

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, February 11, 2020 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

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 14, 2020 (Recommend Approval)

b. Bills -

General Fund

(Recommend Approval)

\$443,085.09

- c. Consideration of All Traffic Solutions renewal invoice (Recommend Approval)
- d. Consideration of Resolution 2020-02-T, a Resolution to Allow Local Residents to Protest in Writing to the Board of Review (Recommend Approval)
- e. PD 2020-13 Township Board Strategic Plan – 2019 Year End Report (Receive and File)
- f. PD 2020-24 Planning Commission 2019 Annual Report (Receive and File)
- g. PD 2020-25 Parks and Recreation Commission 2019 Annual Report (Receive and File)
- h. Consideration of PD 2020-26 – Park Reservation Application and Rental Policies (Recommend Approval)
- i. Consideration of PD 2020-27 – Parks CIP 2020 Project (Recommend Approval)
- j. Consideration of PD 2020-28 – BVNP Pickleball Court Agreement with TAPA, Donation of Picnic Benches and Revised Pickleball Court Policy (Recommend Approval)
- k. Consideration of a request from Tim Hinkley, President of Traverse City Boom Boom Club, for a contribution of \$3,500 for the 2020 July 4th Fireworks

4. Items removed from the Consent Calendar

5. Correspondence

- a. Board Member Basics – Presented by Kit Tholen, GT County Deputy Civil Counsel
- b. Grand Traverse Conservation District – January 2020 Report

6. Reports

- a. Sheriff's Department Report
- b. County Commissioner's Report
- c. Planning Dept. Monthly Report, PD 2020-29
- d. Treasurer's Report
- e. Clerk's Report
- f. Supervisor Report

7. Unfinished Business

8. New Business

- a. Public Hearing/Findings of Fact – PD 2020-21 – Chick-fil-A C-G Rezoning
- b. Consideration of PD 2020-30 – Boardman Lake Trail Recommendation for Financial Contribution
- c. Consideration of a payment in lieu of taxes agreement for a portion of The Village at LaFranier Woods

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 14, 2020**

Chuck Korn called the Town Board Meeting to order on January 14, 2020 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll call of Board Members

Present: Jeane Blood Law, Lanie McManus, Steve Duell, Dan Walters, Molly Agostinelli, Chuck Korn

Absent and Excused: Denise Schmuckal

Staff Present: Planning Director John Sych

1. Public Comment (6:01)

None

2. Review and Approval of the Agenda - Conflict of Interest (6:01)

Blood Law declared a conflict with item 3b, but board members dismissed the conflict.

Duell moved and Walters seconded to approve the agenda as presented.

Yeas: Duell, Walters, Agostinelli, Blood Law, McManus, Korn

Nays: None

3. Consent Calendar (6)

a. Minutes

December 10, 2019 Meeting
December 10, 2019 Special Meeting
(Recommend Approval)

b. Bills

General Fund \$1,090,645.16
(Recommend Approval)

Gourdie-Fraser

Developer's Escrow Fund – Storm Water
Reviews and Utility Plan Review,

Oversight and Closeout	\$ 3,295.00
Utility Receiving Fund	10,486.00
<u>Parks Funds/DNR Trust Fund</u>	<u>530.00</u>
Total	\$14,311.00

(Recommend Approval)

- c. **PD 2020-1 – Boardman Valley Nature Preserve/YMCA Molon Invoice for Driveway Repairs (Recommend Approval)**
- d. **PD 2020-9 – Chick-fil-A C-G Rezoning – Introduction and schedule for Public Hearing on February 11, 2020 (Recommend Approval)**
- e. **Building Department 2019 Statement of Operations and Annual Report (Receive and File)**
- f. **2019 Zoning Department Activities (Receive and File)**
- g. **Consideration of Resolution #2020-01-T – a Resolution of Adoption of Poverty/Hardship Exemption Policy (Recommend Approval)**
- h. **Consideration of Contractor’s Change Order No. 1 and Pay Application No. 1 for Silver Lake Recreation Facility Site Improvements (Recommend Approval)**
- i. **Consideration of request for approval of designees to assist the Treasurer’s Department in taking tax or other forms of payment (Recommend Approval)**

Agostinelli moved and Duell seconded to adopt the consent calendar as presented.

*Yeas: Agostinelli, Duell, McManus, Walters, Blood Law, Korn
Nays: None.*

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:05)

- a. Silver Lake 2019 Annual Report RLS
- b. Grand Traverse Conservation District - December 2019 Report

6. Reports

a. Sheriff’s Report (6:05)

Deputy Chris Oosse offered some statistics and said that there were arrests made in the counterfeit money being passed in the county.

- b. County Commissioner's Report (6:08)**
Commissioner Brad Jewett reported that in 2019, \$1.5 million over and above what was budgeted, went to the MERS pension fund. Commissioners goals for 2020 include optimizing services and paying more into the pension fund. He added that the county has a capital assets plan for 2020 and made Grand Traverse County an official refugee intake county.
- c. Planning Department Monthly Report PD-2020-8 (6:12)**
John Sych reviewed a list of developments being reviewed by the Planning Commission at this time.
- d. Clerk's Report (6:15)**
McManus said her report was submitted in writing and that a mandate from the Secretary of State is forcing municipalities to send out absentee ballots for two elections at a time.
- e. Supervisor's Report (6:22)**
Korn said that the bids are in for a rate study at the BPW and he attended a Grand Traverse Metro Strategic Planning meeting and a Boardman Lake Loop meeting.

7. Unfinished Business

None

8. New Business

- a. Consideration of Eagleview's contract for aerial and oblique imagery**
Township Assessor Amy DeHaan recommends renewal of the contract with Eagleview and gave board members two options to choose from. Board members discussed the renewal of the oblique imagery contract.

Duell moved and Blood Law seconded to approve the renewal of the contract with Eagleview for three flights with no change finder or training at a cost of \$83,857.50.

Yeas: Duell, Blood Law, Walters, Agostinelli, McManus, Korn

Nays: None

- b. PD 2020-2 - Consideration of Policy for Land Donations (6:33)**
Board members discussed the proposed policy and decided to add the words "and/or a Phase One environmental evaluation" after the word "appraisal" in item #5.

Agostinelli moved and Blood Law seconded to approve the Policy for Land Donations as provided in Planning Department Report 2020-2 as amended.

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

c. Consideration of RLS Professional Aquatic Consulting Services Contract for Silver Lake (6:41)

The proposed contract was discussed.

Agostinelli moved and Walters seconded to renew the contract with RLS Professional Aquatic Consulting Services at a cost of \$7,000 per year.

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

d. Consideration of contracting with Traverse City to clear a Safe Routes to Schools on Barlow (6:44)

Korn recommends that this contract be accepted.

Walters moved and McManus seconded to accept the maintenance agreement for Safe Routes to School sidewalks and to authorize the Clerk and Supervisor to sign the contract.

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

9. Public Comment:

None

10. Other Business (6:46)

Board members discussed the Cass Road project.

Jennifer Hodges, Township Engineer, talked about the Cass Road project and its status.

Blood Law expressed concern with the homeless situation in the township and discussion took place.

McManus commented on the March 10th meeting – there will be an election that day and the meeting may need to be rescheduled or cancelled.

11. Adjournment

Korn moved to adjourn at 6:58pm.

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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/15/2020	GEN	38436	AFLAC	AFLAC	101-000-227.001	510.87
01/15/2020	GEN	38437	ALPERS EXCAVATING	SL SNOWPLOWING	308-000-935.000	550.00
01/15/2020	GEN	38438	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
01/15/2020	GEN	38439	DENNIS, GARTLAND & NIERGARTH	AUDIT	101-101-802.000	3,600.00
01/15/2020	GEN	38440	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	436.91
01/15/2020	GEN	38441	GARFIELD CHARTER TOWNSHIP	METRO DISTRIBUTION #11	101-000-403.000	106,167.17
01/15/2020	GEN	38442	GRAND TRAVERSE CONSERVATION DI	TOOL/VEHICLE FEES, CRUSH GRAVEL, STUMP/BRUSH	308-000-880.001	1,890.00
01/15/2020	GEN	38442		TOOL/VEHICLE FEES, CRUSH GRAVEL, STUMP/BRUSH	308-000-880.006	459.00
01/15/2020	GEN	38442		TOOL/VEHICLE FEES, CRUSH GRAVEL, STUMP/BRUSH	308-000-880.014	90.00
01/15/2020	GEN	38442		TOOL/VEHICLE FEES, CRUSH GRAVEL, STUMP/BRUSH	308-000-880.016	3,060.00
01/15/2020	GEN	38442		DECEMBER BILLING	308-000-935.000	627.00
						<u>6,126.00</u>
01/15/2020	GEN	38443	GRAND TRAVERSE COUNTY TREAS	MTT/BOR ADJUSTMENTS	101-000-403.000	976.11
01/15/2020	GEN	38444	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,063.42
01/15/2020	GEN	38445	ICC	MEMBERSHIP	101-371-965.000	135.00
01/15/2020	GEN	38446	INTEGRITY BUSINESS SOLUTIONS	PENS, PAPER, BINDER CLIPS	101-101-726.000	225.05
01/15/2020	GEN	38446		STAMP	101-171-726.000	68.25
						<u>293.30</u>
01/15/2020	GEN	38447	PITNEY BOWES INC.	LEASE CHARGES 11.1.19-1.31.2020	101-101-726.001	424.41
01/15/2020	GEN	38448	RELX INC. DBA LEXISNEXIS	LEXISNEXIS	101-101-801.002	60.00
01/15/2020	GEN	38449	SONDEE, RACINE, DOREN	HARRIS HILLS	101-400-801.000	1,064.10
01/15/2020	GEN	38450	SPECTRUM BUSINESS	INTERNET	101-258-935.016	84.99
01/15/2020	GEN	38451	TEMPERATURE CONTROL	TOILET REPAIR	101-265-935.608	281.97
01/15/2020	GEN	38452	UNITED WAY	UNITED WAY	101-000-238.000	90.00
01/15/2020	GEN	38453	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,880.00
01/16/2020	GEN	38454	LAND INFORMATION ACCESS ASSOC	1ST QUARTER FRANCHISE FEES / CAPITAL EXPENSE	101-747-880.011	22,615.53
01/16/2020	GEN	38455	MAPLE RIVER DIRECT MAIL	AV APPLICATION MAILING	101-191-726.001	1,285.20
01/23/2020	GEN	38456	NORTH COUNTRY CONTRACTING, LLC	SILVER LAKE PARK IMPROVEMENTS	101-747-880.007	30,084.68
01/29/2020	GEN	38457	MAPLE RIVER DIRECT MAIL	AV BALLOT MAILING	101-191-726.001	529.00
02/03/2020	GEN	38458	GARFIELD CHARTER TOWNSHIP	METRO DISTRIBUTION #12	101-000-403.000	215,494.10

3. b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/05/2020	GEN	38459	YMCA	BVNP DRIVEWAY REPAIR	308-000-935.000	2,211.50
02/05/2020	GEN	38460	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	77.00
		38460		CONTRACTED SVCS	101-400-805.000	287.00
						<u>364.00</u>
02/05/2020	GEN	38461	B S & A SOFTWARE	TAX / ASSESSING ANNUAL SVC	101-258-935.015	3,574.00
02/05/2020	GEN	38462	CHERRYLAND ELECTRIC COOP.	4257600	101-000-084.861	298.79
		38462		4257600	101-265-920.603	915.43
		38462		4257600	101-448-920.005	841.56
						<u>2,055.78</u>
02/05/2020	GEN	38463	CHERRYLAND ELECTRIC COOP.	4257600P	308-000-935.000	411.04
02/05/2020	GEN	38464	CHLOE MACOMBER	MILEAGE	101-253-860.501	218.16
02/05/2020	GEN	38465	CITY OF TRAVERSE CITY	17097594720	101-000-084.861	182.75
		38465		170975-118686	101-448-920.005	512.37
						<u>695.12</u>
02/05/2020	GEN	38466	COCM	MEMBERSHIP	101-371-965.000	45.00
02/05/2020	GEN	38467	CONSUMERS ENERGY	100018131597	101-448-920.005	26.06
02/05/2020	GEN	38468	DOUBLE R CO.	BARNES TRAIL	308-000-935.000	5,063.00
02/05/2020	GEN	38469	DTE ENERGY	910020833133	101-265-920.601	1,376.43
02/05/2020	GEN	38470	DTE ENERGY	910020833257	101-265-920.601	37.48
02/05/2020	GEN	38471	FIFTH THIRD BANK	5473787318839759	101-101-726.000	283.26
		38471		5473787318839759	101-171-960.000	18.17
		38471		5473787318839759	101-215-960.000	464.61
		38471		5473787318839759	101-258-935.015	1,400.00
						<u>2,166.04</u>
02/05/2020	GEN	38472	FIFTH THIRD BANK	5473787444975261	101-253-726.000	104.85
		38472		5473787444975261	101-253-960.000	498.00
		38472		5473787444975261	101-265-726.003	308.63
						<u>911.48</u>
02/05/2020	GEN	38473	FIFTH THIRD BANK	5473788099793637	101-171-960.000	15.30
02/05/2020	GEN	38474	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	436.89
02/05/2020	GEN	38475	GOURDIE-FRASER, INC.	SILVER LAKE PARK IMPROVEMENTS	101-101-805.000	530.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/05/2020	GEN	38493	SUPERFLEET	GAS	101-806-862.000	119.51
02/05/2020	GEN	38494	SVEC CONSTRUCTION	SNOW REMOVAL	101-265-935.601	610.00
02/05/2020	GEN	38495	THE GUARDIAN	LIFE / HEALTH	101-851-873.030	1,723.01
02/05/2020	GEN	38495		LIFE / HEALTH	101-851-873.040	643.96
						<u>2,366.97</u>
02/05/2020	GEN	38496	UNITED WAY	UNITED WAY	101-000-238.000	90.00
02/05/2020	GEN	38497	VERIZON	PHONES	101-265-850.000	267.11
02/05/2020	GEN	38498	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,880.00
02/06/2020	GEN	38499	INTEGRITY BUSINESS SOLUTIONS	ENVELOPES	101-253-726.000	112.76
02/06/2020	GEN	38500	MUNICIPAL UNDERWRITERS OF MI	PAR PLAN	101-851-912.001	12,938.00

