

CHARTER TOWNSHIP OF GARFIELD **VIRTUAL TOWNSHIP BOARD MEETING**

Thursday, February 11, 2021 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

The Tuesday, February 9, 2021 regular Board meeting was cancelled due to technical issues with Zoom and rescheduled for Thursday, February 11, 2021 at 6:00pm. The Public Hearings originally scheduled for February 9, 2021 will be rescheduled for the March 9, 2021 Board meeting.

The meeting will be held virtually due to the revised MDHHS Emergency Order and the Open Meetings Act amendment extending remote attendance provision to March 31, 2021. Please visit our website (www.garfield-twp.com) for information on how to contact the Board member(s) to provide input on any business that will come before the Board.

You are invited to join the Township Board meeting on February 11, 2021 at 6:00 pm. Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85777266728>

Or iPhone one-tap :

US: +13126266799,,85777266728# or +19292056099,,85777266728#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 857 7726 6728

International numbers available: <https://us02web.zoom.us/j/85777266728>

Procedure for public comment if joining the webinar by phone: If you wish to make a comment during the Public Comment portion of the meeting, dial *9 to raise your hand. Public comment will be conducted following the guidelines below.

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes – January 26, 2021 Regular Meeting
(Recommend Approval)
- b. Bills -
General Fund \$59,544.40
(Recommend Approval)
- c. Resolution 2021-09-T, a resolution approving Addendum 1 to Interlocal Agreement for Grand Traverse County Designated Assessor
(Recommend Approval)
- d. Resolution 2021-12-T, a resolution approving amendment to, and extension of, Industrial Facilities Exemption Certificate 2018-038 for Traverse Area Machining
(Recommend Approval)
- e. Resolution 2021-05-T, a resolution adopting payment to Township Committee Members
(Recommend Approval)
- f. Consideration of a request from Tim Hinkley, President of Traverse City Boom Boom Club, for a contribution of \$3,500 for the 2021 July 4th Fireworks
(Recommend Approval)
- g. PD 2021-21 – Parks and Recreation Commission 2020 Annual Report
(Receive and File)
- h. PD 2021-17 – Planning Commission 2020 Annual Report (Receive and File)
- i. PD 2021-18 – Township Strategic Plan – 2020 Year End Report (Receive and File)
- j. PD 2021-15 – C-P and PUD Signs Zoning Ordinance Text Amendment – Introduction and schedule for public hearing on March 9, 2021 (Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

- a. Grand Traverse Conservation District – January 2021 Report
- b. Two letters from Haggard’s Plumbing and Heating dated January 25, 2021
- c. Email from Jim Muennich of Affordable Mattress by Appointment, dated January 27, 2021

6. Reports

- a. County Commissioner's Report
- b. Sheriff's Report
- c. Planning Dept. Monthly Report for February 2021, PD 2021-20
- d. Parks & Recreation Report
- e. Clerk's Report
- f. Supervisor's Report

7. Unfinished Business

8. New Business

- a. Discussion of amending the Board Appointment Policy
- b. Discussion of Zoning Text Amendment process for increasing ZBA membership

9. Public Comment

10. Other Business

11. Adjournment

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
January 26, 2021**

Supervisor Chuck Korn called the Town Board Meeting to order via the ZOOM platform on January 26, 2021 at 6:01 p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: **Jeane Blood Law** of Garfield Township, MI; **Denise Schmuckal** of Garfield Township, MI; **Steve Duell** of Garfield Township, MI; **Chris Barsheff** of Garfield Township, MI; **Lanie McManus** of Garfield Township, MI; **Molly Agostinelli** of Garfield Township, MI; and **Chuck Korn** of Garfield Township, MI.

Staff Present: Planning Director John Sych

1. **Public Comment (6:02)**
None
2. **Review and Approval of the Amended Agenda - Conflict of Interest (6:02)**
Korn removed Consent item C from the agenda.

Duell moved and Blood Law seconded to approve the amended agenda.

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

3. **Consent Calendar (6:07)**
 - a. **Minutes**
January 12, 2021 Regular Board Meeting
(Recommend Approval)
 - b. **Bills**
General Fund \$36,659.29
(Recommend Approval)
 - c. **Resolution 2021-09-T, a resolution approving Addendum 1 to Interlocal Agreement for Grand Traverse County Designated Assessor**

Board members removed consent item a to be dealt with under agenda item #4.

Schmuckal moved and Agostinelli seconded to approve the consent calendar as amended

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

4. Items Removed from the Consent Calendar

a. Minutes (6:08)

The minutes indicated that a resolution on the per diem issue would be coming forward, but it is not on the agenda. After discussion pertaining to payment for serving on the Joint Recreation Authority and its legality, Supervisor Korn agreed to prepare a resolution for the next meeting.

Duell moved and Blood Law seconded to approve the minutes of January 12, 2021 as presented.

*Yeas: Duell, Blood Law, Agostinelli, Schmuckal, Barsheff, McManus,
Korn*

Nays: None

5. Correspondence (6:09)

- a. Grand Traverse Conservation District – December 2020 Report

6. Reports

a. GT Metro Fire Report (6:09)

Chief Pat Parker gave statistics for the month of December. EMS calls lead all calls and 2020 was a good year overall for Metro. Parker said that the Annual Report would be coming in the next couple of months. Refurbishments to Station 11 are going well and Metro reached a temporary agreement with the union. Parker received his annual review and he appreciated all comments.

b. MMR Report (6:12)

Paul Owens said that it has been about two months since the merger and in December they had 207 total calls in December 2020 with an average response time of 8.49 minutes. Staffing is getting better as MMR continues to interview and hire personnel. Board members shared concerns with calls being covered by other entities. Owens was asked to provide a report about the assistance given by other outside ambulance companies.

c. County Commissioner's Report (6:23)

No report

d. Supervisor's Report (6:23)

Korn said that despite testing positive for the COVID-19 virus, he attended an online meeting with the BPW on January 14th and the TC Traffic Coordinating Initiative on January 19th. At the GT Metro meeting, East

Bay Township's request to be reimbursed for a portion of the cost of their ambulance dorns was defeated.

7. Unfinished Business (6:26)

a. Public Hearing – Consideration of

- * Resolution 2021-06-T Eaglehurst Sewer Line (Amend. No. 37 to Ord. No. 13)**
- * Resolution 2021-07-T- Randolph Street Sewer Line (Amend No. 38 to Ord. No. 13)**
- * Resolution 2021-08-T –Eaglehurst Water Line (Amend. No. 41 to Ord. No. 15)**

Korn opened the Public Hearing on the Eaglehurst Sewer Line at 6:25pm and hearing no one wishing to comment, he closed the Public Hearing.

Board members discussed the specifics of the sewer and water lines.

Agostinelli moved and Schmuckal seconded to adopt Resolution 2021-06-T Eaglehurst Sewer Line (Amend. No. 37 to Ord. No. 13)

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

Nays: None

Korn opened the Public Hearing on the Randolph Street Sewer line at 6:30pm. Hearing no comments, the Public Hearing was closed at 6:31pm.

Schmuckal moved and Agostinelli seconded to approve Resolution 2021-07-T- Randolph Street Sewer Line (Amend No. 38 to Ord. No. 13).

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

Nays: None

Korn opened the Public Hearing on the Eaglehurst Water line at 6:34pm. Hearing no comments, the Public Hearing was closed at 6:35pm.

Agostinelli moved and Blood Law seconded to adopt Resolution 2021-08-T –Eaglehurst Water Line (Amend. No. 41 to Ord. No. 15).

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

Nays: None

b. Consideration of appointment of Bob Fudge to the Zoning Board of Appeals (6:35)

Korn said that according to the bylaws, a member of the Planning Commission needs to serve on the ZBA. With Duell's departure from the Planning Commission, there is now a vacancy on the Zoning Board of Appeals for a Planning Commissioner. Fudge was happy to serve. Board members discussed the appointment and concerns were raised pertaining to whether a member of the Township Board should also serve on the Zoning Board of Appeals and whether the ZBA should consist of seven members instead of five.

Blood Law moved and McManus seconded to appoint Bob Fudge to the Zoning Board of Appeals.

Yeas: Blood Law, McManus, Agostinelli, Korn

Nays: Schmuckal, Barsheff, Duell

8. New Business (6:47)

None

9. Public Comment: (6:47)

None

10. Other Business (6:47)

Board members discussed adding a member of the Township Board to the Zoning Board of Appeals and increasing the number serving on the ZBA to seven.

Board members also asked to update the board appointment policy and streamline the application process.

The Grand Traverse County Building is still open by appointment only.

11. Adjournment

Agostinelli moved and Barsheff seconded to adjourn the meeting at 6:56 pm.

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

Nays: None

Chuck Korn, Supervisor
 Charter Township of Garfield
 3848 Veterans Drive
 Traverse City, MI 49686

Lanie McManus, Clerk
 Charter Township of Garfield
 3848 Veterans Drive
 Traverse City, MI 49686

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

**ORDINANCE NO. 13 – AMENDMENT NO. 37
Operation and Maintenance of Grand Traverse County
Sewage Disposal System No. 4**

RESOLUTION #2021-06-T

WHEREAS the Charter Township of Garfield has adopted an ordinance entitled: "An Ordinance to Provide for the Operation and Maintenance of Grand Traverse County Sewage Disposal District No. 4 (Garfield Township) on a public utility basis under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.

**NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD
ORDAINS:**

**AMENDMENT NO. 37 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE
NO. 13 (Sewage Disposal System No. 4 – Operation and Maintenance):**

THAT **Section 4** entitled, "**Lateral Benefit Charge**," is hereby amended to add the following language after the last paragraph in that section:

26. Sewer Line 26 consists of approximately 950 linear feet of 8-inch sewer main from Manhole #956, running east along Eaglehurst Drive terminating at the end of the Drive (Manhole # 1688). Sewer Line 26 shall be subject to a lateral charge in the amount and method of payment specified as follows:

Abutting properties that are connected to Sewer Line 26 shall pay a lateral charge of \$4,230 per parcel. In the event that any of these parcels are split to create an additional parcel, then the above lateral charge shall also apply to those parcels.

Payment may be made in up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance. For parcels connecting to Sewer Line 26 at the time of construction, this 20 year payment period shall commence on January 1, 2020 and end on January 1, 2040.

Parcels connecting to Sewer Line 26 after January 1, 2020 may pay up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance starting at the date of connection to Sewer Line 26 and continuing for 20 years. However, a parcel connecting to sewer Line 26 after January 1, 2040 shall also be responsible for payment of interest accrued on the lateral charge from January 1, 2020 until the date of connection. Any interest accrued prior to connection on the lateral charge shall be paid at the time of connection.

This Amendment 37 to the Charter Township of Garfield Ordinance No. 13 shall take immediate effect upon passage by the Garfield Township Board.

Moved: Molly Agostinelli

Supported: Denise Schmuckal

Ayes: Agostinelli, Schmuckal, McManus, Blood Law, Barsheff, Duell, Korn

Nays: None

Absent and Excused: None

By:



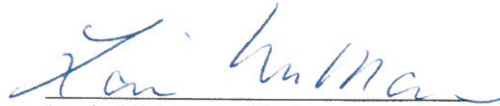
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2021-06-T which was adopted by the Township Board of the Charter Township of Garfield on the 26th day of January 2021. Amendment No. 37 to Garfield Township Ordinance No. 13 (Sewage Disposal System No. 4 – Operation and Maintenance) shall take immediate effect upon passage by the Garfield Township Board.

Dated:

1/27/2021



Lanie McManus, Clerk
Charter Township of Garfield

Introduced: January 12, 2021
Adopted: January 26, 2021
Published: January 31, 2021
Effective: January 26, 2021

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

**ORDINANCE NO. 13 – AMENDMENT NO. 38
Operation and Maintenance of Grand Traverse County
Sewage Disposal System No. 4**

RESOLUTION #2021-07-T

WHEREAS the Charter Township of Garfield has adopted an ordinance entitled: "An Ordinance to Provide for the Operation and Maintenance of Grand Traverse County Sewage Disposal District No. 4 (Garfield Township) on a public utility basis under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 38 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 13 (Sewage Disposal System No. 4 – Operation and Maintenance):

THAT **Section 4** entitled, "**Lateral Benefit Charge**," is hereby amended to add the following language after the last paragraph in that section:

27. Sewer Line 27 consists of approximately 380 linear feet of 8-inch sewer main from Manhole #344, running west along Randolph Street terminating Manhole # 1761. Sewer Line 27 shall be subject to a lateral charge in the amount and method of payment specified as follows:

Abutting properties that are connected to Sewer Line 27 shall pay a lateral charge of \$23,527 per parcel. In the event that any of these parcels are split to create an additional parcel, then the above lateral charge shall also apply to those parcels. The Lateral Charge for each parcel wishing to connect to the sewer lines described above is determined based upon per lead (single family) service and applies to the following parcels:

51-104-022-00
05-315-014-20
05-315-015-10

Payment may be made in up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance. For parcels connecting to Sewer Line 27 at the time of construction, this 20 year payment period shall commence on January 1, 2021 and end on January 1, 2041.

Parcels connecting to Sewer Line 27 after January 1, 2021 may pay up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance starting at the date of connection to Sewer Line 27 and continuing for 20 years. However, a parcel connecting to sewer Line 27 after January 1, 2041 shall also be responsible for payment of interest accrued on the lateral charge from January 1, 2021 until the date of connection. Any interest accrued prior to connection on the lateral charge shall be paid at the time of connection.

This Amendment 38 to the Charter Township of Garfield Ordinance No. 13 shall take immediate effect upon passage by the Garfield Township Board

Moved: Denise Schmuckal

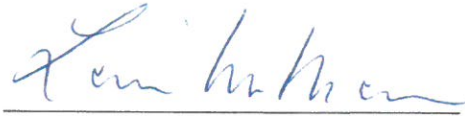
Supported: Molly Agostinelli

Ayes: Schmuckal, Agostinelli, Duell, Barsheff, Blood Law, McManus, Korn

Nays: None

Absent and Excused: None

By:



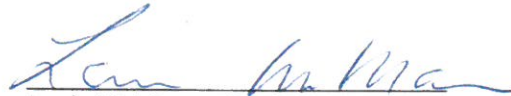
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2021-07-T which was adopted by the Township Board of the Charter Township of Garfield on the 26th day of January 2021. Amendment No. 38 to Garfield Township Ordinance No. 13 (Sewage Disposal System No. 4 – Operation and Maintenance) shall take immediate effect upon passage by the Garfield Township Board.

Dated:

1-27-2021



Lanie McManus, Clerk
Charter Township of Garfield

Introduced:	January 12, 2021
Adopted:	January 26, 2021
Published:	January 31, 2021
Effective:	January 26, 2021

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

**ORDINANCE NO. 15 – AMENDMENT NO. 41
Operation and Maintenance of Grand Traverse County
Water Supply System No. 1**

RESOLUTION #2021--08-T

WHEREAS the Charter Township of Garfield has adopted an ordinance entitled: "An Ordinance to Provide for the Operation and Maintenance of Grand Traverse County Water Supply System No. 1 (Garfield Township) on a public utility basis under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 41 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 15 (Water Supply System No. 1 – Operation and Maintenance):

THAT **Section 4** entitled, "**Lateral Benefit Charge,**" is hereby amended to add the following language after the last paragraph in that section:

34. Water Line 34 consists of approximately 1,275 linear feet of 8-inch water main from Valve #622, running east along Eaglehurst Drive and south along Owlhurst Lane terminating at existing Valve #618. Water Line 34 shall be subject to a lateral charge in the amount and method of payment specified as follows:

Abutting properties that are connected to Water Line 34 shall pay a lateral charge of \$5, 570 per parcel. In the event that any of these parcels are split to create an additional parcel, then the above lateral charge shall also apply to those parcels.

Payment may be made in up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance. For parcels connecting to Water Line 34 at the time of construction, this 20 year payment period shall commence on January 1, 2020 and end on January 1, 2040.

Parcels connecting to Water Line 34 after January 1, 2020 may pay up to twenty (20) equal annual installments with an annual interest rate as established per township policy on the unpaid balance starting at the date of connection to Water Line 34 and continuing for 20 years. However, a parcel connecting to water Line 24 after January 1, 2040 shall also be responsible for payment of interest accrued on the lateral charge from January 1, 2020 until the date of connection. Any interest accrued prior to connection on the lateral charge shall be paid at the time of connection.

This Amendment No. 41 to the Charter Township of Garfield Ordinance No. 15 shall take immediate effect upon passage by the Garfield Township Board.

Moved: Molly Agostinelli

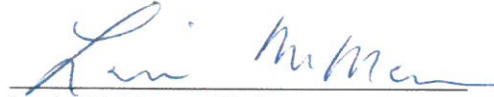
Supported: Jeane Blood Law

Ayes: Agostinelli, Blood Law, McManus, Schmuckal, Barsheff, Duell, Korn

Nays: None

Absent and Excused: None

By:



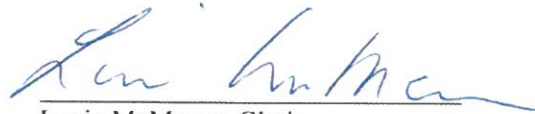
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2021-08-T which was adopted by the Township Board of the Charter Township of Garfield on the 26th day of January 2021. Amendment No. 41 to Garfield Township Ordinance No. 15 (Water Supply System No. 1 – Operation and Maintenance) shall take immediate effect upon passage by the Garfield Township Board.

Dated:

1/27/2021



Lanie McManus, Clerk
Charter Township of Garfield

Introduced: January 12, 2021
Adopted: January 26, 2021
Published: January 31, 2021
Effective: January 26, 2021

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/21/2021	GEN	39486	JCPENNY COMPANY INC. 23499	MTT INTEREST REFUND	101-000-403.000	15.26
01/21/2021	GEN	39487	MIKE GREEN	SNOW BRUSH	101-806-864.000	15.99
01/26/2021	GEN	39488	AFLAC	AFLAC	101-000-227.001	430.04
01/26/2021	GEN	39489	B S & A SOFTWARE	TAX / ASSESSING ANNUAL SUPPORT	101-258-935.015	3,624.00
01/26/2021	GEN	39490	FIFTH THIRD BANK	1319; CHECKS/SUPPLIES	101-101-726.000	340.38
01/26/2021	GEN	39491	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	556.86
01/26/2021	GEN	39492	NMCOA	MEMBERSHIP R. DERKS	101-371-965.000	200.00
01/26/2021	GEN	39493	SUPERFLEET	GAS	101-806-862.000	167.80
01/26/2021	GEN	39494	U.S.POSTAL SERVICE	POSTAGE	101-101-726.001	2,000.00
01/26/2021	GEN	39495	UNITED WAY	UNITED WAY	101-000-238.000	90.00
01/26/2021	GEN	39496	VERIZON	PHONES	101-265-850.000	304.06
01/26/2021	GEN	39497	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,890.00
01/26/2021	GEN	39498	GRAND TRAVERSE COUNTY REG DEED	H&M JEOPARDY	101-253-801.000	30.00
01/28/2021	GEN	39499	THE GUARDIAN	EMPLOYEE HEALTH / LIFE	101-851-873.030	1,860.83
		39499		EMPLOYEE HEALTH / LIFE	101-851-873.040	502.19
						<u>2,363.02</u>
02/03/2021	GEN	39500	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	161.75
		39500		CONTRACTED SVCS	101-400-805.000	240.75
						<u>402.50</u>
02/03/2021	GEN	39501	CITY OF TRAVERSE CITY	170975-118686	101-448-920.005	28.34
02/03/2021	GEN	39502	CONSUMERS ENERGY	100018131597	101-448-920.005	29.99
02/03/2021	GEN	39503	DTE ENERGY	910020833133	101-265-920.601	1,491.52
02/03/2021	GEN	39504	DTE ENERGY	910020833257	101-265-920.601	34.99
02/03/2021	GEN	39505	GOURDIE-FRASER, INC.	ESCROW SUMMIT	101-101-805.000	310.00
02/03/2021	GEN	39506	I.T. RIGHT	2021 SVC CONTRACT BUNDLE	101-258-935.015	15,600.00
02/03/2021	GEN	39507	KCI	ASSESSMENT MAILING	101-171-726.001	2,975.85
02/03/2021	GEN	39508	LAND INFORMATION ACCESS ASSOC	PEG FEES	101-747-880.011	22,342.40
02/03/2021	GEN	39509	LANDGREEN LAWNCARE	PARKS SNOW BLOWING	308-000-935.000	875.00
02/03/2021	GEN	39510	PITNEY BOWES INC.	INK	101-101-726.001	113.04

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/03/2021	GEN	39511	RUBY CLEANING SERVICE	CONTRACTED SVCS	101-265-935.603	1,150.00
02/03/2021	GEN	39512	RUBY CLEANING SERVICE	CONTRACTED SVCS	308-000-935.000	125.00
02/03/2021	GEN	39513	STAPLES	SUPPLIES	101-101-726.000	317.08
		39513		SUPPLIES	101-215-726.000	137.91
						<u>454.99</u>
02/03/2021	GEN	39514	T F TRAVERSE CITY MI LLC	MTT INTEREST REFUND	101-000-403.000	444.07
02/03/2021	GEN	39515	TEMPERATURE CONTROL	SNOWMELT BOILER TRIDICATOR GUAGE	101-265-935.608	593.14
02/03/2021	GEN	39516	FIFTH THIRD BANK	CITIZEN PLANNER / WIPER BLADES / ICE MELT SA	101-265-726.003	16.94
		39516		CITIZEN PLANNER / WIPER BLADES / ICE MELT SA	101-400-960.000	225.00
		39516		CITIZEN PLANNER / WIPER BLADES / ICE MELT SA	101-806-864.000	20.13
						<u>262.07</u>
02/03/2021	GEN	39517	NORTHERN OFFICE EQUIP	SVC. CONTRACT	101-101-726.002	284.09

TOTAL - ALL FUNDS **TOTAL OF 32 CHECKS** **59,544.40**

--- GL TOTALS ---

101-000-227.000	DEFERRED COMP	1,890.00
101-000-227.001	AFLAC	430.04
101-000-237.000	HSA (FORMERLY FLEX)	556.86
101-000-238.000	UNITED WAY	90.00
101-000-403.000	CURRENT REAL PROPERTY TAXES	459.33
101-101-726.000	SUPPLIES	657.46
101-101-726.001	POSTAGE	2,113.04
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	284.09
101-101-805.000	CONTRACTED AND OTHER SERVICES	471.75
101-171-726.001	POSTAGE	2,975.85
101-215-726.000	SUPPLIES	137.91
101-253-801.000	LEGAL SERVICES	30.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	19,224.00
101-265-726.003	SUPPLIES-MAINTANCE	16.94
101-265-850.000	TELEPHONE	304.06
101-265-920.601	HEATING / GAS	1,526.51
101-265-935.603	CLEANING SERVICE	1,150.00
101-265-935.608	MAINTENANCE-OTHER	593.14
101-371-965.000	DUES & PUBLICATIONS	200.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	240.75
101-400-960.000	EDUCATION & TRAINING	225.00
101-448-920.005	STREET LIGHTS TOWNSHIP	58.33
101-747-880.011	COM. PROM. - P.E.G.	22,342.40
101-806-862.000	GAS & CAR WASHES	167.80
101-806-864.000	MISCELLANEOUS	36.12
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	1,860.83
101-851-873.040	INSURANCE - EMPLOYEE LIFE	502.19
308-000-935.000	MAINTENANCE - MISC, EQUIP	1,000.00
	TOTAL	59,544.40

Karen Leaver

From: Chuck Korn
Sent: Thursday, January 21, 2021 9:15 AM
To: Karen Leaver
Subject: Fw: Addendum 1 to Interlocal Agreement for County Designated Assessor for new business
Attachments: Original Email from Nate.pdf; Designated Assessor Interlocal Agreement Signed.pdf; Addendum 1 to Grand Traverse County Interlocal Agreement.pdf

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

From: James Baker <jbaker@gtcountymi.gov>
Sent: Wednesday, January 20, 2021 4:46 PM
To: dwhite@acmetwp.org <dwhite@acmetwp.org>; supervisor@blairtownship.org <supervisor@blairtownship.org>; Beth Friend <bfriend@eastbaytwp.org>; Chuck Korn <ckorn@garfield-twp.com>; gssupervisor@fifelaketwp.org <gssupervisor@fifelaketwp.org>; supervisor@greenlaketownship.org <supervisor@greenlaketownship.org>; Karen Rosa <supervisor@longlaketownship.com>; supervisor@paradisetwp.org <supervisor@paradisetwp.org>; supervisor@peninsulatownship.com <supervisor@peninsulatownship.com>; Ron Popp <supervisor@whitewatertownship.org>; Doug Mansfield <doug@maaeps.com>; cdye@acmetownship.org <cdye@acmetownship.org>; EAST BAY <scourtade@eastbaytwp.org>; Terry Street <fltclerk@gmail.com>; Lanie McManus <lmcmamus@garfield-twp.com>; Nancy Moriarty <morairty1984@gmail.com>; Judith Kramer <jkramer@greenlaketownship.org>; LONG LAKE <clerk@longlaketownship.com>; mayfieldclerk2991@gmail.com <mayfieldclerk2991@gmail.com>; Lisa Gulliver <clerk@paradisetwp.org>; Monica Hoffman <clerk@peninsulatownship.com>; Sheryl Tillotson <beepbeep@acegroup.cc>; WHITEWATER <clerk@whitewatertownship.org>; Benjamin Marentette <bmarente@traversecitymi.gov>; djs6505@aol.com <djs6505@aol.com>; Marty Colburn <mcolburn@traversecitymi.gov>; Jim Carruthers <jcarruthers@traversecitymi.gov>; Knopp, Nate D (RIS-DAY) <Nate.Knopp@lexisnexis.com>; Commissioner Hentschel <rhentschel@gtcountymi.gov>; Christopher Fieldhouse <cfieldhouse@gtcountymi.gov>; Christopher Forsyth <cforsyth@gtcountymi.gov>
Subject: Addendum 1 to Interlocal Agreement for County Designated Assessor

Dear Elected Officials,

In an email dated October 2, 2020 with the subject line "Designated Assessor" our Administrator Nate Alger sent an email that outlined the need to appoint a Designated assessor in Grand Traverse County. When we received a majority of signatures from the Local Governments the Designated Assessor Interlocal Agreement was sent to the State Tax Commission for approval. On November 12, 2020 the agreement was sent back to the County Chairperson, and cited the need for further information. We have developed the Addendum 1 in answer to the cited deficiencies, and it was approved by the Grand Traverse County Board of Commissioners January 20, 2021.

