Allelopathy in Trees	1.0
Nov 29, 2016	Biology- Flow in the Phloem	1.0
Nov 28, 2016	Biology- Basic Woody Plant Biology	1.0
Nov 28, 2016	Biology-Tree Physiology	.50
Dec 01, 2016	Biology-Fantasy, Facts, and Fall Color	1.0
Dec 01, 2016	Biology- Regulating Tree Growth: Keeping the Green Side Up	1.0
Nov 29, 2016	Biology-Tree Growth Rings: Formation & Form	1.0
Dec 05, 2016	Plant Health Care- Root System Care	1.0
Jan 04, 2017	Understanding Tree Responses to Stress Complexes	1.0
Dec 30, 2016	Flood-Damaged Trees	1.0
Dec 02, 2016	Plant Health Care- Trees Vs. Turf	1.0
Dec 02, 2016	Plant Health Care- Maintaining Tree & Turf Associations	1.0
Jan 04, 2017	Bark Traits are Important to Tree health and Survival	1.0
Mar 09, 2017	Trees and Woody Landscape Plants	3.0
Mar 29, 2017	How to Build a Production Team for Plant Health Care Delivery	1.0
Jan 27, 2017	First Detector Training	3.5
Jan 04, 2017	Bark Beetles: ID and Management	2.0
Dec 05, 2016	Plant Health Care- Mulch Part 1	1.0
Dec 08, 2016	Plant Health Care- Mulch Part 2	1.0
Dec 04, 2016	Plant Health Care- PHC	.50
Jan 02, 2017	Soil Nitrogen: The Agony & The Ecstasy	1.0
Jan 02, 2017	Trees & Their Environment- Soil Properties: Part 1	1.0
Jan 02, 2017	Trees & Their Environment- Soil Properties: Part 2	1.0
Dec 30, 2016	Trees & Their Environment- Fertilizing Trees & Shrubs Part 1	1.0
Jan 02, 2017	Trees & Their Environment- Fertilizing Trees & Shrubs Part 2	1.0
Jan 19, 2017	Soil Science	3.0
Jan 19, 2017	Soil Amendments and Transplant Survival	1.0
Dec 30, 2016	Trees & Their Environment- Analyze Before You Fertilize	.50
Dec 30, 2016	Trees & Their Environment- Flood-Damaged Trees	1.0
Dec 29, 2016	Trees & Their Environment- Slow or Controlled-Release Fertilizers	.50
Dec 29, 2016	Trees & Their Environment- Back to Basics: Tree Fertilization	1.0
Dec 02, 2017	In-Field Soil Assessment for Urban Trees	1.0
Jan 02, 2017	Soil Nitrogen: The Agony & The Ecstasy	1.0
Nov 30, 2017	An Armchair Journey of Conifer History and Success	1.0
Nov 30, 2017	Branch Unions: A Unique Design	1.5
Dec 02, 2017	In-Field Soil Assessment for Urban Trees	1.0
May 25, 2018	Tree Growth & Development: What Arborists Need to Know	6.0
Nov 28, 2018	Conservation Arboriculture: Caring for Mature Trees	.75
Nov 29, 2018	What a Warming World Means for Plants, Pests, and Their Natural Enemies	1.5
Nov 28, 2018	Mature Trees, Mature Soils	.75
Nov 28, 2018	Too Much Water, Too Little Water? The Impact on Mature Trees	.75
Nov 28, 2018	Field Station Rotations - Balboa Park	3.0
Mar 22, 2019	Spring 2019 Helping Trees Thrive Community Canopy Workshop AM-PM Session	5.0
Oct 04, 2018	The Science of Fall Leaf Color Change in Trees	1.0
Jun 07, 2019	Online Seminar: Living Mulch	.50
Sep 12, 2019	Tree Growth & Development in a Changing Climate	1.0
Dec 11, 2019	Tree Survival; Two Hurricanes Wind and Water Recovery After Gustav and Katrina	1.0
	Total	63.25