TOTAL - ALL FUNDS TOTAL OF 65 CHECKS 443,085.09

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	481.54
101-000-227.000	DEFERRED COMP	3,760.00
101-000-227.001	AFLAC	510.87
101-000-237.000	HSA (FORMERLY FLEX)	873.80
101-000-238.000	UNITED WAY	180.00
101-000-403.000	CURRENT REAL PROPERTY TAXES	322,637.38
101-101-726.000	SUPPLIES	748.98
101-101-726.001	POSTAGE	602.89
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	294.05
101-101-801.002	LEGAL SERVICES - TOWNBOARD	60.00
101-101-802.000	AUDIT AND ACCOUNTING	3,600.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	607.00
101-101-960.000	EDUCATION & TRAINING	32.50
101-171-726.000	SUPPLIES	416.17
101-171-805.000	CONTRACTED AND OTHER SERVICES	3,494.06
101-171-960.000	EDUCATION & TRAINING	33.47
101-191-726.000	SUPPLIES	1,550.05
101-215-726.000	POSTAGE	1,952.96
101-215-960.000	SUPPLIES	289.94
101-253-726.000	EDUCATION & TRAINING	464.61
101-253-860.500	SUPPLIES	285.86
101-253-860.501	MILEAGE - TREASURER	44.85
101-253-960.000	MILEAGE - DEPUTY TREASURER	218.16
101-258-935.015	EDUCATION & TRAINING	498.00
101-258-935.016	COMPUTER SUPPORT SYSTEMS	4,974.00
101-265-726.003	COMPUTER NETWORK	84.99
101-265-850.000	SUPPLIES-MAINTANCE	518.71
101-265-920.601	TELEPHONE	1,330.53
101-265-920.602	HEATING / GAS	1,413.91
101-265-920.603	WATER / SEWER	143.69
101-265-935.601	LIGHTS BUILDING	915.43
101-265-935.603	SNOW PLOWING	610.00
101-265-935.608	CLEANING SERVICE	1,180.00
101-371-726.000	MAINTENANCE-OTHER SUPPLIES	281.97
		36.63

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-371-965.000			DUES & PUBLICATIONS			180.00
101-400-801.000			LEGAL SERVICES			1,064.10
101-400-805.000			CONTRACTED AND OTHER SERVICES			287.00
101-401-726.000			SUPPLIES			8.19
101-412-726.000			SUPPLIES			33.47
101-448-920.005			STREET LIGHTS TOWNSHIP			1,390.60
101-747-880.007			COM. PROM. - COMMUNITY AWAREN			30,084.68
101-747-880.011			COM. PROM. - P.E.G.			22,615.53
101-806-862.000			GAS & CAR WASHES			119.51
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			1,723.01
101-851-873.040			INSURANCE - EMPLOYEE LIFE			643.96
101-851-912.001			INSURANCE - LIABILITY			12,938.00
101-900-970.003			CAPITAL OUTLAY - COMPUTER			2,372.00
308-000-880.001			COM. PROM. - SILVER LAKE PARK			1,890.00
308-000-880.006			COM. PROM. - BVNP (YMCA)			459.00
308-000-880.014			COM. PROM. - MILLER CREEK			90.00
308-000-880.016			COM. PROM. - KIDS CREEK PARK			3,060.00
308-000-935.000			MAINTENANCE - MISC, EQUIP			8,999.04
			TOTAL			443,085.09



RENEWAL INVOICE

3. c.

All Traffic Solutions Inc.
12950 Worldgate Drive, Ste 310 Herndon, VA 20170
Phone: 814-237-9005 • Fax: 814-237-9006
Tax ID: 25-1887906
Purchase Order Address: 3100 Research Dr.
State College, PA 16801

Renewal Number: Q-47576
Issue Date: 1/9/2020

Account ID: 247064

For Questions please contact:
Corey Hart
chart@alltrafficsolutions.com

Bill To:

Garfield Township
Attn: Chris Barsheff
3848 Veterans Drive
Traverse City, MI 49684
Billing Contact:

Multi-Year Discount Options:

24 Month Renewal, Save 10%
36 Month Renewal, Save 15%

Current/Prior Expiration Date: 6/14/2020 12:00:00 AM
Renewal Term: : 12 Month
Expiration after Renewal: : 6/14/2021 12:00:00 AM

Table with 5 columns: Item No, Description, For Qty Devices, Annual Unit Price, Total Per Billing Interval. Contains 2 rows of item details.

Please provide a tax-exempt certificate or sales tax will be applied if applicable. Total: \$1,500.00

Special Notes:

Renewal Options:

- Pay From This Invoice: Pay directly from this invoice...
Sign and Return invoice: Sign below indicating you have initiated payment...
Issue Purchase Order: Issue a Purchase Order for the renewal...
Please forward a tax exemption form or your invoice will include tax.

Renewal Authorization: By Signing below I indicate that I am authorized to commit my organization to the above services and have submitted this invoice for payment.

Print Name, Title

Signature

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION 2020-02-T

**ADOPTION OF AUTHORIZATION
TO ALLOW LOCAL RESIDENTS TO PROTEST IN WRITING
TO THE BOARD OF REVIEW**

WHEREAS, the GENERAL PROPERTY TAX ACT 206 of 1983, MCL 211.30, as amended, provides the requirements for the conduct of the board of review. These requirements include how resident taxpayers may be authorized to file a protest before the board of review by letter; and

WHEREAS, the Township Board of the Charter Township of Garfield, Grand Traverse County, Michigan, desires to allow all taxpayers the opportunity to file a protest before the board of review by letter; and

WHEREAS, the Garfield Township Township Board is authorized by MCL 211.30(8), as amended, to adopt an ordinance or a resolution giving resident taxpayers authority to file his or her valuation protest before the board of review by letter without a personal appearance by the taxpayer or his or her agent.

NOW THEREFORE BE IT RESOLVED, pursuant to MCL 211.30(8), as amended, that the Township Board of the Charter Township of Garfield, authorizes all resident and non-resident taxpayers, or their agents, to protest or appeal to the board of review by letter. Said letters must be delivered to the physical or electronic address provided in the notice or publication. For valuation appeals to the March meeting of the board of review, letters must be received prior to the deadline on the publication. For Principal Residence appeals to the July and December meetings of the board of review, letters must be received by 5:00pm on the day prior to the meeting stated on the public notice.

BE IT ALSO RESOLVED, that the Charter Township of Garfield Assessor shall include a statement notifying taxpayers of this option in each assessment notice under MCL 211.24c and on each notice or publication of the meeting of the board of review.

The foregoing resolution offered by Board Member _____, and supported by Board Member _____.

Upon roll call vote, the following voted:

Yeas:

Nays:

Abstain:

Absent and Excused:

The Chairman declared the motion carried, and Resolution 2020-02-T duly adopted.


Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on _____, 2020, at which meeting (___) ___ members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: _____

Lanie McManus, Township Clerk

 Charter Township of Garfield Planning Department Report No. 2020-13			
Prepared:	February 4, 2020	Pages:	2
Meeting:	February 11, 2020 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Township Board Strategic Plan-2019 Year End Report		

BACKGROUND:

On August 27, 2019, the Township Board adopted its current Strategic Plan. The 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.


The following actions were made by the Board since the adoption of the Strategic Plan in August through December of 2019:

1. Identity
<i>Develop a strong identity that conveys the character and values of the community to the region and beyond</i>
--
2. Economic Development
<i>As part of a regional hub in Northern Michigan, promote Garfield Township as a great place for business development and job opportunities</i>
<ul style="list-style-type: none"> Received presentation from TraverseConnect on new organizational changes and strategic direction
3. Public Safety
<i>Support collaborations which promote public safety including police and fire services</i>
<ul style="list-style-type: none"> Received regular reports from Grand Traverse County Sheriff Department, Metro Fire, and North Flight EMS Received Par Plan grant to fund electric bikes for patrol officers to access trails and other locations Adopted 2020 budget resolution for Grand Traverse Metro Emergency Services Authority
4. Parks and Trails
<i>Foster a system of high-quality active and passive parks connected by trails</i>
<ul style="list-style-type: none"> Approved trail improvement for Boardman Valley Nature Preserve Approved bid for Silver Lake Recreation Area improvements Accepted donation of property in the Garfield Heidbreder Industrial Park
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 a special assessment district for the milfoil abatement program for Silver Lake Supported a grant application for Mitchell Creek Watershed water quality study Accepted donation of property in the Garfield Heidbreder Industrial Park

6. Housing
<i>Provide for a balance of housing choices with a variety of housing types</i>
--
7. Transportation & Infrastructure
<i>Invest in transportation and infrastructure which support high-quality development</i>
<ul style="list-style-type: none"> • Approved bid for Eaglehurst Subdivision special assessment district for road improvements • Approved bid for Silver Lake Recreation Area improvements • 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 • Adopted 2020 budget resolution for Grand Traverse Metro Emergency Services 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% • Approved a slight increase in the fire/emergency service operating millage rate to 2.45% • Approved financial institutions the Township Treasurer will conduct business with in 2020 • Adopted new ethics policy • Adopted balanced budget for 2020

ACTION REQUESTED:

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

		Charter Township of Garfield Planning Department Report No. 2020-24	
Prepared:	February 4, 2020	Pages:	6
Meeting:	February 11, 2020 Township Board	Attachments:	<input type="checkbox"/>
Subject:	2019 Planning Commission Annual Report		

INTRODUCTION:

The 2019 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 it will also outline the activities of the Planning Department during 2019. The Planning Commission has recommended this report be submitted to the Township Board.

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 158 Staff Reports in 2019 (compared to 125 in 2018 and 133 in 2017) for the various boards, commissions, and committees 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 for completeness and compliance with the Zoning Ordinance; monitoring development approvals as they proceed through the approval process; administering grants and parks and recreation activities; and 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 2020.

JOINT MEETING:

A joint meeting of the Township Board and Planning Commission was held on February 27, 2019. Of the key outcomes, the following actions were taken in 2019:

- The Planning Commission amended the Zoning Ordinance to remove the decibel requirement for car washes and incorporate other standards related to car washes.
- Township Board passed an ordinance to opt out of the recreational marijuana provisions.
- Planning Department staff facilitated a strategic planning process for the Township Board. The Township Board adopted a Strategic Plan on August 27, 2019.
- Planning Commission initiated a redevelopment planning effort for the east side of the Township. The Barlow Garfield Neighborhood Plan is expected to be completed soon.

STRATEGIC PLAN:

From June to August 2019, Planning Department staff facilitated a strategic planning process for the Township Board. 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 Township Board adopted the Strategic Plan on August 27, 2019. Goal topics of the Plan include: Community Identity, Economic Development, Public Safety, Parks and Trails, Water Quality, Housing, Transportation & Infrastructure, Partnerships, and Fiscal Responsibility.

BARLOW GARFIELD NEIGHBORHOOD PLAN:

Initiated in 2019 by the Planning Commission, the Barlow Garfield Neighborhood Plan will be Garfield Township’s plan to help guide future land use and development for a portion of the east side of the township. This neighborhood, the study area for the subplan, includes both sides of the street on portions of Barlow Street, South Airport Road, Garfield Avenue, and surrounding sites. Once adopted, the Plan will be part of the Township Master Plan. The Plan also serves as a template to conduct other subarea plans around the Township where more focused attention to planning and zoning is needed.

CONCEPTUAL REVIEWS:

Conceptual reviews were established in the 2015 Zoning Ordinance to 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 2019:

- Harris Hills Single Family Residential Development - Site Condominium
- Living Hope Church Addition - Special Use Permit
- LaFranier/Hammond Commercial Development - Conditional Rezoning
- Traverse City Senior Living - Planned Unit Development
- Village at LaFranier Woods Senior Living - Planned Unit Development
- 3077 Garfield Road Commercial/Warehousing Development - Conditional Rezoning

ADMINISTRATIVE REVIEWS:

In some specific cases, the Director of Planning 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 and provided to the Planning Commission. The following five applications were administratively reviewed and approved in 2019:

- **SUP 2005-06-C Culver Meadows SUP Administrative Amendment**
The subject parcel is located on the north side of West Silver Lake Road, just south of Secor Road. The parcel address is 1661 N. West Silver Lake Road and is zoned R-1 One-Family Residential. The request was to amend the Culver Meadows Special Use Permit to add a 480-square foot storage building.
- **SPR 2000-09-G Chelsea Park West PUD Administrative Amendment**
The subject property is located within the west portion of Chelsea Park Planned Unit Development and is accessed via Hartman Road. The request was to amend Chelsea Park Planned Unit Development to reconfigure less than 15% of the residential units. 172 apartment dwellings were approved for the Chelsea Park West portion of the Planned Unit Development. There will be no change in the number of approved units. Building #8 (8 units) is proposed to be removed. Building #9 will be renumbered as Building #8. Building #1 (16 units) is proposed to be increased by 8 units to 24 total units.
- **SUP 2000-08-J Copper Ridge PUD-Building 7-Administrative Amendment**
The subject property, Building 7, is located within the Copper Ridge Planned Unit Development located off Silver Lake Road, north of Barnes Road. The request was to amend Building 7 at Copper Ridge Planned Unit Development to allow for a covered building entry and medical mobile unit parking stall.
- **SUP 2000-03-B City Church TC - SUP Administrative Amendment**
The subject parcel is located on the west side of Keystone Road, just south of Hammond Road. The parcel address is 1895 Keystone Road and is zoned R-1 One-Family Residential. The request was to amend the City Church Special Use Permit to expand the existing parking lot to 95 parking spaces.
- **PUD 2001-01-G Traditions/Ashland Park PUD-Administrative Amendment**
The subject property is located within the Traditions portion of the Ashland Park Planned Unit Development and accessed by way of Rusch Road and Birmley Road (once all infrastructure is in place). A request was made to amend the Traditions portion of the Ashland Park Planned Unit Development, specifically, replacement of duplex residential units 140 – 167 with single family residential units 160 – 167, located on Umber Drive. In an Administrative Amendment (File No. PUD 2001-01-E) approved in 2018, duplex residential units 168-177 were replaced with single family residential units 168 – 172.