I regret to inform you that the Addendum 1 will need your Local Board approval and signatures again. We appreciate how well the first signing of this document was facilitated through DocuSign. I have attached a static copy of the Addendum 1 for your reference, and will follow up with a DocuSign document for electronic signature soon.

Thank you for your time and patience in this matter,

Jim

James D. Baker, MMAO (4), MCPPE
Director of Equalization/GIS
West Bay Charter Twp Assessor
Damage Assessment Coordinator
Address Authority Coordinator
Grand Traverse County
231-922-4773



James Baker <jbaker@gtcountymi.gov>

Designated Assessor

20 messages

Nathan Alger <nalger@gtcountymi.gov>

Fri, Oct 2, 2020 at 2:12 PM

To: Lisa Leedy <villageoffelake@gmail.com>, Beth Friend <bfriend@eastbaytp.org>, Chuck Korn <ckorn@garfield-tpw.com>, Doug Mansfield <doug@maaeps.com>, Doug Moyer <dougem@centurytel.net>, Doug White <dwhite@acmetownship.org>, John Ockert <djs6505@aol.com>, Karen Rosa <supervisor@longlaketownship.com>, Linda Forwerck <fltsupervisor@gmail.com>, Martin Colburn <mcolburn@traversecitymi.gov>, Marv Radke <supervisor@greenlaketownship.org>, Nichole Blonshine <supervisor@blairtownship.org>, Rob Lajko <supervisor@paradisetwp.org>, Rob Manigold <supervisor@peninsulatownship.com>, Ron Popp <supervisor@whitewatertownship.org>, Village of Kingsley <kvmanager@villageofkingsley.com>
Cc: James Baker <jbaker@gtcountymi.gov>, Christopher Forsyth <cforsyth@gtcountymi.gov>

Good afternoon,

As you know, Public Act 660 of 2018 requires each county in the state to have a Designated Assessor of Record on file with the State Tax Commission by Dec. 31, 2020. [House Bill 6049](#), by Rep. James Lower (R-Ionia), would establish quality assessing requirements and a process by which to address those assessing districts that failed to achieve substantial compliance with those requirements. As previously stated, the Grand Traverse County Administration has worked with our Director of Equalization, Jim Baker, and Deputy Civil Counsel, Kit Tholen, to create an interlocal agreement between the Townships and the County to Contract the Designated Assessor role from the County. This Agreement was approved by the Board of Commissioners last month. For the sake of efficiency and convenience I am attaching the following items for your review:

- A word version of a model resolution for an interlocal agreement
- The powerpoint used at the Board of Commissioners meeting detailing the Property Assessing reform process
- A chart showing the Property Assessing reform process
- Act 206 of 1983
- The interlocal agreement with signature lines
- The June 9, 2020 bulletin from the State Tax Commission dealing with the process and Designated Assessor.

I am requesting that you review the material provided and do one of the following:

1. Adopt the resolution and we will provide you with a Docusign copy of the Agreement for your signature
2. Request a meeting to discuss further
3. Request that Mr. Baker attend a township meeting to present the agreement
4. Let us know that you will not be entering into the agreement with Grand Traverse County for the Designated Assessor role

Please let me know if we can be of further assistance to get to where we need to be by the deadline.

Thank you and have a nice weekend.

Nate

--

Nate Alger
Grand Traverse County Administrator
231-922-4780

WE ARE THE EXAMPLE

**GRAND TRAVERSE COUNTY INTERLOCAL AGREEMENT
FOR COUNTY DESIGNATED ASSESSOR**

This Interlocal Agreement, by and between the COUNTY OF GRAND TRAVERSE, a political subdivision of the State of Michigan (hereinafter referred to as the "County"), and ACME TOWNSHIP, BLAIR TOWNSHIP, EAST BAY TOWNSHIP, FIFE LAKE TOWNSHIP, GARFIELD TOWNSHIP, GRANT TOWNSHIP, GREEN LAKE TOWNSHIP, LONG LAKE TOWNSHIP, MAYFIELD TOWNSHIP, PARADISE TOWNSHIP, PENINSULA TOWNSHIP, UNION TOWNSHIP, WHITEWATER TOWNSHIP, and THE CITY OF TRAVERSE CITY each a political subdivision of the State of Michigan (each hereinafter referred to as an "Assessing District," and collectively referred to as the "Assessing Districts"), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County's Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, the County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County; and

WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Designation of County Designated Assessor. The County and a majority of the Assessing Districts in the County designate the Grand Traverse County Equalization Director, James D. Baker, who is an individual qualified and certified by the State Tax Commission as an Advanced Assessing Officer or Master Assessing Officer, to be the County Designated Assessor for Grand Traverse County.

2. Duties of County Designated Assessor. The County Designated Assessor shall contract with one or more Assessing Districts as necessary to serve as the Assessing District's Assessor of record, upon request of the Assessing District or as may be required by the State Tax Commission, as a consequence of the Assessing District receiving a notice of noncompliance from the State Tax Commission after an audit, under the terms and conditions set forth in MCL 211.10g.

The County Designated Assessor shall be capable of ensuring that the contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1). The Assessing District shall provide the Designated Assessor with access to all records, documents, and information as necessary for the Designated Assessor to perform his duties. The Assessing District shall advise the Designated Assessor of any applicable policies

and procedures, including technology, equipment, and facilities.

The County Designated Assessor may charge an Assessing District that is required to contract with the County Designated Assessor a reasonable rate of compensation and reimbursement of costs. Said compensation and reimbursement would amount to the actual costs incurred by the County Designated Assessor. The Assessing District shall pay reasonable compensation to the Designated Assessor, and be responsible to pay the reasonable costs incurred by the County Designated Assessor in serving as the Assessing District's Assessor of record, including, but not limited to, the cost of overseeing and administering the annual assessment, preparing and defending the assessment roll, costs incurred in appeals to the Michigan Tax Tribunal (i.e., appraisal costs, expert witness fees and attorney fees), and operating the assessing office (including employment of additional staff or contractors necessary to bring the Assessing District into compliance).

The services to be provided by the Designated Assessor to the contracting Assessing District include, but are not limited to: preparation of assessment rolls, establishing a plan to correct deficiencies found in the State Tax Commission audit, timely delivery of documents and execution of forms, attendance at Board of Review meetings, handling property tax appeals filed with the Michigan Tax Tribunal (either directly or through legal counsel), timely reporting and meetings with local officials of the Assessing District, and responsibility for overseeing assessing staff members of the Assessing District.

The County Designated Assessor is a local assessing unit for purposes of the provisions in MCL 211.44 concerning the division and use of any collected property tax administration fees.

3. Term of Designation. If approved by the State Tax Commission, the County Designated Assessor shall serve for a minimum of five (5) years from the date of the approved designation. The designation shall not be revoked, and no new designation shall be made earlier than five (5) years following the date of the approved designation, except as otherwise provided in Sec. 4.

Once an Assessing District is under contract with the Designated Assessor, the Designated Assessor will remain in place for a minimum of five years. However, the Assessing District may petition the State Tax Commission to end the contract after the Designated Assessor has been in place for a minimum of three years.

4. Revocation of Designation by State Tax Commission. The State Tax Commission may designate and approve, on an interim basis and pursuant to a formal agreement, an individual to serve as a County Designated Assessor and, if applicable, revoke the approved designation of a current County Designated Assessor under the following circumstances:

(i) if the County Designated Assessor dies or becomes incapacitated;

(ii) if the County Designated Assessor was designated and approved based on his or her employment status, and that status materially changes; or

(iii) if it determines at any time that the County Designated Assessor is not capable of ensuring that the contracting Assessing Districts achieve and maintain substantial compliance with the requirements in MCL 211.10g(1).

The State Tax Commission’s designation of an interim County Designated Assessor under this Section is effective only until a new County Designated Assessor has been designated in a new Interlocal Agreement under MCL 211.10g(4)(a), and approved by the State Tax Commission.

5. Petition to State Tax Commission. Upon the execution and filing of this Interlocal Agreement, the County shall petition the State Tax Commission to approve the individual named in Section 1 of this Interlocal Agreement to serve as the County Designated Assessor. The individual shall serve as the County Designated Assessor upon approval of the State Tax Commission. If the State Tax Commission rejects the County’s petition, then the parties agree to enter into additional Interlocal Agreements under MCL 211.10g(4)(a) until a suitable Assessor has been presented.

6. Nondiscrimination. The Parties shall adhere to all Federal, State, and local laws, ordinances and regulations prohibiting discrimination in the performance of this Interlocal Agreement. The Parties shall not discriminate against a person to be served or an employee or applicant for employment because of race, color, religion, national origin, age, sex, disability that is unrelated to an individual’s ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Interlocal Agreement.

7. Effective Date. This Interlocal Agreement shall become effective when executed by the County and a majority of the Assessing Districts in the County, and an executed copy is filed with the Grand Traverse County Clerk and the Michigan Secretary of State.

8. Certification. The persons signing this Agreement certify by their signatures that they are duly authorized to sign this Agreement on behalf of the Parties, and that this Agreement has been authorized by the Parties.

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto have fully executed this instrument.

COUNTY OF GRAND TRAVERSE

Robert Hentschel, Chairperson
County Board of Commissioners

N.A. Alger

Nate Alger, County Administrator
Grand Traverse County

Date

10/1/2020

Date

ACME TOWNSHIP

Doug White

10/15/2020

Doug White, Supervisor

Date

BLAIR TOWNSHIP

Nicole Blonshine

10/15/2020

Nicole Blonshine, Supervisor

Date

EAST BAY TOWNSHIP

Beth Friend

10/15/2020

Beth Friend, Supervisor

Date

FIFE LAKE TOWNSHIP

Linda Forwerck

10/2/2020

Linda Forwerck, Supervisor

Date

GARFIELD TOWNSHIP

Chuck Korn

10/20/2020

Chuck Korn, Supervisor

Date

GRANT TOWNSHIP

Doug Moyer, Supervisor

Date

GREEN LAKE TOWNSHIP

Marvin D. Radtke, Jr.

10/15/2020

Marvin D. Radtke, Jr., Supervisor

Date

LONG LAKE TOWNSHIP

Karen Rosa

10/22/2020

Karen Rosa, Supervisor

Date

MAYFIELD TOWNSHIP

John Ockert, Supervisor

Date

PARADISE TOWNSHIP

Rob Lajko
Rob Lajko, Supervisor

11/12/2020

Date

PENINSULA TOWNSHIP

Rob Manigold
Rob Manigold, Supervisor

10/15/2020

Date

UNION TOWNSHIP

Douglas Mansfield
Douglas Mansfield, Supervisor

10/15/2020

Date

WHITEWATER TOWNSHIP

Ron Popp
Ron Popp, Supervisor

10/16/2020

Date

CITY OF TRAVERSE CITY

Jim Carruthers, Mayor

Date

DESIGNATED COUNTY ASSESSOR

James D. Baker
James D. Baker, Equalization Director
Grand Traverse County

10/2/2020

Date

RESOLUTION 2021-09-T

ADDENDUM 1 to INTERLOCAL AGREEMENT FOR GRAND TRAVERSE COUNTY
DESIGNATED ASSESSOR

WHEREAS, The Grand Traverse County Board of Commissioners met in regular session on January 20, 2021, and approved Addendum 1 to provide additional information as requested by the State Tax Commission. The Board of Commissioners approved the original Interlocal Agreement on September 16, 2020, and the Garfield Township Board approved the same on October 13, 2020, naming the Grand Traverse County Equalization Director, James D. Baker, who is an individual qualified and certified by the State Tax Commission as a Master Assessing Officer, to be the County Designated Assessor for Grand Traverse County

WHEREAS, This Interlocal Agreement, by and between the County of Grand Traverse, a political subdivision of the State of Michigan (hereinafter referred to as the "County"), and Acme Township, Blair Township, East Bay Township, Fife Lake Township, Garfield Township, Grant Township, Green Lake Township, Long Lake Township, Mayfield Township, Paradise Township, Peninsula Township, Union Township, Whitewater Township, and the City of Traverse City, each a political subdivision of the State of Michigan (each hereinafter referred to as an "Assessing District", and collectively referred to as the "Assessing Districts"), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County's Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, The County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County which was sent to the State Tax Commission for approval; and

WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission; and

WHEREAS, on November 12, 2020, the State Tax Commission requested additional details be provided in order for the Interlocal Agreement to be approved. Grand Traverse County has provided those details in ADDENDUM 1, incorporated as part of this resolution; and

WHEREAS, Grand Traverse County has requested approval of ADDENDUM 1 from a majority of the Assessing Districts in the County, and

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF TRUSTEES, THAT Garfield Township approves ADDENDUM 1 to the Interlocal Agreement naming the Grand Traverse County Equalization Director, James D. Baker, who is an individual qualified and certified by the State Tax Commission as a Master Assessing Officer, to be the County Designated Assessor for Grand Traverse County.

BE IT FURTHER RESOLVED THAT, the Board of Trustees authorizes the Township Supervisor to effectuate the necessary documents to implement the Township Board authorized action.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2021-09-T DECLARED ADOPTED.

By:

Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2021-09-T which was adopted by the Township Board of the Charter Township of Garfield on the th day of , 2021.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

**ADDENDUM 1 TO GRAND TRAVERSE COUNTY INTERLOCAL AGREEMENT
FOR COUNTY DESIGNATED ASSESSOR**

WHEREAS the original Interlocal Agreement for County Designated Assessor was returned by the State Tax Commission requiring clarification and expansion;

WHEREAS the parties wish to supplement the original Interlocal Agreement for County Designated Assessor with the following answers;

THEREFORE the parties agree to incorporate the following into the original Agreement.

1. The parties desire to make clear that, as the proposed Designated Assessor, James D. Baker, is an employee of Grand Traverse County, this agreement is solely between local units of government that make up Assessing Districts and Grand Traverse County—not the Assessing District and the proposed Designated Assessor. Such arrangement ensures that the Designated Assessor is not simultaneously an agent of the Assessing District and the County;
2. If James D. Baker leaves the employment of Grand Traverse County, the designation of James D. Baker as Designated Assessor is voided and a new Interlocal Agreement must be executed;
3. Attached to this Addendum as Attachment 1, and hereby incorporated, is the 2020 year SEV totals by classification, including special act values, for Grand Traverse County;
4. Attached to this Addendum as Attachment 2, and hereby incorporated, is a 2020 year listing of the total number of parcels, by classification, including special act rolls, within each Assessing District;
5. Attached to this Addendum as Attachment 3, and hereby incorporated, is a list of any unique, complex, or high value properties within Grand Traverse County;
6. Attached to this Addendum as Attachment 4, and hereby incorporated, is the resume of the proposed Designated Assessor indicating current employment status and specific assessing or equalization responsibilities of the Designated Assessor;
7. The place of the performance of the duties of the Designated Assessor will be dependent on the then-current facilities of the Assessing District as well as the duties required by the noncompliance order, and would be in a mutually agreed upon location with mutually agreed upon office coverage hours;
8. The Designated Assessor, James D. Baker, provides the following conflict of interest disclosure: he is currently employed by Grand Traverse County as the Director of Equalization. He is also employed by Grand Traverse County as Assessor of Record for East Bay Charter Township, which is within Grand Traverse County. There is no known conflict of interest;

9. The plan to correct deficiencies and the timeline for delivery of documents and execution of forms would be executed as efficiently and expeditiously as possible with reference to the Property Tax calendar and seeking compliance with the noncompliance order. Within two weeks of the noncompliance order preliminary plans and timelines would be delivered to the Assessing District's supervisor, manager, or chief executive, and within four weeks a detailed plan and timeline would be delivered. All plans and timelines delivered to the Assessing District would also be delivered to the State Tax Commission;
10. The reporting requirements if an audit located deficiencies would be that the Designated Assessor would comply with the Property Tax Calendar, and the noncompliance order. The Designated Assessor would report to Assessing District officials within days of being appointed Designated Assessor, and would meet further as requested by the Assessing District or required by the Designated Assessor;
11. The Designated Assessor will be permitted to use all available qualified resources of the Assessing District, including staff, to accomplish the tasks of a noncompliance order deficiency. Assessing District staff will conduct their duties as under the direction and supervision of the Designated Assessor, limited by any Assessing District employment contract;
12. The Designated Assessor will have no responsibilities to the Assessing Districts during periods when he or she is not acting as an assessor of record, and requires no retainer or base rate for those periods of time;
13. The Designated Assessor is required to remain certified and in good standing with his or her employer as well as maintain requisite professional certifications, and if required to serve as the Designated Assessor for an Assessing District will meet all requirements as set forth by the State Tax Commission's *Supervising Preparation of the Assessment Roll* approved by the State Tax Commission August 21, 2018 attached to this Addendum as Attachment 5, and hereby incorporated;
14. Non-exclusivity of assessing services allows the Designated Assessor to serve as the assessor of record for other Assessing Districts. The original Interlocal Agreement and this Addendum set up an agreement for non-exclusive assessing services;
15. The original Interlocal Agreement has established that the Designated Assessor will be due "reasonable and actual" cost for services rendered to the Assessing District. If or when deficiencies are found in an audit, a specific scope of work could be established, and a reasonable and actual cost can be ascertained. Employing additional County staff may be required. The lowest-paid individual who is capable of performing the work will be used, and that corresponding employee full wage and benefit cost amount to the County will be billed to the Assessing District for the actual hours of service. The reasonable and actual cost incurred will be a separate line item in the County budget subject to audit, and be billed on a quarterly basis. The reasonable and actual cost has a limit "not to exceed", and shall not exceed the maximum amounts listed, which is attached to this Addendum as Attachment 6, and hereby incorporated, Cost and Compensation Limits, Not to Exceed, for Designated Assessor;
16. The Assessing District shall retain ultimate control of all litigation and settlement negotiations in property tax appeals. Payment of certain costs including appraisal, expert

witness or attorney fees related to MTT appeals will be at the direct expense of the Assessing District;

17. For amounts owed to the Designated Assessor, the Assessing District will pay Grand Traverse County and Grand Traverse County will pay the Designated Assessor. In the event of the death or disability of the Designated Assessor, the Assessing District will still owe Grand Traverse County for services rendered by the Designated Assessor;

IN WITNESS WHEREOF, the authorized representatives of the Parties hereto have fully executed this instrument.

COUNTY OF GRAND TRAVERSE

Robert Hentschel, Chairperson
County Board of Commissioners

Date

Nate Alger, County Administrator
Grand Traverse County

Date

ACME TOWNSHIP

Supervisor

Date

BLAIR TOWNSHIP

Supervisor

Date

EAST BAY TOWNSHIP

Supervisor

Date

FIFE LAKE TOWNSHIP

Supervisor

Date

GARFIELD TOWNSHIP

Supervisor

Date

GRANT TOWNSHIP

Supervisor

Date

GREEN LAKE TOWNSHIP

Supervisor

Date

LONG LAKE TOWNSHIP

Supervisor

Date

MAYFIELD TOWNSHIP

Supervisor

Date

PARADISE TOWNSHIP

Supervisor

Date

PENINSULA TOWNSHIP

Supervisor

Date

UNION TOWNSHIP

Supervisor

Date

WHITEWATER TOWNSHIP

Supervisor

Date

CITY OF TRAVERSE CITY

Mayor

Date

DESIGNATED COUNTY ASSESSOR

Date

Current SEV County totals by Class, including special act values

The Special Population for this report is 'Ad Valorem+Special Acts'
 Population: All Records

	<<<<<	S.E.V., Taxable and Capped Values	>>>>>
Residential	1039	58,644,400	58,439,500
Com. Personal	36	450,600	450,600
Ind. Personal	2	77,000	77,000
Utilil. Personal	11	1,070,800	1,070,800
Exempt	73	0	0
All: 40020	1229	67,871,100	67,666,200

Totals for School District: 83060		MANTON	
Property Class	Count	2019 SEV	2020 SEV
Agricultural	2	213,900	227,900
Residential	12	685,800	793,000
Utilil. Personal	1	10,600	11,000
Exempt	1	0	0
All: 83060	16	910,300	1,031,900

Totals for Property Class: Agricultural		By School District	
School District	Count	2019 SEV	2020 SEV
05060	136	31,408,900	30,899,100
28010	420	119,887,700	124,711,800
28035	173	18,164,500	18,877,300
28090	253	34,848,900	35,473,600
40020	23	2,631,000	2,704,200
83060	2	213,900	227,900
All: Agricultural	1007	207,154,900	212,893,900

Totals for Property Class: Commercial		By School District	
School District	Count	2019 SEV	2020 SEV
05060	45	5,053,800	6,177,100
28010	3338	1,158,372,100	1,274,624,374
28035	8	778,700	791,200
28090	124	13,691,000	14,293,300
40020	40	4,121,900	4,241,400
All: Commercial	3555	1,182,017,500	1,300,127,374

Totals for Property Class: Industrial		By School District	
School District	Count	2019 SEV	2020 SEV
05060	11	4,088,900	4,094,000
28010	213	91,424,500	94,053,900
28035	14	496,300	493,400
28090	17	590,700	626,400
40020	5	875,400	1,091,800
All: Industrial	260	97,475,800	100,359,500

Totals for Property Class: Residential		By School District	
School District	Count	2019 SEV	2020 SEV
05060	2120	303,533,100	323,526,300
10015	41	2,077,900	2,223,500
28010	38265	4,534,814,274	4,869,158,481
28035	731	44,790,700	48,223,600
28090	3778	253,944,663	276,102,000
40020	1039	58,644,400	63,726,900
83060	12	685,800	793,000
All: Residential	45986	5,198,490,837	5,583,753,781

Totals for Property Class: Ag. Personal		By School District	
School District	Count	2019 SEV	2020 SEV
28010	1	0	0
All: Ag. Personal	1	0	0

Totals for Property Class: Com. Personal		By School District	
School District	Count	2019 SEV	2020 SEV
28010	1	0	0
All: Ag. Personal	1	0	0

	<<<<<	S.E.V., Taxable and Capped Values	>>>>>
Residential	1039	58,644,400	58,439,500
Com. Personal	36	450,600	450,600
Ind. Personal	2	77,000	77,000
Utilil. Personal	11	1,070,800	1,070,800
Exempt	73	0	0
All: 40020	1229	67,871,100	67,666,200

Totals for School District: 83060		MANTON	
Property Class	Count	2019 SEV	2020 SEV
Agricultural	2	213,900	227,900
Residential	12	685,800	793,000
Utilil. Personal	1	10,600	11,000
Exempt	1	0	0
All: 83060	16	910,300	1,031,900

Totals for Property Class: Agricultural		By School District	
School District	Count	2019 SEV	2020 SEV
05060	136	31,408,900	30,899,100
28010	420	119,887,700	124,711,800
28035	173	18,164,500	18,877,300
28090	253	34,848,900	35,473,600
40020	23	2,631,000	2,704,200
83060	2	213,900	227,900
All: Agricultural	1007	207,154,900	212,893,900

Totals for Property Class: Commercial		By School District	
School District	Count	2019 SEV	2020 SEV
05060	45	5,053,800	6,177,100
28010	3338	1,158,372,100	1,274,624,374
28035	8	778,700	791,200
28090	124	13,691,000	14,293,300
40020	40	4,121,900	4,241,400
All: Commercial	3555	1,182,017,500	1,300,127,374

Totals for Property Class: Industrial		By School District	
School District	Count	2019 SEV	2020 SEV
05060	11	4,088,900	4,094,000
28010	213	91,424,500	94,053,900
28035	14	496,300	493,400
28090	17	590,700	626,400
40020	5	875,400	1,091,800
All: Industrial	260	97,475,800	100,359,500

Totals for Property Class: Residential		By School District	
School District	Count	2019 SEV	2020 SEV
05060	2120	303,533,100	323,526,300
10015	41	2,077,900	2,223,500
28010	38265	4,534,814,274	4,869,158,481
28035	731	44,790,700	48,223,600
28090	3778	253,944,663	276,102,000
40020	1039	58,644,400	63,726,900
83060	12	685,800	793,000
All: Residential	45986	5,198,490,837	5,583,753,781

Totals for Property Class: Ag. Personal		By School District	
School District	Count	2019 SEV	2020 SEV
28010	1	0	0
All: Ag. Personal	1	0	0

Totals for Property Class: Com. Personal		By School District	
School District	Count	2019 SEV	2020 SEV
28010	1	0	0
All: Ag. Personal	1	0	0

	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax	2019 Tax	2020 Tax										
Residential	43,274,213	43,734,563	40,697,741	40,868,296	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583	9,540,126	9,540,126	4,431,583	4,431,583				
Com. Personal	547,100	547,100	450,600	450,600	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535	939,276,594	939,276,594	42,904,535	42,904,535		
Ind. Personal	64,500	64,500	77,000	77,000	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130	11,607,909	11,607,909	9,589,130	9,589,130		
Utilil. Personal	1,219,100	1,219,100	1,070,800	1,070,800	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935	15,552,446	15,552,446	3,851,935	3,851,935				
Exempt	0	0	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0	2,704,200	2,704,200	0	0
All: 40020	51,198,681	52,127,631	48,134,421	48,304,976	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377	959,787,942	959,787,942	78,828,377	78,828,377		