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Date	Title: Municipal Planning	Credits
Nov-Dec 2016	Municipal Arboriculture and Urban Forestry	CERT
Nov-Dec 2016	Planning the Urban Forest	CERT
Nov-Dec 2016	Assessing and Quantifying the Urban Forest	CERT
Nov-Dec 2016	Maintaining the Urban Forest	CERT
Nov-Dec 2016	Protecting the Urban Forest	CERT
Nov-Dec 2016	Administrative Duties of the Municipal Arborist	CERT
Oct 26, 2016	Municipal, Campus & Citizen Forester Programs, Lessons from the Field	1.0
Mar 25, 2016	Tree Selection	2.75
Nov 07, 2017	Introduction to Urban Forestry Online Course	3.0
Nov 28, 2016	Tree Selection & Planting- Girdling Root Formation in Landscape Trees	.50
Nov 30, 2017	Native vs. Nonnative Trees: Comparative Impacts	1.0
Nov 28, 2016	Tree Selection & Planting- Siting, Selecting & Planting Problems	.50
Nov 28, 2016	Tree Selection & Planting- Tree Trunk Protection	1.0
Nov 28, 2016	Tree Selection & Planting- Post-Planting Maintenance of Trees & Shrubs	1.0
Nov 19, 2016	Tree Selection & Planting- Dendrology & Taxonomy	1.0
Nov 19, 2016	Tree Selection & Planting- Tree Transplanting & Establishment	1.0
Nov 19, 2016	Tree Selection & Planting- Tree Planting	.50
Nov 19, 2016	Tree Selection & Planting- Right Tree, Right Location	1.0
Nov 19, 2016	Tree Selection & Planting- Ten Keys to Plant and Site Selection	1.0
Nov 19, 2016	Tree Selection & Planting- Ten Keys to Plant and Site Selection	1.0
Nov 19, 2016	Tree Selection & Planting- A Plant By Any Other Name	1.0
Dec 01, 2017	Trees, Water, and Health: Green Infrastructure Co-Design for Co-Benefits	1.5
Nov 01, 2017	Work Order Management	1.0
Nov 30, 2017	Native vs. Nonnative Trees: Comparative Impacts on Landscape Biodiversity	1.0
Dec 01, 2017	Trees, Water and Health: Green Infrastructure Co-Design for Co-Benefits	1.50
Dec 13, 2017	Tree Selection for the 21st Century	1.25
Mar 01, 2018	Work Order Management Tools and Case Studies	1.0
Feb 28, 2018	Inventory and Manage Your Urban Forest on a Budget	1.0
Mar 01, 2018	Take your Operations to the Next Level: Work Order management Tools	1.0
Nov 29, 2018	Tree Selection: Factors to Consider in an Era of Global Climate Change, Droughts, and Increasing Diversity	1.0
Nov 29, 2018	Landscaping in the Wildland-Urban Interface: The Good, the Bad, and the Downright Deadly	1.0
Apr 28, 2019	UAA Webinar - LiDAR How to Target Compatible Technologies for Effective Solutions	1.0
Feb 05, 2019	The Salt Dilemma Growing Better Urban Trees in Northern Climates	1.0
Mar 12, 2019	Designing and Promoting Municipal Urban Forestry Contracts	1.0
Feb 07, 2018	From Seed to Shade: Managing a Municipal Nursery	1.0
Nov 15, 2018	Changing Urban Tree Canopy Cover in the United States	1.0
Jun 14, 2018	Can We Enhance the Urban Environment with Non-native Trees & Shrubs?	1.0
May 03, 2018	All those trees we plant, how are they doing? Urban tree survival	1.0
	Urban Tree Canopy Assessments Why Do It What to Do; Technology Involved	1.0
Feb 20, 2019	Planning Short course February 20- April 17 2019	9.50
Jan18/Feb 09,19	Family Foresters Workshop / Forest Owners Winter School	10.25
Sep 10, 2019	The Landscape Architect in the Nursery - Tagging Trees and Enforcing Specifications	1.0
Dec 8, 2019	Audubon Park Tree Management & Field Rotations	7.5
Dec 9, 2019	Riverland Preservation Project	.5
Dec 9, 2019	Tahoe Basin Tree Evaluations and Management Plan, Part 1 & Part 2	.75
Dec 9, 2019	Sustainable Urban Forest Management	1.75
Dec 9, 2019	Scientific-Based Guidance; Right Tree/ Right Site & Function Growing Climate-Resilient City + Q&A	3.50
Dec 10, 2019	Creating Connections with Landscape Architects	.50
Dec 10, 2019	Water to the Trees - The Changing Role of Trees in Water-Sensitive Urban Design	1.50
	Total	73.25

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Course Date	Title: Legal	Credits
Mar 03, 2016	Trees and the Law	3.0
Feb 22, 2017	Forensics in Arboriculture	3.5
Feb 23, 2017	Documenting Evidence, Practical Guidance for Arborists	4.0
Dec 01, 2017	Expert Testimony- Tips from the Bench	1.0
Dec 02, 2107	Being an Expert in a Lawsuit: What does a Lawyer Want from You?	1.0
Dec 01, 2017	Case Capsules	.5
Dec 02, 2107	Case Capsules	.5
Nov 30, 2018	Two Judges' Perspective on Expert Witness	1
Nov 30, 2018	Mock Deposition	1
Dec 01, 2017	The Power of Storytelling	1.0
Dec 01, 2017	Contracts / Report Writing	2.0
Dec 01, 2017	Being an Expert in a Lawsuit: What Does the Lawyer Want from You?	1.0
Dec 02, 2017	Expert Testimony - Tips from the Bench	1.0
Dec 02, 2017	Case Capsules - James Komen and David Hunter	.5
Nov 29, 2018	Consulting Ethics: Three Real World Scenarios	1.5
Nov 30, 2018	The Art of Connecting Across Differences	1.5
Nov 30, 2018	Two Judges' Perspectives on Expert Witnesses	1.0
Nov 30, 2018	Mock Deposition	1.0
Nov 29, 2018	Ulsh vs. Sierra Pacific Lumber & Hartman vs. Hartman/Thune Trail Cherry Failure	1.25
Jan 04, 2018	Urban Trees & The Law: The Arborist's Perspective	1.0
March 5-6 2019	Seak- How to Start, Build & Run a Successful Expert Witness Practice	14
March 7-8, 2019	Advanced Testifying Skills for Experts, The Master's Program	14
Dec 9, 2019	Bietner v. Zuckerman and Oregon City v Lindquist et al	1.0
Dec 10, 2019	Judges' and Juror' Expectations on Expert Testimony	1.0
Dec 10, 2019	Video Conferencing	.50
Dec 10, 2019	Deposition Adrienne L Baumgartner, J.D	1.0
Dec 10, 2019	The Ethical Expert in a digital Era	1.0
	Total	60.75
	Appraisal	
March 6, 2018	Basic Tree Appraisal	6.0
March 7, 2018	Advanced Tree Appraisal	6.0
	Technical Aspects of Tree Appraisal: Assessing Condition and Location	1.0
	Technical Aspects of Tree Appraisal: Assessing Size and Species	1.0
	Technical Aspects of Tree Appraisal: Summary and the Future	1.0
	Technical Aspects of Tree Appraisal: Overview and Concepts	1.0
Nov 29, 2017	10 th Edition of the Guide for Tree and Plant Appraisal Workshop	5.5
Nov 30, 2017	10 th Edition of the Guide for Tree and Plant Appraisal	1.0
Dec 01, 2018	The Condition Factor	1.50
Dec 6 - 7 2019	Tree and Plant Appraisal Qualification	12.50
Dec 10, 2019	Roundtable; Appraisal Discussions	1.0
Dec 11, 2019	Understanding the Appraisal Problem	1.25
	Total	39.75
	American Society of Consulting Arborists (ASCA) Academy	
April 12, 2017	Understanding Professional Service Contracts	1.0
April 12, 2017	Calculating Expenses to Manage Budgets and Determine Structure	1.0
April 12, 2017	Consulting Arborist Insurance Needs	1.0
Feb 23, 2017	The Consultant's Role in Contentious Situations	3.5
Feb 23, 2017	Report Writing	4.0
Feb 22, 2017	Professional Practice Guidelines for Consulting Arborists	3.5
Feb 22, 2017	Forensics	3.5
Nov 30, 2017	An Armchair Journey of Conifer History and Success	1.0
Dec 01, 2017	Report Writing	4.0
Dec 01, 2017	Contracts	1.0
	Total	23..5