DEVELOPMENT REVIEWS:

The Planning Commission reviewed and approved numerous projects in 2019, 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:

- **PURD-2017-01 Fox Run Multi-Family Residential Project (Approved)**
On Garfield Road, north of Hammond Road, an 84 two-bedroom apartment complex on 4.27 acres of land was approved via Planned Unit Residential Development, with onsite amenities such as three playgrounds, a dog park, and a walking trail. An additional 3.77 acres of environmentally sensitive area on the site will remain open space, with some of the recreational amenities for residents proposed within it.
- **SPR-2019-01 Alliance Property Holdings/SurgCenter SPR (Approved)**
An 8,677-square foot out-patient surgical facility was approved via Site Plan Approval on a 2.71-acre site located at 3663 North Country Drive, west off US-31 and south of South Airport Road.

- **SUP-2019-02 Living Hope Church Expansion SUP (Approved)**
A Special Use Permit was approved for a 13,500-square foot addition to the existing 7,296-square foot Living Hope Church, with an associated 134-space parking area on 3.2 acres located at 3050 W. South Airport Road (between Day Drive and Marmac Avenue).
- **SUP-2019-03 Munson Daycare SUP (Approved)**
A Special Use Permit was approved to use an existing 9,256-square foot building as a child care center located on 1.65 acres at 5222 North Royal Drive.
- **PUD-2001-01-F Ashland Park PUD Phases 2 and 3 Major Amendment (Approved)**
A major amendment was approved for Phase 2 and Phase 3 of the Ashland Park Planned Unit Development by replacing the 2001 original approved mix of 124 quadplex residential units, 42 duplex residential units, and 21 single-family residential units with a new pattern of consisting of 158 duplex residential units. The Planned Unit Development extends southwest from the intersection of Birmley Road and Garfield Road. Phases 2 and 3 compose approximately 52 acres of land.
- **SUP-1995-03B French Manor/Terra PUD Major Amendment (Approved)**
A major amendment to the Terra Energy Planned Unit Development was approved to provide a single-story 80-unit assisted living facility built over two phases. Phase I consists of 30 units while Phase II will consist of 50 units. The site is 3.78 acres located east off LaFranier Road, south of South Airport Road.
- **SUP-2008-02-A Alpers SUP Renewal (Approved)**
Extension of the Special Use Permit was approved for the existing Alpers sand and gravel mining operation on approximately 63 acres of land at 2767 Zimmerman Road. The Special Use Permit was extended for 10 years.
- **SPR 2000-09-H Chelsea Park West PUD Major Amendment (Approved)**
A major amendment was approved for the Chelsea Park West Planned Unit Development to increase the number of multiple family units from 172 multiple family units to 192 multiple family units. The project located north off Hartman Road, east of US-31, will be built in four (4) phases of construction.
- **SUP-2017-04-A Hickory Hills SUP Amendment (Approved)**
Hickory Hills, a recreation facility owned by the City of Traverse City and located in Garfield Township, was approved as a Special Use Permit by the Garfield Township Planning Commission in 2018. Since approval in 2018, there have been plans and efforts by the City to implement more of the Master Plan and expand use of the park in the summer months, including banquets. Approval of an amendment to the Special Use Permit will address any potential impacts of these additional uses.
- **SUP-2019-05 Springhill Bed & Breakfast SUP (Approved)**
A Special Use Permit was approved to permit a bed & breakfast establishment for use an existing single-family residence at 296 Springhill Road. The existing single-family residence with barn and other accessory buildings is located on 9.96 acres in an Agricultural zoned area.
- **SPR-2019-05 Traverse Hospitality Two SPR (Approved)**
Site Plan Approval was granted for two new hotels located at 3570 and 3654 N. US-31 South, east off US-31 across from Franke Road. The site was previously part of the Price Point automobile dealership. The proposed development is for two hotels: a 4-story 40,703 square foot hotel on the southerly parcel (Tru Hotel) and a 4-story 53,124 square foot hotel on the northerly parcel (Fairfield Hotel).
- **SPR 1990-04-G Starbucks Directional Sign Review (Approved)**
Located in the C-P Planned Shopping Center district, the JC Penney lot at Grand Traverse Mall was subdivided to allow construction of a new outlot building along the service drive that faces South Airport Road. The new outlot building provides two tenant spaces (one for a T-Mobile store and one for a Starbucks store). As part of the installation of the new Starbucks store, an application

was approved by the Planning Commission to allow directional signs for the proposed drive-thru. Signs in the C-P require Planning Commission approval.

- **SPR-2019-06 Lake Michigan Credit Union SPR (Approved)**
Site Plan Approval was granted for a 3,362 square feet financial institution building with a drive-through located at 3650 N. US-31 South, across from Franke Road. The approximately 0.97-acre site was previously the Northpointe Motors automobile dealership.
- **SUP-2019-06 Michigan State University Federal Credit Union (Approved)**
A Special Use Permit for a 10,131 square feet financial institution including a drive-through located at 3750 North US 31, across from Meijer. The 4.62-acre site is occupied by two office buildings.
- **PUD 2019-01 Village at LaFranier Woods (Ongoing)**
An application for a senior living Planned Unit Development is currently underway for a 33-acre parcel located at 2242 LaFranier Road, north of Hammond Road. The proposed development would be comprised of the following buildings in four phases:
 - Phase 1: One (1) three-story building complex containing 116 independent living units.
 - Phase 2: Four (4) one-story duplex and eight (8) one-story fourplex independent cottages totaling 40 units.
 - Phase 3: One (1) one-story building complex containing 113 assisted living units.
 - Phase 4: One (1) three-story building complex containing 116 independent living units.Based on this configuration, 385 total senior living units are proposed.
- **SPR 2019-04 Harris Hills Site Condominium (Ongoing)**
Review of a site condominium is currently underway to create 40 total single-family units on a 20-acre site. The proposed Harris Hills site is located at the southwest corner of Lone Tree and Harris Roads, east of the existing Lone Tree Planned Unit Development. All units will connect to the municipal water and sanitary sewer systems.
- **SUP-2019-04 Habitat for Humanity Addition (Approved)**
An application for a Special Use Permit is currently underway to expand an existing retail building, including construction of an accessory storage building, located on a 1.62-acre parcel at 2487 Rice Street, off Cass Road. The building was formerly the Excel Office Interiors retail store and was recently purchased by Habitat for Humanity, which has continued to use the building for retail operations.

ZONING ORDINANCE AMENDMENTS:

Map Amendments

- **Z-2019-01 Harris Hills Rezoning (Approved)**
The vacant property is comprised of two tax parcels and located at the southeast intersection of Lone Tree and Harris Roads. The request to rezone the approximately 20 acres of land from A - Agricultural zoning district to R-2 One and Two-Family Residential district was approved.
- **Z-2019-02 Green US-31 Rezoning (Denied)**
The property is a former scenic overlook located at 1202 N. US-31 South. The request to rezone the approximately 0.84 acres of land from the C-O Office Commercial zoning district to the C-G General Commercial district was denied.
- **Z-2019-03 Chick-fil-A Rezoning (Ongoing)**
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 approximately 1.8 acres from the C-L Local Commercial zoning district to the C-G General Commercial zoning district is currently under consideration.

Text Amendments

- **Amendment No. 19 regarding Section 712 Automobile Laundries (Approved)**
Amendment No. 19 removed decibel requirements for car washes and clarified that no equipment shall be located closer than one hundred (100) feet to any property zoned or used for residential purposes.
- **Amendment No. 20 regarding Section 749 Golf Courses and Country Clubs (Approved)**
Amendment No. 20 reduced required setbacks for principal and accessory buildings and structures from 200 feet to 80 feet.
- **Amendment No. 21 regarding Section 315 R-3 (Multiple Family Residential) (Approved)**
Amendment No. 21 replaced the current uniform minimum side yard setback of 20 feet with standards of 10 feet for one-family dwellings, 15 feet for two-family dwellings, and 20 feet for multi-family dwellings.

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 Joint Commission has not been significantly active since the adoption of the new Zoning Ordinance in May 2017 for the Grand Traverse Commons property. 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.

STAFF CHANGES:

2019 saw the departure of Erik Perdonik, Deputy Planner, and the hiring of Stephen Hannon as Deputy Planning Director. In addition to assisting with development reviews, he has been working to update our GIS mapping, coordinate parks and recreation activities and preparation of the Barlow Garfield Neighborhood Plan.

ACTION REQUESTED:

Following review, if the Township Board is prepared to accept the 2019 Annual Report in accordance with the Michigan Planning Enabling Act, the following motion is suggested:

THAT the 2019 Planning Commission Annual Report, as provided in Planning Department Report 2020-24, BE RECEIVED AND FILED.

 Charter Township of Garfield Planning Department Report No. 2020-25			
Prepared:	February 4, 2020	Pages:	4
Meeting:	February 11, 2020 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Parks and Recreation Commission 2019 Annual Report		

PURPOSE OF THIS REPORT:

The Parks and Recreation Commission is required to make 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):

For the 2015 grant cycle, the Township was awarded a Michigan Department of Natural Resources Trust Fund (MNRTF) grant to make several improvements to the BVNP, including a canoe and kayak launch, a parking area with a turnaround, vault pit toilets, a small pavilion, and pickleball courts.

Construction began in May 2018 and was substantially completed by the end of 2018 except for striping on the pickleball courts and some outstanding site restoration. After a cold late spring, all final tasks were completed by July 2019. Staff worked with the Michigan Department of Natural Resources to gather all final documentation needed for the MNRTF grant. The closeout documents were filed with the DNR in early fall 2019 and the DNR released the remaining \$10,000 of the grant money to the Township. As part of the DNR grant post-completion requirements, the Township is required to have an opening ceremony for the project which will occur sometime in spring 2020.



Pickleball courts, vault toilet, and kiosk at Boardman Valley Nature Preserve

The pickleball courts opened in July 2019 and the Township partnered with the Traverse Area Pickleball Association (TAPA) to pilot an online reservation system for the courts. The reservation system appeared to work well although there were some unrelated conflicts between different groups of pickleball players. The Township plans to formalize an agreement with TAPA regarding operation of the online reservation system for 2020.

The Township Board in fall 2019 also approved a bid for a new crushed gravel trail. This trail is listed as a priority project to be completed in 2020.

KIDS CREEK PARK:

In 2017, the Parks and Recreation Commission passed a motion recommending that the dilapidated power generating structure at the Park be demolished. The Township had encountered difficulty in gaining the access for construction equipment needed to demolish the structure. Negotiations with staff at Great Wolf Lodge appeared to have resolved this issue, and this demolition project is listed as a priority project to be completed in 2020.

SILVER LAKE RECREATION AREA (SLRA):

Pavilion and Multi-Purpose Athletic Field Reservations: The pavilions at SLRA are a popular Township amenity. There were 75 total pavilion reservations in 2019, compared with 101 in 2018 and 118 in 2017. The baseball diamond continues to be used for tee-ball during the summer months. Also, the Township worked with the Traverse Bay Blues Rugby Club on a pilot agreement to rent the field for rugby games. The Township will explore expanding this agreement to include some regular practices in the summer and early fall. The Township has also received and will consider requests from other groups for rental of the field at regular times, including from the Traverse City Futbol League for soccer games.



One of the pavilions and the multi-purpose athletic field at Silver Lake Recreation Area

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 660 members as of this writing, up from 460 members at last year’s report, with members organizing “play dates” for their dogs and sharing other news regarding the dog park.

Capital Improvement Projects: The Township accepted a bid for a project at SLRA including a parking lot expansion on the north side of the park to serve Metro Fire Station #12, sidewalk extension, and trail reconfiguration and extension. The sidewalk and trail portions of this project in included within the parks budget and listed as a priority project to be completed in 2020. Commissioners have previously discussed the proposed well house with an exterior to match the restrooms in place of the existing fencing and this is also listed as a priority project to be completed in 2020. The parks budget also includes funding for a few small improvement projects at SLRA which may include electrical outlets at the large pavilion, new heating system for the bathroom, and/or resurfacing of the tennis courts.

Winter Trail Grooming: The Township allowed winter trail grooming at SLRA for the 2018-2019 winter season. This arrangement specified that the paved walking path was not to be groomed (it continued to be plowed for winter walkers) but that the groomed path would run along the edges of the trail. Though the

groomed path did appear to have some regular users, it was unclear if the groomed path had widespread use and ultimately the winter trail grooming was not retained for the 2019-2020 winter season.