	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap	2019 Cap	2020 Cap				
Residential	42,968,469	43,274,213	40,697,741	40,868,296	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671	9,065,919	9,065,919	5,166,671	5,166,671
Com. Personal	547,100	547,100	450,600	450,600	45,030,588	45,030,588	1,001,568,359	1,001,568,359	45,030,588	45,030,588	1,001,568,359	1,001,568,35																												

The Special Population for this report is 'Ad Valorem+Special Acts'

Population: All Records

<<<<<< S.E.V., Taxable and Capped Values >>>>>>

School District	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
05060	56	1,664,100	1,636,300	1,664,100	1,771,400	1,636,300	1,758,600	1,771,400	1,769,066	1,781,866
10015	1	88,000	88,000	88,000	74,400	88,000	74,400	74,400	74,400	74,400
28010	4687	120,808,283	120,465,183	120,219,389	127,090,800	120,464,283	127,551,600	127,090,800	127,554,470	127,093,670
28035	18	219,400	219,400	219,400	188,200	219,400	188,200	188,357	188,357	188,357
28090	116	1,813,100	1,908,600	1,789,740	2,043,600	1,885,240	2,043,600	2,043,600	2,049,275	2,049,275
40020	36	450,600	450,600	450,600	547,100	450,600	547,100	547,100	547,100	547,100
All: Com. Personal	4914	125,043,483	124,768,083	124,431,229	131,715,500	124,743,823	132,163,500	131,715,500	132,182,668	131,734,668

Totals for Property Class: Ind. Personal

School District	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
05060	8	888,300	888,300	888,300	800,700	888,300	800,700	800,700	800,700	800,700
28010	144	37,597,900	37,205,100	37,597,900	34,454,900	37,205,100	33,515,300	34,454,900	33,515,300	34,454,900
28090	2	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
40020	2	77,000	77,000	77,000	64,500	77,000	533,100	64,500	533,100	64,500
All: Ind. Personal	156	38,623,200	38,230,400	38,623,200	35,380,100	38,230,400	34,909,100	35,380,100	34,909,100	35,380,100

Totals for Property Class: Res. Personal

School District	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
28010	3	26,000	26,000	26,000	21,000	26,000	21,000	21,000	21,000	21,000
All: Res. Personal	3	26,000	26,000	26,000	21,000	26,000	21,000	21,000	21,000	21,000

Totals for Property Class: Util. Personal

School District	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
05060	30	7,719,400	7,634,890	7,719,400	8,039,000	7,634,890	8,039,000	8,039,000	8,174,340	8,174,340
10015	3	40,500	40,500	40,500	42,500	40,500	42,500	42,500	42,500	42,500
28010	108	78,337,148	78,239,348	78,337,148	87,502,500	78,239,348	87,641,600	87,502,500	87,755,912	87,668,112
28035	23	3,976,600	3,976,600	3,976,600	4,340,800	3,976,600	4,340,800	4,340,800	4,343,450	4,343,450
28090	71	13,020,600	13,020,600	13,020,600	13,428,550	13,020,600	13,571,589	13,428,539	13,671,096	13,528,046
40020	11	1,070,800	1,070,800	1,070,800	1,219,100	1,070,800	1,219,100	1,219,100	1,230,636	1,230,636
83060	1	10,600	10,600	10,600	11,000	10,600	11,000	11,000	11,000	11,000
All: Util. Personal	247	104,175,648	103,993,338	104,175,648	114,583,450	103,993,338	114,865,589	114,583,439	115,228,934	114,998,084

Totals for Property Class: Exempt

School District	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
05060	109	0	0	0	0	0	0	0	0	0
28010	1128	0	0	0	0	0	458,500	0	345,887	0
28035	17	0	0	0	0	0	0	0	0	0
28090	121	0	0	0	0	0	0	0	0	0
40020	73	0	0	0	0	0	0	0	0	0
83060	1	0	0	0	0	0	0	0	0	0
All: Exempt	1449	0	0	0	0	0	458,500	0	345,887	0

Totals

Category	Count	2019 SEV	Fin SEV	2019 Tax	2020 SEV	Fin Tax	2020 Tax	BOR Tax	2020 Cap	2020 MCAP
Real	50,808	6,685,139,037	6,674,960,720	7,197,134,555	5,171,733,144	6,674,960,720	5,477,855,227	5,446,193,648	5,402,351,628	5,374,424,742
Personal	5,321	267,868,331	267,017,821	267,255,977	281,700,050	266,993,461	281,959,189	281,700,039	282,341,702	282,133,852
Real & Personal	56,129	6,953,007,368	6,941,978,541	7,464,390,532	5,453,433,194	6,941,978,541	5,759,814,416	5,727,893,687	5,684,693,330	5,656,558,594
Exempt	1,449	0	0	0	0	0	458,500	0	345,887	0

**Total number of parcels, by classification,
including special act rolls, within each local unit**

County: 28- GRAND TRAVERSE

Governmental Unit	Real				Personal				Grand Total						
	Ag	Comm	Ind	Res	T-C	Dev	Total	Ag		Comm	Ind	Res	Util	Total	Exempt
ACME TWP (01)	82	213	12	3023	0	0	3330	1	137	7	0	8	153	67	3550
BLAIR TWP (02)	49	419	16	3968	0	0	4452	0	355	7	0	34	396	42	4890
EAST BAY CHTR TWP (03)	51	191	43	7380	0	0	7665	0	474	22	0	34	530	155	8350
FIFE LAKE TWP (04)	33	44	4	1187	0	0	1268	0	38	3	0	8	49	74	1391
GARFIELD CHTR TWP (05)	1	1040	81	5657	0	0	6779	0	1466	54	0	5	1525	190	8494
GRANT TWP (06)	153	9	18	862	0	0	1042	0	18	0	0	32	50	23	1115
GREEN LAKE TWP (07)	6	160	14	3671	0	0	3851	0	180	9	0	9	198	94	4143
LONG LAKE TWP (08)	49	110	3	4799	0	0	4961	0	189	3	1	6	199	45	5205
MAYFIELD TWP (09)	156	28	4	880	0	0	1068	0	44	0	0	24	68	14	1150
PARADISE TWP (10)	84	90	7	2329	0	0	2510	0	65	1	0	20	86	89	2685
PENINSULA TWP (11)	231	77	3	3880	0	0	4191	0	118	0	2	2	122	129	4442
UNION TWP (12)	21	4	4	401	0	0	430	0	10	0	0	31	41	43	514
WHITEWATER TWP (13)	91	42	8	1817	0	0	1958	0	52	6	0	30	88	93	2139
TRAVERSE CITY (51)	0	1128	43	6132	0	0	7303	0	1768	44	0	4	1816	391	9510
Totals	1007	3555	260	45986	0	0	50808	1	4914	156	3	247	5321	1449	57578

Owner's Name	Parcel Number	2020 March BOR	Class	Zone	Property Address	PRE %	Tran%
*****		S.E.V. Taxable					
LIV ARBORS LLC	28-05-022-016-10	5,103,200	201	R-1 FA	2755 ARBORVIEW DR	0.000	0.00
CONSUMERS ENERGY	28-11-900-004-00	5,108,900	551		VARIOUS PP LOCATIONS	0.000	0.00
GT BAND OF OTTAWA & CHIPPEWA I	28-01-102-001-02	5,119,100	202	R-3	4900 E M 72	0.000	0.00
MTR MEADOW MHP	28-05-032-001-10	5,125,500	201	R-M MO	4310 MEADOW LANE DR	0.000	0.00
EAST BAY PLAZA LLC	28-51-007-001-04	5,253,000	201	C-3	722 MUNSON AVE	0.000	0.00
TC 92 SUITES LLC	28-51-841-001-00	5,312,800	201	HR	255 MUNSON AVE	0.000	0.00
MICHIGAN DEPARTMENT OF TREASUR	28-10-130-001-00	5,413,200	713	AG	E BLAIR TOWNHALL RD	100.000	0.00
DOC-4100 PARK FOREST MOB LLC	28-05-044-001-00	5,488,100	207	A GRIC	4100 PARK FOREST DR 1	0.000	0.00
DIE GAS COMPANY	28-11-900-011-00	5,622,800	551		VARIOUS PP LOCATIONS	0.000	0.00
250 FRONT HOLDING LLC	28-51-794-077-30	5,800,400	201	C-4b	250 E FRONT ST	0.000	0.00
LOWES HOME CENTERS INC	28-05-016-052-00	6,231,000	201	R-1 FA	3150 N US 31 SOUTH	0.000	0.00
MICHIGAN DEPARTMENT OF TREASUR	28-01-005-004-01	6,551,800	713	AG	US 31 NORTH	100.000	0.00
MICHIGAN ELECT TRANSMISSION CO	28-05-900-381-06	6,690,800	551		VARIOUS LOCATIONS	0.000	0.00
COSTCO WHOLESALE CORPORATION	28-51-898-960-00	6,884,200	210	CITY	125 E SOUTH AIRPORT RD	0.000	0.00
LIV ARBORS LLC	28-05-022-016-00	6,889,300	201	R-1 FA	2955 LEGGETT DR	0.000	0.00
CEGM TRAVERSE CITY LLC	28-51-837-007-01	6,996,600	207	D-1	130 RIVERS EDGE DR	0.000	0.00
GRAND TRAVERSE RESORT AND SPA	28-01-900-033-20	7,668,000	251		100 GRAND TRAVERSE VILLAGE BL	100.000	0.00
MACALLISTER RENTAL	28-05-900-412-48	7,948,600	251		4195 MEADOW LANE DR	100.000	0.00
ELMERS CRANE & DOZER INC	28-05-900-049-00	8,252,700	351		3600 RENNIE SCHOOL RD	100.000	0.00
GOOD WILL CO INC	28-05-016-009-00	8,390,700	201	C-P SH	3955 N US 31 SOUTH	0.000	0.00
CONSUMERS ENERGY	28-05-900-034-00	9,109,100	551		VARIOUS LOCATIONS	0.000	0.00
GRAND TRAVERSE RESORT AND SPA	28-01-235-020-03	9,311,600	201	R-3	100 GRAND TRAVERSE VILLAGE BL	0.000	0.00
GREAT WOLF TRAVERSE SPE LLC	28-05-016-028-20	10,368,200	201	R-1 FA	3575 N US 31 SOUTH	0.000	0.00
REGENCY MIDWEST VENTURES LP	28-51-794-090-00	10,498,700	201	C-4c	300 E STATE ST	0.000	0.00
PHR TCI LLC	28-51-658-031-01	10,619,500	201	C-4a	263 W GRANDVIEW PKWY	0.000	0.00
GRAND TRAVERSE SENIOR LIVING L	28-51-360-007-01	10,669,200	207	PR	620 COTTAGEVIEW DR	0.000	0.00
DELAMAR TRAVERSE CITY SPE LLC	28-51-642-005-20	10,718,200	201	HR	615 E FRONT ST	0.000	0.00
MIDWEST MFD LLC	28-05-023-025-60	12,526,500	201	R-3 +F	1565 RIDGES BLVD OFC/CLUBHSE	0.000	0.00
GRAND TRAVERSE MALL/BROOKFIELD	28-05-021-015-00	14,699,200	201	C-P SH	3200 W SOUTH AIRPORT RD	0.000	0.00

Totals for all Parcels: Count= 29, S.E.V.= 224,370,900, Taxable= 178,380,139

JAMES D. BAKER, MMAO (4)

400 Boardman Ave, ♦ Traverse City, MI 49684 ♦ (231) 922-4773 ♦ jbaker@gtcountymi.gov

MICHIGAN MASTER ASSESSING OFFICER

- ♦ **Certified Michigan Master Assessing Officer (MMAO)**, Certificate number R-5325, with additional state certification as Michigan Personal Property Examiner (PPE), offering a 35-year assessing career distinguished by commended performance, and proven accuracy and uniformity.
- ♦ **Extensive background in Assessment Administration**, including experience in staff development, legal proceedings, conflict resolution, policy development, and legal compliance.
- ♦ **Demonstrated success in management and supervision**, developing teambuilding, writing personnel manuals, job descriptions, and management reports.

CORE SKILLS

<i>Real Property Appraisal</i>	<i>Mass Appraisal Techniques</i>	<i>Tax Tribunal Defense</i>	<i>Certify Assessment Rolls</i>
<i>Personal Property</i>	<i>County Equalization</i>	<i>Assessing Software</i>	<i>Warrant Tax Rolls</i>

PROFESSIONAL EXPERIENCE

GRAND TRAVERSE COUNTY — Traverse City, MI

A major municipality with a SEV of approximately \$7.35 Billion, and over 57,000 parcels.

Director of Equalization, January 2013 to Present

Leads a Department of Equalization that includes GIS, Addressing, and a Local Unit assessing contract, providing strategic direction. Served as the Grand Traverse Deputy Director from September 2012 until the appointment to the Director of Equalization position.

Key Responsibilities:

- ♦ Directs the study for value in the determination of county assessment levels
- ♦ Directs the GIS staff in maintaining and promotion of GIS capabilities
- ♦ Manages and directs the operations of an assessing contract with East Bay Charter Township
- ♦ Provides guidance and knowledge with Michigan Tax Tribunal appeals
- ♦ Maintain good working knowledge of Michigan Tax Law
- ♦ Provides direction for the Emergency Management damage assessment

CITY OF KENTWOOD — Kentwood, MI

A major municipality in Kent County with a SEV of approximately \$1.8 Billion, and over 18,000 parcels.

Deputy Assessor, August 2006 to September 2012

Appraises real and personal property with an emphasis on commercial and industrial classes. Establish and maintain assessments for properties under Public Act 198 of 1974. When called upon supervises appraisers in the maintenance of real and personal property assessments.

Key Responsibilities:

- ♦ Study property values in all classes with a primary focus on Commercial and Industrial
- ♦ Determine personal property assessments
- ♦ Conduct field inspections maintaining good working relations with the public
- ♦ Submit valuation statements for Small Claims and full Tax Tribunal appeals
- ♦ Maintain good working knowledge of Michigan Tax Law
- ♦ Act for the City Assessor in his/her absence

DAY TOWNSHIP — McBride, MI

A civil township within Montcalm County, with a SEV of \$47 million and almost 900 parcels.

Supervisor, 1988 to January 2013 - **Assessor**, 1985 to January 2013

Serve as primary contact for township regarding all township issues. Serve as chairman of Day Township Board. Upon becoming the Supervisor-Assessor in 1988 supervised a complete revisit of all properties resulting in updated tax maps and fully functioning CAMA system receiving the highest county score in a Mini 14 Point Review for 2009.

Key Responsibilities:

- ◆ Annually submit a budget for the township general operating fund, road fund, and fire fund
- ◆ Co-develop policies and procedures for the township fire department, maintenance of township roads, and township cemetery burials and grounds maintenance
- ◆ Perform all real and personal property assessing functions certifying the assessment roll
- ◆ Defend assessments upon appeal to the Tax Tribunal
- ◆ Warrant the tax roll

IONIA COUNTY — Ionia, MI

A county within Michigan with a SEV in excess of \$1.9 Billion, and over 31,000 parcels.

Appraiser, 1997 to 2006

Employed to assist the County Equalization Director with all studies and reports required.

Key Responsibilities:

- ◆ Study property values and assessment levels in all classes
- ◆ Develop land studies and Economic Condition Factors
- ◆ Maintain good working relations with local assessors

TOWNVIEW FARMS INC. — McBride, MI

Farmer, 1981 to 1997

- ◆ Applied herbicides, fungicides, insecticides, and fumigants having a chemical applicator license with a soil fumigation rider
- ◆ Heavy equipment operator performing general repair and maintenance of equipment

UNITED STATES AIR FORCE — Holloman Air Force Base, NM

Sergeant, 1977 to 1981

- ◆ Tested guidance systems under Test Command requiring a top secret clearance
- ◆ Honorably discharged with good conduct and expert marksman ribbons

EDUCATION & CERTIFICATIONS

HIGH SCHOOL GRADUATE

- ◆ Honor Student, member of the National Honor Society, lettering in track and band

COMMUNITY COLLEGE OF THE AIR FORCE

- ◆ 1.5 years of applied credit from basic and technical schools in electronics and management

INTERNATIONAL ASSOCIATION OF ASSESSING OFFICERS

- ◆ Course 101: Fundamentals of Real Property Appraisal
- ◆ Course 102: Income Approach to Valuation
- ◆ Course 112: Income Approach to Valuation II

MICHIGAN ASSESSORS ASSOCIATION

- ◆ Narrative Appraisal Writing
- ◆ Personal Property
- ◆ Statistics in Assessing
- ◆ Depreciation Determination
- ◆ Michigan Tax Tribunal Procedures
- ◆ Tax Law and Exemptions
- ◆ Abatement and Authorities
- ◆ Appraisal Standards and Ethics
- ◆ Principles of Public Administration
- ◆ Planning and Administering Finance
- ◆ Communications
- ◆ Conflict Resolution
- ◆ Damage Assessment
- ◆ Appraising Mobile Home Parks & Manufactured Homes

Certifications:

- ◆ MMAO (4) (Michigan Master Assessing Officer) Certificate R-5325
- ◆ PPE (Personal Property Examiner)

PROFESSIONAL AFFILIATIONS

Affiliations:

- ◆ International Association of Assessing Officers (IAAO)
- ◆ Michigan Assessors Association (MAA)
- ◆ Michigan Association of Equalization Directors (MAED)

State Tax Commission Supervising Preparation of the Assessment Roll

Michigan Compiled Law (MCL) 211.10d(9) states, "An assessor who certifies an assessment roll in which he or she did not have direct supervision is guilty of a misdemeanor." Assessors will be required to certify on an annual basis that they met the following guidelines when signing an assessment roll:

1. The assessor must sign the pre-Board of Review assessment roll certificate for the current assessment year by the first Monday in March or by the date specified by charter for delivery of the assessment roll to the Board of Review.
2. The assessor or the assessor's assistant(s) must timely deliver the certified assessment roll (original hard copy) to the local Board of Review for its required March meetings.
3. The assessor or the assessor's assistant(s) must timely deliver an original hard copy of the assessment roll to the County equalization department. This assessment roll is to have attached a post-Board of Review certificate which must be signed by the Board of Review.
4. The assessor or the assessor's assistant(s) must timely provide a copy of the assessor's database to the County equalization department.
5. The assessor must complete, sign (where applicable), and timely submit State Tax Commission Forms L-4021 and L-4022. These forms are to be submitted to the County equalization department and Form L-4022 is also to be submitted to the State Tax Commission.
6. The assessor must file all required State Tax Commission and equalization forms in a timely manner (in accordance with the State Tax Commission calendar and applicable statutes and administrative rules).
7. The assessor or the assessor's assistant(s) must perform the following specific duties annually (if an assistant, the assessor must have direct supervision in all of the following tasks):
 - a. Appraise and assess taxable property (including new construction and including ensuring the taxable value uncapping of property following transfers of ownership).
 - b. Prepare and maintain the assessment roll, property classifications, property descriptions, special act rolls and other assessment records and have an established procedure to update records on a regular basis.
 - c. Attend Board of Review meetings if requested by the Township.
 - d. Attend meetings with the public at the Township or City municipal office facility.
 - e. Assist legal counsel in the prosecution or defense of cases arising out of assessment administration activities.

- f. Appear before the Michigan Tax Tribunal (both Entire Tribunal and Residential Property and Small Claims Division) to defend property tax appeals.
 - g. Appear before the Township or City governing body when requested.
 - h. Conduct personal property canvasses.
 - i. Ensure the accuracy of land divisions and splits and combinations of parcels.
 - j. Respond to general inquiries for assessment records and inquiries for assessment records made under the Freedom of Information Act. Assessment records identified in MCL 211.10a must be made accessible and available for inspection and copying by the public regardless of the location of the records (e.g., local unit public offices, office/home of the Township supervisor, office/home of the assessor, other). The assessor must identify when records are available for inspection and copying as required by MCL 211.10a.
 - k. Provide reports to the Township or City governing body when requested.
 - l. Ensure that the mass appraisal methods and procedures employed are in compliance with requirements of the *Uniform Standards of Professional Appraisal Practice* and the State Tax Commission's *Assessor's Manual*.
8. Pursuant to MCL 211.10e, the assessor or the assessor's assistant(s) must use only a current version of the State Tax Commission *Assessor's Manual* or other STC approved manual.
9. Pursuant to MCL 211.10e, the assessor or the assessor's assistant(s) must use and maintain the following assessment records:
- a. Appraisal record card system
 - b. Personal property record system
 - c. Tax (cadastral) maps
 - d. Land value studies and maps
 - e. Economic condition factor determinations
 - f. Current year assessment roll
 - g. Photos of dwellings and outbuildings affixed to appraisal record cards and/or stored electronically using assessing software
 - h. Homeowner's principal residence and qualified agricultural property exemption documents
 - i. Record of site visits to individual parcels
 - j. Historical assessment data
10. The assessor or the assessor's assistant(s) must ensure that the assessment roll contains the following information:
- a. Name and address of property owner
 - b. Legal description or approved parcel identification number
 - c. School district code
 - d. Property classification
 - e. Assessed valuation
 - f. Capped valuation
 - g. Taxable valuation
 - h. Board of Review valuation column

- i. Michigan Tax Tribunal and/or State Tax Commission valuation column
- j. Homeowner's principal residence or qualified agricultural property exemption percentage
- k. Date of last transfer of ownership
- l. Leasehold improvements identifier, if applicable
- m. The value of non-considered improvements (under MCL 211.27), if applicable

11. The assessor or the assessor's assistant(s) must ensure that the true cash value on the appraisal record cards matches the true cash value indicated by the assessor's value on the assessment roll.

COST AND COMPENSATION LIMITS, NOT TO EXCEED, FOR DESIGNATED ASSESSOR

All assessing maintenance will be based on a per parcel basis with the following fee schedule. Parcels include all active ad-valorem, special acts, and exempt.

Agricultural Real -	\$27.00 per parcel
Commercial Real -	\$30.00 per parcel
Industrial Real -	\$30.00 per parcel
Residential Real -	\$27.00 per parcel
Other Real -	\$27.00 per parcel
Personal Property -	\$25.00 per parcel
Special Act Parcels -	\$33.00 per parcel

The above stated fees shall include an annual on-site review of at least 20% of the total ad-valorem real property count.

All re-appraisals will be based on a per parcel basis with the following fee schedule. Parcels include all active ad-valorem, special acts, and exempt.

Agricultural Real -	\$75.00 per parcel
Commercial Real -	\$125.00 per parcel
Industrial Real -	\$125.00 per parcel
Residential Real -	\$75.00 per parcel
Other Real -	\$75.00 per parcel

Hourly fee schedule of personnel are as follows

MMAO Assessor -	\$150.00 per hour
MAAO Assessor -	\$80.00 per hour
MCAO Assessor -	\$60.00 per hour
Support Staff -	\$45.00 per hour

Office hours if required by the Assessing District will be billed at \$50.00 per hour.

The above stated fees are all subject to an annual rate of inflation equivalent to the Consumer Price Index as published by the State Tax Commission.

RESOLUTION 2021-12-T

Approval of Amendment to, and Extension of, Industrial Facilities Exemption Certificate 2018-038 For Traverse Area Machining

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 et seq., after a duly noticed public hearing held on February 13, 2018, this Garfield Township Board by Resolution 2018-05-T established the Hammond Industrial Centre Industrial Development District; and

WHEREAS, on February 13, 2018, the Charter Township of Garfield approved an application from Traverse Area Machining, requesting an Industrial Facilities Exemption Certificate (2018-038) for \$742,665 in real property improvements at 1394 Industry Drive, Traverse City; and

WHEREAS, Traverse Area Machining, has requested an amendment to, and extension of, Industrial Facilities Exemption Certificate No. 2018-038 with respect to said real and personal property improvements of a New Facility located within said Industrial Development; and

WHEREAS, Traverse Area Machining, has substantially met all the requirements under Public Act 198 of 1974 for the amendment to, and extension of, Industrial Facilities Exemption Certificate No 2018-038; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the Charter Township of Garfield, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED BY the Township Board of Garfield Charter Township that:

- 1. The Garfield Township Board finds and determines that the granting of the amendment of, and extension to, an Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the Charter Township of Garfield, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in Garfield Township.**
2. The request from Traverse Area Machining, for an amendment to, and extension of, Industrial Facilities Exemption Certificate No. 2018-038, with respect to a New Facility on the following described parcel of real property situated within the Industrial Development District to wit:

Lot 28, Hammond Industrial Centre, Section 26, Town 27 North, Range 11 West,
be and the same is hereby approved.

3. The Industrial Facilities Exemption Certificate when issued shall remain in force for the remaining years approved under Industrial Facilities Exemption certificate 2018-038 with an end date of 12/30/2030.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution 2021-12-T adopted by the Township Board of Charter Township of Garfield, County of Grand Traverse, Michigan, at a regular meeting held on _____, 2021.

Lanie McManus, Clerk



TRAVERSE AREA MACHINING

January 5, 2021

Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684

SUBJECT: IFT Certificate #2018-038

To Whom It May Concern:

This letter is to provide a follow up to our IFT tax abatement agreement signed on 3/18/2018 and to request an extension of the IFT for up to an additional ten (10) years. Per the agreement we were able to hire 1 additional employee in June of 2019. With the downturn resulting from Covid 19 we do not have an additional employee as of 1/5/21. Our intention is to hire an additional employee as the economy improves.

Aside from the economic downturn, we have been able to retain 6 employees. And we did spend \$745,145.86 as agreed, to construct our new building at 1394 Industry Drive.

Thank you for your time and consideration regarding our IFT tax abatement extension.

Sincerely,

Jeremy McClellan
President
Traverse Area Machining



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

May 31, 2018

Jeremy McClellan
Traverse Area Machining
1165 Hastings Street
Traverse City, MI 49686

Dear Sir/Madam:

Pursuant to the requirements of Public Act 198 of 1974, as amended, the State Tax Commission (Commission) has issued an Industrial Facility Exemption Certificate numbered 2018-038, to Traverse Area Machining, located in Garfield Charter Township, Grand Traverse County. This certificate was issued at the May 29, 2018 meeting of the Commission and the investment amounts approved are as follows:

Real Property: \$742,665

Personal Property: \$0

The State Education Tax to be levied for this certificate is 6 mills.