Risk Assessment / Mitigation, Lossie Rd Trail – Battle Creek Nature Area

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Course Date	Title: Tree Maintenance/Safe Practices	Credits
Jan 03, 2017	Introduction to The Art and Science of Practical Rigging	1.0
Jan 03, 2017	Innovations in Climbing Techniques and Equipment	1.0
Jan 03, 2017	Understanding Mechanical Advantage	1.0
Jan 03, 2017	Engineering Concepts for Arborists	1.0
Jan 03, 2017	Felling Techniques	1.0
Jan 03, 2017	Trees & Lightning	1.0
Jan 03, 2017	Cabling & Bracing	1.0
Jan 03, 2017	Pollarding: What Was Old Is New Again	1.0
Jan 03, 2017	Tree Removals	1.0
Jan 03, 2017	Basic Chain Saw Maintenance	1.0
Jan 03, 2017	Chain Saw Cutting Techniques	1.0
Jan 03, 2017	Engineering Concepts for Arborists	1.0
Dec 27, 2016	Why Utilities "V-Out" Trees	1.0
Dec 16, 2016	Tree Maintenance- Pruning Trees Part 1: Principles, Objectives & Pruning Types	1.0
Dec 16, 2016	Tree Maintenance- Pruning Trees Part 2: How, Where and How Much	1.0
Dec 16, 2016	Tree Maintenance- Training Young Trees for Structure & Form	1.5
	Total	20.5
	Diagnosis and Treatment	
Dec 29, 2016	Using Biological and Biorational Controls	1.0
Dec 29, 2016	Understanding & Diagnosing Scale Insects on Woody Plants	1.0
Dec 29, 2016	How Weather Influences Insect & Mite Populations	1.0
Dec 28, 2016	Diagnosing Abiotic Disorders	1.0
Dec 28, 2016	Understanding Tree Responses to Abiotic and Biotic Influences	1.0
Dec 28, 2016	Diagnosing Disease Problems on Trees	.50
Dec 27, 2016	Be A Better Plant Diagnostician	2.0
Dec 27, 2016	Surefire Rules of Diagnosis	1.0
Dec 27, 2016	PHC and the Diagnostic Process	.50
April 13, 2017	Managing Soft Scale Insects on Landscape Plants	1.0
Jan 27, 2017	First Detector Training	1.75
Feb 15, 2018	WSU Urban IPM & Pesticide Safety	3.5
Feb 16, 2018	WSU Urban IPM & Pesticide Safety	3.50
Apr 13, 2017	Managing Soft Scale Insects on Landscape Plants	1.0
Feb 28, 2018	Bartlett Client Seminar Spokane	4.25
Nov 28, 2018	Bringing Pests to Life Under the Microscope	.75
Nov 30, 2018	How Attempts to Control Insect Invasions and Outbreaks Disrupt Urban Forest Ecosystems	1.0
Feb 01, 2019	Drought & Secondary Bark Beetles/ Staking & Mulching Trees/General Sessions	6.5
May 01, 2019	Using Cambistat to Preserve Our Legacy Trees	1.0
Apr 29, 2019	The Science Behind Transect	.5
May 08, 2019	Dutch Elm Disease Management	1.0
Jun 05, 2019	Spotted Lanternfly Webinar	1.0
Apr 11, 2019	Planning for the Urban Landscape Pests of 2019	1.0
Sep 13, 2018	Emerald Ash Borer Update	1.0
Apr 05, 2018	Planning Ahead for the Urban Landscape Pests of 2018	1.0
Jun 14, 2019	Tree Injection Best Practices	1.0
Jun 20, 2019	The Medical Chart for Tree Doctors Building Long Term Customer Loyalty	1.0
Jun 26, 2019	EAB Webinar Presenter Rich Cartier	1.0
Jun 27, 2019	Introducing Mectinite into your PHC Toolkit Webinar	1.0
	Total	41

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Date	TITLE: Tree Health Care	Credits
	WSU Horticultural Series	
Jan-April 2107	Basic Botany	
Jan-April 2107	Plant Nomenclature & Identification	
Jan-April 2107	Soil Science	
Jan-April 2107	Urban Soil Management	
Jan-April 2107	Plant Mineral Nutrition & Fertilizers	
Jan-April 2107	Crops and Plant Materials	
Jan-April 2107	Vegetables, Home Orchards, Berries and Small Fruits, Lawns, Herbaceous Landscape Plants, Trees & Woody Landscape Plants	
Jan-April 2107	Backyard Forest Stewardship	
Jan-April 2107	Plant Health Care (PHC)	
Jan-April 2107	Plant Pathology	
Jan-April 2107	Plant Problem Diagnosis	
Jan-April 2107	Weed Management	
Jan-April 2107	Understanding Pesticides	
Jan-April 2107	Pruning Woody Landscape Plants	
Jan-April 2107	Composting	ISA Credits
Jan-April 2107	Fire-resistant Landscape for the Home and Community	Pesticide Credits
		15
		4
	Habitat/Environment	
Oct 06, 2016	Creating Wildlife Habitat Trees	7.0
Nov 04, 2017	Urban Forestry - The Benefit of Trees	1.0
Nov 15, 2017	Vegetation and Storm Water Runoff	1.0
Nov 04, 2016	Tree Science- How Critters use Bark & Wood as Food	1.0
March 25, 016	Landscapes Restoration and Low Impact Development for Better Water Quality	2.25
Nov 28, 2018	Wildlife Management: Conserving Wildlife and Meeting Wildlife Protection Laws	.75
Dec 10, 2019	Development of Biochar from Urban Forest Wood Waste / Enhancing Urban Soil / Tree Growth	1.0
	Total	14.0
	Safety	
Dec, 2016	First Aid CPR AED	1.0
Jun 06, 2019	First Aid CPR AED	4.0
Nov 01, 2016	Tree Worker Safety Practices	2.0
Jan 03, 2017	Safe Work Practices-Tree Removals	1.0
Aug 07, 2019	ANSI Standards	1.0
December 2020	OSHA 30 – General Industry Safety and Health	30
	Total	39.0

Risk Assessment: Levels, Process & Definitions

Level 1 Limited Visual Assessment: Involves a visual assessment of an individual tree or group of trees near specified targets, conducted from a specified perspective in order to identify obvious defects or specified conditions. A limited visual assessment typically focuses on identifying trees with *imminent* and/or *probable* likelihood of failure. Level 1 assessments do not always meet the criteria for a "risk assessment" if they do not include analysis and evaluation of individual trees.