GRAND TRAVERSE COMMONS NATURAL AREA:

Staff continues to work with stakeholders at the state level to complete the removal of the deed restriction on the Grand Traverse Commons Natural Area limiting activities to hiking and cross-country skiing only. On October 22, 2019, State Senator Wayne Schmidt introduced Senate Bill 595 which would result in the allowance of non-motorized uses, including bicycling, at the Commons Natural Area. The staff is hopeful that the deed restriction issue will be resolved in 2020.

Once the deed restriction issue is resolved, the Township can focus on planning for future improvements. In the DNR-approved 2018-2023 Charter Township of Garfield Five-Year Parks and Recreation Master Plan, a conceptual development plan is included for the northernmost part of the Commons Natural Area, including a paved pump track, picnic and observation areas, and other amenities. Staff will work to reach out to stakeholders regarding any planning for park improvements, including potential financial partners. There is also a conservation easement on a portion of the site, and Staff will continue to coordinate with the Grand Traverse Regional Land Conservancy (GTRLC) to ensure that the Township's plans for the site fit with the terms of the conservation easement.

RIVER EAST RECREATION AREA:

In 2018, Staff submitted for an MNRTF grant for developing the River East Recreation Area, but learned in December 2018 that the application was unsuccessful, as the Trust Fund Board did not recommend the project for funding. The site appears to have inherent limitations relating to MNRTF priorities including water trails, non-motorized access, and ADA accessibility. Thus, Staff did not submit a grant application in 2019 for this project.

Development of this park is still identified as a near-term priority. Staff will work with Commissioners on potential planning and engagement actions in 2020, with the goal of identifying specific improvement projects that can be added to the Parks Capital Improvements Program for 2021.

HUNTING ON TOWNSHIP PARKLAND – OVERVIEW:

The Township issued 30 hunting permits for 14 different people in 2019. Hunting is currently allowed at Boardman Valley Nature Preserve and Miller Creek Nature Reserve with a permit. Commissioners may wish to review which Township parks should allow hunting. River East Recreation Area was purchased with the assistance of MNRTF grant funding and as such may be required to be open to hunting.

PARKS AND RECREATION COMMISSION MEETINGS:

The Parks and Recreation Commission met six times in 2019 on the dates listed below. The Commission has adopted a bi-monthly meeting schedule in 2020 to continue meeting at least six times per year.

- January 7, 2019
- March 4, 2019
- April 15, 2019 (special meeting)
- August 5, 2019
- October 7, 2019
- November 4, 2019

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 project received bids that were higher than expected, and stakeholders continue to work to address the design and funding issues and move the project toward completion.

BUFFALO RIDGE TRAIL PHASE III:

The 2018-2023 Charter Township of Garfield Five-Year Parks and Recreation Master Plan was amended in spring 2019 to include the proposed Phase III of the Buffalo Ridge Trail, which would extend the trail along Silver Lake Road to Zimmerman Road from its current terminus at Creekside Drive. In fall 2019, a group of students from a Michigan State University trail design class worked with TART on a conceptual design for the Buffalo Ridge Trail Phase III. Students presented their ideas for trail designs, landscaping, and other trail elements at an open house at Garfield Township Hall on December 4, 2019. TART will be compiling the results of the students' work. These ideas may help guide the design of the trail, which is identified as a future priority project.

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.

This first amendment includes a revised Green Infrastructure Program with two new properties identified for potential acquisition by Garfield Township for public recreation and provides additional information regarding the planned Phase III of the Traverse Area Recreational Transportation Trails' ("TART Trails") Buffalo Ridge Trail.


CONCLUSION:

Looking ahead, the Township will continue to work towards meeting each of the goals and objectives in the 2018-2023 Five-Year Parks and Recreation Master Plan and implementing the projects recommended by the Parks and Recreation Commission in the Parks CIP and approved by the Board of Trustees.

ACTION REQUESTED:

Following review, if the Township Board is prepared to accept the 2019 Parks and Recreation Commission Annual Report, the following motion is suggested:

THAT the 2019 Parks and Recreation Commission Annual Report, as provided in Planning Department Report 2020-25 BE RECEIVED AND FILED.

 Charter Township of Garfield Planning Department Report No. 2020-26			
Prepared:	February 5, 2020	Pages:	1
Meeting:	February 11, 2020 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Park Reservation Application Form and Rental Policies		

BACKGROUND:

In follow-up to previous conversations with the Parks and Recreation Commission and among Township staff, the Parks and Recreation Commission reviewed several proposed updates to the Park Reservation Application Form at their meeting on February 3, 2020. Commissioners discussed the proposed changes and generally supported the revisions. They also recommending adding “Single-Use” to the Application Form title and commented that any long-term reservations would need to be a negotiated in a more formal agreement. Other revisions include the following:

1. Removed Miller Creek Nature Reserve and Grand Traverse Commons from the application form list of parkland areas available for rental
2. Updated name of Garfield Nature Reserve to Boardman Valley Nature Preserve
3. Adjusted rental rates for pavilions and fields at Silver Lake Recreation Area
4. Renamed the pavilions at Silver Lake Recreation Area
5. Added map of Silver Lake Recreation Area to rental packet

ACTION REQUESTED:

Following discussion, if the Township Board is comfortable with the proposed revised application form, then the following motion is suggested:

MOTION TO APPROVE the revised Park Reservation Application Form

Attachments:

1. Park Reservation Application Form and Map of Silver Lake Recreation Area



Charter Township of Garfield

Grand Traverse County

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

SINGLE-USE PARK RESERVATION APPLICATION

Group Name: _____

Contact Name: _____

Address: _____

Phone: _____ Email: _____

Please circle the park of interest:

Silver Lake Recreation Area Boardman Valley Nature Preserve Kids Creek Park

Date(s) requested: _____ Approximate # of Persons Attending: _____

Time of day: From: _____ am/pm To: _____ am/pm

Below please describe your request in detail, including any specific facility within the park you would like to reserve (i.e. pavilion, ball field, etc), if the event is public or private, and if you intend to charge admission to the event. For larger events, it may be necessary to address concerns such as parking, provisions for restrooms, and waste management. **No tents, inflatable play structures or games and activities requiring staking, are allowed.** Attach a separate narrative if necessary:

Proof of Residency is required to receive the Garfield Township Resident Rate when reserving one of the facilities in our Parks. Non-Garfield Township Residents are charged a separate rate. **See attached sheet for Rates. Cancellation and requests for refunds must be received, in writing, 30 days prior to the event.**

Authorized Signature _____ Date: _____

Township Use Only: Date Rcv'd _____	Date Apv'd _____	Conditions Attached: Y/N
Fee Required: \$ _____	Resident / Non-Resident	Fee Received: Y/N
Approved by: _____	Title: _____	Proof of Residency? _____
		Receipt No: _____

Garfield Township Park Rules

The following activities are prohibited and it shall be unlawful for any person or persons to do any of the following on Township Parkland;

A. To remain on Township Parkland outside of the stated or posted hours of operation; 1/2 hour before sunrise until 1/2 hour past sunset, unless otherwise posted.

B. To enter any area that is posted or in any other way identified as being "closed."

C. To camp at any time unless written permission is obtained from the Parks Administrator.

D. To have an open fire, outside the designated charcoal grills provided for the purpose of cooking, without written permission of the Parks Administrator. (Private grills shall be allowed, either gas or charcoal, so long as the ashes will not be deposited on the ground) No fires may be built directly on the ground.

E. To operate motorized vehicles of any kind on designated trails, except for maintenance or patrol as authorized by the Parks Administrator.

F. To operate or park any motorized vehicles of any kind except in established driveways and parking areas.

G. To commit vandalism of any kind, including but not limited to;

- a. Removing, damaging, destroying or defacing Township owned property and equipment.
- b. Destroying, damaging, injuring or removing any trees, shrubs, wildflowers or vegetation.

H. To have a pet that is not on a leash or otherwise restrained and in control of its keeper. Animal leashes shall not exceed 16 feet in length. Animal excrement must be picked up, contained in a sealed bag and removed from Township Parkland or placed in trash receptacles as provided.

I. To litter or otherwise dispose of or discard refuse of any kind except by placing said refuse in containers provided for that purpose.

J. To dispose of any household refuse on Township Parkland or in garbage receptacles on Township Parkland.

K. To solicit, post, advertise or in any way sell or attempt to sell any goods or services on Township Parkland without written permission of the Parks Administrator.

L. To display & or consume beer, wine or any intoxicating liquors on Township Parkland.

M. To display, use, & or smoke / vape marijuana, tobacco or any other products on Township Parkland.

N. To discharge projectiles by air, explosive substance or any other force by any firearm, revolver, pistol, shotgun, rifle, air rifle, air gun, paint ball gun, bow or other weapon that discharges a projectile. This section shall not apply to any peace officer, or duly appointed law enforcement officer while carrying out their duties. This section shall also not apply to any person lawfully hunting game as provided for in Ordinance No. 50 of Garfield Charter Township and as allowed by federal and state game laws.

O. To in any way harass and intentionally disturb any and all wildlife on Township Parkland other than while hunting or fishing as provided for in Ordinance No. 50 of Garfield Charter Township and as allowed by federal and state game laws.

P. To feed any wildlife at any time.

Q. To refuse to comply with these Rules and Policies when requested by a local enforcement officer or in any way hinder the Parks Administrator, any employee or designee of the administrator while performing their official duties, including the enforcement of Garfield Charter Township Parkland Ordinance No. 50.

I certify that I have read the rules and policies and agree to abide by them. I understand that violation of parkland regulations by myself or members of my party may result in the future denial of any parkland reservation application, removal of myself and/or my party from public parkland, and/or legal action to the extent of the law. I also agree to defend, indemnify and hold harmless Garfield Charter Township from any claim, demand, suit, loss, cost of experience, or any damage which may be asserted, claimed or recovered against or from Garfield Charter Township by reason of any damage to property, personal injury, including death, sustained by any person whomsoever and which damage, injury, or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense if caused in whole or on part by the negligence of my/ours, or by third parties, or by the agents, servants employees or factors of any of them.



Charter Township of Garfield

Grand Traverse County

Parks & Recreation User Fees

Silver Lake Recreation Area

	4-Hour		All Day	
	Res	Non Res	Res	Non Res
Playground Pavilion	\$15	\$20	\$25	\$35
Dog Park Pavilion	\$20	\$35	\$40	\$50
Main Pavilion	\$25	\$40	\$45	\$60
Multi-Purpose Fields	\$40	\$60	\$65	\$80

Silver Lake Recreation Area

Facility Map

Address:
1785 N. East Silver Lake Road
Traverse City, MI 49685



The "Main Pavilion" includes 10 picnic tables and 2 charcoal grills, and is located near the restrooms.
The "Dog Park Pavilion" includes 8 picnic tables and 2 charcoal grills, and is located near the dog park.
The "Playground Pavilion" includes 6 picnic tables, and is located at the playground.

Please do not move tables outside of pavilions. Water or electricity is NOT extended to pavilions.

Paved walking trail measures approximately 0.7 mile.

Facilities are available for reservation upon issuance of permit.
Visit <http://www.garfield-twp.com/ParksRecreation.aspx> or call 231-941-1620 for more information.

Contact information:


EMERGENCY: 911
Grand Traverse County Sheriff **Non-Emergency: 231-922-4550**

Questions, comments, concerns: Garfield Township Hall, 231-941-1620.

Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684
Phone: 231.941.1620
Fax: 231.941.1688
www.garfield-twp.com



Date created: 1/29/2020

 Charter Township of Garfield Planning Department Report No. 2020-27			
Prepared:	February 5, 2020	Pages:	1
Meeting:	February 11, 2020 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Parks Capital Improvements Program 2020 Projects		

BACKGROUND:

Township Staff and the Parks and Recreation Commission have been working to develop a Parks Capital Improvements Program (Parks CIP). The Parks CIP is intended to identify priority projects in the parks system. The full Parks CIP identifies different priority levels for projects. Highest-priority projects are intended to be completed in 2020. Other projects within the Parks CIP are targeted for future completion but may be completed if priorities change and/or funding is appropriated sooner.

The Township Board has adopted the Parks and Recreation budget as part of the 2020 Township budget. The Parks budget encompasses administration, regular maintenance, and projects for all parks under the jurisdiction of the Township. The Township budget shows \$135,000 allocated for parks projects in 2020, and the Parks and Commission has developed a list priority projects to be completed in 2020. The Parks Capital Improvements Program list of projects for 2020 is attached to this report.

ACTION REQUESTED:

Following discussion, if the Township Board is comfortable with the proposed Parks CIP list of projects for 2020, then the following motion is suggested:

MOTION TO APPROVE the Parks Capital Improvements Program
(Parks CIP) list of projects for 2020 in the amount of \$135,000

Attachments:

1. Parks Capital Improvements Program 2020 Projects


PARKS CAPITAL IMPROVEMENTS PROGRAM:

The Parks Capital Improvements Program (Parks CIP) is intended to identify priority projects within the parks system. Highest-priority projects are intended to be completed in 2020. Potential future projects are identified in the Parks CIP, though the costs and exact scopes of these projects need to be determined. Potential future projects may be completed sooner if priorities change and/or funding is appropriated.

2020 PROJECTS:

The following are the projects identified to be completed in 2020. The total project costs for each of the parkland areas correspond to the amounts as listed in the 2020 Parks and Recreation budget as adopted by the Township Board.