In accordance with MCL 24.304, the local unit of government or applicant has sixty days from the date of this letter to request a hearing to correct an error contained in the enclosed certificate.

Notification of completion of this project shall be filed with the Commission within 30 days of project completion. Within 90 days of project completion, a report of final costs shall be filed with the assessing officer of the local unit and the Commission.

If you have further questions regarding the issuance of this industrial facility exemption certificate, please call 517-373-3302.

Sincerely,

A handwritten signature in cursive script, appearing to read "Heather S. Frick".

Heather S. Frick, Executive Director
State Tax Commission

Enclosure

Amy L. Dehaan, Assessor, Garfield Charter Township



Industrial Facilities Exemption Certificate

Certificate No. 2018-038

Pursuant to the provisions of Public Act 198 of 1974, as amended, the State Tax Commission hereby finds that the industrial property, as described in the approved application, hereafter referred to as the industrial facility, owned or leased by **Traverse Area Machining**, and located at **Lot #28, Industry Drive**, Garfield Charter Township, County of Grand Traverse, Michigan, within a Plant Rehabilitation or Industrial Development District, is intended for the construction/installation of new industrial property or for the purpose of restoration or replacement of obsolete industrial property, and complies with Section 9 and other provisions of the act.

Therefore, as provided by MCL 207.551 to 207.572, inclusive, the State Tax Commission hereby certifies this industrial facility as a **new facility**.

This certificate provides the authority for the assessor to exempt the industrial facility for which this Industrial Facilities Exemption Certificate is in effect, but not the land on which the facility is located, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Industrial Facilities Tax.

This certificate, unless revoked by order of the State Tax Commission as provided by Public Act 198 of 1974, as amended, shall remain in force for a period of **2 year(s)** for real property and **0 year(s)** for personal property;

Real property component:

Beginning December 31, 2018, and ending December 30, 2020.

The State Education Tax to be levied for the real property component of this certificate is 6 mills.

This Industrial Facilities Exemption Certificate is issued on **May 29, 2018**.



A handwritten signature in black ink, appearing to read "D. B. Roberts".

Douglas B. Roberts, Chairperson
State Tax Commission

A TRUE COPY
ATTEST:

A handwritten signature in black ink, appearing to read "Janay Jenkins".

Janay Jenkins
Michigan Department of Treasury

**CHARTER TOWNSHIP OF GARFIELD
RESOLUTION 2018-07-T**

**APPROVING THE APPLICATION OF TRAVERSE AREA MACHINING
FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE**

WHEREAS, (pursuant to 1974 P.A. 198, MCLA Sec. 207.551, et seq.) after a duly noticed public hearing held on the 13th day of February, 2018, the Charter Township of Garfield, by Resolution established an Industrial Development District (Resolution 2018-05-T), known as the Hammond Industrial Centre District, encompassing Units 4, 5, 14, 17, 25, 26, 27, 28, 31, 32, 33, 34, 35, 36 & 37 of the Hammond Industrial Centre Condominium, Grand Traverse County Condominium Subdivision Plan No. 160, Section 26, Town 27 North, Range 11 West, and

WHEREAS, the Charter Township of Garfield is in receipt of an Application for an Industrial Facilities Exemption Certificate from Traverse Area Machining relating to the above mentioned District and to be located on Unit 28, also known as 1394 Industry Drive; and

WHEREAS, the Garfield Township Clerk has notified the Township Assessor and the legislative body of each taxing unit which levies ad valorem taxes on the real and personal property located within said District, and that an opportunity to be heard would be provided to the Assessor and to a representative of each of the bodies so notified;

WHEREAS, during a regular meeting of the Township Board held on March 13, 2018, the applicant, the assessor, and the representatives of the affected taxing units were afforded an opportunity to be heard;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Charter Township of Garfield finds:
 - (a) That the real and personal property investment is calculated to and will at the time of issuance of the Certificate have the reasonable likelihood to retain employment in the Township of Garfield.
 - (b) The aggregate SEV of real and personal property exempt from ad valorem taxes with the Township of Garfield, after granting this Certificate, will

not exceed five (5) percent of an amount equal to the sum of SEV of the Township plus the SEV of real and personal property thus exempted.

- (c) The Garfield Township Board finds that the granting of this exemption will not substantially impede the operation of the financial soundness of any of the affected taxing units.

2. That the Application of Traverse Area Machining for an Industrial Facilities Exemption Certificate with regard to the real and personal property located in the Industrial Development District (see Resolution 2018-05-T) be and is hereby approved, said Exemption Certificate shall be in force and effect for a maximum for two (2) years, beginning December 31, 2018, and eligible for renewal for an additional (10) years beginning December 31, 2020, for a possible maximum of twelve (12) years.

Motion: Dan Walters

Supported: Denise Schmuckal

Upon roll call vote for the motion:

Yes: Walters, Schmuckal, Duell, Agostinelli, McManus, Korn

No: None

Absent and excused: Blood Law

The Chairman declared the motion carried and Resolution 2018-07-T duly adopted this 13th day of March, 2018.

RESOLUTION DECLARED ADOPTED

By: Lanie McManus
Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, does hereby certify that the above is a true and correct copy of a Resolution 2018-07-T, which was passed and approved by the Township Board of the Charter Township of Garfield on the 13th day of March, 2018..

Lanie McManus
Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

Industrial Facilities Exemption Certificate

Letter of Agreement

This Agreement, made this 13 day of March, 2018, by and between Traverse Area Machining (Company name), of 1394 Industry Drive (address), Traverse City, Michigan 49696 ["Company"] and the Charter Township of Garfield, a Michigan municipal corporation, of 3848 Veterans Drive, Traverse City, Michigan 49684 ["Township"] for the purposes of fulfilling the requirements of Act No. 198 of the Public Acts of 1974, as amended, and to set forth the rights, duties and obligations of the respective parties.

WHEREAS, the Company has submitted an application to the Township requesting an Industrial Facilities Exemption Certificate ("IFT") pursuant to Michigan Public Act 198 of 1974, as amended; and

WHEREAS, the Company desires to encourage the granting of the IFT, and recognizes the investment that the Township and other taxing jurisdictions will be making toward the economic growth of the Company; and

WHEREAS, the Township recognizes that granting the IFT will contribute to the economic growth of the Township; and

WHEREAS, a written agreement is required between the Company and the Township, which agreement is to be filed with the Michigan Department of Treasury, MCL 207.572;

NOW THEREFORE, the Township and Company hereby agree as follows:

1. Initial IFT Period. The Company agrees that the initial period of the IFT shall be only for a period of two (2) years. Not later than the 10th day of January, immediately following the second year after the issuance of the IFT, the Company shall submit a signed letter to the Township stating:

- a. The number of new jobs promised, 1, in the IFT application and the actual number of new jobs created.
- b. If the IFT was granted on the basis of job retention, the number of employees at the time of the application, 6, and the current number of employees.
- c. If projection for creation or retention of jobs was not reached, provide explanation.
- d. The estimated project cost given in the application, \$ 742,665.
- e. If the actual project cost differs substantially from the project cost, provide explanation.

The letter shall be from an independent third party with the professional expertise appropriate to the terms of this contract to provide the required information and shall be based upon the business records of the Company, or other verifiable source. The Chief Executive Officer of the Company shall co-sign the letter, and swear or affirm its truthfulness.

2. Additional IFT Period. If the Company successfully completes compliance review by the Township Supervisor or Designee, the Township may award the Company up to an additional ten (10) year period for the IFT, and the terms and conditions of this Agreement shall remain in full force and effect.

3. Reporting. In the event that the Company's IFT is extended beyond the initial two (2) year period, the Company further agrees, beginning with the fourth (4th) year after the original issuance date of the IFT, to submit a report regarding the status of employment every two (2) years on or before December 31. If employment has not been retained or reached the number given in the application, an explanation for this shall be included. The Company shall also promptly provide the Township with verifiable supporting information, as requested.

4. Breach by Company. The Company understands that if, at any time, employment has not been retained or reached, as stated in the application, or the capital expenditures described in the application have not been completed, the Township has the right to reduce the term of, or revoke, the IFT and to declare a breach of this Agreement.

5. Recapture of Taxes. The Company agrees to continuously abide by this Agreement, and all representations and premises in its application, and supporting documents, and to so remain within the Township at the level described in the application for the period of the IFT, unless permission for relocation is granted by the Township. The Company further understands that if it leaves the Township, in whole or in part, without permission for relocation, or if it ceases or reduces operations in the Township prior to the end of the term of the IFT, it is a breach of this Agreement and the Township has the right to recapture from the Company up to, and including, the total difference between the Industrial Facilities Tax and the normal Ad Valorem tax, which would have been due if the IFT had not been granted, plus interest, penalties and costs, including actual attorney fees. Upon breach and revocation, such taxes, in total, shall be entered upon the next tax roll as a charge against the property, and a lien therefore, and shall be collected and enforced in the same manner as the general ad valorem taxes against the property are collected. The Company agrees and consents to the enforcement and collection of these amounts as taxes pursuant to the General Property Tax Act.

6. Tax Appeal. The Company agrees and understands that in the event an appeal of the assessment on the facility is filed with the Michigan Tax Tribunal, the Township, at its discretion, has the right to reduce the term of the Industrial Facilities Certificate, provided that the Company, or its representative, and the Township Assessor are first given the opportunity to address the Township Board as to the merits of the appeal.

7. Payment of IFT. The Company agrees to pay all ad valorem taxes and industrial facilities taxes on or before they are due. The Company understands that in the event that any taxes, owed by the Company to the Township, become delinquent, the IFT is automatically revoked and there is a breach of this Agreement.

8. Ordinance Compliance. The Company agrees to comply with all Township Ordinances, regulations and codes during the term of the IFT. The Company understands that in the event the Company fails to comply, the Township may reduce the term of, or revoke, the IFT, provided that the Company, or its representative, and the Township Official responsible for administering the Ordinance, regulation or code that the Company is in violation of, are first given the opportunity to address the Township Board.

9. Other. The Company agrees: N/A

10. Penalties and Costs. If the Company breaches this Agreement, in addition to seeking revocation, the Township shall be entitled to, and awarded, its costs and actual attorney fees in enforcing the terms and conditions of this Agreement, including but not limited to, collection of back taxes and the reinstatement of previously waived general property taxes, together with the statutory penalties and interest on delinquent taxes from the date of the breach.

11. Special Assessment for Breach by Company. In addition to all other Township remedies, the Company consents to a special assessment for all amounts due the Township under the terms of this Agreement in the event of a breach by the Company, and waives all notices and hearings, and consents to the benefits of the special assessment, if the Township chooses to exercise its special assessment remedy under this Agreement.

12. No Excess Fee Promise. The Township and the Company do swear, or affirm, by their signatures below, that no payment of any kind in excess of the fee allowed by Public Act 198 of 1974, as amended, has been made, or promised, in exchange for favorable consideration of an exemption certificate application.

13. Correction Opportunity. By the signatures of the representatives of both the Company and the Township, below, it is understood that certain economic conditions can, at times, prohibit the maintenance of the Company's targeted status. It is understood that if such conditions exist at the time of the designated Company reports, the Township Board will carefully evaluate the Company's situation, and will inform the Company if any action is considered in order to give the Company an opportunity for correction.

14. Bankruptcy. If the Company files for bankruptcy, or if another person successfully petitions to place the Company in bankruptcy, and if the Bankruptcy Trustee rejects this Agreement, or attempts to materially alter it, the IFT is automatically revoked and the Company is in breach of this Agreement. Personal property taxes will be jeopardy assessed, and the due date accelerated by the Township Treasurer. The Company agrees that such acts will not be a violation of an automatic stay. Recaptured

taxes, as described in paragraph 5, shall be non-dischargeable taxes of the Company under the US Bankruptcy Code.

15. Severability. In the event that an term, condition or agreement is deemed unlawful, or unenforceable, such term, condition or agreement shall be deemed severable and the remaining terms, conditions and agreements shall be given full force and effect.

16. No Waiver. In the event that the Township fails to enforce any term or condition of this Agreement, such action shall not be considered a waiver of the terms and conditions of the Agreement, and all other terms shall be given full force and effect.

17. Assignment. This Agreement shall not be assigned without the express written consent of the Township Board. If an assignment is approved by the Township Board, any assignment shall be binding on the successors, or assigns, or the Company. This assignee of an approved assignment shall execute the Township's then standard IFT agreement.

18. Time of the Essence. Time is of the essence for the obligations of this Agreement.

19. Authority to Sign. The Township and the Company agree that the signatories below have the authority, and are duly authorized, to execute this Agreement on behalf of the part to the Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first written above.

WITNESSES:

Rosemarie A. Swartout

Rosemarie H. Swartout

COMPANY:

Jeremy McClellan
Jeremy McClellan, President

Jeremy McClellan

WITNESSES:

Betty Syak

A. J. Simon

TOWNSHIP:

C. S. Korn
Chuck Korn, Supervisor

(Signatures continued on next page.)

AFFIDAVIT

STATE OF MICHIGAN)
)ss.
COUNTY OF GRAND TRAVERSE)

The undersigned, being first duly sworn deposes and says as follows:

“No payment of any kind in excess of the fee allowed by Act 198, as amended, has been made or promised in exchange for favorable consideration of the exemption certificate application.”

COMPANY

Jeremy McClellan

On the 13 day of March, 2018, before me, a Notary Public in and for said County, appeared Jeremy McClellan (name), to me personally known, who being duly sworn did say that (s)he is the President (title) of Traverse Area Machining, the Company named herein and which executes the within instrument, and that said instrument was signed in behalf of said Company by authority of its Board of Directors, and acknowledged said instrument to be the free act and deed of said Company.

Dianne M. Thompson
Dianne M. Thompson, Notary Public
Grand Traverse County, Michigan
My Commission Expires: 12-08-2021

TOWNSHIP

Chuck Korn
Supervisor or Designee

On the 26th day of March, 2018, before me, a Notary Public in and for said County, appeared Chuck Korn (name), to me personally known, who being duly sworn did say that (s)he is the Supervisor (title) of the Charter Township of Garfield, the municipal corporation named herein and which executes the within instrument, and that said instrument was signed and sealed in behalf of said corporation by authority of its Township Board, and acknowledged said instrument to be the free act and deed of said corporation.

Melanie S McManus
Melanie S McManus, Notary Public
Grand Traverse County, Michigan
My Commission Expires: July 5, 2019
Acting in Grand Traverse County

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 196 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Lanni McMan</i>	Date Received by Local Unit 2-21-18
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

<input checked="" type="checkbox"/> a. Company Name (Applicant must be the occupant/operator of the facility) Traverse Area Machining	<input checked="" type="checkbox"/> b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3541
<input checked="" type="checkbox"/> c. Facility Address (City, State, ZIP Code) (real and/or personal property location) Lot #28, Industry Dr. Traverse City, MI 49686	<input checked="" type="checkbox"/> d. Township/Village (indicate which) Traverse City
<input checked="" type="checkbox"/> e. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	<input checked="" type="checkbox"/> f. County Grand Traverse <input checked="" type="checkbox"/> g. School District where facility is located Traverse City Area Public Schools <input checked="" type="checkbox"/> h. School Code 233585 28010 <input type="checkbox"/> i. Amount of years requested for exemption (1-12 Years) 12

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

10,000 sq. ft. facility to be built in Hammond Industrial Center. Traverse Area Machining will produce precision metal parts with CNC equipment.

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun. 742,665.00	<input checked="" type="checkbox"/> 742,665.00 Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	<input checked="" type="checkbox"/> 742,665.00 Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar 742,665.00	<input checked="" type="checkbox"/> 742,665.00 Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the LCU.

Real Property Improvements <input checked="" type="checkbox"/> 4/1/18 <input checked="" type="checkbox"/> 9/1/18	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. a. No. of existing jobs at this facility that will be retained as a result of this project. **6**
 b. No. of new jobs at this facility expected to create within 2 years of completion. **1**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of DE V for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land) _____
 b. TV of Personal Property (excluding inventory) _____
 c. Total TV _____

12. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

13. 2a. Date district was established by local government unit (contact local unit) **2-13-18**
 2c. Is this application for a speculative building (Sec. 3(6))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <i>Jeremy McEllan</i>	13b. Telephone Number <i>2319418548</i>	13c. Fax Number <i>2319418693</i>	13d. E-mail Address <i>jam.1nc@traverscarea-machining.com</i>
14a. Name of Contact Person <i>Jeremy McEllan</i>	14b. Telephone Number <i>2319418548</i>	14c. Fax Number <i>2319418693</i>	14d. E-mail Address <i>jam.1nc@traverscarea-machining.com</i>
15a. Name of Company Officer (No Authorized Agents) <i>Jeremy McEllan</i>		15c. Fax Number <i>2319418693</i>	15d. Date <i>1-11-18</i>
15b. Signature of Company Officer (Not Authorized Agents) <i>Jeremy McEllan</i>		15e. Telephone Number <i>2319418548</i>	15g. E-mail Address <i>jam.1nc@traverscarea-machining.com</i>
16. Mailing Address (Street, City, State, ZIP Code) <i>1165 Hastings St Travers City MI 49686</i>			

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

<p>16a. Action taken by local government unit</p> <p><input checked="" type="checkbox"/> Abatement Approved for <u>2</u> Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Denied (Include Resolution Denying)</p>	<p>16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:</p> <p>Check or Indicate N/A if Not Applicable</p> <p><input checked="" type="checkbox"/> 1. Original Application plus attachments, and one complete copy</p> <p><input checked="" type="checkbox"/> 2. Resolution establishing district</p> <p><input checked="" type="checkbox"/> 3. Resolution approving/denying application.</p> <p><input checked="" type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant)</p> <p><input checked="" type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 6. Building Permit for real improvements if project has already begun</p> <p><input type="checkbox"/> 7. Equipment List with dates of beginning of installation</p> <p><input type="checkbox"/> 8. Form 3222 (if applicable)</p> <p><input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)</p>	
<p>16a. Documents Required to be on file with the Local Unit</p> <p>Check or Indicate N/A if Not Applicable</p> <p><input checked="" type="checkbox"/> 1. Notice to the public prior to hearing establishing a district.</p> <p><input checked="" type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing.</p> <p><input checked="" type="checkbox"/> 3. List of taxing authorities notified for district and application action.</p> <p><input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.</p>	<p>16c. LUCI Code</p> <p>16d. School Code <i>28010</i></p>	
<p>17. Name of Local Government Body <i>Garfield Charter Township</i></p>	<p>18. Date of Resolution Approving/Denying this Application <i>3/13/18</i></p>	
<p>Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.</p>		
<p>19a. Signature of Clerk <i>Lanie McManus</i></p>	<p>19b. Name of Clerk <i>Lanie McManus</i></p>	<p>19c. E-mail Address <i>lmcmanus@garfield-twp.com</i></p>
<p>19d. Clerk's Mailing Address (Street, City, State, ZIP Code) <i>3848 Veterans Dr, Travers City MI 49684</i></p>		
<p>19e. Telephone Number <i>231-941-1620</i></p>	<p>19f. Fax Number <i>231-941-1588</i></p>	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

Michigan Department of Treasury
State Tax Commission
PO Box 39471
Lansing, MI 48909

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
1. LUCI Code	2. Begin Date Real	3. Begin Date Personal	4. End Date Real	5. End Date Personal

CHARTER TOWNSHIP OF GARFIELD

**RESOLUTION 2018-05-T
ESTABLISHMENT OF AN INDUSTRIAL DEVELOPMENT
DISTRICT – Farm Lane Properties LLC**

WHEREAS, Public Act 198 of 1974, as amended, allows the Township, as a qualifying local governmental unit, pursuant to Section 4 of the Act, to provide tax incentives to industry for such construction and expansion by the establishment of an Industrial Development District, and the entertaining of an Application for an Industrial Facilities Tax Exemption Certificate; and

WHEREAS, Farm Lane Properties LLC (Jim Schmuckal) has petitioned the Township Board to establish an Industrial Development District on its property located on Industry Drive (consisting of Units #4, 5, 14, 17, 25, 26, 27, 28, 31, 32, 33, 34, 35, 36 & 37, Hammond Industrial Centre), within Garfield Township hereinafter described; and

WHEREAS, construction, acquisition, alteration or installation of a proposed facility has not commenced at the time of filing the request to establish the district; and

WHEREAS, Farm Lane Properties LLC is desirous of offering the ability for purchasers of these units to file an Application for an Industrial Facilities Tax Exemption Certificate, should they qualify; and

WHEREAS, an Industrial Facilities Tax Exemption Certificate may not be applied for until after the establishment of a District; and

WHEREAS, written notice has been given by mail to all owners of real property located within the proposed district, and to the public by newspaper advertisement, on February 3, 2018, in the *Traverse City Record Eagle* and/or public posting of the hearing on the establishment of the district; and

WHEREAS, on February 13, 2018 a public hearing was held at which all owners of real property within the proposed Industrial Development District and all residents and taxpayers of the Charter Township of Garfield were afforded an opportunity to be heard thereon; and

WHEREAS, the Garfield Township Board desires to retain and increase employment within the Township; and

WHEREAS, the Township Board deems it to be in the public interest of the Township to establish the Industrial Development District as proposed.

NOW, THEREFORE, BE IT RESOLVED, by the Township Board of the Charter Township of Garfield that the following described parcels, located on various lots along Industry

Drive, situated in the Charter Township of Garfield, Grand Traverse County and State of Michigan, to wit:

Units #4, 5, 14, 17, 25, 26, 27, 28, 31, 32, 33, 34, 35, 36 & 37, Hammond Industrial Centre Condominium, Grand Traverse Condominium Subdivision Plan No. 160, Section 26, Town 27 North, Range 11 West.

is hereby established as an Industrial Development District pursuant to the provisions of PA 198 of 1974, as amended, to be known as the Hammond Industrial Centre Industrial Development District.

Motion by Denise Schmuckal, supported by Dan Walters, to adopt Resolution 2018-05-T.

Upon roll call for the motion:

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

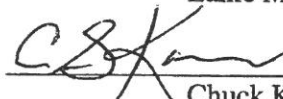
No: None

Absent and excused: None

The Chairman declared the motion carried and Resolution 2018-05-T duly adopted this 13th day of February, 2018.



Lanie McManus, Clerk



Chuck Korn, Supervisor

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of February, 2018.



Lanie McManus, Clerk

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

RESOLUTION 2021-05-T

RESOLUTION ADOPTING PAYMENT TO TOWNSHIP COMMITTEE MEMBERS

WHEREAS, the Charter Township of Garfield Board deems to compensate individuals (excluding Township employees) who serve on committees in the role of representing Garfield Township to offset the time commitment and personal cost associated with serving.

NOW, THEREFORE, BE IT RESOLVED, that effective January 1, 2021, all Committee members assigned by the Charter Township of Garfield, with the exclusion of Township employees, shall be paid \$125.00 for attending each committee meeting.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2021-05-T DECLARED ADOPTED.

By:

Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 9th day of February, 2021.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Karen Leaver

From: Chuck Korn
Sent: Monday, January 25, 2021 4:56 PM
To: tmhtcmi07@aol.com
Cc: Karen Leaver
Subject: RE: Fourth of July fireworks request

Hi Tim,

The board will have your request at our February 9th meeting.

Thanks,

Chuck


From: tmhtcmi07@aol.com <tmhtcmi07@aol.com>
Sent: Monday, January 25, 2021 12:24 PM
To: Chuck Korn <ckorn@garfield-twp.com>
Subject: Fwd: Fourth of July fireworks request

Hi Chuck!

Garfield Township has continually played an instrumental role in our ability to produce a quality fireworks display that we can all be proud of. The Traverse City Boom Boom Club is most appreciative for all of your support we have received over the past 10 years!

Once again, we respectfully request the Township's continued financial participation of \$3,500 that allows TCBBC to fulfill its mission of lighting up the sky on the 4th of July!! We appreciate your consideration, and wish to enjoy your continued support..

Kindest regards,
Tim Hinkley, President
TC Boom Boom Club

 Charter Township of Garfield Planning Department Report No. 2021-21			
Prepared:	February 2, 2021	Pages:	6
Meeting:	February 9, 2021 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Parks and Recreation Commission 2020 Annual Report		

PURPOSE OF THIS REPORT:

The Garfield Township Parks and Recreation Commission is required to submit an annual written report to the Township Board concerning its operations and the status of parks and recreation activities. The Parks and Recreation Commission has recommended this report be submitted to the Township Board.

PARKLAND PROJECTS OVERVIEW:

BOARDMAN VALLEY NATURE PRESERVE (BVNP):

Park Improvements from 2015 Grant: The Michigan Department of Natural Resources (DNR) awarded the Township a grant in 2015 as part of the Michigan Natural Resources Trust Fund (MNRTF) program for several improvements at BVNP, including a canoe and kayak launch, parking area with a turnaround, vault pit toilet, small pavilion, and pickleball courts. Construction was completed in 2019 and the grant closeout was finalized in spring 2020. The DNR typically would have required the Township required to have an opening ceremony for the project, but due to the ongoing COVID-19 pandemic the DNR did not require such a ceremony and accepted a press release instead.

Crushed Gravel Trail: In Fall 2019, the Township Board approved a bid for a new crushed gravel trail at BVNP, which was then completed in spring 2020. This trail provides a hard surface connection between the parking lot and the rest of the BVNP trail system across the athletic fields, which experience frequent flooding. The new trail allows for drainage between the athletic fields and Boardman River and provides an elevated surface for park users.

Old Tennis Courts: The Parks and Recreation Commission heard a presentation from the Traverse Area Pickleball Association (TAPA) in February 2020 about adding more pickleball courts at BVNP on the site of the old tennis courts, which would provide enough courts for tournaments. Commissioners were wary of adding too much activity to BVNP given the high number of uses already here and recommended that the old tennis courts be replaced with an additional parking lot that would use the tennis court foundation as a base. The tennis court area was cleared in 2020 with parking lot construction anticipated in 2021.