Limited visual assessments are the fastest, but least thorough, means of assessment and are intended primarily for managing large populations of trees when time and resources are limited. The assessments may be done as walk-by, drive-by, aerial patrol, or LiDAR as requested by the tree owner or manager. The assessment is often done on a specified schedule and/or immediately after storms to rapidly assess a tree population.

A limited Visual Assessment, performed from one side or by an aerial flyover, typically looks for obvious defects such as dead trees, large cavity openings, cracks, and severe or uncorrected leans. In addition, the client may specify certain conditions of concern, such as lethal pests or symptoms associated with root decay.

Level 2 Basic Assessment: This is a detailed visual inspection of a tree and its surrounding site, and a synthesis of the information collected. It requires that a tree risk assessor inspect completely around the tree - looking at the site, and visible buttress roots, trunk, and branches. This is the level of assessment that is commonly performed by arborists in response to clients' requests for individual tree risk assessments.

A level 2 basic assessment may include the use of simple tools to gain additional information about the tree or defects. The use of simple tools maybe used to measure the tree and acquire more information about it or any potential defects, however, the use of these tools is not mandatory unless specified in the scope of work. Simple tools may include diameter tape, clinometer or hypsometer, level/plumb bob, binoculars, mallet, probe, and digging tools.

The primary limitation of a basic assessment is that it includes only conditions that are detected from a ground-based inspection on the day of the assessment. Internal, belowground, or upper-crown conditions, as well as certain types of decay, may be impossible to see or difficult to assess and may remain undetected.

Level 3 Advanced Assessment: Advanced assessments are performed to provide detailed information about specific tree parts, defects, targets or site conditions. They usually are conducted in conjunction with or after a basic assessment if the assessor needs additional information and the client approves the service. Specialized equipment, data collection and analysis, and/or expertise are usually required for advanced assessments. These assessments are therefore generally more time intensive and more expensive.

Procedures and methodologies should be selected and applied as appropriate, with consideration for what is reasonable and proportionate to the specific conditions and situations. The risk manager/property owner should consider the value of the tree to the owner and community, the possible consequences of failure, the time and expense needed to provide the advanced assessment. The tree risk assessor should identify what additional information is needed and recommend the appropriate technique(s).

Many techniques can be considered for advanced tree risk assessment. Some situations may be assessed with several techniques. Advanced assessment techniques may include but are not limited to: aerial inspection and evaluation of structural defects in high stems and branches, detailed target analysis, detailed site evaluation, decay testing, health evaluation, root inspection and evaluation, storm/wind load analysis, measuring and assessing the change in trunk lean, and load testing.

Risk Assessment: Levels, Process & Definitions

Risk Assessment

In qualitative tree risk assessment, assessors can use a matrix to help categorize risk. When categorizing tree risk, the factors to be considered are the likelihood of a tree failure impacting a target and the consequences of the failure. The likelihood of a tree failure impacting a target determined by considering the two factors:

1. The likelihood of a tree failure occurring within a specified time frame¹. The likelihood of tree failure is determined by examining structural conditions, defects, response growth, and anticipated loads.
2. The likelihood of the failed tree or parts impacting the specified target. Impact may be the tree directly striking the target, or it may be a disruption of activities due to the failure.

These two factors are evaluated and categorized using a matrix to estimate the likelihood of the combined event: a tree failure occurring and the tree impacting the specified target = likelihood of an event occurring. The likelihood of an event occurring is then compared with the expected consequences of a failure impacting the target to determine the level of risk.

Likelihood of Failure

The likelihood of failure is the chance of a tree or tree part failure occurring within the specified timeframe is primarily determined by site factors, response growth, tree health, tree species, load, defects and conditions. The likelihood of failure is classified in one of four categories.

1. **Imminent**; failure has started or is most likely to occur in the near future, even if there is no significant wind or increased load. The eminent category overrides the stated timeframe.
2. **Probable**; failure may be expected under normal weather conditions² within the specified timeframe.
3. **Possible**; failure may be expected in extreme weather conditions³, but it is unlikely during normal weather conditions within the specified timeframe.
4. **Improbable**; the tree or tree part is not likely to fail during normal weather conditions and may not fail in extreme weather conditions within the specified timeframe.

Likelihood of Impact

The likelihood of impact is the chance of a tree failure impacting a target during the specified timeframe it is determined by considering 1) occupancy rates, 2) location within the target zone, 3) protection factors, 4) direction of fall. The likelihood of impact is classified in one of four categories.

1. **High**; the failed tree or tree part is likely to impact the target.
2. **Medium**; the failed tree or tree part could impact the target but is not expected to do so.
3. **Low**; there is a slight chance that the failed tree or tree part will impact the target.
4. **Very low**; the chance of the failed tree or tree part impacting the specified target is remote.

Likelihood of Failure and Impact

Using the likelihood of failure, the likelihood of impacting a target, and the likelihood matrix the likelihood of an event happening is categorized.

¹ In the weather events common to the region; based on 30-year weather history – minus the extreme events = “common” per TRAQ, ANSI.

² Historical data shows common winds for the region are 0 - 25 mph

³ Based on historical data winds 47-55 mph would be considered extreme for the region.

Risk Assessment: Levels, Process & Definitions

Consequences of Failure

The consequences of failure; personal injury, property damage, or disruption of activities due to the failure of a tree or tree part are affected; by tree or tree part size, fall distance of tree or tree part, protection factors, target value/damage. Consequences of failure are classified into one of four categories.

