

May 5, 2022

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

Mr. Martin Colburn, City Manager
City of Traverse City
400 Boardman Avenue
Traverse City, MI 49684

Dear Messrs. Korn and Colburn:

As required in the Rec Authority's Articles of Incorporation, the City of Traverse City and Charter Township of Garfield Recreational Authority Proposed Comprehensive Annual Budget for Fiscal Year 2022/2023 is hereby submitted and recommended for approval by the Garfield Township Board of Trustees and Traverse City City Commission. Along with the budget is a narrative explaining what is proposed to be accomplished in the next year.

The Authority has scheduled a public hearing for June 1, 2022, and will then consider the proposed budget for adoption at that same meeting.

Marty – would you please schedule this for the City Commission's May 16 meeting.
Chuck – would you please schedule this for the Township Board's May 24 meeting.

Thank you for your consideration. A representative of the Authority will be present at your meeting to answer any questions you may have.

Sincerely,



Laura Ness
Chair



Matt Cowall
Executive Director

Enclosure

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RECAUTHORITY
TRAVERSE CITY / GARFIELD TOWNSHIP

The City of Traverse City and Charter Township of Garfield
Recreational Authority

Proposed Comprehensive Annual Budget
Fiscal Year July 1, 2022 to June 30, 2023

Board of Directors

Laura Ness, Chair

Michael Groleau, Secretary

Tim Hughes, Treasurer

Ashlea Walter, Director and Traverse City City Commissioner

Steve Duell, Director and Garfield Township Trustee

Lindsay Erreca, Director

Chris Sullivan, Director

Executive Director

Matt Cowall

City of Traverse City and Charter Township of Garfield
RECREATIONAL AUTHORITY
OPERATING FUND
For the Fiscal Year End June 30, 2023

	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Recommended
REVENUES						
Property Taxes	\$ 174,929	\$ 183,248	\$ 294,565	\$ 305,000	\$ 307,800	\$ 308,000
PPT Reimbursement	10,788	9,920	8,872	-	9,667	-
Interest Income	1,013	1,655	222	200	185	200
Grants and Contributions	4,999	16,990	265,119	512,700	36,040	477,660
Barns Park Rental Revenues	113,749	106,674	58,584	60,000	144,387	130,000
Other Income	14,303	-	330	-	-	-
TOTAL REVENUES	319,781	318,487	627,692	877,900	498,079	915,860
EXPENDITURES						
Office Expenses	1,727	1,739	1,172	2,000	2,000	2,000
Professional Services	230,395	195,065	780,614	274,900	247,919	212,350
Insurance & Bonds	3,399	3,420	3,420	4,000	3,487	4,000
Facility/Property Expenses	77,026	49,391	50,542	70,400	79,025	141,800
Transportation	6	2	0	500	123	500
Capital Outlay (Land Purchase)	-	-	-	668,200	-	668,200
TOTAL EXPENDITURES	312,553	249,617	835,748	1,020,000	332,554	1,028,850
Transfer (to) from Capital Projects Fund	-	-	-	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	7,228	68,870	(208,056)	(142,100)	165,525	(112,990)
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Beginning Fund Balance	482,100	489,328	558,198	350,142	350,142	515,667
Ending Fund Balance	\$ 489,328	\$ 558,198	\$ 350,142	\$ 208,042	\$ 515,667	\$ 402,677
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Millage Rate	0.1500					

Narratives to Budget Sheets

Operating Fund:

This fund is the core fund for the general operations of the Rec Authority. The millage rate to be levied on the winter tax bills will be **0.15**, the same as last year. The primary goals of the Rec Authority supported by funding in the proposed budget for the coming fiscal year are: (1) the public purchase and preservation of Hickory Forest utilizing a grant from the Michigan Natural Resources Trust Fund; and (2) ongoing operations, maintenance and improvement of all Rec Authority properties.