Boardman Valley Nature Preserve – Left: New crushed gravel trail; Right: Old tennis court

KIDS CREEK PARK:

In 2017, the Parks and Recreation Commission passed a motion recommending that the dilapidated power generating structure at Kids Creek Park be demolished. The Township encountered challenges in the past several years in gaining the access for construction equipment needed to demolish the structure, as well as desire from some in the community to restore the mill building including the Franke family, the original owners of the mill and property.

Negotiations with staff at Great Wolf Lodge resolved the issue of access for construction equipment to the site. Also, discussions with the Franke family resulted in saving the original mill wheel from demolition, which was extracted and donated to Buckley Old Engine Show for restoration. The mill demolition was completed in summer 2020 followed by site restoration.



*Kids Creek Park – Top left: Mill prior to demolition; Top right: Members of the Franke family
Bottom left: Mill wheel after extraction; Bottom right: Old mill site after restoration*

SILVER LAKE RECREATION AREA (SLRA):

Parking Lot Expansion, Trail, and Sidewalk Improvements: This project included a parking lot expansion near Metro Fire Station #12, sidewalk extension, and trail reconfiguration and extension. The expanded parking area serves both the fire station, which is a polling place during elections, and general park users. The additional sidewalks connect the medium-sized pavilion at the south end of the dog park to the main parking lot area, the bathrooms, and the large pavilion. The trail reconfiguration and extension moved the location of the trail to accommodate the parking lot expansion near Metro Fire Station #12 and provides a direct connection for trail users to the large pavilion (see pictures on following page).

Dog Park: The dog park continues to be an extremely popular amenity, drawing dog owners from around the region. There is a Facebook group entitled “East Silver Lake Dog Park” with over 800 members as of this writing, up from 660 members at last year’s report, with members organizing “play dates” for their dogs and sharing other news regarding the dog park.



Sidewalk and trail improvements at Silver Lake Recreation Area

Pavilion and Multi-Purpose Athletic Field Reservations: The pavilions at SLRA are a popular Township amenity. There were 113 total pavilion reservations in 2020, compared with 75 in 2019, 101 in 2018, and 118 in 2017. Some pavilion reservations were deferred to 2021 or cancelled because of concerns related to the COVID-19 pandemic. The baseball diamond continues to be used for tee-ball in the summer.

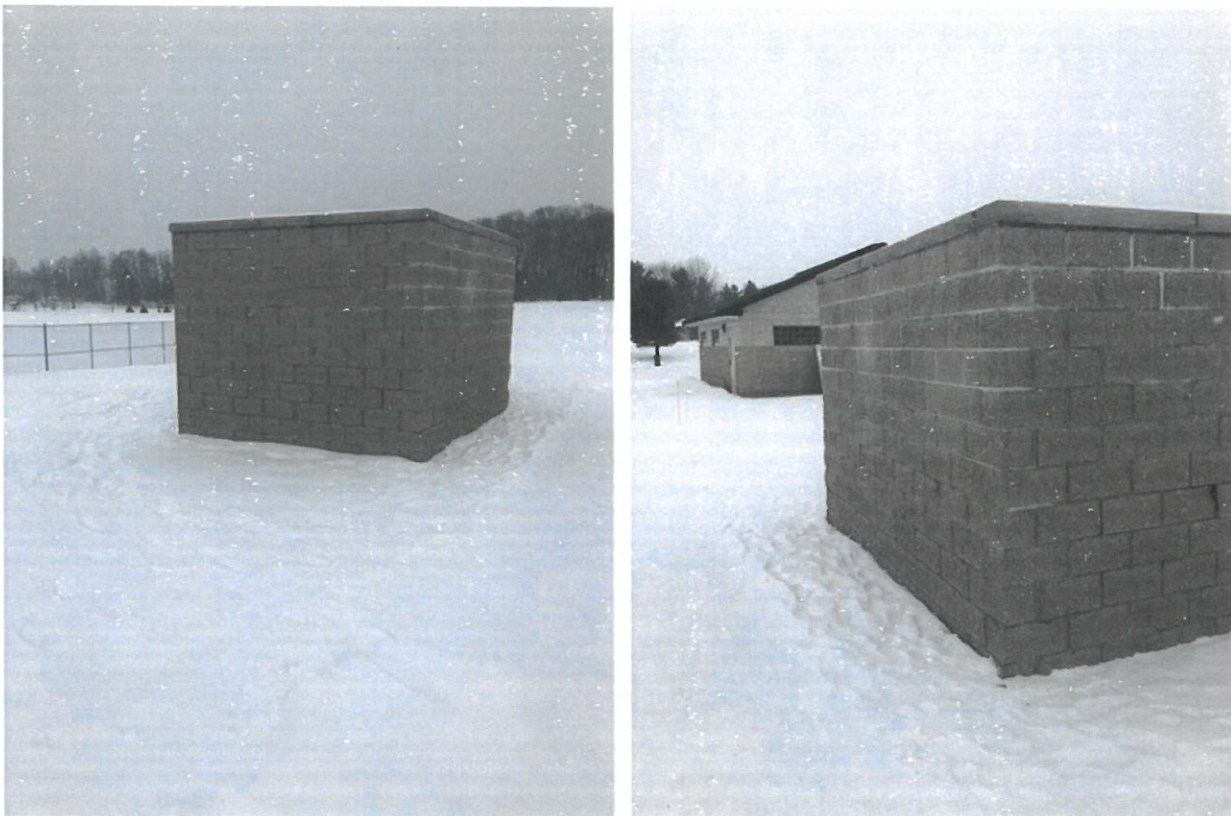
Frontage Landscaping: In August 2020, Commissioners held a discussion about the existing landscaping along East Silver Lake Road. They agreed generally that it would be good to have more native trees and vegetation and to remove any invasive species, but that this area along the road should not be particularly mowed or manicured. Commissioners recommended that the Township Board direct Staff and the Grand Traverse Conservation District to remove invasive species and plant native trees in this area.

Tree Plantings: In October 2020, a team of community stakeholders including Garfield Township Staff and Parks and Recreation Commissioners planted 38 trees at SLRA. These trees were donated to Garfield Township and will provide a buffer between the loop trail and East Silver Lake Road.



Silver Lake Recreation Area – Left: Existing landscaping; Right: Volunteers at tree planting event

Well House: Commissioners identified a project to construct a well house surrounding the existing well at SLRA to replace the fencing and with an exterior to match the restrooms. The well house was built in late 2020 after the issue of finding a mason to complete the project was resolved. Township Staff will be constructing a gate for the front of the well house in 2021 to complete this project.



New well house at Silver Lake Recreation Area

GRAND TRAVERSE COMMONS NATURAL AREA:

Staff worked with stakeholders at the state level on removing the deed restriction on the Grand Traverse Commons Natural Area limiting activities to hiking and cross-country skiing only. Originally introduced by Senator Wayne Schmidt as Senate Bill 595 and then approved as Public Act 159 of 2020 by Governor Gretchen Whitmer on September 17, 2020, this Act would allow for the deed restriction to be removed to allow non-motorized uses, including bicycling, at the Commons Natural Area. The deed restriction needs to be removed in an administrative process. Staff is working with State administration and hopes that this issue will be resolved in early 2021.

Once the deed restriction issue is resolved, the Township can focus on planning for future improvements. Staff presented an outline for the planning process for the Commons Natural Area at the December 2020 Parks and Recreation Commission meeting. Staff will research and document the existing conditions on the site, reach out to all property owners on and adjacent to the site, form an advisory group consisting of major stakeholders and user groups, and prepare an RFP to hire a park designer who will help complete a design plan for the site. This design plan is identified as a priority project for 2021.

RIVER EAST RECREATION AREA:

This parkland did not have any projects for 2020, but development of this park has still been identified as a near-term priority. Staff and the Township Engineer worked together to gather information on existing site conditions and previous conceptual designs for the site, with the goal of understanding the feasibility of different potential design options.

River East Recreation Area is identified for a priority project in 2021 to install a gravel parking area and a sign, among other basic amenities. Further discussion and public engagement in 2021 will determine the direction and scope of any future improvements at River East Recreation Area in 2022 and beyond.

HUNTING ON TOWNSHIP PARKLAND – OVERVIEW:

The Township issued 18 hunting permits for 12 different people in 2020. Hunting is currently allowed at Boardman Valley Nature Preserve, Miller Creek Nature Reserve, and River East Recreation Area with a permit. As described below, the Parkland Ordinance was amended in 2020 to allow for hunting at River East Recreation Area. This came about after reviewing the MNRTF grant which was used in the purchase of part of River East Recreation Area which required such land to be left open for hunting.

RENTAL OF PARKLAND:

The Commissioners recommended approval of an updated Single-Use Park Reservation Application and Rental Policies including adjusting rental rates and naming the pavilions at Silver Lake Recreation Area. The rental rates were also incorporated into the Fee Schedule which was adopted by the Township Board on August 25, 2020. Commissioners also discussed a proposal from Haunted Traverse to rent the Grand Traverse Commons Natural Area for after-hours tours, which the Commissioners denied citing concerns about the hours of operation, trail conditions, liability, enforcement, and after-hours operations. Proposals from Traverse Bay Blues Rugby and Traverse City Futbol League for official agreements to rent the field at Silver Lake Recreation Area were discussed conceptually, but no official proposals were presented.

PARKLAND ORDINANCE (TOWNSHIP ORDINANCE NO. 50):

The Parks and Recreation Commission reviewed two proposed amendments to the Parkland Ordinance in 2020 which were forwarded to and adopted by the Township Board as Amendments No. 3 and No. 4.

- **Amendment No. 3** – This amendment covered several revisions including the following:
 - Update the name of Boardman Valley Nature Preserve
 - Add the definition for River East Recreation Area
 - Update hours of operation to be from sunrise to sunset
 - Include newly acquired and expanded parkland sites on the Parkland Location Map
 - Allow for hunting at River East Recreation Area as required by grant

- **Amendment No. 4** – This amendment removed the requirement for any hunting permit holder to complete a wildlife survey. Information regarding the wildlife survey was also removed from the hunting permit application.

PARKS AND RECREATION COMMISSION MEETINGS:

The Parks and Recreation Commission met six times in 2020 on the dates listed below. The Commission adopted a bi-monthly meeting schedule to ensure they met at least six times per year. This schedule will continue in 2021. One meeting in 2020 was delayed due to the pandemic, until virtual meeting capability was established, and another was delayed when the Township Hall meeting room was unavailable on the originally scheduled date.

- February 3, 2020
- May 4, 2020 (delayed from April 6, 2020: COVID-19 pandemic)
- June 1, 2020
- August 10, 2020 (delayed from August 3, 2020: Township Hall meeting room unavailable)
- October 5, 2020
- December 7, 2020

TRAIL PROJECTS:

BOARDMAN LAKE TRAIL LOOP COMPLETION:

The Township continues to work with the City of Traverse City, Grand Traverse County, and TART to complete the final leg of this trail, which will start at 14th Street and extend south along the western shore to Logan's Landing. The Parks and Recreation Commission hosted a presentation by TART in February 2020 regarding the funding sources for this trail. Construction began on the first phase of the trail project, between 14th Street and Northwestern Michigan College (NMC) University Center, in summer 2020. The project will continue to move closer toward completion in 2021.

COMMERCIAL KAYAKING:

In May and June 2020, the Commission discussed the feasibility of commercial kayaking vendors using the kayak launch area at BVNP for kayakers to exit the river. There were concerns about the commercial use on a public park, especially with the high level of activity already existing on the site. Ultimately, the proposed use of the BVNP kayak launch for commercial kayaking did not go through.

2018-2023 FIVE-YEAR PARKS AND RECREATION MASTER PLAN:

The 2018-2023 Charter Township of Garfield Five-Year Parks and Recreation Master Plan was approved by the DNR in early 2018 making the Township eligible for various forms of grant funding through 2023. An amendment to this plan was adopted by the Township Board on May 14, 2019. No amendments were completed for this plan in 2020.


CONCLUSION:

Looking ahead, the Township will continue working to meet the goals and objectives from the 2018-2023 Five-Year Parks and Recreation Master Plan and implementing the projects as recommended by the Parks and Recreation Commission in the Parks Capital Improvements Program (Parks CIP) and approved by the Township Board of Trustees.

ACTION REQUESTED:

If the Township Board is prepared to accept the 2020 Parks and Recreation Commission Annual Report, the following motion is suggested:

THAT the 2020 Parks and Recreation Commission Annual Report, as provided in Planning Department Report 2021-21 BE RECEIVED AND FILED.

 Charter Township of Garfield Planning Department Report No. 2021-17			
Prepared:	February 1, 2021	Pages:	6
Meeting:	February 9, 2021 Township Board	Attachments:	<input type="checkbox"/>
Subject:	2020 Planning Commission Annual Report		

INTRODUCTION:

The 2020 Charter Township of Garfield Planning Commission Annual Report was prepared pursuant to the requirements of Section 19(2) of the Michigan Planning Enabling Act (“MPEA”), which states:

A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.

This report is intended to serve as the Planning Commission’s report to the Township Board in accordance with the MPEA as quoted above, and outlines activities of the Planning Department during 2020.

BOARDS AND COMMISSIONS:

The Planning Director and Deputy Planning Director serve on various committees and provide support services to several boards and commissions, including but not limited to:

- Garfield Township Board of Trustees (Staff)
- Garfield Township Planning Commission (Staff)
- Garfield Township Parks and Recreation Commission (Staff)
- Garfield Township Zoning Board of Appeals (Liaison)
- Joint Traverse City and Garfield Township Planning Commission (Staff)
- Joint Traverse City and Garfield Township Recreation Authority (as needed)
- Traverse Transportation Coordinating Initiative (TTCI) (Technical Committee Member)
- Grand Traverse County Road Commission (Garfield Township Alternate Representative)

ADMINISTRATION:

The Planning Department was responsible for generating 166 Staff Reports in 2020 (compared to 159 in 2019 and 125 in 2018) for the various boards and commissions listed above. Day-to-day tasks also include dialogue with Garfield Township residents, the development community, other community stakeholders, and partner organizations; review of new and ongoing development applications; monitoring development approvals as they proceed through the approval process; administering grants and parks and recreation activities; developing plans and related studies; preparing zoning analyses and drafting new ordinance text; and, conducting site visits.

PLANNING COMMISSION:

The Planning Commission meets the second and fourth Wednesdays of each month and is responsible for reviewing development applications, preparing plans, and making recommendations to the Township Board on development applications and zoning amendments. This meeting schedule allows for the Planning Commission to hear, review, and decide on projects during the first meeting and to advance the interests of the community by holding a work session during the second meeting of the month. This schedule will continue throughout 2021.

STRATEGIC PLAN:

In February 2020, Planning Department staff provided a year-end report to the Township Board on its activity that supported the Strategic Plan in 2019. In July 2020, staff assisted the Township Board with an amendment of the Strategic Plan to include emergency medical services under the Public Safety goal.

BARLOW GARFIELD NEIGHBORHOOD PLAN:

Adopted in June 2020 by the Township Board, the Barlow Garfield Neighborhood Plan was incorporated into the Garfield Township Master Plan to help guide future land use and development for a portion of the east side of the township, including the redevelopment of the Cherryland Center site. The neighborhood includes both sides of the street on portions of Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites. The Plan serves as a template to conduct other subarea plans around the Township where more focused attention to planning and zoning is needed.

REDEVELOPMENT READY COMMUNITIES:

The Township applied to and was approved for the Redevelopment Ready Communities (RRC) program. RRC is a no-cost, technical assistance, statewide certification program offered by the Michigan Economic Development Corporation (MEDC). The program evaluates and certifies that a community has integrated transparency, predictability and efficiency into daily development practices through a set of best practices.

To start the certification process, a baseline report was prepared by the RRC program for the Township which includes a number of recommendations for how the community can fully align with the RRC best practices. Staff is working on or preparing to begin several projects in accordance the best practices to help advance the Township towards certification.

ZONING ORDINANCE USE CHART PROJECT:

The Planning Commission is reviewing and updating land use names, definitions, requirements, and districts as part of developing a use chart for the Zoning Ordinance. Commissioners will continue this discussion in 2021 and will prepare a Zoning Ordinance amendment incorporating these changes.

CONCEPTUAL REVIEWS:

Conceptual reviews allow for applicants to appear before the Planning Commission with little more than a concept for development. This process is intended to provide an applicant with valuable feedback to gauge the Planning Commission's interest in a potential project before a full application is submitted. This process has been utilized by several applicants as they are able to discuss a potential project without having to first enlist surveying, planning, and/or engineering services to complete an application. The following projects were conceptually reviewed by the Planning Commission in 2020:

- Bay Area Transportation Association (BATA) – Planned Unit Development
- Oakleaf Village Senior Living Complex – Planned Unit Development
- Bay Area Transportation Association (BATA) – Planned Unit Development (Revised Concept)
- M Brothers Northern/2326 N US 31 South Apartment Complex – Special Use Permit
- Mosser Apartment Complex – Planned Unit Development

ADMINISTRATIVE REVIEWS:

In some specific cases, the Planning Director can administratively approve projects provided that they meet all requirements of the Zoning Ordinance. This procedure significantly improves efficiency in the review of minor requests. The Planning Department requires that any Administrative Amendment be justified via written findings. The following five applications were administratively reviewed and approved in 2020:

- **PUD 2003-02B Morgan Farms PUD Administrative Amendment (Approved)**
The request was to amend the Neighborhood Center portion of the Morgan Farms Planned Unit Development (PUD) located off East Traverse Highway (M-72). Most of the PUD is located within the boundaries of the City of Traverse City. Due to a reconfiguration of the proposed buildings, the amendment will result in a reduction in floor area and eliminate the proposed commercial and office uses for this portion of the PUD. Only residential uses will remain in the Township. The entire planned Neighborhood Center portion of the PUD is 19.25 acres in area, of which 4.10 acres are located within Garfield Township.
- **SPR 2000-09-I Chelsea Park II PUD Administrative Amendment (Approved)**
The subject property is in Chelsea Park II within the east portion of Chelsea Park Planned Unit Development located off Hartman Road. The request was to amend Chelsea Park II to replace a proposed 4-unit residential building with a proposed two-unit residential building.
- **SUP-1991-10-N Crown PUD Maintenance Facility Addition Administrative Amendment (Approved)**
The Crown Planned Unit Development is located off North West Silver Lake Road, west of Zimmerman Road. The subject improvement was an addition to the existing maintenance facility located northwest of the clubhouse for the Crown Golf Club.
- **SUP 1995-07-A McDonald's – SUP Administrative Amendment (Approved)**
The subject parcel is located on the north side of South Airport Road, just east of Cass Road. The request was to amend the McDonald's Special Use Permit to alter the drive-through circulation pattern and remove three parking spaces, as part of a project which includes a building remodel. Landscaping previously removed from the site was required to be restored as part of the Township approval.
- **SPR 2020-02 Residential/Live Work Building 57 / Grand Traverse Commons (Approved)**
The subject property, Building 57, is located at 1388 Gray Drive within the west portion of the Village at Grand Traverse Commons. Since the location is within the Grand Traverse Commons, this application was reviewed under the Grand Traverse Commons Development Regulations and not the Township Zoning Ordinance. The request was for administrative site plan review of a proposal for a new replacement building on the site of Building 57 to create 12 live/work condominiums.
- **SUP-2017-04-B Hickory Hills – SUP Administrative Amendment (Under Review)**
The subject parcel is the Hickory Hills recreational facility owned and operated by the City of Traverse City and located in Garfield Township at 2000 Randolph Street. The request is to amend the Hickory Hills Special Use Permit to allow fourteen replacement outdoor lighting fixtures in the ski area of the Hickory Hills site.

DEVELOPMENT REVIEWS:

The Planning Commission reviewed and approved numerous projects in 2020, which included Site Plan Reviews, Planned Unit Developments, Special Use Permits, and Zoning Text and Map Amendments. A brief summary of those reviews is as follows:

- **PUD 2019-01 – Village at LaFranier Woods PUD (Approved)**
Located at 2242 LaFranier Road, north of Hammond Road, the 385-unit Planned Unit Development was approved for a senior living residential development including detached cottages, congregate residential buildings and assisted living residences.
- **PUD 2020-01 Oakleaf Village of Garfield Township PUD (Approved)**
Located at 5143 North Long Lake Road, west of Zimmerman Road, the 187-unit Planned Unit Development was approved for a senior living campus, including a licensed Adult Care Facility (50 Independent Living Apartments, 60 Assisted Living, and 24 Memory Care units); 20 Independent Living detached villas; and, 33 detached single-family homes.

- **SPR 2000-09-J Chelsea Park West PUD Minor Amendment (Approved)**
The Chelsea Park Planned Unit Development is located north off Hartman Road, east of US-31. The request was approved to amend the Chelsea Park West apartments by increasing the number of carports from 63 to 195, removing four dumpsters, and replacing a resident storage, package center, and maintenance building with a “compactor building and recycling” and an addition to the clubhouse to provide a space for maintenance.
- **PUD 2019-01-A Village at LaFranier Woods PUD Minor Amendment (Approved)**
The request to amend the Village of LaFranier Woods Planned Unit Development was approved to allow the division of the Planned Unit Development into four parcels and make adjustments to the main driveway and the northerly emergency driveway.
- **SPR 2019-04 – Harris Hills Site Condominium SPR (Approved)**
A site condominium was approved to create 40 total single-family units on the site located at the southwest corner of Lone Tree and Harris Roads, east of the existing Lone Tree Planned Unit Development.
- **SUP-2019-04 Habitat for Humanity Addition SUP (Approved)**
A Special Use Permit was approved to expand an existing retail building, construct an accessory storage building, and add office uses at 2487 Rice Street, near Cass Road.
- **SUP-2019-06 Michigan State University Federal Credit Union SUP (Approved)**
A Special Use Permit was approved to build a financial institution including a drive-through located at 3750 North US 31, across from Meijer.
- **SUP-2019-07 Consumers Energy Boardman Substation SUP (Approved)**
A Special Use Permit was approved to expand the existing Boardman Substation located at 825 Cass Road, near North Keystone Road.
- **SUP-2020-01 Chick-fil-A Restaurant SUP (Withdrawn)**
Located at 3980 US-31 South, this application requested approval of a 4,998-square-foot restaurant with inside seating and a drive-through. The application was withdrawn by the applicant.
- **SPR-2020-01 Wendy’s Restaurant SPR (Approved)**
The 0.83-acre project site is located at 1712 South Garfield Avenue, north of South Airport Road and part of the former K-Mart parcel at Cherryland Center. The request was to build a 2,584-square-foot fast food restaurant with drive-through.
- **SUP-2020-03 Ligon Bed and Breakfast SUP (Under Review)**
This request is to use a portion of an existing single-family residence at 5885 Hainey Lane as a bed and breakfast establishment for up to four (4) guests.
- **PURD-2017-01 Fox Run PURD Extension Request (Approved)**
The Fox Run Planned Unit Residential Development was approved in 2019 was set to expire in 2021. The Planning Commission approved extending the approval until April 25, 2022.
- **SUP 1987-02-L Lake Pointe Village PUD Minor Amendment – Value City Furniture Sign (Denied)**
Value City Furniture intends to open a store at a former Art Van Furniture located in the Lake Pointe Village Planned Unit Development. The applicant requested a wall sign exceeding the permitted size of 100 square feet. The application was denied by the Planning Commission.
- **1990-04-H Shoe Dept. Encore Sign Review/Grand Traverse Mall (Denied)**
The applicant is proposed a 100-foot wall sign for Shoe Dept. Encore located on the south side of the Grand Traverse Mall adjacent to the food court entrance and next to the existing Dunham’s Sports store sign. The Dunham’s Sports sign was permitted by a Zoning Board of Appeals decision. Since that decision, the sign requirements of the Zoning Ordinance have been amended to be reflective of the original intent of the plan for the Grand Traverse Mall. Under the current Zoning Ordinance, the Dunham’s Sports store sign would not be permitted. The application was denied by the Planning Commission.

- **SPR 1995-02-D Burlington Department Store Sign Review (Denied)**
Burlington department store occupied the former location of MC Sports located at 3450 West South Airport Road at US 31. The applicant is proposed a 149 square foot front wall sign located on the south side of the building – exceeding the maximum sign permitted by 49 square feet. The application was denied.
- **Serra Automotive CRA – Car Wash (Postponed)**
The Serra automobile dealership is located at the southwest corner of Boon Street and Garfield Road and comprises 4.57 acres in area. A Conditional Rezoning Agreement between Serra Works of Traverse City, LLC and Garfield Township was originally approved in 2008 and then amended and restated in 2018. As part of the Agreement, a “wash bay” was approved without any noise generating mechanicals customarily associated with an automated car wash. As condition of the Agreement, any modification to the “wash bay” to include noise generating mechanicals requires review and approval, following a public hearing, by the Planning Commission. The proposal is to construct an automobile car wash was reviewed by the Planning Commission and postponed until the applicant submits additional materials to meet the requirements of the conditional rezoning.

ZONING ORDINANCE AMENDMENTS:

Map Amendments

- **Z-2019-03 Chick-fil-A C-G Rezoning (Approved)**
The property is located at 3980 N. US-31 South and is currently occupied by the Flap Jack Shack restaurant. The request to rezone the 1.8-acre parcel from the C-L Local Commercial zoning district to the C-G General Commercial zoning district was approved.
- **Z-2020-01 Good News Automotive C-G Rezoning (Approved)**
The property is located at 3300 Cass Road and is currently home to the Good News Automotive service center. The request to rezone the 0.96-acre parcel from I-G General Industrial to C-G General Commercial was approved.
- **Z-2020-02 4051 Cedar Run C-O Rezoning (Withdrawn)**
The property is located at 4051 Cedar Run Road. The request to rezone the 3.75-acre parcel from the C-O Office Commercial to C-G General Commercial district was withdrawn by the applicant.
- **Z-2020-03 3077 Garfield Conditional Rezoning (Expired)**
The property is located at 3077 North Garfield Road and is the former site of Etna Supply. The request to conditionally rezone 2.85 acres of the 4.43-acre parcel from C-G General Commercial to I-G General Industrial expired due to no action by applicant.
- **Z-2020-04 3479 Veterans C-O Rezoning (Approved)**
The property is located at 3479 Veterans Drive. The request to rezone the 1.93-acre parcel from R-1 One Family Residential to C-O Office Commercial was approved.
- **Z-2020-05 Carter Lumber I-G Rezoning (Under Review)**
The property is located at the southeast corner of Garfield Road and Hammond Road. The request to rezone the 36.50-acre parcel from A Agricultural zoning district to the I-G General Mixed-Use Industrial Business is currently under consideration.