1. **Severe**; serious personal injury or death, high value property damage, or major disruption of important activities.
2. **Significant**; substantial personal injury, moderate to high value property damage, or considerable disruption of activities.
3. **Minor**; minor personal property, low to moderate value property damage, or small disruption of activities.
4. **Negligible**; no personal injury, low value property damage, or disruptions I can be replaced or repaired.

Risk Rating

Using the likelihood of an event happening (steps 1-3), the consequences of failure, and the risk rating matrix, a risk rating is assigned to the tree or tree parts.

Matrix 1 & Matrix 2 as used in the risk assessment process.

Matrix 1. Likelihood matrix.

likelihood of Failure	Likelihood of Impacting Target			
	Very low	Low	Medium	High
Imminent	Unlikely	Somewhat likely	Likely	Very likely
Probable	Unlikely	Unlikely	Somewhat likely	Likely
Possible	Unlikely	Unlikely	Unlikely	Somewhat likely
Improbable	Unlikely	Unlikely	Unlikely	Unlikely

Matrix 2. Risk rating matrix.

Likelihood of Failure & Impact	Consequences of Failure			
	Negligible	Minor	Significant	Severe
Very likely	Low	Moderate	High	Extreme
Likely	Low	Moderate	High	High
Somewhat likely	Low	Low	Moderate	Moderate
Unlikely	Low	Low	Low	Low

WHITEWATER TOWNSHIP
ADVERTISEMENT FOR BIDS

Whitewater Township is seeking the services of a qualified Arborist, Environmental Specialist, Conservation Scientist, or Forester to coordinate and oversee hazardous tree removal and pruning activities within the Lossie Road Nature Trail and the Battle Creek Natural Area. The complete bid packet can be found on the home page of the township website, www.whitewatertownship.org, or may be obtained by contacting Township Clerk Cheryl Goss, clerk@whitewatertownship.org, 231-267-5141 x24, or P.O. Box 159, Williamsburg, Michigan 49690. **Bids must be received no later than December 1, 2021.** Whitewater Township reserves the right to reject any or all bids.

REQUEST FOR BID

Whitewater Township is seeking a qualified Arborist, Environmental Specialist, Conservation Scientist, or Forester (collectively, “Arborist”) to coordinate and oversee hazardous tree removal and pruning activities within the Lossie Road Nature Trail and the Battle Creek Natural Area of the Township. The Lossie Road Nature Trail is a wooded 3-mile narrow linear park featuring an established walking path between Cook Road and Skegemog Point Road. Battle Creek Natural Area is a unique recreational opportunity comprised of 255 acres of diverse wildlife habitat, open meadow, wetland, hiking trails, and one of the longest uninterrupted Elk Lake shorelines.

Due to a windstorm in August 2021, these parks suffered significant tree damage resulting in unsafe trail conditions and total park closures. As such, the Township seeks an Arborist to develop a hazardous tree inventory and subsequent hazardous tree mitigation plan.

The successful candidate will be required to undertake and complete several services in coordination and management of this project.

- 1) Identify the scope of work on either side of the trail centerlines and also near structures on the subject property (the “target area”) to sufficiently protect trails and structures.
- 2) Complete an inventory of hazardous trees within the target area.
- 3) Generate a map and list of all hazardous trees within the target area on the subject property. This document shall identify any tree with disease, particularly oak wilt, or used as habitat by the Northern Long-Eared Bat within the target area.
- 4) Develop a prioritized action plan for removal or pruning of hazardous trees in compliance with rules, regulations, or best practices designed to limit the spread of disease and maintain or improve bird/animal habitat.
- 5) Assist the Township with the development of a bidder’s document for selecting a contractor to execute the removal or pruning of trees.
- 6) Candidate shall disclose any conflicts of interest with the Contractor or the Township.
- 7) Oversee the Contractor during tree removal and mitigation activities.
- 8) Provide a letter of final completion certifying the trails are open to the public and that removal of trees was completed in accordance with best practices.

Any interested candidate should include in its response the following information:

- a) The candidate’s experience and skill related to hazardous tree identification, mitigation, and elimination.
- b) The candidate’s experience, if any, identifying and mitigating disease in forestry, particularly oak wilt.
- c) The candidate’s experience, if any, identifying and maintaining Northern Long-Eared Bat habitat.
- d) At least 3 references that can attest to the candidate’s experience and skill.
- e) The names of individuals who will work with the candidate, if any, to complete the work.

- f) Proof of adequate insurance to complete the work identified for hazardous tree identification and elimination.
- g) Any potential conflicts of interest with the Township.
- h) A proposed cost to complete the services identified.
- i) Certification that the candidate is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012.

Responses may be sent to:

Ron Popp, Supervisor
Whitewater Township
5777 Vinton Road
P.O. Box 159
Williamsburg, Michigan 49690

Phone: 231-267-5141 Ext. 23
Email: supervisor@whitewatertownship.org

Interested parties are asked to submit proposals and qualifications no later than December 1, 2021.

**Independent Contractor
Hazardous Tree Inventory Agreement**

This Contract is entered into this ____ day of _____, 20____, between Whitewater Township, whose address is 5777 Vinton Road, P.O. Box 159, Williamsburg, Michigan 49690, (“Township”) and _____, an independent contractor (“Arborist”), whose address is _____.