Park	Project	Amount
Silver Lake Recreation Area	Well house construction	\$30,000
Silver Lake Recreation Area	Sidewalk connections / trail extension	\$52,000
Silver Lake Recreation Area	Tennis court resurfacing	\$5,000
Silver Lake Recreation Area	Electrical outlets at large pavilion	\$5,000
<i>TOTAL – Silver Lake Recreation Area</i>		<i>\$92,000</i>
Boardman Valley Nature Preserve	Crushed gravel trail	\$23,000
<i>TOTAL – Boardman Valley Nature Preserve</i>		<i>\$23,000</i>
Kids Creek Park	Water mill structure demolition	\$20,000
<i>TOTAL – Kids Creek Park</i>		<i>\$20,000</i>
TOTAL FOR ALL PARKS		\$135,000

		Charter Township of Garfield	
		Planning Department Report No. 2020-28	
Prepared:	February 5, 2020	Pages:	1
Meeting:	February 11, 2020 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	BVNP Pickleball Courts Agreement, Donations, and Policies		

BACKGROUND:

Last year, with the completion and opening of the pickleball courts at the Boardman Valley Nature Preserve (BVNP), the Township adopted a set of rules for use of her courts, as recommended by Traverse Area Pickleball Association (TAPA). The rules were to be in place for one year with the expectation that they would be reviewed and adjusted as necessary.

At the end of the pickleball season, it became apparent that some users had concerns about the format of the rules and requested changes. TAPA representatives coordinated two meetings of users and devised the attached revised rules for the courts.

TAPA has also proposed two improvements to the area around the pickleball courts and has indicated that they would conduct fundraising to pay for the following improvements:

- Install three (3) covered picnic tables on the east side of the courts for player to use between play.
- Install two (2) covered benches in place of the existing designated landscaping areas on the west side of the courts.

According to TAPA, they would conduct the fundraising and the Township would purchase, install and maintain the tables and benches. The Parks and Recreation Commission discussed the proposed TAPA agreement and reservation policy as well as the proposed donations of the picnic tables and benches and was generally supportive of both items.

ACTION REQUESTED:

If, following discussion, the Township Board is comfortable with implementing the revised policy offered by TAPA on a two-year basis, then the following motion is suggested:

MOTION THAT the revised policy and agreement for the BVNP pickleball courts, as attached to Planning Department Report 2020-28, BE IMPLEMENTED for two years.

If, following discussion, the Township Board is comfortable with accepting the proposed monetary compensation from TAPA for the picnic tables and benches, then the following motion is suggested:

MOTION TO ACCEPT enough monetary compensation from TAPA to fully fund the proposed picnic tables and benches as donations to the Township.

Attachments:

1. Pickleball Court Agreement with TAPA
2. Pickleball Court Revised Policy for BVNP

**PICKLEBALL COURT AGREEMENT
WITH TRAVERSE AREA PICKLEBALL ASSOCIATION**

THIS AGREEMENT (“Agreement”) is made and entered into as of this ___th day of February, 2020 (“Effective Date”), by and between the CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation and charter township (“Township”), and TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization (“Association”), whose address is 3490 3 Mile Rd, Traverse City, Michigan 49686, and is made with reference to the following:

RECITALS

- A. Township is a municipal corporation duly organized and validly existing under the laws of the State of Michigan with the power to carry on its business as it is now being conducted under the statutes of the State of Michigan and the Charter of Township.
- B. At its _____, 2020 meeting, the Charter Township of Garfield Parks and Recreation Commission unanimously passed a motion recommending to the Charter Township of Garfield Board of Trustees that a revised policy be applied to the pickleball courts at the Boardman Valley Nature Preserve as described herein and incorporated herein by reference as Exhibit A be approved and administered in a two-year management agreement with the Traverse Area Pickleball Association.
- C. At its _____, 2020 meeting, the Charter Township of Garfield Board of Trustees unanimously passed a motion approving the revised policy as described herein and incorporated herein by reference as Exhibit A and a two-year management agreement with the Traverse Area Pickleball Association.
- D. The Charter Township of Garfield desires to engage the Traverse Area Pickleball Association to coordinate use of the pickleball courts at the Boardman Valley Nature Preserve on behalf of the Township for a two-year term.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

1. TERM

The term of this Agreement shall commence on the Effective Date, and shall terminate on January 31, 2022, unless terminated earlier as set forth herein.

2. SERVICES TO BE PERFORMED

The Association shall coordinate use of the pickleball courts at the Boardman Valley Nature Preserve as described in the policy attached hereto as Exhibit A and incorporated herein by reference and provide an online reservation software program with link provided on the Township website for the reserved use of the pickleball courts in accordance with the policy.

3. ADMINISTRATION

This Agreement will be administered by the Township Planning Department. Township’s Planning Director or designee shall have the authority to act for Township under this Agreement.

4. RESPONSIBILITY FOR DAMAGES OR INJURY

Township and all officers, employees and representatives thereof shall not be responsible in any manner for any loss or damage to any of the materials or other things used or employed in administering the policy or for injury or death of any person as a result of the Association's performance.

To the fullest extent permitted by law, the Association shall indemnify, defend and hold harmless Township, its Township Board, boards and commissions, officers, agents, volunteers, and employees from and against any and all claims (including, without limitation, attorneys' fees, disbursements and court costs) of every kind and nature whatsoever, which may arise from or in any manner relate (directly or indirectly) to any breach of the terms and conditions of this Agreement.

5. COOPERATION

The Association agrees to work closely and cooperate fully with Township's Administrator and any other agencies that may have jurisdiction or interest in the pickleball courts. Any special events or activities considered by the Association must receive approval from the Township.

6. NOTICES

All notices, demands, requests or approvals from the Association to the Township shall be addressed to the Township Administrator.

7. TERMINATION

Township shall have the right, at its sole and absolute discretion and without cause, of terminating this Agreement at any time by giving no less than seven (7) calendar days' prior written notice to the Association. On the effective date of termination, the Association shall deliver to Township all documents and other information developed or accumulated in the performance of this Agreement, whether in draft or final form.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates written below.

CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation

Date: _____

By: _____
Chuck Korn, Township Supervisor

TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization

Date: _____

By: _____
Gary Ford, President

Attachments: Exhibit A – Pickleball Court Policy for Boardman Valley Nature Preserve 2020

Exhibit A: Pickleball Court Policy for Boardman Valley Nature Preserve

2020

Charter Township of Garfield



	4		

	5		

	3		

	6		

	2		

	7		

	1		

	8		

Open Play Courts 1, 2, 3, 4 and 5

The purpose of open play is:

- A. to play and socialize with all members of the Pickleball community.
- B. to provide a variety of mixed skill level games, so that:
 - i. players with similar skill levels have opportunities for competitive games.
 - ii. Players with less advanced skills have the opportunity to challenge themselves against players with more advanced skills.

Challenge Court 6

The purpose of a challenge court is:

- A. to allow advanced players the opportunity to play competitive games.
- B. to provide intermediate players the opportunity to step away from open play and test themselves.

Open Play Courts 7 and 8; 4.0 Skill Level or Higher

The purpose of the open courts for 4.0 skill level or higher is:

- A. to provide players with 4.0 skill level ratings, or higher, or with comparable ability to have opportunity for competitive games.
- B. to provide players with 4.0 skill level ratings, or higher, opportunities to practice the soft game elements of pickle ball (dinkings, placement, soft third shots, soft blocking, etc.)

Court Reservation Policy, Courts 5, 6, 7 & 8

The purpose of reserving courts is to allow groups of players the ability to reserve, up to four courts for family groups, round robins or other groups to play uninterrupted.

- A. Courts 5, 6, 7 & 8 may only be reserved during the following hours:
 - i. Monday - Friday: 7:00 a.m. to 10:00 a.m. and 4:00 p.m. to 7:00 p.m.
 - ii. Saturday & Sunday, 7:00 a.m. to 10:00 a.m.
- B. Courts may only be reserved online, through the Garfield Township reservation systems, within 48 hours of the reservation.

- C. Open play (court 5), Challenge Court play (court 6), and 4.0 skill level or higher open play (courts 7 & 8) shall be suspended whenever courts 5, 6, 7 or 8 are reserved, during the reserve periods only.
- D. No points or games will be initiated after the reserve time has expired. Reserve court players shall vacate the reserve courts immediately upon expiration of the reserve time, if any other players are waiting for play on those courts.
- E. When playing on a reserve court, the reserve court players shall hang the "Reserved" sign available for each reserve court.

Challenge Court Rotation of Play Guidelines

- A. Paddles must be queued up for play on a challenge court.
- B. While the challenge court is intended for intermediate to advanced play, ANY player may elect to play on the challenge courts, and no other player may discourage or restrict them from doing so.
- C. Players electing to play on a challenge court should understand that all players on this court are expecting a challenging game and will not be expected to go easy on anyone.
- D. Teams stay together on this court.
- E. When a game ends, the winning team stays on and stays together after a win, and a new team comes in to challenge them. The loser of the challenge comes off the court.
- F. Players are encouraged not to play exclusively on the challenge courts. Advanced players (4.0 skill rating or higher) should consider themselves ambassadors of the sport, and as such, are encouraged to play some games on the open play courts and use those games to mix with other players.
- G. When the challenge court is not being used "as a challenge court," that court (court 5) shall be used for open court rotation of play similar to courts 1, 2, 3 and 4.

Open Court Rotation of Play Guidelines

- A. Paddles must be queued up for open play.
- B. 2 queues will be provided for the 7 open play courts, one for courts 1-5 and one for courts 7 and 8.
- C. Standard play rotation will be 4 out, 4 in. Under 4 out, 4 in, when a game ends, all 4 players come off the court, unless the number of players waiting is 3, 2, or 1, then the number waiting will come in and the same number (3, 2 or 1) will leave.
- D. Rotation into the next game occurs when the next open play court becomes available.

Karen Leaver

From: Chuck Korn
Sent: Tuesday, February 4, 2020 10:45 AM
To: Karen Leaver
Subject: Fwd: Fourth of July fireworks request

New business:

Consideration of a donation to the Boom Boom club for Independence Day fireworks.

Sent from my phone.

Begin forwarded message:

From: "tmhtcmi07@aol.com" <tmhtcmi07@aol.com>
Date: February 4, 2020 at 6:37:41 AM EST
To: Chuck Korn <ckorn@garfield-twp.com>
Subject: Fwd: Fourth of July fireworks request

Hello Chuck! Happy 2020!!

This year happens to be TC Boom Boom Club's 10th anniversary!! Throughout this period of time, Garfield Township has played an instrumental role in our ability to produce a quality fireworks display that we can all be proud of. Thank you so much!!

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 enjoy your continued support..

Kindest regards,
Tim Hinkley, President
TC Boom Boom Club

BOARD MEMBER BASICS

Tuesday, March 17, 2020

1:00–4:00 p.m.

Governmental Center 2nd Floor Training Room

Presented by:

Kit Tholen – Grand Traverse County Deputy Civil Counsel

This two hour plus training is designed to prepare and refresh County board, commission, and authority members on the basic laws that affect elected and appointed officials. Ideally, it will help avoid some of the more common legal pitfalls that can embroil those in public service.

New County appointees and elected officials are required by County policy to attend this training during their first year of service. Experienced board, commission and authority members will find the training to be a good refresher course as well as providing an update on the latest case law, statutes and policies affecting their service. Department heads and those directly responsible to boards may find the training helpful as well. This year's training will include the following topics with which every public officer should be familiar:

- Open Meetings Act
- Freedom of Information Act
- Conflict of Interest Rules
- Contracts with Public Servants
- Incompatible Public Offices
- Board Rules and Parliamentary Procedure

Members of other local municipalities are welcome to attend. In the past, we have welcomed city, township, and village officials, as well as board members from NMC, TCAPS and more. As always, interested media are welcome to attend!

RSVP Lisa Emery, County Administration at 922-4780 or lemery@grandtraverse.org



Grand Traverse
Conservation District

Grand Traverse Conservation District

January 2020 Report

CONSERVATION TEAM

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

Administration

- Met with City staff to discuss details for the Request For Proposals to construct the Universal Access Trail to connect Brown's Landing Footbridge to Bucks Landing Trailhead
- Received EGLE permit for Phase-II wood project.
- Prepared and submitted County Soil Erosion and MDNR Natural Rivers permit applications.

Routine Monitoring and Maintenance

- Performed routine trailhead checks around the park to monitor conditions, including restocking of outhouses & dog waste bag stations, picking up trash, and monitoring infrastructure
- Snow plowed trailheads and pole barn area for ease of access
- Chainsawed several large trees that fell over Grasshopper Creek boardwalk, maintenance road, east of Grasshopper footbridge, as well as upper trail from bench trail coming up from east side stairs

Grants

- Received amended USF&W Service grant budget reflecting actual first year expenditures and estimated expenses for year two of the grant for the Phase-II wood project.

Other

- RFP ready for submission for trailwork associated with accessing Brown's Landing Footbridge from the upper parking area
- Responded to several questions and concerns regarding dogs off leash on the parkland



Grand Traverse Conservation District

- Buttoned-up silt fencing at Brown's landing Footbridge per the request of Soil Erosion and Sedimentation Control personnel
- Took down a multitude of routed wood signs, which were sanded & re-painted as part of an MLK day project by Pathfinder School students; ready to be put back up
- Communicated with MDNR & Brook Trout Coalition regarding the placement of a trash bag (onion sacks) dispenser for paddlers to take a sack with them when on the river.