Text Amendments

- **Amendment regarding Solar Energy Systems (Under Review)**
An amendment to allow solar energy systems as a use by right and by special use permit.

- **Amendment regarding Signs in the C-P Planned Shopping Center district and in Planned Developments (Under Review)**
The proposed amendment consists of changes to regulations for signs in the C-P Planned Shopping district and in Planned Developments.
- **Amendment regarding Child Care Centers and definition of Major Thoroughfares (Under Review)**
This proposed amendment is to allow Child Care Centers via Special Use Permit in the A-Agricultural district and update several definitions relating to roads and major thoroughfares.


JOINT TRAVERSE CITY AND GARFIELD TOWNSHIP PLANNING COMMISSION:

The Joint Planning Commission is comprised of City and Township residents appointed from their respective Planning Commissions and one member jointly appointed by both municipalities. The Commission meets every January, April, July and October at 5:15 PM on the third Wednesday of the month. Recent meetings have focused on continued redevelopment of the historic buildings, the future of the Commons natural area, and the paving improvements at the Historic Barns.

RECOMMENDATION/ACTION REQUESTED:

Following review, if the Township Board is prepared to accept the 2020 Annual Report in accordance with the Michigan Planning Enabling Act, the following motion is suggested:

THAT the 2020 Planning Commission Annual Report, as provided in Planning Department Report 2021-17, BE RECEIVED and FILED.

 Charter Township of Garfield Planning Department Report No. 2021-18			
Prepared:	February 1, 2021	Pages:	2
Meeting:	February 9, 2021 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Township Strategic Plan – 2020 Year End Report		

BACKGROUND:

The Township Strategic Plan contains nine goals that guide the work done today and in the future by the Township Board, its appointed boards and commissions, and staff. These goals may change over time, but largely define the purpose of the Township’s work for the coming years.

2020 BOARD ACTIONS:

The following actions were made by the Board in 2020 that align with the Strategic Plan:

<p>1. Identity</p> <p><i>Develop a strong identity that conveys the character and values of the community to the region and beyond</i></p> <ul style="list-style-type: none"> Adopted Barlow Garfield Neighborhood Plan that provides a vision for its overall development and redevelopment
<p>2. Economic Development</p> <p><i>As part of a regional hub in Northern Michigan, promote Garfield Township as a great place for business development and job opportunities</i></p> <ul style="list-style-type: none"> Applied for and received acceptance into the State of Michigan Redevelopment Ready Communities program to improve the Township’s development services
<p>3. Public Safety</p> <p><i>Support collaborations which promote public safety including police, fire, and emergency medical services</i></p> <ul style="list-style-type: none"> Received regular reports from Grand Traverse County Sheriff Department, Metro Fire, and North Flight EMS Approved financing for fire truck purchase by Metro Fire Approved financing for remodel of Station 11 by Metro Fire Approved agreement to continue existing agreement with North Flight EMS followed by adding Mobile Medical Response, Inc. to the agreement Approved five-year Emergency Management agreement with Grand Traverse County Supported Grand Traverse Metro Emergency Services millage Adopted 2021 budget resolution for Metro Fire
<p>4. Parks and Trails</p> <p><i>Foster a system of high-quality active and passive parks connected by trails</i></p> <ul style="list-style-type: none"> Approved trail improvement for Boardman Valley Nature Preserve Constructed and completed Silver Lake Recreation Area improvements Approved contract and maintenance agreement for Safe Routes to School on Barlow Street Approved parks capital improvement program Supported Joint City of Traverse City and Charter Township of Garfield Recreational Authority millage Approved \$200,000 contribution toward the construction of the Boardman Lake Loop Trail

<ul style="list-style-type: none"> • Updated park reservation and rental policies
5. Water Quality
<i>Make water system improvements and support environmental conservation efforts to protect water quality</i>
<ul style="list-style-type: none"> • Received regular reports from Township Engineer on stormwater reviews and developments • Approved contract for milfoil abatement program for Silver Lake
6. Housing
<i>Provide for a balance of housing choices with a variety of housing types</i>
<ul style="list-style-type: none"> • Approved Payment in Lieu of Taxes (PILOT) agreement for the Village of LaFranier Woods for a new 115-unit senior congregate apartment building • Approved Payment in Lieu of Taxes (PILOT) agreement for Village Glen Apartments • Approved development projects that will result in 624 new housing units
7. Transportation & Infrastructure
<i>Invest in transportation and infrastructure which support high-quality development</i>
<ul style="list-style-type: none"> • Approved sewer extension on Randolph Street • Funded design and engineering services for the Cass Road Drainage project • Approved small cell wireless facilities ordinance • Received regular reports from Township Engineer on infrastructure improvements
8. Partnerships
<i>Participate in local and regional partnerships to advance community interests</i>
<ul style="list-style-type: none"> • Made appointments to various committees • Supported efforts of the Grand Traverse Metro Emergency Services Authority • Supported efforts of the Joint City of Traverse City and Charter Township of Garfield Recreational Authority
9. Fiscal Responsibility
<i>Deliver effective public services to the community and operate with fiscal efficiency</i>
<ul style="list-style-type: none"> • Maintained Township operating millage rate at 2.00% • Adopted balanced budget for 2021

ACTION REQUESTED:

This report is being provided for information only. No action is requested.

Attachments:

1. Current Township Strategic Plan



STRATEGIC PLAN



Adopted August 27, 2019
Amended July 14, 2020

CHARTER TOWNSHIP OF GARFIELD

INTRODUCTION

The Charter Township of Garfield in Grand Traverse County is located in Michigan's northwest Lower Peninsula. This area of Michigan is known as a welcoming four-season tourism destination, drawing visitors to enjoy beaches, vineyards, golfing, natural resources, and culinary pleasures. With a population of nearly 18,000, Garfield is the most populous community in the 21-county Northern Michigan region.

Garfield is a regional commercial hub for many retail and industrial businesses, yet retains much of its agricultural heritage through active farms and orchards. Silver Lake, Boardman Lake, and the Boardman River are the most prominent natural features within Garfield.

Garfield measures 27 square miles in area and provides access with proximity to major regional destinations including Traverse City, national and state parkland, the Lake Michigan shoreline, and interior lakes. The main highway of US-31/M-37 is a major thoroughfare that traverses Garfield and connects the area to places downstate including Grand Rapids, Muskegon and Kalamazoo.

BOARDS AND COMMISSIONS

Board of Trustees

The Board of Trustees serves as the elected legislative body for the Township and consists of seven total members, the Supervisor, Treasurer, Clerk, and four Trustees, as follows:

Chuck Korn.....	Supervisor
Jeane Blood Law.....	Treasurer
Lanie McManus.....	Clerk
Molly Agostinelli.....	Trustee
Chris Barsheff.....	Trustee
Steve Duell.....	Trustee
Denise Schmuckal.....	Trustee

BOARDS AND COMMISSIONS

Appointed Boards and Commissions

The Board of Trustees is advised by several appointed boards and commissions to help provide guidance on specific policy areas, including the following:

Planning Commission

John Racine, Chair

Joe McManus, Vice Chair

Molly Agostinelli, Township Board Representative

Pat Cline

Chris DeGood

Robert Fudge

Joe Robertson

Zoning Board of Appeals

Rick Smith, Chair

Kent Rozycki, Vice Chair

Lynn Fricke

Robert Fudge, Planning Commission Representative

Scott Swan

Parks and Recreation Commission

Chris DeGood, Chair/Planning Commission Representative

Fern Spence, Vice Chair

Chris Remy, Secretary

Denise Schmuckal, Township Board Representative

Art Bukowski

Andrew Hoort

Bill Scott

STRATEGIC PLAN

From June to August 2019, the Township Board underwent a strategic planning process. The Board identified several strengths, weaknesses, opportunities, and threats facing the Township. These were used to form the vision statement, mission statement, and goals to guide the work of the Township Board, its appointed boards and commissions, and staff.

The vision and mission statements provide a direction for the Township going forward. The vision defines the end goal for the community, and the mission defines the Township's role in making the vision come to fruition.

The Charter Township of Garfield Strategic Plan was first adopted by the Board of Trustees on August 27, 2019. The Plan was amended by the Board on July 14, 2020.

VISION & MISSION STATEMENTS

Vision Statement

The Charter Township of Garfield is...

- a vibrant, thriving, safe community served by a fiscally stable, efficient government
- a place where the Boardman River and Silver Lake are testimonies to the local value of clean water
- a livable and memorable community interspersed by beautiful parks and connecting trails
- a regional economic center where interconnected transportation and infrastructure systems allow for smooth traveling and flow of commerce
- a leader in meeting regional challenges

Mission Statement

As neighbors, we work together to create a community where our residents and businesses thrive, our natural resources are protected and enjoyed, our visitors are welcomed and appreciated, and our high quality of life is promoted

GOALS

These goals guide the work done today and in the future by the Township Board, its appointed boards and commissions, and staff. These goals may change over time, but largely define the purpose of the Township's work for the coming years.

1. Identity

Develop a strong identity that conveys the character and values of the community to the region and beyond

2. Economic Development

As part of a regional hub in Northern Michigan, promote Garfield Township as a great place for business development and job opportunities

3. Public Safety

Support collaborations which promote public safety including police, fire, and emergency medical services

4. Parks and Trails

Foster a system of high-quality active and passive parks connected by trails

5. Water Quality

Make water system improvements and support environmental conservation efforts to protect water quality

6. Housing

Provide for a balance of housing choices with a variety of housing types

7. Transportation & Infrastructure


Invest in transportation and infrastructure which support high-quality development

8. Partnerships

Participate in local and regional partnerships to advance community interests

9. Fiscal Responsibility

Deliver effective public services to the community and operate with fiscal efficiency

 Charter Township of Garfield Planning Department Report No. 2021-15		
Prepared:	February 2, 2021	Pages: 2
Meeting:	February 9, 2021 Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	C-P and PUD Signs Zoning Ordinance Text Amendment – Introduction	

BACKGROUND:

The Planning Commission has discussed a proposed amendment to sign standards in the Planned Shopping (C-P) zoning district and Planned Unit Developments (PUDs). The impetus for these changes came after identifying several issues with the current sign regulations from recent sign proposals and Staff review of sign regulations in the Zoning Ordinance and Township practices. These issues have been identified in the noted Planning Department (PD) reports:

- October 28, 2020 – Discussion #1 (PD 2020-142)
- November 12, 2020 – Discussion #2 (PD 2020-150)
- December 9, 2020 – Proposed Zoning Ordinance Amendment Introduction (PD 2020-162)
- January 13, 2021 – Proposed Zoning Ordinance Amendment Public Hearing (PD 2021-6)
- January 27, 2021 – Proposed Zoning Ordinance Amendment Review (PD 2021-11)

In summary, the issues addressed by this proposed Zoning Ordinance amendment include the following:

- **Merge Section 630.G and Section 630.J** – Section 630.G covers signs allowed in the C-P Planned Shopping Center district and 630.J covers signs allowed in Planned Developments. These are the two sections where the Planning Commission has discretion to review some signs. The proposed amendment would merge these sections, which already have similar language, to create consistent regulations for signs which may be reviewed by the Planning Commission.
- **Applicability** – This proposed section would clarify what is and is not considered a new sign. The Township has historically treated new signs being installed in place of existing signs as replacement signs, rather than as completely new signs. This means the Township has historically subjected the new signs to prior (“grandfathered”) sign regulations rather than current regulations.
- **Signs Allowed by Right** – The proposed language would describe the signs allowed by right in the C-P district or Planned Developments based on the land use. Both C-P and Planned Developments allow residential, office, and commercial uses, and Planned Developments also allow for industrial uses. Another proposed subsection describes signs allowed by right for sites with mixed uses, as the C-P district and Planned Developments encourage mixed-use developments. Two other issues in this section related to signs in Planned Developments are as follows:
 - The current Zoning Ordinance language indicates that all proposed signs within a Planned Development shall be submitted to the Planning Commission for final review and approval. There is no such requirement for signs in the C-P district. The proposed language would allow signs permitted “by right” in Planned Developments to be reviewed administratively.
 - The current Zoning Ordinance shows that one of the ways signs in Planned Developments are treated is in relation to signs allowed in the underlying zoning district. These references to the regulations for underlying zoning districts are not used for other aspects of Planned Developments. The Township also has several Planned Developments with an underlying

zoning district which does not match the land use pattern, especially those with agricultural or residential underlying zoning and commercial land uses. The proposed language would remove the references to the underlying zoning district in regulations for signs in Planned Developments, basing the regulations on land use as described above.

- **Planning Commission Criteria to Modify Wall Sign Requirements** – The proposed language refines the criteria by which the Planning Commission can review sign applications which ask for modifications to wall sign requirements. This covers the limitations of the Planning Commission’s discretion, including that their approval is not a variance, does not run with the land, does not set precedent, and only applies to the sign in the application. It also refines the set of criteria to allow for some flexibility for larger wall signs, including by building size and distance from the road.
 - Another issue within the current Zoning Ordinance language is that signs within Planned Developments being reviewed by the Planning Commission are required to have a public hearing as part of the approval process. There is no such requirement for signs in the C-P district. The proposed language would remove this public hearing requirement.
- **Allow “gooseneck” style downward illumination of non-internally illuminated signs in C-P.** – This type of lighting is currently allowed in Planned Developments. The proposed language would also allow for this type of lighting in the C-P district.

The full text of the proposed Zoning Ordinance amendment is included as an attachment to this report.

ACTION REQUESTED:

If, following the discussion, the Township Board is prepared to schedule the attached Amendment 28 to Ordinance No, 68, the Garfield Township Zoning Ordinance, for public hearing, then the following motion is suggested:

MOTION THAT the proposed Amendment 28 to Ordinance No. 68, the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2021-15, BE SCHEDULED for public hearing for the March 9, 2021 Township Board Regular Meeting.

Any additional information deemed necessary by the Township Board should be added to this motion.

Attachments:

1. Proposed Amendment 28 to Ordinance No. 68, Garfield Township Zoning Ordinance.

SECTION 630 SIGNS

G. Signs Permitted in the C-P Planned Shopping Center District and in Planned Developments:

In the C-P Planned Shopping Center district and in Planned Developments, the following signs shall be permitted:

- (1) Applicability. This section shall apply to all new signs, which shall include the following:
 - (a) Removal and replacement of a sign structure.
 - (b) Removal and replacement of wall sign channel letters.

The following shall not be considered new signs:

- (c) Changing the sign face or the sign copy on a sign within an existing sign structure.
- (d) Repair of an existing sign.

- (2) Signs permitted by right.

- (a) Residential Uses in the C-P Planned Shopping Center district and in Planned Developments.

- (i) Wall Signs. One (1) sign for a home occupation or professional service; no illumination of signs is permitted; maximum of 3 square feet per sign.
 - (ii) Freestanding Signs. One (1) freestanding monument sign per roadway entrance to the development; maximum of 16 square feet per sign. Signs may be illuminated as regulated by Section 630.M.(7) of this Ordinance. The sign may be placed upon an architectural entrance feature provided the height of the entrance feature does not exceed 6 feet and is setback 15 feet from the property line.

- (b) Office Uses in the C-P Planned Shopping Center district and in Planned Developments.

- (i) Wall Signs. One (1) sign per building; maximum of 40 square feet per sign.
 - (ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 40 square feet per sign.

- (c) Commercial Uses in the C-P Planned Shopping Center district and in Planned Developments, and Industrial Uses in Planned Developments.

- (i) Wall Signs. One (1) sign per exterior storefront. The maximum area per sign shall be the lesser of 100 square feet or 20% of the area of the wall to which the sign is attached. Businesses occupying corner spaces are permitted one (1) sign on the additional exterior wall.
 - (ii) Freestanding Signs. One (1) sign per roadway entrance to the development; maximum of 100 square feet per sign.

- (d) Mixed Uses in the C-P Planned Shopping Center district and in Planned Developments.

- (i) Wall Signs. The number and size of wall signs shall be based on each type of use included in the development according to the standards of (a) through (c) above.
 - (ii) Freestanding Signs. One (1) sign per roadway entrance to the development. The size of this sign shall be determined by type of use included in the development with the maximum area permitted by (a) through (c) above.

- (3) Signs subject to Planning Commission approval.

- (a) Internal directional signs with a maximum of 6 square feet per sign. Such signs shall be placed at logical locations to facilitate traffic within the site. The location and quantity of internal directional signs shall be subject to Planning Commission approval and clearly indicated on an overall site plan.
 - (b) The Planning Commission shall have the ability to modify any of the wall sign standards in Section 630.G.(2) provided all the following criteria are met. Any modification of these

standards shall be applicable for only the lifespan of the sign in question and shall not be transferable to any other sign or lot, shall not be considered a variance, and shall not run with the land. The decision of the Planning Commission shall be applicable to only the specific application and shall not be considered to set precedent.

- (i) The proposed sign(s) shall be designed as an integral part of the development and compatible with the overall design.
 - (ii) Any proposed sign shall be found by the Planning Commission to be appropriate in scale, bulk, and location relative to the site and shall be found to be compatible with surrounding land uses.
 - (iii) The sign does not block the view of other nearby signs to the extent that it would harm the ability of other businesses in the surrounding neighborhood to operate.
 - (iv) For a wall sign, the building is set back greater than two hundred (200) feet from the centerline of the nearest roadway, or the wall to which the sign is attached is greater than five hundred (500) square feet, and the requested increase in wall sign area is not more than fifty (50) percent greater than that allowed in Section 630.G.(2).
 - (v) There are other unique circumstances or existing conditions on the site which warrant consideration by the Planning Commission.
- (4) Signs prohibited under any circumstances.
- (a) Prohibited in both the C-P district and in Planned Developments:
 - (i) All signs described in §630.P
 - (ii) Changeable copy signs and Billboard signs.
 - (iii) Signs with exposed neon or other exposed lighting source (excepting "gooseneck" style and shielded downward illumination of non-internally illuminated signs).
 - (b) Prohibited in the C-P district:
 - (i) Cabinet signs.

J. (Reserved)



Grand Traverse
Conservation District

Grand Traverse Conservation District

January 2021 Report

CONSERVATION TEAM

OWNER/PARKLAND: City of Traverse City – Brown Bridge Quiet Area

Administration.

- Prepared draft contract for District Board approval between the District and Kanouse Outdoor Restoration for the Phase-II wood project.
- Prepared and submitted a yearly report to the City.
- Planned out a winter guided hike at BBQA for February, began taking RSVPs.
- Conducted conservation team planning session on upcoming season at BBQA.

Routine Monitoring and Maintenance

- Performed routine trailhead inspections to monitor use, pick up trash, restock outhouses, and tend to dog waste stations.
- Cleared away large fallen trees from trails as they were reported.
- Swapped back board donor plaques from Grasshopper & Brown's Landing benches per request.
- Downloaded trail counter data on a monthly basis to gauge park usage.
- Began revamping trail intersect maps: associated discussions and edits on new intersections and other collaborations.
- Plowed snow from trailhead entrances and pole barn drive as needed.

Grants

- Investigated the Sustain Our Great Lakes Grant for bottomlands invasive species control follow-up. Proposals due in February
-



OWNER/PARKLAND: Garfield Township – Various

Administration

- Continued communication with Garfield Township Park Steward, Derek Morton, in regards to project planning and park maintenance needs.
- Met with Derek Morton and Township Planners at Kids Creek Park to discuss potential improvements to Oleson Pond for family friendly fishing opportunities.
- Finalized draft kiosk displays for Silver Lake, Miller Creek, and Kids Creek Parks with updated formatting and revised rules to reflect Ordinance 50. Submitted for Twp staff review.
- Created, solicited bids, and ordered “no motor vehicle” signage for Silver Lake and River East Rec Areas.
- Communicated with Heather Hettinger, MI DNR Fisheries Biologist, regarding management activities to improve fishing opportunities of Oleson Pond at Kids Creek Park.
- Conducted conservation team planning session on upcoming field season projects for all Garfield Twp parks.
- Presented 2021 work plan items to Garfield Twp staff.

Monitoring and Maintenance

- Performed weekly routine trailhead & dog waste bag dispenser checks; swapped out Silver Lake dog park trash bin on a weekly basis. Cleared snow in front of trash bins for access.
 - Cleared fallen trees along trails as they were reported.
 - Covered-up graffiti at GT Commons as necessary.
 - Dismantled indiscriminate stream crossing off-trail to mitigate social trail trail development.
 - Responded to a report of extremely icy trail conditions at GT Commons up from Greenspire School due to nearby seeps; posted warning signage and spread sand to increase friction.
 - Communicated with American Waste on trash pickup dates; replacement of missing tote at GT Commons Long Lake Rd trailhead.
 - Assisted Derek Morton at the Verizon parcel of Boardman Valley Nature Preserve on clean-up of abandoned homeless camps.
 - Downloaded trail counter data along the Buffalo Ridge Trail at the beginning of each month to track trail usage.
-



Grand Traverse Conservation District

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve

Administration

- Conducted conservation team planning meeting on future field season projects for the NER and Medalie Park.
- Held a NER Advisory Committee meeting via Zoom on January 13th.
- Planned a winter guided hike on the NER for March 6. Began taking RSVP's.
- Communicated with Bill Strong of Keep Michigan Beautiful to schedule an Arbor Day tree planting event on the NER, in which Keep Michigan Beautiful has donated funds to purchase tree seedlings.

Monitoring and Maintenance

- Performed routine weekly trailhead checks and refilled dog waste bag dispensers.
- Checked Jack's Landing & Beitner Park outhouses on a weekly basis to ensure cleanliness and safe access. Emptied trash bins, refilled toilet paper and hand sanitizer, and swept floors as needed.
- Closed off Jack's Landing lower canoe drive turnaround (seasonally) to prevent cars from getting stuck.
- Began discussions regarding revamp of trail intersect maps and info station kiosk displays.
- Cleared away fallen trees from trails, following reports from trail stewards & users.
- Contacted GT County Sheriff Department regarding a vehicle that was parking on the road shoulder on the sharp Cass Road curve in a dangerous manner. The people said they park there to access the trail system.

Grants

- Investigated the Sustain Our Great Lakes Grant for bottomlands invasive species control follow-up. Proposals due in February

OWNER/PARKLAND: Recreational Authority – Hickory Meadows

Administration

- Attended and reported at the monthly Rec Authority Board meeting.
- Prepared and submitted the October through December quarterly report.



Grand Traverse Conservation District

- Corresponded with Hickory Meadows Advisory Committee members regarding winter signage and park usage.
- Discussed & edited trailside user pledge signage. Solicited bid for permanent signage.
- Edited winter trail navigational signage and replaced where necessary.
- Conducted conservation team planning session on upcoming field season projects for Hickory Meadows.

Monitoring and Maintenance

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary.
 - Downloaded trail counter data on a monthly basis.
 - Monitored groomed trail usage during ski season.
 - Picked up and posted replacement banners reflecting dog owner etiquette at trailheads.
-

OWNER/PARKLAND: Rotary Camps & Services – East Creek Reserve & Canterbury Woods

Administration

- Conducted conservation team planning session for upcoming field season projects for East Creek Reserve.
- Updated trail map for GTCD website to reflect correct trail orientation, along with adding information and photos for the website.

Monitoring and Maintenance

- Performed routine drive-by and trailhead inspections to monitor use and pick up trash.
 - Cleared away fallen trees from trails using chainsaws following trail user reports.
-



Grand Traverse Conservation District

BOARDMAN RIVER STEWARDSHIP

- Investigated EGLE grant opportunity to develop a recreation plan for the river.
- Prepared and submitted grant reports for GLRI bottomlands planting project and the USFWS for N.B. Sand trap restoration project.
- Continue to participate in the Structure Decision Making (SDM) process to help the MDNR determine what fish species to pass upstream of FishPass (Union Street Dam) location once the structure is complete.
- Co-authored an article on the FishPass project for the Michigan Trout Unlimited magazine.
- Continued participation in the Introduction to Inland Lakes training.
- Prepared a draft contract and associated memo requesting GTCD Board approval of the contract between Kanouse Outdoor Restoration and the Conservation District for the Phase-II Wood project.
- Assisted a property owner with an EGLE permit application to install fish habitat structures.
- Prepared for and conducted Conservation Team 2021 planning retreats.



ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 56

Nature Center Visitation Jan 20: 586

Program Participants this month: 56

Program Participants Jan 20:439

Drop ins this month: 0

Drop-in Jan 2020: 147

Nature Center Visitation this year: 56

Nature Center Visitation since 2008: 96559

Program Participation & Program Planning:

- The winter environmental education programming resumed in mid-January. At this time, homeschool and knee-high naturalists are being offered.
- 36 preschoolers participated in our expanded Knee-High Naturalist drop off program. This program is based entirely outside and runs in ALL weather
- 14 homeschool students attended our new homeschool programming. The program was so popular we added an extra session and still have a waitlist for the program.



Grand Traverse Conservation District

This environmental education based program expands on at home curriculum. Programming is run outside and in all weather.

- Nature Day Camp registration did a soft opening to past camp parents and camp filled to 80% capacity in less than one day.
- Attended regional and national meetings to gauge COVID-19 in the summer camp season this year.

FORESTRY ASSISTANCE PROGRAM (FAP).