I. Scope of Services

- A. The Arborist shall provide a Hazardous Tree Inventory with detailed map and the expertise to implement and manage a Hazardous Tree Mitigation project as needed, commencing the date this contract is signed, and completed by _____, 20__.
- B. Arborist agrees to perform the services described below on the Lossie Road Nature Trail and Battle Creek Natural Area (collectively the “subject property”).
- C. On or before _____ 20__, Arborist will complete an inventory of all hazardous trees on the subject property within 20 feet on either side of the centerline of trails or 20 feet from a structure (the “target area”) which may pose a danger to persons or property.
 - (1) The Township may modify parameters of the target area in consultation with, and as agreed to by, the Arborist. Any modification will be contained in a Change Order reflecting the change and any cost changes associated with the Change Order.
 - (2) Arborist shall provide a list and detailed map showing the location of all hazardous trees that may negatively impact the target area on the subject property.
 - (3) The document shall identify any tree within the target area used as nesting habitat for the Northern Long-Eared Bat or which has disease, including oak wilt.
- D. In consultation with the Township, Arborist will develop a plan for the removal, pruning, or other elimination of all inventoried hazardous trees.
 - (1) The plan will include disposal solutions for any trees or parts thereof.
 - (2) The plan shall minimize the spread of any disease.
 - (3) The plan shall mitigate the impact on Northern Long-Eared Bat habitat.
 - (4) The plan shall include providing easier access and use of the trail system without significant impact to the surrounding environment.
- E. The Arborist shall assist the Township with the development of a Request for Bids for selecting a contractor to execute the planned removal or pruning of trees created and identified by the Arborist.
 - (1) Arborist will be responsible for drafting the Request for Bids in accordance with Township policies and procedures, which the content of such Request for Bids shall be subject to the satisfaction of the Township.

- (2) In cooperation with the Township, the Request for Bids will be published, and sealed bids in response to the Request for Bids shall be received by the Township directly.
- (3) Arborist shall review the bids with the Township and offer consultation on selecting the contractor to execute the planned hazardous tree removal.
- (4) Under the Arborist's direction, the contractor selected for tree removal services shall be subject to a separate Removal Contract.

F. Arborist will provide administration of the Removal Contract.

- (1) Arborist shall provide oversight of the project, including compliance with the work specified in the Removal Contract. Arborist will have control over, charge of, or responsibility for the means, methods, techniques, sequences or procedures, in connection with the Removal Contract, or any other liability arising out of or in connection with the tree removal, including any environmental impacts or damages. The Arborist's review shall not relieve the contractor of its obligations under the Removal Contract.
- (2) Coordination and obtaining all necessary licenses and permits and approvals, including, but not limited to, environmental permits or inspections.
- (3) Arborist will ensure the contractor is performing the work as set forth in the Removal Contract and in a manner that satisfies the goals of the Township, with applicable best practices regarding certain environmental hazards in the area. Full time representation on-site is not required.
- (5) Arborist will attend, as necessary, any meetings at the request of the Township. Arborist will also keep the Township reasonably informed about the progress and quality of the portions of the work completed and report any deviations from the hazardous tree inventory or any defects and deficiencies observed in the work.
- (6) Arborist shall maintain records related to this Agreement and the Removal Contract and shall be responsible for all administrative coordination. Payment disbursements as required under the Removal Contract shall be the obligation of the Township. Based on the Arborist's observation of the work and evaluation of the contractor's applications for payment, the Arborist will review and certify the amounts due the contractor and will issue Certificates for Payment in such amounts as required by the Removal Contract.
- (7) Arborist shall provide insurance in accordance with this paragraph and ensure that Contractor is properly and fully insured.

G. On or before _____ 20__, Arborist shall provide a Letter of Completion when the plan developed by the Arborist has been completed with respect to the subject properties, which shall note on the previous inventory completed all trees removed or substantially pruned at the conclusion of the work.

II. Fee

The Township agrees to pay the Arborist \$_____ for the services on the subject property. The total sum agreed to above shall be paid in the following installments:

- (1) 1/2 upon completion of the map and inventory of all hazardous trees on the subject property.
- (2) 1/2 final payment made upon Township's inspection and acceptance of the Letter of Completion.

III. Other Provisions:

- A. The Arborist is an independent contractor and not an employee of the Township.
- B. Arborist recognizes the hazardous nature of tree pruning and removal.
- C. Arborist shall disclose any conflict of interest with the Tree Removal Contractor or the Township, including but not limited to pecuniary interests, business relationships, or familial relationships with either the Tree Removal Contractor or the Township, or both. The Township shall review any disclosed conflict of interest and, in its sole discretion, determine if bids may be received from the conflicted Tree Removal Contractor or any other remedy which the Township determines to be in its best interest.
- D. The Arborist shall indemnify and hold the Township harmless from responsibility for the health, safety, conduct, and actions of the Arborist, its employees, agents, or subcontractors arising from or related to this Agreement or the Removal Contract, including but not limited to environmental damages, regulatory violations, including fines or fees arising therefrom; workmen's compensation insurance, property damage, general liability, and automobile liability. The Arborist agrees to indemnify the Township for all costs and actual attorney's fees associated with the above indemnification. The Arborist further acknowledges that certain trees may be located in close proximity to buildings, structures or personal property. Arborist shall be liable for any such property damaged during the elimination of hazardous trees.
- E. Arborist shall provide proof of the necessary insurance with coverage limits satisfactory to the Township, including commercial liability, general liability, automobile liability, and workmen's compensation insurance. Such insurance shall be in and remain in effect throughout the term of this agreement. Township shall be endorsed as an additional insured under the contract. Arborist shall file a copy of such policy showing the endorsement with the Township before starting any work under this agreement.
- F. Arborist shall abide by all applicable Township policies and procedures.

- G. Any notice to be given hereunder by either party to the other shall be in writing and may be effected by certified mail, return receipt requested to the address first set forth above, or, alternatively, in writing and personally delivered to the party to whom it is intended.
- H. This instrument contains the entire agreement between the two parties relating to the rights herein granted and the obligations herein assumed, and is governed by the laws of the State of Michigan. Any oral representation or modifications of this agreement must be in writing and must be signed by both parties.
- I. This contract may not be assigned or transferred without the consent of the Township.
- J. The provisions of this contract are severable and should any provision of this contract be declared unenforceable, such declaration shall not affect the remainder, which shall be enforced according to its terms.
- K. Nothing contained in this Agreement shall create a cause of action in favor of a third party against either the Arborist or the Township.