OWNER/PARKLAND: Garfield Township - Various

Administration

- Met with Twp Planners and the newly appointed Garfield Twp Park Steward, Derek Morton, to review billing expectations of the newly established 1-year agreement and plans for 2020
- Met with Derek Morton at the Conservation District offices to introduce him to our Team and continue reviewing work plans for Garfield parks
- Met with Chris Kushman, TART Planning and Management Director, on a proposed Trail Ambassador program along the Boardman River Trail which transects Garfield Twp's Boardman Valley Nature Preserve
- Prepared a 2019 annual report and PowerPoint presentation for Garfield Twp parks
- Corresponded with Greg Griffith, from Popp Excavating, to ensure timely construction of the approved and permitted crush gravel trail across the Y's athletic fields

Monitoring and Maintenance

- Provided weekly trailhead monitoring checks and refilled dog waste bag dispensers as necessary
- Provided weekly walk-throughs of the dog park at Silver Lake Recreation Area to swap American Waste trash totes and refill empty dog waste bag dispensers
- Cleared snow as necessary to access American Waste trash totes at trailheads
- Cleared down trees along trails from Commons Natural Area and Miller Creek Nature Reserve to maintain safe access
- Followed-up on report of vehicle tracks and tree cutting by the cistern at the Commons.
- Re-posted several down interim trail navigational maps & information placards at Commons trail intersect posts
- Documented broken timber trash surround at Kid's Creek trailhead located behind Kohls for replacement in Spring/Summer 2020 along with fencing leading down from trailhead



Grand Traverse Conservation District

- Monitored trail closure and signage up from Long Lake trailhead that accesses private property

Other

- Corresponded with volunteer trail stewards on Garfield parks and responded to reports as necessary

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve

Administration

- Prepared for and coordinated quarterly Advisory Committee meeting and dispersed Minutes as follow-up
- Secured a cash match commitment for the Sabin bridge grant application.
- Met with County Parks & Recreation Director Kristine Erickson and grant writer Carl Ferguson regarding MNRTF grant proposal for Sabin footbridge
- Walk through Sabin Site with AECOM for future footbridge planning
- Received “as built” drawings for Sabin dam removal area from AECOM
- Conducted trail planning site walks on the east side of Sabin bottomlands and coordinated a follow-up walk with the NER Advisory Committee
- Met with Chris Kushman, TART Planning and Management Director, on a proposed Trail Ambassador program along the Boardman River Trail which transects the County’s NER from north to south
- Began permitting process to reconnect/revitalize Beaver Pond Loop trail with a footbridge and new boardwalk
- Contacted Lisa Taylor, TC Track Club ED, in regards to NER planning and prior grant funding towards reconnecting the former Beaver Pond boardwalk

Monitoring and Maintenance

- Provided routine weekly checks to monitor trailheads, pick up litter, and refill dog waste bag dispensers
- Cleared a fallen tree at Lone Pine trailhead
- Monitored status of snow plowing at former Beaver Pond trailhead parking lot
- Installed three infrared trail user counters around the Boardman River Nature Center and incoming trails along the NER with plans to install two more



Grand Traverse Conservation District

Grants

- Great Lakes Restoration Initiative: submitted Interim and Financial Reports, and confirmed seedling order request with Newaygo Conservation District nursery for the April planting effort to restore Sabin bottomlands
- Environmental Quality Incentives Program: confirmed seedling order request with Alpha nursery for the April planting effort to restore Sabin bottomlands

Other

- Responded to calls regarding unaccompanied off leash dogs at Lone Pine Trailhead
- Responded to a call regarding a trailside racoon of concern with apparent distemper

OWNER/PARKLAND: Recreational Authority – Hickory Meadows

Administration

- Prepared Rec Authority quarterly report from September through December
- Attended and provided updates at the monthly Rec Authority meeting
- Coordinated and prepared agenda for the Hickory Meadows Advisory Committee (HMAC) meeting
- Reviewed and continued updating the Hickory Meadows Management Plan for future consideration of approval
- Corresponded with Derek Mellville, City Parks and Rec Director, to set-up a March meeting between the HMAC and Hickory Hills Advisory Committee for post winter updates and seasonal planning

Monitoring and Maintenance

- Provided weekly trailhead monitoring checks and refilled dog waste bag dispensers as necessary
- Installed two additional infrared trail user counters - one at the entrance to the new trail from M-72 trailhead; the other on the north end of the fence by City parking lot leading up to Hickory Hills
- Downloaded monthly trail counts at the main trailheads and new counter locations (5 total counters)
- Cleared several tripping hazard stumps on main trails
- Monitored winter grooming efforts and use along trails throughout the Meadows
- Replaced broken plexi-glass on info station at M-72 trailhead



Grand Traverse Conservation District

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

Administration

- Prepared quarterly invoicing and processed bills as necessary

Monitoring and Maintenance

- Checked trailheads and picked up litter
 - Monitor trailhead use
-

BOARDMAN RIVER STEWARDSHIP

- Met with Grand Traverse Band, River Ecologist, Brett Fessell at the North Branch former sand trap site to set survey pins to gather data related to the restoration of the sand trap severely eroding banks
 - Met with CRA, GT County Road Commission, Watershed Center, GTB staff, US Fish & Wildlife Service, EGLE staff, KMP Engineering, and other partners regarding the future replacement of the Broomhead Road crossing of the North Branch.
 - Communicated with MDNR & Brook Trout Coalition regarding the placement of a trash bag (onion sacks) dispenser for paddlers to take a sack with them when on the river. Helped coordinate permission from the owners of the launches (City, County, State).
 - Continued coordination with Brook Trout Coalition volunteers and Peter Payette from Interlochen Public Radio regarding a planned forum at the Traverse City Library on February 5th from 6:00-9:00 pm. The forum is focussed on recreational use of the Boardman River.
 - Received a gift of a large amount of native seed for planting along the Boardman in the bottomlands behind the former dam sites.
 - Received EGLE permit for Phase-II wood project at Brown Bridge
 - Participated in an EGLE Nonpoint Source webinar
-



Grand Traverse Conservation District

ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 586

Nature Center Visitation Jan 2019: 143

Program Participants this month: 439

Program Participants Jan 2019: 94

Drop ins this month: 147

Drop-in Jan 2019: 49

**Nature Center Visitation this year: 586
2008: 95,405**

Nature Center Visitation since

Program Participation & Program Planning:

- Met with Facility use partner organization to discuss their new contracts and changes in the volunteer needs (five partners total)
 - Boardman River Nature Center was selected for a Pour for More partnership for 2020. Detail on the partnership can be found here <http://www.pourformore.org/>
 - Over 90 students participated in field trip programming at the Boardman River Nature Center (three two-hour programs)
 - Continued work on updating GTCD's website with the company that is doing the design and programming.
 - 9&10 news did a story on our Peepers programming and the Nature Center which aired on February 3rd.
 - Met with the Northwest Michigan Homeschool Collaborative to discuss possible homeschool programming at the Nature Center (more details to come)
 - Our spring 2020 Nature-Based Preschool programming kicked off in January serving over 68 preschoolers and their families.
 - Summer camp registration opened in January with a record breaking registration. Roughly 144 participants signed up for 11-weeks of summer camp. New this year is an extra week of camp and extended hours.
 - Continued work on the Nature Playscape with a volunteer designer and work with a contractor and excavating company.
-



Grand Traverse Conservation District

FORESTRY ASSISTANCE PROGRAM (FAP), January 2020

Kama Ross, District Forester

Leelanau, Grand Traverse and Benzie Conservation Districts

Trainings: Climate Adaptation Planning and Practices Online Course, 2 of 7 weeks completed

On-Site Visits:

Leelanau County

1. Cassier, 10 acs., Kasson Twp.
2. Hoffman, 10 acs., Empire Twp.
3. Tinholt, 6 acs., Cleveland Twp.

Grand Traverse County

1. GT Sheriff, 40 acs., Fife Lake Twp.

Benzie County

1. Kpachavi, 10 acs., Homestead Twp.
2. St. Ambrose Cellars, 25 acs., Homestead Twp.

Written Forest Management Recommendations: 3 QFP Verifications: 0 MAEAP/FWH Verifications: 0

FAP Referrals to Private Sector: 3 FAP Referrals to Public Sector: 0

In-office Contacts: 40 landowners Follow-up Contacts: 42 landowners/qualified foresters

FAP Promotion/Program Development:

1. Continue updating GIS mapping
2. Measure Tulip Poplar on Sleeping Bear Dunes property
3. Cover LCD office 5 days
4. Meeting with Linda Thomas re: wildlife programming/landowner assistance



Grand Traverse Conservation District

5. Two meetings with Holland Wilde re: Benzie Tree Circus
 6. Participate in GTCD Strategic Planning Session
 7. Forest Health Presentation at Leland Library, 75 in attendance
 8. Timber and Taxes Presentation, 10 in attendance
 9. Man FAP Booth for Small Farms Conference
 10. Planning/prep. for District Planting Workshops
 11. Meeting with Joe Vandermeulen re: Nature Change videos
 12. Follow-up meeting with CRA staff for collaboration with planting workshops
-

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 7 (Antrim/Grand Traverse), 1 (Benzie/Leelanau)

Risk Assessments Completed: 2 (Antrim/Grand Traverse), 6 (Benzie/Leelanau)

Farms Verified: 0

Updates:

- 1/7: Grand Traverse Fruit Growers Council Meeting
- 1/14-1/15: Northwest Michigan Orchard & Vineyard Show
 - MAEAP Awards Ceremony and MAEAP Farmer Panel
- 1/20: Grand Traverse Conservation District Board Meeting
- 1/24-1/25: Northern Michigan Small Farms Conference
- 1/27: Food and Farming Network Summit Planning Committee Meeting
- 1/29: Future Farmer's of America District Leadership Contest Judging
- 1/31: Hemp Meeting at Northwest Michigan Horticultural Research Station

Current Projects:

- Working with:
 - 23 Farms in Antrim
 - 12 Farms in Grand Traverse
 - 20 Farms in Leelanau
 - 9 Farms in Benzie
- Assisting with utilizing MAEAP fund code for NRCS EQIP Applications



Grand Traverse Conservation District

- Coordinating regenerative agriculture film series.
- Collaborating with Antrim Conservation District on spring Farming for the Future Workshop.
- Collaborating with Kalkaska Conservation District for summer 2020 Soil Health Field Day.
- Researching grant opportunities for increased cost-share and field day funding.
- 2020 MAEAP Reverification
- Planning upcoming agrichemical container recycling program dates and tractor/large tire recycling program.
- Planning 2020 Domestic Well Water Screening.
- Planning and developing Incubator Farm Project.

Upcoming Events:

- 2/3: Strategic Planning Session
- 2/4: Grand Traverse Fruit Growers Council Meeting
- 2/5: Two Leelanau County Verifications
- 2/6: Incubator Farm Planning Meeting
- 2/10: Management Team All-day Planning Meeting
- 2/11: Food and Farming Network Input and Engagement Committee Meeting
- 2/17: Winter Water Quality Symposium
- 2/19: Food and Farming Network Summit Planning Committee Meeting and Social Hour
- 2/21: Farm Bureau Young Farmers Hike/Tour
- 2/24: Grand Traverse County Verification

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: 23

Active Contacts: 177

Passive Contacts: 58,214

Acres Surveyed: 442

Sites Surveyed: 47

Acres Treated: 114.5

Sites Treated: 6

Volunteer Hours: 0

Volunteers: 0



Grand Traverse Conservation District

Meetings/Presentations:

- 1/8 - Attended hemlock woolly adelgid (HWA) training in Grand Haven
- 1/9 - Met with LCD & BCD re: 2020 events
- 1/15 - Finalized Top 12 re-prioritization—see the Top 12, EDR, and Awareness pages [on our website](#)
- 1/16 - "Attended" PlayCleanGo call; 10 contacts
- 1/18 - Attended Stewardship Network conference; 21 contacts
- 1/20 - Attended GTCD Board Meeting for grant approval
- 1/22 - Participated in MISTEM meeting

Treatments, Restoration, and Surveys:

- Contractor woody invasive species control: 114 acres, 3 sites
- Surveyed 31 sites, 325 acres for HWA
- Treatment monitoring: 1 site, 3 acres

Other Accomplishments:

- **New GBB participant: Green Earth Landscaping**
- **Finalized & submitted USFS CWMA 2020 grant application**
- Submitted USFS CWMA 2018 grant report for closeout
- Record Eagle [published article](#) on GBB grant; 36,000 impressions

Upcoming Events:

- Many of ISN's future events are scheduled! Check them out at www.habitatmatters.org/eventsworkbees



PRODUCE SAFETY AND FSMA, January 2020

ORGANIZATIONAL

- Strategic Plan updates, including formulating draft questions for public survey and template
- Strategic Plan coverage area map
- Helped with interviews for Executive Director position
- Assisted in details for Annual Meeting

PRODUCE SAFETY AND FSMA

- Total farm visits: 2, Follow-up visits: 1
- Follow-up Communication: 10
- PSRA: 0 / OFRR: 0
- Total completed PSRA Certificates to date: 3
- Total active PSRA: 12
- Farm Referrals by County to Date: 48

Manistee	5
Benzie	4
Grand Traverse	11
Leelanau	16
Antrim	6
Other	5



Grand Traverse Conservation District

please note that referrals are a rolling total of FY19 and FY20. In FY20 there have been 26 new referrals thus far.