Kama Ross, District Forester (Leelanau, Grand Traverse and Benzie Conservation Districts)

Trainings:

HWA Control measures Zoom training

On-Site Visits:

Leelanau County

1. Aranki, 3 acs., Bingham Twp.
2. Warner, 10 acs., Centerville and Leland Twps.
3. Valentine, 250 acs., Cleveland and Kasson Twps.
4. Ernst, 10 acs., Empire Twp.
5. Cross, 10 acs., Leelanau Twp.
6. Frankfort School, 40 acs., Crystal Lake Twp.
7. Hager, 8 acs., Leelanau Twp.

Grand Traverse County

1. Ochoa, 100 acs., Paradise Twp.

Benzie County

1. Odom, 5 acs., Inland Twp.
2. Jaruzel, 23 acs., Homestead Twp.
3. Foster, 48 acs., Crystal Lake Twp.
4. Kimbrough, 47 acs., Homestead Twp.



Grand Traverse Conservation District

Written Forest Management Recommendations: 4 **QFP Verifications:** 0
MAEAP/FWH Verifications: 0 **FAP Referrals to Private Sector:** 6
FAP Referrals to Public Sector: 2

In-office Contacts: 40 landowners
landowners/qualified foresters **Follow-up Contacts:** 61

FAP Promotion/Program Development:

1. FAP Quarterly Report and BCD QFP Metrics
2. LCD and GTCD Staff meetings
3. Master Gardener Biochar Webinar (75 participants)
4. Virtually attended Montcalm FAP Advisory Committee Mtg. (mentee)
5. Historic Barns Garden planting meeting re: ATREP species
6. Video taped for BCD Nature Journal Workshop
7. Union Street Fishpass rally
8. Zoom meeting with Dan Moilanen – MACD
9. Biochar Zoom meeting with Cornell Cherry Pit/Biochar Researcher
10. Biochar Zoom meeting with Kelpie Wilson, Wilson Biochar
11. Nature Change Plague Phase
12. WOW Zoom
13. Video filmed ATREP presentation with Maddy Baroli for Small Farms Conference

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 8 (Antrim/Grand Traverse), 6 (Benzie/Leelanau)

Risk Assessments Completed: 7 (Antrim/Grand Traverse), 2 (Benzie/Leelanau)

Farms Verified: 2

Updates:

- 1/11 - 1/13: Farm Mentorship Training (Virtual)
- 1/14: GLIF Leadership Meeting
- 1/18-1/21: NW Michigan Orchard and Vineyard Show
 - MAEAP Phase-1 Event



Grand Traverse Conservation District

- MAEAP Presentation to 50+ Growers
- 1/25: GLIF Leadership Meeting
- 1/26: Beginning Farmer and Rancher Development Grant Informational Webinar

Current Projects:

- Working with:
 - 24 Farms in Grand Traverse
 - 13 Farms in Antrim
 - 20 Farms in Leelanau
 - 9 Farms in Benzie
- Assisting with utilizing MAEAP fund code for NRCS EQIP Applications
- Researching grant opportunities for increased cost-share and field day funding.
- 2021 MAEAP Reverifications
- Planning upcoming agrichemical container recycling program dates and tractor/large tire recycling program.
- MDARD well water screening
- Planning and developing Incubator Farm Project.
- Working with Food and Farming Network on revisioning, governance, and summit planning.

Upcoming Events:

- 2/1: GLIF Meeting with Rotary Charities (Pre-Grant Screening)
- 2/4: Fruit Growers Council Meeting
- 2/14: Great Lakes Freshwater Roundtable
- 2/16: Food and Farming Network Coffee Hour Chat
 - Migrant Resource Council (Parker Hosting)
- 2/19: Native American Agriculture and Traditional Foods Panel (Hosted by Groundworks)
- 2/20: Northern Michigan Small Farms Conference
- 2/26: Seed Swap Event @ The GTCD Pavilions

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: 25

Active Efforts: 60

Active Contacts: 502

Passive Efforts: 34

Passive Impressions: 25,195

Acres Surveyed: 302

Sites Surveyed: 16

Sites Monitored: 3

Acres Treated: 53.5

Sites Treated: 2



Grand Traverse Conservation District

GBB-specific active impressions: 53 Acres Restored: 0
GBB-specific passive efforts: 12 Sites Restored: 0
GBB-specific passive impressions: 10,913
Volunteer Hours: 0 Volunteers: 0

Meetings/Presentations/Trainings:

- 12/1 - Attended hemlock woolly adelgid (HWA) training
- 1/14 - Hosted HWA webinar; 80 participants, 135 registrations/passive contacts
 - Posted recording [on YouTube](#)
- 1/19-1/20 - Attended/moderated/presented at MISC Annual Meeting; 109+ attendees
- 1/26 - Attended & updated at GT Environmental Partners; 10 contacts
- 1/27 - Attended Stewardship Network conference (online)
- 1/27 - Participated in PlayCleanGo Advisory Committee meeting

Treatments, Restoration, and Surveys:

- 1/13 - Visited Mason County for HWA refresher
- Site visits: 3 sites
- HWA surveys:
 - Public: 7 sites, 154 acres
 - Private: 9 sites, 148 acres
- Contractor woody invasive work: 2 sites, 53.5 acres

Other Accomplishments:

- **New GBB participant:** Silver-Level Community Participant
- Freshwater Reporter [article on HWA](#) published; 5,500 reach
- Facebook reach: 24,990
- Website unique visitors: 1,273
- Instagram reach: 3,012
- Twitter reach: 551
- YouTube views: 171
- December [eNews](#) opens: 436

Upcoming Events:

- See [ISN's Event Page](#) for our 2021 events!
-



Grand Traverse Conservation District

PRODUCE SAFETY AND FSMA

FY21: January Report Prepared for February 2021 Conservation District Board Meeting

ORGANIZATIONAL

- Tree Sale(s) Website Updates
- Bi-weekly Staff Meeting
- Toyota Rav-4 Regular Servicing Appointment

PRODUCE SAFETY AND FSMA

- Total farm visits: 2 , Follow-up visits: 2
- PSRA: / OFRR: (Cleared to start back up week of 6/15)

Manistee	Benzie	GT	Leelanau	Antrim	Other
		1	2		1

- Follow-up Communication: 2
- Total completed PSRA Certificates to date: 4
- Total active PSRA: 13 (this refers to those who have undergone a PSRA but have not reached completion for a certificate)
- Farm Referrals by County to Date (farm referrals are farms I've actively worked with, provided direct remote services to, or provided on farm assistance to):

Manistee	6
Benzie	7
Grand Traverse	14
Leelanau	19
Antrim	8
Other	8

*please note that referrals are a rolling total of FY19 and FY20.

- Total farm contacts: 294 (are total contacts that have received information)
- Certificate drop off to completed PSRA Farms
- Tech. Talks Planning Meetings
- In-service PSA Meeting- presented engagement opportunity slides for Mod 6



Grand Traverse Conservation District

- Coordinated FFN and MRC meeting for FFN increased involvement
- Ferris State University Meeting and Presentation to students on Health & Hygiene Training Development
- Presented Module 4 During PSA Grower Trainings for January (2)
- Presented at the January Tech Talk on Food Safety Plan Development and how to implement certain elements like Traceability into a plan
- Completion and distribution of Winter Produce Safety Grower Updates newsletter
- Follow up with growers that had last standing questions
- Created guidance document for the Produce Safety Technician position
- Completed exit interview questionnaire for Produce Safety Technician position
- Developed programmatic pros/cons list for PST position

Important Past & Upcoming Events in 2020 (all locations are Michigan unless otherwise noted, this is not the extensive list for year):

- Post-Harvest Handling and Hygiene for Small and Medium Sized Growers 2/13/20
- PSA Grower Training Negaunee, MI 3/19/20- POSTPONED
- Hosting Agriculture Workshop/Event w/ Antrim CD 3/20/20 POSTPONED
- Manistee Conservation District Annual Meeting 3/20/20 POSTPONED
- PSA Grower Training Interlochen, MI 3/26/20 POSTPONED
- NCR Annual Regional Conference Eau Claire, WI 4/1/20-4/2/20 POSTPONED
- Hosting Water Workshop in Manistee w/ Jamie, Tyler and Scott 4/9/20 POSTPONED
- Produce Safety Team Half-Day In Service Meeting 5/28/20
- MOFPS Team Morgan Composting Facilities Tour Sears, MI 6/29/20- POSTPONED
- PSRA Calibration Workday Grayling, MI 7/31/20
- Soil Health Field Day Mancelona, MI 8/1/20- POSTPONED/Virtual in September
- Household Hazardous Waste MCD 8/15/20
- Soil Health Field Day Danu Hof Farm Videos go Live 9/17/20
- MSU E Fall Conference MOPS Q&A Session 9/28/20
- Goal Setting Committee PSP 9/29/20
- GTCD Large Tire Recycling Event 9/30/20
- Fall Dunegrass Pickup MCD 10/2/20
- Fall Stream Monitoring MCD 10/10/20
- MOPS In-Service Meeting via Zoom 10/14/20
- MAEAP Goal Setting Committee Parker/Lauren 10/15/20



Grand Traverse Conservation District

- Coffee & Conversations: Climate and the Environment 10/22/20
- Michigan Good Food Summit Ongoing Oct-Nov
- MOFPS Team Call 10/27/20
- PSA Grower Trainings Presenting Fall/Winter 2020
- Benzie Conservation District Virtual Annual Meeting 11/12/20
- Virtual GLEXPO 12/8/20-12/10/20
- Virtual MACD 'Fall' Conference 12/14/20-12/18/20
- Winter Virtual 'Tech Talks' Event Jan-April
- Orchard & Vineyard Show 1/19/21-1/21/21
- PASA Conference 1/19/21-1/29/21 and 2/1/21-2/5/21
- BF223 Cornell Small Farms Program Course 1/13/21-2/17/21 Wednesday Evenings

Due to COVID-19 all farm visits were not allowed to take place; June 15th cleared to resume.

Due to COVID-19 I am currently working remotely with intermittent office coverage as needed

Acronyms and Abbreviations

AECOM	Boardman River Dams Project Engineers
BBAC	Brown Bridge Advisory Committee
BRNC	Boardman River Nature Center
CRA	Conservation Resource Alliance
DDA	Downtown Development Authority
DNR	Department of Natural Resources
ECR	East Creek Reserve



Grand Traverse Conservation District

EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentive Program
GBB	Go Beyond Beauty
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
GM	Garlic mustard
GTCDD	Grand Traverse Conservation District
HMAC	Hickory Meadows Advisory Committee
ISN	Invasive Species Network
JB	Japanese barberry
MACD	Michigan Association of Conservation Districts
MAEAP	Michigan Agriculture Environmental Assurance Program
MDARD	Michigan Department of Agriculture & Rural Development
MISC	Michigan Invasive Species Coalition
MNLA	Michigan Nursery & Landscape Association
NER	Natural Education Reserve
NMC	Northwestern Michigan College
NRCS	Natural Resources Conservation Service
NWMFFN	Northwest Michigan Food and Farming Network
NWISN	Northwest Michigan Invasive Species Network
OB	Oriental Bittersweet
USFWS	United State Fish & Wildlife Service
SEEDS	501(c)3 nonprofit organization
SFP	Safe Food Program



Grand Traverse
Conservation District

Tx

Treatment

Haggard's

PLUMBING and HEATING

"Business of Quality and Service"

"Charlevoix-the-Beautiful"

haggardsinc@hotmail.com

January 25, 2021

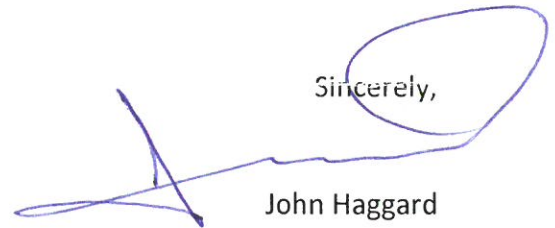
Garfield Township Planning Commission
3848 Veterans Dr.
Traverse City, MI 49684

RE: Consideration applications from Carter-Jones Companies, INC for rezoning the following parcel#05-025-014-00 located at the southeast corner of Garfield Rd. and Hammond Rd.

To Whom It May Concern,

Upon reviewing the above Article, I would like to express my view on the above plan request. Haggard's Plumbing & Heating is no opposed to the changes of the property and/or the request to the Zoning Board. If a property owner is fortunate enough to have the ability and the resources in this time to either building and/or improve their existing property, it would only help the economy continue to grow. It would prove positive for the local, county and state to do all we can to improve and promote growth in anyways possible.

Sincerely,



John Haggard

Haggard's

PLUMBING and HEATING

"Business of Quality and Service"

"Charlevoix-the-Beautiful"

haggardsinc@hotmail.com

January 25, 2021

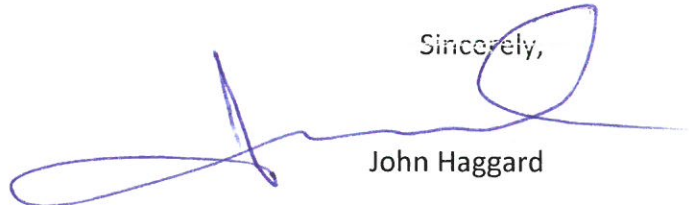
Garfield Township Planning Commission
3848 Veterans Dr.
Traverse City, MI 49684

RE: Consideration of Amendment 26 to Ordinance No. 68 A. Section 201 General Definitions & Section 325 A (Agricultural)

To Whom It May Concern,

Upon reviewing the above Article, I would like to express my view on the above plan request. Haggard's Plumbing & Heating is no opposed to the changes of the property and/or the request to the Zoning Board. If a property owner is fortunate enough to have the ability and the resources in this time to either building and/or improve their existing property, it would only help the economy continue to grow. It would prove positive for the local, county and state to do all we can to improve and promote growth in anyways possible.

Sincerely,



John Haggard

Karen Leaver

From: Mike Green
Sent: Monday, February 1, 2021 5:54 PM
To: Karen Leaver
Subject: FW: Help for Small Business in Garfield Township
Attachments: Feather Flag Picture.jpg; Feather Flag Picture 2.jpg

FYI

Sincerely,

Michael Green, Zoning Administrator
 Charter Township of Garfield
 Phone: 231-941-1620
 Fax: 231-941-1588

From: Lanie McManus <lmcmamus@garfield-twp.com>
Sent: Wednesday, January 27, 2021 4:13 PM
To: Mike Green <Mgreen@garfield-twp.com>
Subject: FW: Help for Small Business in Garfield Township

From: Jim Muennich <jimm1227@gmail.com>
Sent: Wednesday, January 27, 2021 3:56 PM
To: Chuck Korn <ckorn@garfield-twp.com>; Lanie McManus <lmcmamus@garfield-twp.com>; Jeane Blood <Jblood@garfield-twp.com>; molly@mollyago.com; cbarshof@gtsheriff.org; sjidenterprisestc@gmail.com; deeschmuckal@hotmail.com
Subject: Help for Small Business in Garfield Township

My name is Jim Muennich, and I am the owner of Affordable Mattress by Appointment, a mattress store in Garfield Township on South Airport Road at Garfield.

As you know, small businesses, including mine have been disproportionately impacted by the pandemic. Our ability to survive and thrive is more challenging than ever before. Large corporate stores such as Walmart, Costco, Menards and others have not experienced the losses and difficulties of small businesses.

I have a request to make that would help small businesses. I am aware of the township sign ordinance that prohibits banner type signs at the roadway. *Please see my attached picture that illustrates the type of signage I am referring to.* I am requesting that the township suspend this restriction for a period of time, perhaps a year, to allow local small businesses to promote and re-gain the attention of the public.

I know from personal experience that my small store does not get the attention of the big box retailers. I struggle every day trying to make sure the public is aware and that my store location is noticed. My neighboring business, J & S Hamburg restaurant and others would benefit from a moratorium on the township sign ordinance.

If you drive north on Garfield Rd from Airport Rd. into the City Limits where they are permitted, you can see examples of these types of signs at Serra Motors and Puff Dispensary. They are tastefully done and work well on an ordinary business district thoroughfare.

I am not requesting a complete suspension of the entire sign ordinance, only the part that restricts the use of curbside signage especially ones like my attachment. Making people aware of my business would be a life-line during this time as we try to build back lost business.

People are always being encouraged to “buy Local” and to “support small business”. By granting this request you would be making a profound impact on the success of the locally owned small businesses of Garfield Township. Making this change by emergency order would also be helpful. Waiting for normal bureaucratic processes will just prolong the suffering.

Thank you for considering my request. Please feel free to contact me via email or phone listed below.

Jim Muennich

Direct Cell 231-499-5912

jimm1227@gmail.com


Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

January 2021

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	13	0	1	16	1	1	17
02 Blair	23	0	0	25	2	19	25
03 East Bay	58	0	4	26	4	17	30
04 Fife Lake	2	0	0	3	0	2	3
05 Garfield	87	0	6	54	5	54	60
06 Grant	0	0	0	2	0	0	2
07 Green Lake	6	0	0	10	3	9	10
08 Long Lake	6	0	0	12	1	5	12
09 Mayfield	5	0	1	3	0	0	4
10 Peninsula	1	0	0	7	0	0	7
11 Paradise	3	0	0	7	0	0	7
12 Union	0	0	0	1	0	1	1
13 Whitewater	2	0	1	13	0	2	14
29 Fife Lake Vlg	0	0	0	1	1	0	1
30 Kingsley Vlg	1	0	0	2	0	2	2
66 Traverse City	1	0	0	1	0	27	1
84 Out of County	0	0	0	0	0	6	0
Totals	208	0	13	183	17	145	196

Ticket stats are based on what District Court has entered as of 2/02/21.

Arrest stats are as of 2/02/21.

 Charter Township of Garfield Planning Department Report No. 2021-20			
Prepared:	February 2, 2021	Pages:	2
Meeting:	February 9, 2021 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for February 2021		

PURPOSE:

Staff provides a monthly report to the Township Board on activities of the Planning Department and the Planning Commission. Presentation of this report also provides a venue for the Township Board to have dialog with staff about any of the activities or planning-related issues facing the Township.

DEVELOPMENTS:

The Planning Commission is currently conducting the following development review activity:

Carter Lumber Rezoning

- Location: Southeast corner of Garfield and Hammond Roads
- Development Description: Rezoning from the A – Agricultural district to I-G – General Industrial district to accommodate a building supply and light manufacturing facility
- Status: A public hearing is scheduled by the Township Board on 2/9/2021.

Ligon Bed and Breakfast SUP

- Location: 5885 Hainey Lane, near northeast corner of Gray Road and Cedar Run Road
- Development Description: A proposed bed and breakfast in an existing single-family home
- Status: The Planning Commission will consider Findings of Fact on 2/10/2021.

BATA Facility / Traverse City Housing Commission Mixed-Use Project

- Location: Northeast corner of LaFranier and Hammond Roads
- Status: A PUD application was introduced to the Planning Commission on 1/13/2021. The Planning Commission will hold a public hearing on 2/9/2021. Additional information and reviews remain outstanding at this time.

Sign Review for Copper Ridge PUD

- Location: 4290 Copper Ridge Drive
- Development Description: A new sign for the new Building 7 (Novello) on Copper Ridge Drive
- Status: Planning Commission reviewed the sign application on 1/13/2021. The applicant is awaiting possible zoning ordinance amendment before requesting action by the Planning Commission.

Prince of Peace Lutheran Church SUP

- Location: LaFranier Road, North of Hammond Road
- Development Description: New 8,768 square-foot church building
- Status: Application received, but there are several use issues that will need to be addressed prior to moving the application forward.

Staff has been in conversation with potential applicants and expects an increase in development applications in the coming months.

PLANNING:

The Planning Commission has been discussing several proposed Zoning Ordinance amendments:

- Solar Energy Systems – Zoning Ordinance amendment to allow solar energy systems as a use by right or by special use permit went into effect on 1/24/2021.
- Child Care Centers / Major Thoroughfares – The Planning Commission recommended approval of this proposed amendment to the Township Board to allow Child Care Centers via Special Use Permit in the A-Agricultural district and update several definitions relating to roads and major thoroughfares. The Township Board will hold a public hearing on 2/9/2021.
- C-P / PUD Signs – The Planning Commission has reviewed proposed changes to regulations for signs in the C-P Planned Shopping district and in Planned Developments. The proposed amendment will be introduced to the Township Board on 2/9/2021.

Other ongoing projects include the following:

- The Planning Commission continues to develop a use chart for the Zoning Ordinance. Commissioners are now reviewing Article 3 – Zoning to make sure the updated use names are appropriately applied in the various zoning districts. The Planning Commission will continue this discussion in 2021 and will prepare a Zoning Ordinance amendment incorporating these changes.
- Staff is working on or preparing several projects to help advance the Township within the Redevelopment Ready Communities (RRC) program, including the following:
 - Staff and the Planning Commission drafted an annual schedule of priorities and master plan implementation activities. The schedule will be updated annually.
 - Staff is gathering information on potential upgrades to the Township website.
 - Staff is updating forms and applications to allow for them to be filled electronically and to create consistency among all documents.

STAFF:

John Sych, AICP, Planning Director
Email: jsych@garfield-twp.com
Direct Line: (231) 225-3155

Stephen Hannon, AICP, Deputy Planning Director
Email: shannon@garfield-twp.com
Direct Line: (231) 225-3156



Charter Township of Garfield Parks Report

Silver Lake Recreation Area

Started Maintenance List for repairs in 2021 (Picnic table boards, new grills, etc.)

Master Plan to add Pickleball Courts at the one of the basketball courts.

Getting crack/seal bids for driveways & parking lots.

Met with Priority Health Rep for Fitness Court / Funding

“No motorized vehicles” sign going to be posted to notify snowmobilers on grounds.

Commons

Dumpster Bin stolen twice in two weeks. Did walk throughs looking for tracks. Good place for camera.

Walk through looking for camps. None to date.

River East

Jennifer Hodges & GFA will be doing a drone flyover for surveying. Mapping out the potential parking lots & pavilion.

Sending bid out for roadway sign, "River East Recreation Area."

Walk throughs for camping. Clear so far.

Boardman Valley

Cleaned up 12-14 bags of trash from Verizon Property. No current campers, but signs will be posted. Periodic walk throughs with CPO's.

Contact with YMCA about plowing concerns of kayak launch area.

Secured Black Locus for Boardwalk south of crush gravel trail that has washed out. Lumber secured through Youth Works. Looking to construct that extension in Spring when ground thaws & dries out.

Miller Creek

GTCD had to remove a few down trees on trails.

Periodic walk throughs with CPO's. Directed patrols near Cass Road for dumping issues.

Kid's Creek

Revisiting ideas about making Oleson's Pond more accessible & functional for fishing and/or return it to its natural state.

Received quote for aeration system. DNR Contact about yearly maintenance/treatment.

Conservation District Meets

Getting Agreement finalized & prioritizing work plan with Tom Vitale & Steve Largent.

Discussions with Parks n Recreation Commission

SLRA-Converting one basketball court into pickleball

SLRA-Long term rental policy review

River East- Confirmed roadway sign:

"River East Recreation Area."