Executed and agreed to on the date first written above, by and between,

WHITEWATER TOWNSHIP

ARBORIST

By: Ron Popp
Its: Supervisor

By:
Its:

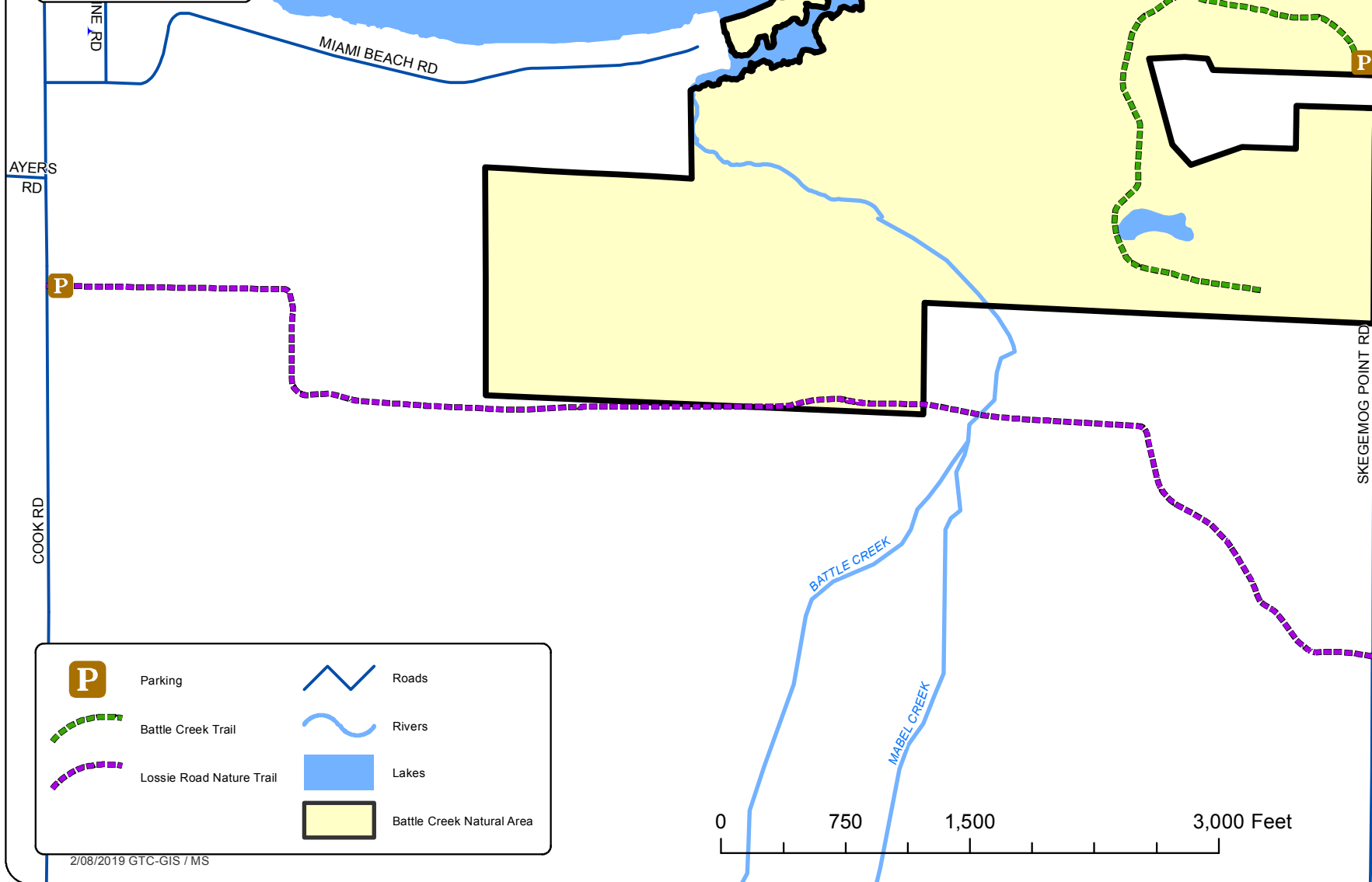
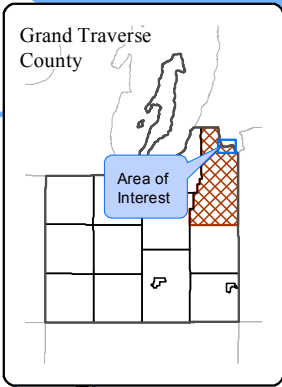
By: Cheryl A. Goss
Its: Clerk

By:
Its:

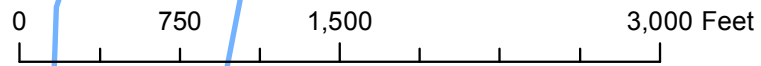
Battle Creek Natural Area

Whitewater Township

ELK LAKE



	Parking		Roads
	Battle Creek Trail		Rivers
	Lossie Road Nature Trail		Lakes
			Battle Creek Natural Area



2/08/2019 GTC-GIS / MS

This map is based on digital databases prepared by Grand Traverse County. Grand Traverse County does not warrant, expressly or impliedly, or accept any responsibility for any errors, omissions, or that the information contained in the map or the digital databases is currently or positionally accurate.



parshalltreecare.com | 877-250-2060 | info@parshalltreecare.com

202 S. Union St #215, Traverse City, MI 49685

Ron Popp, *Supervisor*
Whitewater Township
5777 Vinton Road
P.O. Box 159
Williamsburg, MI 49690

*Opened
at
2/8/2022
mtg*

Ron,

Happy New Year! I hope this finds you well.

Parshall Tree Care Experts is excited to submit a Request for Bid to coordinate and oversee hazardous tree removal and pruning activities within the Lossie Road Nature Trail and the Battle Creek Natural Area for the Whitewater Township.