- Total farm contacts: 281
- Continued Antrim Ag. Workshop Planning, logistics, contacting speakers/presenters
- Continued Manistee Ag Workshop Planning w/ Jamie, Scott and Tyler
- Winter Grower Update- mailed to all growers in contact list
- Planning for Post-Harvest Handling and Hygiene Workshop with MSU Extension
- Helped in distributing information on Worker Training Workshop for Managers with MSU Extension
- Submitted article for Leelanau CD newsletter
- Discussion of project proposal with GTCD
- Made and distributed flyers for Farming for Future workshop, write up for TLD and other organizations to distribute, sent sponsorship requests
- Ag Forum write up for February
- Distributed Ag. Water testing labs survey to area labs
- Michigan Local and Regional Food Systems Workforce Webinar
- Beginning Farmer Webinar: Wash-pack Facilities

Recent Important Past & Upcoming Events in 2019 (all locations are Michigan unless otherwise noted, this is not the extensive list for year):

- *GTCD Large Equipment Tire Recycling Event 9/10/19*
- *Demonstration at Farm Field Safety Day 9/12/19*
- *Advisory Committee Meeting PSP 9/18/19*
- *Presenting on Produce Safety with Grow Benzie 9/20/19*
- *Farms, Food & Health Conference EXPO booth 9/27/19*



Grand Traverse Conservation District

- *Farms, Food & Health Conference Panel Discussion/Presentation on Empowered Advocacy of Food Safety 9/28/19*
- *ST. PAUL, MN NCR Training Blastoff II 10/9/19-10/11/19*
- *The Community of Food, Society & Justice Conference- Ann Arbor 10/18/19*
- *Produce Safety Program Meeting w/ Service Area CD's 10/23/19*
- *Presenting PSA Grower Training 10/28/19*
- *MACD Fall Conference 10/28/19-10/30/19*
- *Post Harvest Handling and Hygiene for Small and Medium Sized Growers- Grand Rapids 12/5/19*
- *GLEXPO Conference 12/10/19-12/12/19*
- *MI PSA Team Professional Development Holland, MI 1/6/2020-1/7/2020*
- *Orchard & Vineyard Show 1/14/20-1/15/20*
- *Northern Michigan Small Farms Conference 1/24/20-1/25/20*
- *Post-Harvest Handling and Hygiene for Small and Medium Sized Growers 2/13/20*
- *PSA Grower Training Negaunee, MI 3/19/20*
- *Hosting Agriculture Workshop/Event w/ Antrim CD 3/20/20*
- *Manistee Conservation District Annual Meeting 3/20/20*
- *NCR Annual Regional Conference April*
- *Water Workshop in Manistee w/ Jamie, Tyler and Scott in April*
- *MOFPS Team Morgan Composting Facilities Tour Sears, MI 6/29/20*



Grand Traverse
Conservation District

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
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
GTCD	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



Grand Traverse Conservation District

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
Tx	Treatment


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

January 2020

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	20	0	0	22	0	4	22
02 Blair	25	0	4	21	2	23	25
03 East Bay	58	0	0	33	1	7	33
04 Fife Lake	1	1	0	4	0	1	5
05 Garfield	109	0	8	84	6	80	92
06 Grant	1	0	0	6	0	2	6
07 Green Lake	10	0	1	15	0	2	16
08 Long Lake	5	0	3	16	2	10	19
09 Mayfield	1	0	2	7	1	1	9
10 Peninsula	1	0	0	8	1	1	8
11 Paradise	5	0	1	10	0	5	11
12 Union	2	0	0	3	0	0	3
13 Whitewater	2	0	0	9	0	0	9
29 Fife Lake Vlg	1	0	0	1	0	0	1
30 Kingsley Vlg	3	0	0	2	0	3	2
66 Traverse City	4	0	0	0	0	90	0
84 Out of County	0	0	0	0	0	26	0
Totals	248	1	19	241	13	255	261

Ticket stats are based on what District Court has entered as of 2/04/20.

Arrest stats are as of 2/04/20.

		<h2 style="margin: 0;">Charter Township of Garfield</h2> <h3 style="margin: 0;">Planning Department Report No. 2020-29</h3>	
Prepared:	February 5, 2020	Pages:	2
Meeting:	February 11, 2020 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for February 2020		

PURPOSE

Staff will be providing 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 reviews and/or most recent approvals:

Village at LaFranier Woods Planned Unit Development

- Location: 2242 LaFranier Road
- Development Description: New 385-unit senior living complex
- Status: Ongoing Review

Harris Hills Site Condominium

- Location: North end of Zimmerman Road
- Development Description: New single-family residential home development
- Status: Ongoing Review

Chick-Fil-A Restaurant

- 3980 N. US 31 South
- Development Description: Rezoning to accommodate restaurant with drive-through service
- Status: Public Hearing at Township Board

BATA Conceptual Development

- Location: 2051 N. Garfield Road (LaFranier Road, north of Hammond Road)
- Development Description: New bus operation facilities, transfer station, and apartments
- Status: Second concept to be reviewed 2/12/2020

Consumers Energy Substation

- Location: 825 Cass Road
- Development Description: Expansion and upgrades to existing Boardman substation
- Status: First review 2/12/2020

Good News Automotive

- Location: 3300 Cass Road
- Development Description: Rezoning from General Industrial to General Commercial
- Status: First review 2/12/2020

Oak Leaf Village Conceptual Development

- Location: 5143 North Long Lake Road
- Development Description: Proposed 174-unit senior living complex
- Status: Second concept to be reviewed 2/12/2020

PLANNING

Staff presented a first full draft of the Barlow Garfield Neighborhood Plan to the Planning Commission at their January 22, 2020 study session. The plan provides an overview of existing conditions, presents the results of the public engagement process, envisions a strategic plan for the neighborhood, and provides suggested development guidelines.

Planning Commissioners provided their feedback on the draft plan and Staff is incorporating this feedback into an updated draft plan for the next study session on February 26. Over the next few months, the full plan will also be posted online for public comment and a final public hearing will be held before the plan is adopted by the Township Board. The plan is tentatively scheduled to be adopted by the Township Board in late spring 2020.

The Plan project page can be found here: <http://www.garfield-twp.com/barlowgarfield.asp>.

STAFF

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**Charter Township Of Garfield
Treasurers Report
Ending December 31st, 2019**

Acct.	Unrestricted Funds	General Fund	09/30/19	12/31/19	Difference	Maturity Date	Rate	
7118	General Fund	Checking	2,621,229	2,431,799	(189,430)	N/A		
5605	General Chase High Yield	Savings	169,389	169,508	120	N/A		
4670	General Fund Managed	Invest	3,393,621	3,414,686	21,065	N/A		
25	Chemical	CD	194,630	196,976	2,346	6/4/20	1.20%	
740	Huntington	CD	82,551	83,054	502	10/30/20	0.61%	
72	Huntington-First Merit - Citizens	CD	250,000	252,323	2,323	2/22/22	2.38%	
604	Mbank CD -	CD	97,086	98,789	1,703	9/24/20	1.75%	
605	Mbank CD -	CD	97,086	98,789	1,703	9/24/20	1.75%	
606	Mbank CD -	CD	61,318	62,393	1,075	9/24/20	1.75%	
S101	4-Front Credit Union	CD	213,173	214,138	965	7/8/20	1.30%	
300	NW Consumers CU	CD	169,598	169,936	338	2/23/20	0.80%	
302	NW Consumers CU	CD	61,262	61,570	308	9/28/21	1.95%	
662	Independent	CD	274,127	275,147	1,020	3/12/21	1.49%	
55	1st Community Bank	CD	214,600	218,932	4,332	8/20/21	2.00%	
15	First National Bank of America	CD	269,332	270,934	1,602	7/4/21	2.36%	
1	Team 1 Credit Union	CD	257,025	258,160	1,135	3/2/21	1.75%	
982	Credit Union One	CD	255,199	256,028	829	2/25/21	1.30%	
119	Honor Bank	CD	268,102	250,000	-18,102	11/28/19	1.70%	* Transfer extra Int to Gen Ck.
40	Lake Michigan Credit Union	CD	258,630	259,942	1,312	1/17/23	2.03%	
	State Savings Bank	CD		250,000	250,000	1/3/21	1.60%	
Total Unrestricted Funds - Available for Spending			9,207,958	9,293,105	85,146			
Restricted Funds			09/30/19	12/31/19	Difference	Date		
7118	Park Fund	Checking	168,590	131,733	(36,857)	N/A		
7118	Roads	Checking	293,182	303,471	10,288	N/A		
8728	Fire Fund	Checking	194,945	208,690	13,745	N/A		
4654	Fire Fund <u>Managed</u>	Invest	813,042	816,910	3,868	N/A		
7134	Receiving Fund	Checking	3,638,780	2,859,350	(779,431)	N/A	* Transfer to Rec Manage	
6025	Chemical Receiving Fund CD	M/M	2,061,219	2,084,778	23,559	6/22/20	1.95%	
4662	Receiving Fund <u>Managed</u>	Invest	11,078,709	12,128,817	1,050,108	N/A	* Transfer from Rec Cking	
7940	DPW Fund <u>Managed</u>	Invest	112,640	113,741	1,101	N/A		
7126	Tax Fund	Checking	631,956	2,892,283	2,260,328	N/A		
4750	General Employee Flex	Checking	4,999	94,999	90,000	N/A		
3734	Retirement Rec Fund	Checking	69,925	67,632	(2,293)	N/A		
2343	Insurance Funding	Checking	362,425	360,986	(1,440)	N/A		
8681	Trust & Agency	Checking	200,101	254,684	54,583	N/A		
1111	Special Lights	Checking	6,278	8,635	2,357	N/A		
3801	Special Millfoil/Water/Sewer/Roads	Checking	30,157	53,625	23,468	N/A		
Total Restricted Funds - Restricted Use			19,666,949	22,380,333	2,713,384		Increase/Decrease	
TOTAL			\$ 28,874,907	\$ 31,673,438	\$ 2,798,530		*	

* SEE ABOVE NOTES:

Respectfully Submitted:

Jane Blvd Law

12/31/19

Clerk's Report

For January 31, 2020

Submitted 2/05/20

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 \$699,729.02 Revenues and \$299,887.89 Expenditures. For the year we have a total of \$699,729.02 Revenues and \$299,887.89 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

REVENUE REPORT FOR GARFIELD TOWNSHIP
 PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/2020	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	690,671.08	690,671.08	1,209,328.92
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	1.00	1.00	49.00
101-000-414.000	Protested PRE Interest	500.00	500.00	1,230.36	1,230.36	(730.36)
101-000-423.000	TRAILER PARK FEES	8,500.00	8,500.00	752.50	752.50	7,747.50
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	180,000.00	180,000.00	5,871.00	5,871.00	174,129.00
101-000-476.001	PLANNING FEES	12,000.00	12,000.00	100.00	100.00	11,900.00
101-000-476.002	MAINT INSPECTION FEES	800.00	800.00	0.00	0.00	800.00
101-000-476.003	TREASURER FEES	500.00	500.00	0.00	0.00	500.00
101-000-476.004	PARK USE FEES	0.00	0.00	180.00	180.00	(180.00)
101-000-476.005	ZONING FEES	0.00	0.00	800.00	800.00	800.00
101-000-574.000	STATE SHARED REVENUE	16,000.00	16,000.00	0.00	0.00	15,200.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	1,400,000.00	1,400,000.00	0.00	0.00	1,400,000.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00
101-000-627.000	TAX COLLECTION FEES	5,000.00	5,000.00	50.45	50.45	4,949.55
101-000-656.000	Ordinance Enforcement Fees	22,000.00	22,000.00	0.00	0.00	22,000.00
101-000-664.000	EARNED INTEREST	500.00	500.00	66.67	66.67	433.33
101-000-668.002	RENTS & ROYALTIES CABLE VIS	50,000.00	50,000.00	5.96	5.96	49,994.04
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	300,000.00	300,000.00	0.00	0.00	300,000.00
101-000-676.000	REIMBURSEMENTS	29,000.00	29,000.00	0.00	0.00	29,000.00
101-000-676.001	Reimbursed Treasurer Legal Fees	14,000.00	14,000.00	0.00	0.00	14,000.00
101-000-676.001		600.00	600.00	0.00	0.00	600.00
Total Dept 000		3,963,950.00	3,963,950.00	699,729.02	699,729.02	3,264,220.98
TOTAL REVENUES		3,963,950.00	3,963,950.00	699,729.02	699,729.02	3,264,220.98
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,963,950.00	3,963,950.00	699,729.02	699,729.02	3,264,220.98

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	750.00	750.00	11,250.00	6.25
101-101-701.101	WAGES - FILE CLERK	36,197.99	36,197.99	4,670.40	4,670.40	31,527.59	12.90
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	650.00	650.00	11,350.00	5.42
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	650.00	650.00	11,350.00	5.42
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	800.00	800.00	11,200.00	6.67
101-101-701.105	WAGES - OFFICE COORDINATOR	33,657.10	33,657.10	8,059.20	8,059.20	25,597.90	23.95
101-101-726.000	SUPPLIES	6,000.00	6,000.00	356.82	356.82	5,643.18	5.95
101-101-726.001	POSTAGE	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
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	16,000.00	16,000.00	0.00	0.00	16,000.00	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	0.00	0.00	3,600.00	3,600.00	(3,600.00)	100.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
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	0.00	0.00	7,500.00	0.00
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	0.00	0.00	2,500.00	0.00
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		196,855.09	196,855.09	19,536.42	19,536.42	177,318.67	9.92
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	77,416.12	77,416.12	8,932.62	8,932.62	68,483.50	11.54
101-171-701.202	WAGES - APPRAISER II	45,228.51	45,228.51	4,978.46	4,978.46	40,250.05	11.01
101-171-701.203	WAGES - ASSESSMENT CLERK	0.00	0.00	239.14	239.14	(239.14)	100.00
101-171-701.204	WAGES - APPRAISER III	53,914.54	53,914.54	6,194.88	6,194.88	47,719.66	11.49
101-171-701.205	WAGES - ASSESSOR	95,584.61	95,584.61	11,028.99	11,028.99	84,555.62	11.54
101-171-726.000	SUPPLIES	2,000.00	2,000.00	68.25	68.25	1,931.75	3.41
101-171-726.001	POSTAGE	3,700.00	3,700.00	0.00	0.00	3,700.00	0.00
101-171-805.000	CONTRACTED AND OTHER SERVICES	31,085.00	31,085.00	0.00	0.00	31,085.00	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
101-171-900.000	PRINTING & PUBLISHING	2,125.00	2,125.00	0.00	0.00	2,125.00	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	480.00	480.00	2,520.00	16.00
Total Dept 171 - TOWNSHIP SUPERVISOR		324,553.78	324,553.78	31,922.34	31,922.34	292,631.44	9.84
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	78,000.00	78,000.00	806.25	806.25	77,193.75	1.03
101-191-726.000	SUPPLIES	24,000.00	24,000.00	0.00	0.00	24,000.00	0.00
101-191-726.001	POSTAGE	8,000.00	8,000.00	1,814.20	1,814.20	6,185.80	22.68
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		119,000.00	119,000.00	2,620.45	2,620.45	116,379.55	2.20