Submitted,

Derek Morton

Park Steward

February 3rd, 2021

Clerk's Report

For January 31, 2020

Submitted 2/3/21

To: The Garfield Township Board,

On the following pages you will find a copy of the Revenue and Expenditure Report. This Report is an informational report that gives you an overview of what has happened in that particular month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line Item Budget, which means that what is important is the final figure. Some line items may run over as long as the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of January in the General Fund, you will find that we had a total of \$792,805.47 Revenues and \$554,756.40 Expenditures. For the year we have a total of \$792,805.47 Revenues and \$554,756.40 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/2021	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,900,000.00	1,900,000.00	734,347.77	734,347.77	1,165,652.23
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	0.00	0.00	500.00
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protsted PRE Interest	500.00	500.00	0.00	0.00	500.00
101-000-423.000	TRAILER PARK FEES	8,500.00	8,500.00	0.00	0.00	8,500.00
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	0.00	0.00	4,000.00
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	54,071.00	54,071.00	95,929.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	400.00	400.00	9,600.00
101-000-476.003	TREASURER FEES	500.00	500.00	0.00	0.00	500.00
101-000-476.005	ZONING FEES	15,000.00	15,000.00	3,470.00	3,470.00	11,530.00
101-000-574.000	STATE SHARED REVENUE	1,350,000.00	1,350,000.00	0.00	0.00	1,350,000.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	0.00	0.00	20,000.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	8,000.00	8,000.00	264.76	264.76	7,735.24
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	0.00	0.00	25,000.00
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	258.33	258.33	241.67
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	(6.39)	(6.39)	40,006.39
101-000-668.002	RENTS & ROYALTIES CABLE VIS	220,000.00	220,000.00	0.00	0.00	220,000.00
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	0.00	0.00	22,000.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	0.00	0.00	100.00
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	0.00	0.00	600.00
Total Dept 000		3,775,250.00	3,775,250.00	792,805.47	792,805.47	2,982,444.53
TOTAL REVENUES		3,775,250.00	3,775,250.00	792,805.47	792,805.47	2,982,444.53
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,775,250.00	3,775,250.00	792,805.47	792,805.47	2,982,444.53

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,000.00	13,000.00	750.00	750.00	12,250.00	5.77
101-101-701.101	WAGES - FILE CLERK	37,283.93	37,283.93	2,867.20	2,867.20	34,416.73	7.69
101-101-701.102	WAGES - TRUSTEE	13,000.00	13,000.00	650.00	650.00	12,350.00	5.00
101-101-701.103	WAGES - TRUSTEE	13,000.00	13,000.00	650.00	650.00	12,350.00	5.00
101-101-701.104	WAGES - TRUSTEE	13,000.00	13,000.00	750.00	750.00	12,250.00	5.77
101-101-701.105	WAGES - OFFICE COORDINATOR	34,666.81	34,666.81	2,628.00	2,628.00	32,038.81	7.58
101-101-726.000	SUPPLIES	6,000.00	6,000.00	340.38	340.38	5,659.62	5.67
101-101-726.001	POSTAGE	10,000.00	10,000.00	2,000.00	2,000.00	8,000.00	20.00
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	22,100.00	22,100.00	0.00	0.00	22,100.00	0.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	42.40	42.40	7,457.60	0.57
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-101-901.000	ADVERTISING	7,500.00	7,500.00	250.85	250.85	7,249.15	3.34
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOARD	2,500.00	2,500.00	262.60	262.60	2,237.40	10.50
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
Total Dept 101 - TOWNBOARD		221,050.74	221,050.74	11,191.43	11,191.43	209,859.31	5.06
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	79,738.80	79,738.80	6,133.76	6,133.76	73,605.04	7.69
101-171-701.202	WAGES - APPRAISER II	46,585.37	46,585.37	3,584.00	3,584.00	43,001.37	7.69
101-171-701.204	WAGES - APPRAISER III	55,531.98	55,531.98	4,272.00	4,272.00	51,259.98	7.69
101-171-701.205	WAGES - ASSESSOR	98,452.15	98,452.15	7,573.24	7,573.24	90,878.91	7.69
101-171-726.000	SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-171-726.001	POSTAGE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-171-805.000	CONTRACTED AND OTHER SERVICES	33,419.00	33,419.00	0.00	0.00	33,419.00	0.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-901.000	PRINTING & PUBLISHING	2,410.00	2,410.00	0.00	0.00	2,410.00	0.00
101-171-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00
101-171-960.000	EDUCATION & TRAINING	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	270.00	270.00	2,730.00	9.00
Total Dept 171 - TOWNSHIP SUPERVISOR		335,637.30	335,637.30	21,833.00	21,833.00	313,804.30	6.50
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	18,000.00	18,000.00	1,236.00	1,236.00	16,764.00	6.87
101-191-726.000	SUPPLIES	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-191-726.001	POSTAGE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	600.00	600.00	0.00	0.00	600.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 191 - ELECTIONS		38,500.00	38,500.00	1,236.00	1,236.00	37,264.00	3.21
Dept 215 - TOWNSHIP CLERK							

GL NUMBER	DESCRIPTION	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.300	WAGES - CLERK	79,738.80	79,738.80	6,133.76	6,133.76	73,605.04	7.69
101-215-701.302	WAGES - DEPUTY CLERK	51,500.00	51,500.00	3,961.54	3,961.54	47,538.46	7.69
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	140.00	140.00	560.00	20.00
Total Dept 215 - TOWNSHIP CLERK		145,738.80	145,738.80	10,235.30	10,235.30	135,503.50	7.02
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	100.00	100.00	1,400.00	6.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	100.00	100.00	1,400.00	6.67
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	100.00	100.00	1,400.00	6.67
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	300.00	300.00	5,900.00	4.84
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	79,738.80	79,738.80	6,133.76	6,133.76	73,605.04	7.69
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	51,500.00	51,500.00	3,961.54	3,961.54	47,538.46	7.69
101-253-726.000	SUPPLIES	2,500.00	2,500.00	100.00	100.00	2,400.00	4.00
101-253-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	45.00	45.00	2,955.00	1.50
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	0.00	0.00	500.00	0.00
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 253 - TOWNSHIP TREASURER		156,338.80	156,338.80	10,240.30	10,240.30	146,098.50	6.55
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	5,672.34	5,672.34	34,327.66	14.18
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	84.99	84.99	1,915.01	4.25
Total Dept 258 - COMPUTER SUPPORT		45,000.00	45,000.00	5,757.33	5,757.33	39,242.67	12.79
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	10,500.00	10,500.00	480.16	480.16	10,019.84	4.57
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-265-850.000	TELEPHONE	16,000.00	16,000.00	1,673.18	1,673.18	14,326.82	10.46
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	88.10	88.10	911.90	8.81
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	365.40	365.40	1,134.60	24.36
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 265 - TOWNSHIP HALL		129,500.00	129,500.00	2,606.84	2,606.84	126,893.16	2.01
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,400,000.00	1,400,000.00	0.00	0.00	1,400,000.00	0.00
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	0.00	0.00	1,400,000.00	0.00
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,764.38	17,764.38	1,282.57	1,282.57	16,481.81	7.22
101-371-701.703	WAGES - BUILDING OFFICIAL	82,400.00	82,400.00	6,338.46	6,338.46	76,061.54	7.69
101-371-701.704	WAGES - BUILDING INSPECTOR	25,750.00	25,750.00	1,143.84	1,143.84	24,606.16	4.44
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	200.00	200.00	800.00	20.00
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		129,914.38	129,914.38	8,964.87	8,964.87	120,949.51	6.90
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.801	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.802	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.804	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.805	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.806	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-701.808	WAGES - PLANNING	3,000.00	3,000.00	100.00	100.00	2,900.00	3.33
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	190.05	190.05	1,809.95	9.50
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 400 - PLANNING COMMISSION		58,000.00	58,000.00	890.05	890.05	57,109.95	1.53
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	77,948.34	77,948.34	5,996.02	5,996.02	71,952.32	7.69
101-401-701.901	WAGES - DEPUTY PLANNER	55,620.00	55,620.00	4,278.46	4,278.46	51,341.54	7.69
101-401-701.902	WAGES -PLANNER ASSISTANT	13,323.86	13,323.86	961.93	961.93	12,361.93	7.22
101-401-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		156,492.20	156,492.20	11,236.41	11,236.41	145,255.79	7.18
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	395.00	395.00	605.00	39.50
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	395.00	395.00	19,605.00	1.98
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	55,620.00	55,620.00	4,278.46	4,278.46	51,341.54	7.69
101-412-701.602	WAGES - ZONING CODE ENFORCER	20,599.18	20,599.18	1,584.80	1,584.80	19,014.38	7.69
101-412-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		80,019.18	80,019.18	5,863.26	5,863.26	74,155.92	7.33
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	10.61	10.61	95,989.39	0.01
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	10.61	10.61	95,989.39	0.01
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 747 - COMMUNITY PROMOTIONS		139,000.00	139,000.00	0.00	0.00	139,000.00	0.00
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	167.80	167.80	2,332.20	6.71
101-806-863.000	OIL CHANGES	500.00	500.00	0.00	0.00	500.00	0.00
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	15.99	15.99	1,484.01	1.07
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	183.79	183.79	4,316.21	4.08
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							

User: Lanie
DB: Garfield

2021
ORIGINAL BUDGET
2021
AMENDED BUDGET

PERIOD ENDING 01/31/2021

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2021 AMENDED BUDGET	YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-851-701.000	WAGES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	102,279.00	102,279.00	0.00	0.00	102,279.00	0.00
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	6,072.57	6,072.57	73,927.43	7.59
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	851.20	851.20	148.80	85.12
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	395,000.00	395,000.00	136,999.06	136,999.06	258,000.94	34.68
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	1,004.38	1,004.38	8,995.62	10.04
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	12,573.00	12,573.00	1,427.00	89.81
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	6,312.00	6,312.00	1,688.00	78.90
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		616,279.00	616,279.00	163,812.21	163,812.21	452,466.79	26.58

Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		198,000.00	198,000.00	0.00	0.00	198,000.00	0.00

Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	300,000.00	300,000.00	300,000.00	300,000.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		300,000.00	300,000.00	300,000.00	300,000.00	0.00	100.00

TOTAL EXPENDITURES							
		4,276,170.40	4,276,170.40	554,756.40	554,756.40	3,721,414.00	12.97

Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,276,170.40	4,276,170.40	554,756.40	554,756.40	3,721,414.00	12.97

GL NUMBER	DESCRIPTION	2021 BUDGET		YTD BALANCE 01/31/2021	ACTIVITY FOR MONTH 01/31/21	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	500.00	500.00	4,700.00	9.62
308-000-701.906	Parks Steward	25,750.00	25,750.00	1,980.80	1,980.80	23,769.20	7.69
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	500.00	500.00	0.00	0.00	500.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100,190.00	100,190.00	342.00	342.00	99,848.00	0.34
308-000-935.000	MAINTENANCE - MISC, EQUIP	184,000.00	184,000.00	0.00	0.00	184,000.00	0.00
308-000-970.000	CAPITAL OUTLAY						
Total Dept 000		360,940.00	360,940.00	2,822.80	2,822.80	358,117.20	0.78
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	2,060.00	2,060.00	185.87	185.87	1,874.13	9.02
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		2,060.00	2,060.00	185.87	185.87	1,874.13	9.02
TOTAL EXPENDITURES							
		363,000.00	363,000.00	3,008.67	3,008.67	359,991.33	0.83
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES							
		363,000.00	363,000.00	3,008.67	3,008.67	359,991.33	0.83

Board Appointment Policy (amended)

Approved June 26, 2018

For Volunteer Boards and Commissions

Purpose:

To establish a uniform method of appointing members to various Garfield Township boards and/or commissions. To provide a clear outline for the Township Board and citizens to follow when applying and approving appointments. And, to seek out highly qualified individuals representing diverse cross-sections of our community to serve as members of these boards and/or commissions.

Summary of Policy:

By state statute, members of the Planning Commission and Zoning Board of Appeals are appointed by the Township Supervisor with the Township Board of Trustee's approval. This policy will also be used for the Building Committee, Board of Review, Fire Board, Park Board, Recreation Board, Personnel Committee, and any other related committees required for the operation of the Township. Any situation not covered by this Board Appointment Policy shall be determined by Roberts Rules of Order, 2nd Edition.

Recruitment and Application Process:

1. The township supervisor - or designee - shall notify all members of boards and commissions ninety (90) days prior to the expiration of their term that he/she must submit a letter or email to the appropriate department head stating he/she wishes to be considered for reappointment.
2. A public notice will be placed in one or more conspicuous locations at the town hall, on the township website and through the most effective advertising tools available, ninety (90) days prior to the expiration of said terms, specifying the vacancies for all boards and/or commissions that are to expire. The notice will set forth the application process and deadlines. Said application will be available on the website or by contacting the township clerk.
3. To be eligible and considered for appointment to a board or commission, applications must be complete and filed with the township clerk sixty (60) days preceding the beginning of the appointment term. If no applications are received, or applicants lack the necessary background or qualifications, the Selection Committee will be responsible for seeking out qualified applicants.

Selection and Appointments:

Selection committee(s) is made up of the overseeing department head, township supervisor and current board chair will be responsible for reviewing and considering all applications received, and determining whether other applicants should be considered based on the skill set required for the particular board or commission. All applications even those not chosen by the Selection Committee will be available for review. The Selection Committee will review each ordinance requirements to make sure that they are in compliance to timelines and requirements related to appointment and terms.

Following review by the selection committee(s), the applications of those deemed most qualified and meeting the specific requirements for the particular board or commission shall be submitted to the township board for review not less than two weeks before the regular board meeting at which the appointments are announced.

Township board members may actively participate in the selection process through review of the selection committee recommendations. The township board will strive to achieve a diverse balance of appointees that cover the range of qualifications and perspectives for each board or commission. Township board members will consider the specific qualifications for each board or commission, and the experiences of each applicant. The board may conduct a work session to interview or discuss specific candidates, and may vote on the slate of appointments at the work session. In the event a work session is not necessary, the board shall vote on the slate of appointments at the 1st regular board meeting in December.

All applicants will be notified in writing within seven (7) business days of the board's decision. Applicants not selected and/or applications received after October 30th will be kept on file and considered when other vacancies arise.

Board Appointment Policy (amended)

Approved June 26, 2018

In the event of a resignation from a board or commission, those applications held on file shall be considered in the same manner described above beginning with the selection committee.

CHARTER TOWNSHIP OF GARFIELD

Application for Appointment

Thank you for your interest in serving on a board, commission or committee. The purpose of this form is to provide the Township with some information about residents considered for appointment. If you are not selected at this time, your application will be kept on file for one year and considered if additional openings occur.

I, _____, hereby make application for appointment to:

(Name)

- | | | |
|--|---|---|
| <input type="checkbox"/> Building Committee | <input type="checkbox"/> Board of Review | <input type="checkbox"/> Fire Board |
| <input type="checkbox"/> Park Board | <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Recreation Board |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Personnel Committee | <input type="checkbox"/> Other Committee |
| <input type="checkbox"/> Joint Planning Commission | <input type="checkbox"/> Joint Recreation Authority | |

for a term of _____ years, from _____ to _____.
(number) (Appointment date) (Term Expiration Date)

TO THE CHARTER TOWNSHIP OF GARFIELD, COUNTY OF GRAND TRAVERSE, STATE OF MICHIGAN, BOARD OF TRUSTEES:

- I reside at: _____
(street address, city and zip code)
since _____. Phone number(s): _____
(year)
Email address: _____@_____
- I am at least 18 years of age: Yes No
- Citizen of: _____
- Employer: _____ Phone: _____
 - Indicate nature of your work: _____
 - Title: _____
- Educational level and degrees received or other work experience that may be beneficial for this position:

- I presently hold the following appointment and elected positions (include title and appointment or election date):

- Previously held appointments and/or elected positions (include title and dates of service):

- Participation in any Township related activities. Include any civic, fraternal, charitable, professional organizations, etc. (Attach additional pages, if necessary).

Board Appointment Policy (amended)

Approved June 26, 2018

9. Do you foresee any potential Conflicts of Interest while executing the Duties of this Position ? If so explain.

10.) Please explain why you would like to be on this Board, Commission or Committee?

I hereby apply for appointment to _____

(Name of Board or Commission)

And I acknowledge that:

1. If appointed, I will comply with all Statutory and other requirements and obligations of my appointment;
2. If I cease to comply with such requirements, I automatically forfeit said appointed position;
3. I hold no position or appointment which is a conflict of interest with the appointed position applied for. Should a conflict of interest arise, I will promptly inform the board or commission.
 - a. I shall inform the department head/staff prior to any meeting at which I have a possible conflict of interest that may restrict my participation in said meeting;
 - b. I will always avoid the appearance of conflict between public duties and personal interests and activities in all township public forums, pursuant to state law and township policies;
 - and
 - c. I will not allow my personal relationships or views to affect my responsibilities to the residents I represent;
4. As a public officer (servant), I shall not engage in a business transaction with or contractual relationship to any board or commission that I am on, in which [as a public officer] I may profit from, according to MCL 15.322 Public Act 317 of 1968, Contracts of Public Servants with Public Entities;
5. To the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking; and
6. If appointed, I am committed to attend all duly noticed board or commission meetings. In the event I am not able to attend a scheduled meeting I will notify the chairman of my absence to allow them enough time to notify an alternate member to attend.

I agree and understand the responsibilities of accepting this position.

Board Appointment: _____

(Signature)

(Date)

2021 APPOINTMENTS – COMPLETE LIST

<u>Board</u>	<u>Term</u>	<u>Expires</u>
<u>Code Enforcement Officer</u>		
Michael Green	1 year	Dec. 31, 2021
Carl Studzinski	1 year	Dec. 31, 2021
Derek Morton	1 year	Dec. 31, 2021
 <u>Planning Commission</u>		
Molly Agostinelli (TB Rep)	1 year	Dec. 31, 2021
Chris DeGood	3 years	Dec. 31, 2021
Robert Fudge	3 years	Dec. 31, 2021
Pat Cline	3 years	Dec. 31, 2022
Joseph McManus	3 years	Dec. 31, 2022
Joe Robertson	3 years	Dec. 31, 2023
John Racine	3 years	Dec. 31, 2023
 <u>Grand Traverse County Commission</u>		
Chuck Korn	1 year	Dec. 31, 2021
Lanie McManus	1 year	Dec. 31, 2021
 <u>Grand Traverse County Road Commission</u>		
Chuck Korn	1 year	Dec. 31, 2021
John Sych	1 year	Dec. 31, 2021
 <u>TTCI</u>		
Chuck Korn	1 year	Dec. 31, 2021
John Sych	1 year	Dec. 31, 2021
 <u>GT Metro Emergency Services Board</u>		
Chuck Korn	1 year	Dec. 31, 2021
Steve Duell	1 year	Dec. 31, 2021
Molly Agostinelli (alternate I)	1 year	Dec. 31, 2021
Chris Barsheff (alternate II)	1 year	Dec. 31, 2021

Zoning Board of Appeals

Bob Fudge (PC Rep)	1 year	Dec. 31, 2021
Lynn Fricke	3 years	Dec. 31, 2022
Rick Smith	3 years	Dec. 31, 2022
Kent Rozycki	3 years	Dec. 31, 2023
Scott Swan	3 years	Dec. 31, 2023

Board of Review

Gary Rousseau	2 years	Dec. 31, 2022
Cherry Wolf	2 years	Dec. 31, 2022
Gil Uithol	2 years	Dec. 31, 2022
Daniel Ladd (alternate)	2 years	Dec. 31, 2022

Parks and Recreation Commission

Denise Schmuckal (TB Rep)	1 year	Dec. 31, 2021
Chris DeGood	3 years	Dec. 31, 2021
Andrew Hoort	3 years	Dec. 31, 2023
Chris Remy	3 years	Dec. 31, 2021
William Scott	3 years	Dec. 31, 2021
Fern Spence	3 years	Dec. 31, 2022
Art Bukowski	3 years	Dec. 31, 2022

Building Code of Appeals

Dave Chryst	2 years	Dec. 31, 2021
Tom Piehl	2 years	Dec. 31, 2021
Steve Duell	2 years	Dec. 31, 2021
Marc Burkholder	2 years	Dec. 31, 2021
Peter Alt	2 years	Dec. 31, 2021

Grand Traverse Commons Joint Planning Commission

Joe McManus	3 years	May 14, 2021
Carol Hale	3 years	May 14, 2022
John Racine	3 years	May 14, 2023

City of Traverse City and Charter Township of Garfield Recreational Authority

Michael Groleau	3 years	June 30, 2021
Steve Duell	3 years	June 30, 2022
Tim Hughes	3 years	June 30, 2023

STANDING COMMITTEES (1 Year Term - Expires Dec. 31, 2021)

Personnel Committee

Chris Barsheff	Town Board
Lanie McManus	Town Board
Chuck Korn	Town Board

Building and Grounds Committee

William Mouser	Employee Member
Denise Schmuckal	Town Board
Steve Duell	Town Board

Finance Committee

Chuck Korn	Town Board
Lanie McManus	Town Board
Jeane Blood Law	Town Board
Betty Tezak	Employee

Elections Committee

Lanie McManus	Town Board
Molly Agostinelli	Town Board
Denise Schmuckal	Town Board

Law Enforcement Committee

Denise Schmuckal
Chuck Korn

Ethics Committee

Chris Barsheff
Denise Schmuckal
Chuck Korn

Northern Nexus

Chuck Korn



Charter Township of Garfield

Grand Traverse County

8.b.

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Zoning Text Amendment Process for Increasing ZBA Membership

Date: Thursday, February 4, 2021

I have been asked to outline the steps for amending Section 1030.A of the Zoning Ordinance (see attached) to expand the membership of the Zoning Board of Appeals in response to the January 21, 2021 Memo you received from Scott Howard. If the Township Board wishes to pursue an amendment, a motion could be made to direct the Planning Commission to begin the process of amending Section 1030.A of the Zoning Ordinance to increase the regular membership from five to seven (or more) members. If the Township Board elects to initiate an amendment, the Planning Commission and Township Board would each have to introduce and hold public hearings on the amendment before it could be adopted. As Section 1030 does not address the makeup of the Zoning Board of Appeals (i.e.: Planning Commission representative), I do not believe it is necessary to include language in the Ordinance if the Board wishes to appoint a Township Board member. Membership is addressed in Section 125.3601 of the Michigan Zoning Enabling Act (see attached), which is referenced in the opening paragraph of Ordinance Section 1030.

Please feel free to contact me if you have any questions. I can be reached at 231-941-1620 Extension 230 or at mgreen@garfield-twp.com.

Attachments:

1. Section 1030 of the Garfield Township Zoning Ordinance
2. Section 125.3601 of the Michigan Zoning Enabling Act (see highlighted text)

In instances where the Planning Commission is required to submit a recommendation to the Township Board, has twice heard and considered an application and is unable to reach a majority vote, the Planning Commission may submit a report instead of a recommendation to the Township Board.

C. Rules of Procedure

The Planning Commission shall adopt and shall maintain rules of procedure. These rules shall be available for public inspection at the office of the Township Clerk.

D. Staff

The Director of Planning and his/her assistants and deputies, insofar as they may be charged by the Director of Planning, shall serve as staff to the Planning Commission and the Township Board except where otherwise provided by this article. The Zoning Administrator and his/her assistants and deputies insofar as they may be charged by the Director of Planning, shall serve as a liaison to the Planning Commission.

SECTION 1030 ZONING BOARD OF APPEALS

The Zoning Board of Appeals is established pursuant to the Michigan Zoning Enabling Act, Public Act 110 of 2006, MCL 125.3101 *et seq.* The composition, powers, duties and limitations of the Zoning Board of Appeals shall be established by separate ordinance of the Township Board.

A. Quorum

The Zoning Board of Appeals shall consist of five members and up to two alternate members. A quorum shall consist of three members of the Zoning Board of Appeals. The chairman shall be counted as any other member when establishing a quorum.

B. Voting

An affirmative vote of the majority of the members of the Zoning Board of Appeals is required to take final action on any matter.

C. Rules of Procedure

The Zoning Board of Appeals shall adopt and maintain rules of procedure. Those rules shall be available for public inspection at the office of the Township Clerk.

D. Staff

The Zoning Administrator and his/her assistants and deputies, insofar as they may be charged by the Zoning Administrator, shall serve as staff to the Zoning Board of Appeals. The Director of Planning and his/her assistants and deputies, insofar as they may be charged by the Director of Planning, shall serve as a liaison to the Zoning Board of Appeals.

SECTION 1040 ADMINISTRATIVE OFFICIALS

A. Director of Planning

A Director of Planning shall be appointed by, for such term, and subject to such conditions, as shall be determined by the Township Board. A Deputy Planner may be appointed by, for such term, and subject to such conditions, as shall be determined by the Township Board. In the event of the resignation, death, disability, extended absence or disqualification of the Director of Planning, the Deputy Planner shall assume the duties and responsibilities of the Director of Planning until the

MICHIGAN ZONING ENABLING ACT (EXCERPT)
Act 110 of 2006

125.3601 Zoning board of appeals; appointment; procedural rules; membership; composition; alternate member; per diem; expenses; removal; terms of office; vacancies; conduct of meetings; conflict of interest.

Sec. 601. (1) A zoning ordinance shall create a zoning board of appeals. A zoning board of appeals in existence on June 30, 2006 may continue to act as the zoning board of appeals subject to this act. Subject to subsection (2), members of a zoning board of appeals shall be appointed by majority vote of the members of the legislative body serving.

(2) The legislative body of a city or village may act as a zoning board of appeals and may establish rules to govern its procedure as a zoning board of appeals.

(3) A zoning board of appeals shall be composed of not fewer than 5 members if the local unit of government has a population of 5,000 or more or not fewer than 3 members if the local unit of government has a population of less than 5,000. The number of members of the zoning board of appeals shall be specified in the zoning ordinance.

(4) In a county or township, 1 of the regular members of the zoning board of appeals shall be a member of the zoning commission, or of the planning commission if the planning commission is functioning as the zoning commission. In a city or village, 1 of the regular members of the zoning board of appeals may be a member of the zoning commission, or of the planning commission if the planning commission is functioning as the zoning commission, unless the legislative body acts as the zoning board of appeals under subsection (2). A decision made by a city or village zoning board of appeals before February 29, 2008 is not invalidated by the failure of the zoning board of appeals to include a member of the city or village zoning commission or planning commission, as was required by this subsection before that date.

(5) The remaining regular members of a zoning board of appeals, and any alternate members under subsection (7), shall be selected from the electors of the local unit of government residing within the zoning jurisdiction of that local unit of government or, in the case of a county, residing within the county but outside of any city or village. The members selected shall be representative of the population distribution and of the various interests present in the local unit of government.

(6) Subject to subsection (2), 1 regular or alternate member of a zoning board of appeals may be a member of the legislative body. Such a member shall not serve as chairperson of the zoning board of appeals. An employee or contractor of the legislative body may not serve as a member of the zoning board of appeals.

(7) The legislative body may appoint to the zoning board of appeals not more than 2 alternate members for the same term as regular members. An alternate member may be called as specified in the zoning ordinance to serve as a member of the zoning board of appeals in the absence of a regular member if the regular member will be unable to attend 1 or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision on a case in which the member has abstained for reasons of conflict of interest. The alternate member appointed shall serve in the case until a final decision is made. An alternate member serving on the zoning board of appeals has the same voting rights as a regular member.

(8) A member of the zoning board of appeals may be paid a reasonable per diem and reimbursed for expenses actually incurred in the discharge of his or her duties.

(9) A member of the zoning board of appeals may be removed by the legislative body for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. A member shall disqualify himself or herself from a vote in which the member has a conflict of interest. Failure of a member to disqualify himself or herself from a vote in which the member has a conflict of interest constitutes malfeasance in office.

(10) The terms of office for an appointed member of the zoning board of appeals shall be 3 years, except for a member serving because of his or her membership on the zoning commission or legislative body, whose term shall be limited to the time he or she is a member of that body. When members are first appointed, appointments may be for less than 3 years to provide for staggered terms. A successor shall be appointed not more than 1 month after the term of the preceding member has expired.

(11) A vacancy on the zoning board of appeals shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

(12) A zoning board of appeals shall not conduct business unless a majority of the regular members of the zoning board of appeals are present.

(13) A member of the zoning board of appeals who is also a member of the zoning commission, the planning commission, or the legislative body shall not participate in a public hearing on or vote on the same matter that the member voted on as a member of the zoning commission, the planning commission, or the

legislative body. However, the member may consider and vote on other unrelated matters involving the same property.

History: 2006, Act 110, Eff. July 1, 2006;—Am. 2008, Act 12, Imd. Eff. Feb. 29, 2008;—Am. 2010, Act 330, Imd. Eff. Dec. 21, 2010.