Breakdowns for various line items of the Operating Fund are as follows:

Professional Services

Executive Management Services (Land Information Access Association)	\$ 80,000.00
Treasury/Financial Management Services (City of Traverse City)	\$ 6,000.00
Hickory Meadows Management Services (Grand Traverse Conservation District)	\$ 24,550.00
Event Facility Management Services (Sunrise to Sunset Events)	\$ 57,500.00
Legal	\$ 5,000.00
Audit	\$ 6,500.00
Miscellaneous/Contingency (Approximately 10% of overall budget, minus land purchase)	\$ 32,800.00

Total **\$ 212,350.00**

Allocation Recommended **\$ 212,350.00**

(Operating Fund – Continued)

Office Expenses Total	\$ 2,000.00
<u>Allocation Recommended</u>	<u>\$ 2,000.00</u>

Insurance & Bonds Total	\$ 4,000.00
<u>Allocation Recommended</u>	<u>\$ 4,000.00</u>

Facility/Property Expenses	
Event Expenses (cleaning, supplies, etc.)	\$ 15,000.00
Historic Barns Park Miscellaneous Maintenance, Roads and Snowplowing	\$ 25,000.00
Facility Expenses (gas, water, electric and security)	\$ 17,000.00
Hickory Meadows Work Plan	\$ 34,780.00
Hickory Forest Initial Operations (post-acquisition)	\$ 50,000.00

Total	\$ 141,780.00
<u>Allocation Recommended</u>	<u>\$ 141,800.00</u>

Travel Total	\$ 500.00
<u>Allocation Recommended</u>	<u>\$ 500.00</u>

Land Purchase	\$ 668,200.00
<u>Allocation Recommended</u>	<u>\$ 668,200.00</u>

Operating Fund Total	<u>\$1,028,850.00</u>
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City of Traverse City and Charter Township of Garfield
RECREATIONAL AUTHORITY
LONG TERM GENERAL OBLIGATION DEBT RETIREMENT FUND
For the Fiscal Year End June 30, 2023

	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Recommended
REVENUES						
Property Taxes	\$ 605,486	\$ 637,354	\$ 669,420	700,000	\$ 700,000	\$ 700,000
Interest Income	1,209	1,199	641	650	375	450
Refunds & Reimbursements	-	-	-	-	-	-
TOTAL REVENUES	606,695	638,553	670,061	700,650	700,375	700,450
EXPENDITURES						
Fees	170	179	191	300	205	300
Principal	460,000	500,000	535,000	585,000	585,000	630,000
Interest	87,688	76,840	65,145	52,489	52,489	38,759
TOTAL EXPENDITURES	547,858	577,019	600,336	637,789	637,694	669,059
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	58,837	61,534	69,725	62,861	62,681	31,391
Beginning Fund Balance	584,307	643,144	704,678	774,403	774,403	837,084
Ending Fund Balance	\$ 643,144	\$ 704,678	\$ 774,403	\$ 837,264	\$ 837,084	\$ 868,475
Millage Rate	0.3300					

Long-Term General Obligation Debt Retirement Fund:

The sole focus of this fund is to make the required payments on the general obligation bonds that facilitated the acquisition of the Authority's three current properties. The millage rate can adjust depending on the amount of debt service that has to be paid in each fiscal year, and the debt-service amount escalates each year through retirement of the debt. Based on last year's receipts, 2022 taxable values, and a debt service this fiscal year of \$668,759, the millage rate to be levied for this fiscal year will remain unchanged from last year (and the same since 2016) at **0.33**. December of 2022 will be the second-to-last levy for this fund.



Charter Township of Garfield

Grand Traverse County

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

May 10, 2022

Rob Hentschel, Chair
Grand Traverse County Board of Commissioners
400 Boardman Avenue, Suite 305
Traverse City, MI 49684

Request for Community Police Officer

Dear Chairman Hentschel:

On behalf of the Charter Township of Garfield Board of Trustees, we would like to request an additional Community Police Officer (CPO).

As part of the road patrol division, the Sheriff's Office contracts with several townships to provide CPO positions. In addition to performing the regular duties of road patrol, these officers work closely with their township officials to provide proactive, community-oriented programs and projects such as crime prevention, home safety, fraud protection, active shooter awareness and more. CPOs work closely with schools in their townships and attend meetings of various business associations. They also work flexible schedules to address issues occurring within their townships.

Our cost share agreement with Grand Traverse County is currently covering 8 patrol, 4 CPO, 1 investigator, and a lieutenant who oversees all the Townships Community Policing efforts. This agreement provides the economies of scale for the Township and the availability of additional emergency staff when needed throughout the County.

With a growing Township population and current CPOs being very busy responding to complaints and other issues, a new CPO would allow for more proactive policing, particularly a relationship with students and staff in our schools.

Sincerely,

Chuck Korn, Supervisor
Charter Township of Garfield