Please find proposal and qualifications attached (response to points a-i)

- a.) attached
- b.) attached
- c.) no direct experience with the Northern Long-Eared Bat habitat (will research before project)
- d.) attached
- e.) no other individuals
- f.) attached
- g.) no conflicts of interest with Whitewater Township
- h.) Proposal amount: \$17,200
- i.) Parshall Tree Care Experts is not an "Iran Linked Business" within the meaning of the Iran Economic Sanction Act, Michigan Public Act No. 517 of 2012

Sincerely,

Matthew Haro, *ISA Certified Arborist*

TCIA Certified Tree Safety #2141

PARSHALL | TREE CARE EXPERTS

REVOLUTIONIZING URBAN FOREST MANAGEMENT



parshalltreecare.com | 877-250-2060 | info@parshalltreecare.com

202 S. Union St #215, Traverse City, MI 49685

STATEMENT OF QUALIFICATIONS

Established in 2008, Parshall Tree Care Experts is a family owned business revolutionizing urban forest management and delivering unparalleled tree services.

The PTCE team doesn't take shortcuts and quality standards are never lowered.

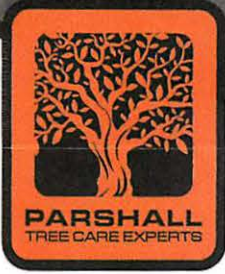
We look for ways to leverage advances in new science, safety, education, technology and equipment.

OUR PLEDGE

The Parshall Tree Care Experts owners and staff share a goal to provide the highest quality of service as well as personalize each urban forest experience. While coordinating and overseeing the hazardous tree removal and pruning activities within the Lossie Road Nature Trail and the Battle Creek natural Area of the Township, extra precaution and care will be taken during the entire project in order to properly maintain the wildlife habitat, open meadows, wetland, hiking trails and the uninterrupted Elk Lake shorelines.

** LIST OF REFERENCES - MATTHEW HARO

Molly Sinnott, Sinnott Consulting, Lake Tahoe, NV	(775) 721-1231
Marcus Witzke, KMG Properties, Traverse City, MI	(231) 409-9168
Susan Och, Leland Township Parks & Recreation	(231) 409-2889



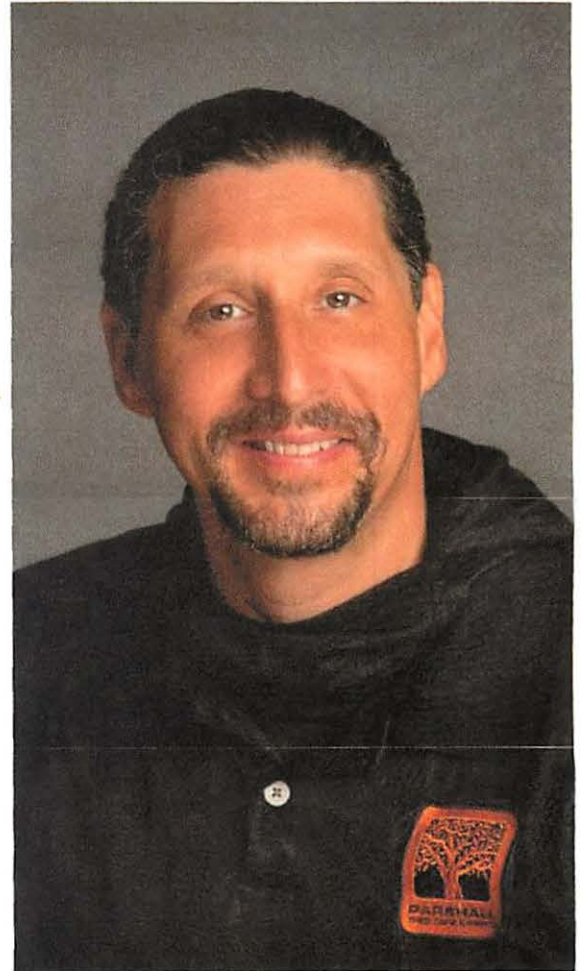
MATT HARO

Certified Arborist WE-8030A

Matthew Haro was born and raised in Detroit. He studied Environmental Biology with an emphasis on Botany and Plant Pathology at Michigan State University and Environmental Science at Lansing Community College.

Matt moved across the country, pursuing his passion to become an Arborist. He gained experience as a tree climber, sawyer, and utility forester as he obtained his ISA Arborist certification. After several years, he took the opportunity as a Sales Arborist for residential/commercial settings. Matt quickly excelled and soon became the Lead District Manager for The Davey Tree Expert Company in Las Vegas, Nevada, where he achieved awards for Customer Support and Operation Goals.

Seventeen years later, Matt returned to his home state of Michigan with his young family. In 2019, he joined The Parshall Tree Care Experts in Traverse City as a professional Certified Territory Arborist. In 2020 and 2021, he received an award for Top Sales Recognition and Customer Performance. His commitment to excellent customer service is foremost, as is staying current with updates in the arboricultural industry.



Matt has a long, continuing history of volunteer work with many communities and environmental organizations. In his free time, he enjoys live music, camping, fishing & hiking with his wife, Sara, and their twins, Henry & Kaya.

I appreciate the opportunity to help you with your tree care needs. - Matt

PARSHALL | TREE CARE EXPERTS

parshalltreecare.com | 877.250.2060



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/19/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lake Michigan Financial Group, LLC 5550 Cascade Rd SE PO Box 2608 Grand Rapids MI 49501-2608	CONTACT NAME: Holly Forbes-Hanson PHONE (A/C No, Ext): (616) 234-6979 FAX (A/C, No): (616) 643-0673 E-MAIL ADDRESS: holly.forbes-hanson@lmcu.org																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>Secura Insurance</td> <td>22543</td> </tr> <tr> <td>INSURER B:</td> <td>Liberty Mutual Ins. Co.</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Secura Insurance	22543	INSURER B:	Liberty Mutual Ins. Co.		INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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INSURER D:																					
INSURER E:																					
INSURER F:																					
INSURED Parshall Tree Service LLC, DBA: Parshall Tree Care Expert PO Box 215 Traverse City MI 49685																					

COVERAGES **CERTIFICATE NUMBER:** 21/22 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CP3352784	10/13/2021	10/13/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			A3352785	10/13/2021	10/13/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CU3352786	10/13/2021	10/13/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC5-34S-526786-016	10/22/2021	10/22/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Rented/Leased Equipment			CP3352784	10/13/2021	10/13/2022	Limit 250,000 Deductible 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER FOR INFORMATIONAL PURPOSES	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 