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP
 PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	77,416.12	77,416.12	8,932.62	8,932.62	68,483.50	11.54
101-215-701.302	WAGES - DEPUTY CLERK	50,000.00	50,000.00	5,769.24	5,769.24	44,230.76	11.54
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	120.00	120.00	580.00	17.14
Total Dept 215 - TOWNSHIP CLERK		141,916.12	141,916.12	14,821.86	14,821.86	127,094.26	10.44
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	77,416.12	77,416.12	8,932.62	8,932.62	68,483.50	11.54
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	50,000.00	50,000.00	5,769.24	5,769.24	44,230.76	11.54
101-253-726.000	SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-253-726.001	POSTAGE	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
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		153,016.12	153,016.12	14,701.86	14,701.86	138,314.26	9.61
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	30,000.00	30,000.00	705.00	705.00	29,295.00	2.35
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		35,000.00	35,000.00	789.99	789.99	34,210.01	2.26
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	10,000.00	10,000.00	626.40	626.40	9,373.60	6.26
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	1,063.42	1,063.42	14,936.58	6.65
101-265-920.601	HEATING / GAS	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00

User: Lanie
DB: Garfield

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	16,000.00	16,000.00	0.00	0.00	16,000.00	0.00
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	85.00	85.00	915.00	8.50
101-265-935.605	BUILDING REPAIR	50,000.00	50,000.00	0.00	0.00	50,000.00	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	281.97	281.97	19,718.03	1.41
Total Dept 265 - TOWNSHIP HALL		173,000.00	173,000.00	2,422.19	2,422.19	170,577.81	1.40
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,300,000.00	1,300,000.00	0.00	0.00	1,300,000.00	0.00
Total Dept 301 - POLICE SERVICES		1,300,000.00	1,300,000.00	0.00	0.00	1,300,000.00	0.00
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,246.97	17,246.97	0.00	0.00	17,246.97	0.00
101-371-701.703	WAGES - BUILDING	80,000.00	80,000.00	9,230.76	9,230.76	70,769.24	11.54
101-371-701.704	WAGES - BUILDING	25,000.00	25,000.00	1,687.14	1,687.14	23,312.86	6.75
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	1,500.00	1,500.00	235.00	235.00	1,265.00	15.67
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		126,746.97	126,746.97	11,152.90	11,152.90	115,594.07	8.80
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	100.00	100.00	1,900.00	5.00
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	0.00	0.00	2,000.00	0.00
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		51,000.00	51,000.00	700.00	700.00	50,300.00	1.37
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	75,678.00	75,678.00	8,732.07	8,732.07	66,945.93	11.54
101-401-701.901	WAGES - DEPUTY PLANNER	54,184.00	54,184.00	6,252.00	6,252.00	47,932.00	11.54
101-401-701.902	WAGES -PLANNER ASSISTANT	12,935.79	12,935.79	0.00	0.00	12,935.79	0.00
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

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
		152,397.79	152,397.79	14,984.07	14,984.07	137,413.72	9.83
Total Dept 401 - TOWNSHIP PLANNER							
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	0.00	0.00	1,000.00	0.00
		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS							
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES	54,000.00	54,000.00	6,230.76	6,230.76	47,769.24	11.54
101-412-701.602	WAGES ZONING	19,999.20	19,999.20	2,144.15	2,144.15	17,855.05	10.72
101-412-725.000	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
		77,799.20	77,799.20	8,374.91	8,374.91	69,424.29	10.76
Total Dept 412 - ZONING ADMINISTRATOR							
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	90,000.00	90,000.00	0.00	0.00	90,000.00	0.00
		90,000.00	90,000.00	0.00	0.00	90,000.00	0.00
Total Dept 448 - STREET LIGHTS - TOWNSHIP							
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	30,084.68	30,084.68	(10,084.68)	150.42
101-747-880.008	COM. PROM. - CONTRACTED SERVI	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	22,615.53	22,615.53	77,384.47	22.62
101-747-880.018	COM. PROM. - MILFOIL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
		166,000.00	166,000.00	52,700.21	52,700.21	113,299.79	31.75
Total Dept 747 - COMMUNITY PROMOTIONS							
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
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	0.00	0.00	1,500.00	0.00
		4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES							

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	100.00	100.00	0.00	0.00	100.00	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	93,000.00	93,000.00	0.00	0.00	93,000.00	0.00
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	8,582.62	8,582.62	71,417.38	10.73
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	434.80	434.80	565.20	43.48
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	395,000.00	395,000.00	109,852.27	109,852.27	285,147.73	27.81
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	5,991.00	5,991.00	2,009.00	74.89
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		604,100.00	604,100.00	124,860.69	124,860.69	479,239.31	20.67
Dept 890 - CONTINGENCIES							
101-890-890.000	CONTINGENCIES	42,929.64	42,929.64	0.00	0.00	42,929.64	0.00
Total Dept 890 - CONTINGENCIES		42,929.64	42,929.64	0.00	0.00	42,929.64	0.00
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	50,000.00	50,000.00	0.00	0.00	50,000.00	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	15,000.00	15,000.00	0.00	0.00	15,000.00	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		83,000.00	83,000.00	0.00	0.00	83,000.00	0.00
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
TOTAL EXPENDITURES		4,068,014.71	4,068,014.71	299,887.89	299,887.89	3,768,126.82	7.37
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,068,014.71	4,068,014.71	299,887.89	299,887.89	3,768,126.82	7.37

GL NUMBER	DESCRIPTION	2020		YTD BALANCE 01/31/2020	ACTIVITY FOR MONTH 01/31/20	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2020 AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.308	WAGES - PARKS AND RECREATION	25,000.00	25,000.00	25,000.00	25,000.00	0.00	100.00
308-000-701.905	WAGES - REC BOARD	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
308-000-701.906	Parks Steward	0.00	0.00	(23,160.94)	(23,160.94)	23,160.94	100.00
308-000-801.000	LEGAL SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00	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	92,000.00	92,000.00	0.00	0.00	92,000.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	23,000.00	23,000.00	0.00	0.00	23,000.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTC	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	128,500.00	128,500.00	330.00	330.00	128,170.00	0.26
Total Dept 000		300,500.00	300,500.00	2,169.06	2,169.06	298,330.94	0.72
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	2,000.00	2,000.00	140.69	140.69	1,859.31	7.03
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		2,000.00	2,000.00	140.69	140.69	1,859.31	7.03
TOTAL EXPENDITURES							
		302,500.00	302,500.00	2,309.75	2,309.75	300,190.25	0.76
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES							
		302,500.00	302,500.00	2,309.75	2,309.75	300,190.25	0.76

		Charter Township of Garfield Planning Department Report No. 2020-21	
Prepared:	February 4, 2020	Pages:	8
Meeting:	February 11, 2020 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Chick-fil-A C-G Rezoning – Public Hearing and Findings of Fact		
File No.	Z-2019-03	Parcel Nos.	05-016-002-10, 05-016-007-10, and portion of 05-016-007-00
Owner:	Lobdell Enterprises, LLC		
Applicant:	Jennifer Santelli, Chick-fil-A, Inc.		
Agent:	Cheryl Scales, Progressive AE		

PURPOSE OF APPLICATION:

The applicant requests to rezone two parcels, totaling 1.8 acres, from the C-L Local Commercial zoning district to the C-G General Commercial zoning district via the zoning Map Amendment process, without restriction. Based on input from Commissioners, part of a neighboring parcel owned by Grand Traverse Memorial Gardens cemetery is to be considered as part of this rezoning application. These parcels are described as:

- Parcel No. 05-016-002-10, located at 3980 N. US-31 South;
- Parcel No. 05-016-007-10, located at 3980 N. US-31 South;
- The portion of Parcel No. 05-016-007-00, located at 3755 Veterans Drive, that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, with any remaining portion of this parcel to be zoned as R-1 – One Family Residential

BACKGROUND AND PROCESS:

This project was introduced at the October 9, 2019 Planning Commission meeting where Commissioners set the public hearing for their November 13, 2019 meeting. At the public hearing, the Commissioners directed the Staff to prepare Findings of Fact. These Findings of Fact were then adopted by the Planning Commission at their December 11, 2019 meeting and the project was recommended for approval in a final report to the Township Board. To complete the process for a Zoning Ordinance Amendment, after receipt of the final report of the Planning Commission and following a public hearing, the Township Board shall approve or deny the map or text amendment. The Township Board introduced this project at the meeting on January 14, 2020 and set the public hearing for February 11, 2020.

SUBJECT PROPERTY:

The subject property currently has a Flap Jack Shack restaurant on the front parcel, and a steel pole barn on the rear parcel. If the rezoning is successfully achieved, the applicant plans to demolish these two structures, construct a new Chick-fil-A restaurant on the site, and combine the parcels. These two parcels are both on the Township border with the City of Traverse City. The portion of the neighboring parcel to be considered borders these two parcels to the south and contains the access drive for these parcels. This access drive is owned by the cemetery and would continue to serve as access for the two subject parcels.

Zoomed-out aerial view of the subject property (highlighted in blue, Township-City border in red)



Zoomed-in aerial view of the subject property (highlighted in blue, Township-City border in red)

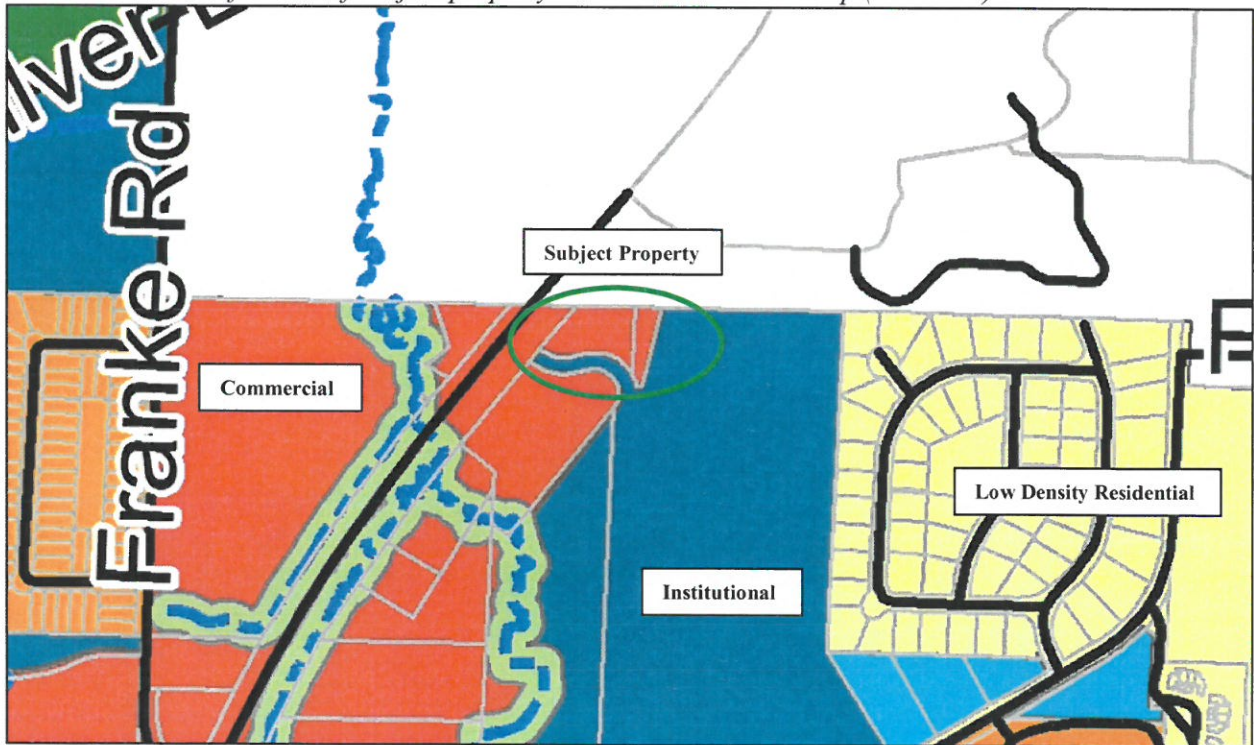


MASTER PLAN CONSIDERATIONS:

A key factor in considering a rezoning request is whether the request is consistent with the Master Plan. In this case, the Master Plan shows the subject parcels with the “Commercial” designation on the Future Land Use Map. The plan has only one commercial designation which is “intended to encompass a variety of commercial zoning districts which may be appropriate on a case-by-case, property-by-property basis.” Any of the commercial zoning districts (C-L, C-P, C-H, C-G, and C-O) are potentially compatible with this designation.

The parcels are currently zoned as C-L, which the Zoning Plan describes as providing “nodal areas for convenient, day-to-day retail shopping and service facilities, servicing persons in the adjacent residential areas and designed in scale with surrounding residential uses.” The Zoning Plan includes considerations for upzoning from the C-L district, stating that “the commercial designation does not contemplate the various types or intensities of the commercial districts” and the Planning Commission should “evaluate the adjacent land uses, their compatibility, the need for increased commercial, and combined intensity of the change when rezoning to a more intense commercial designation” (a full excerpt from the Zoning Plan is provided below).

Location and classification of subject property on Future Land Use Map (“FLUM”):

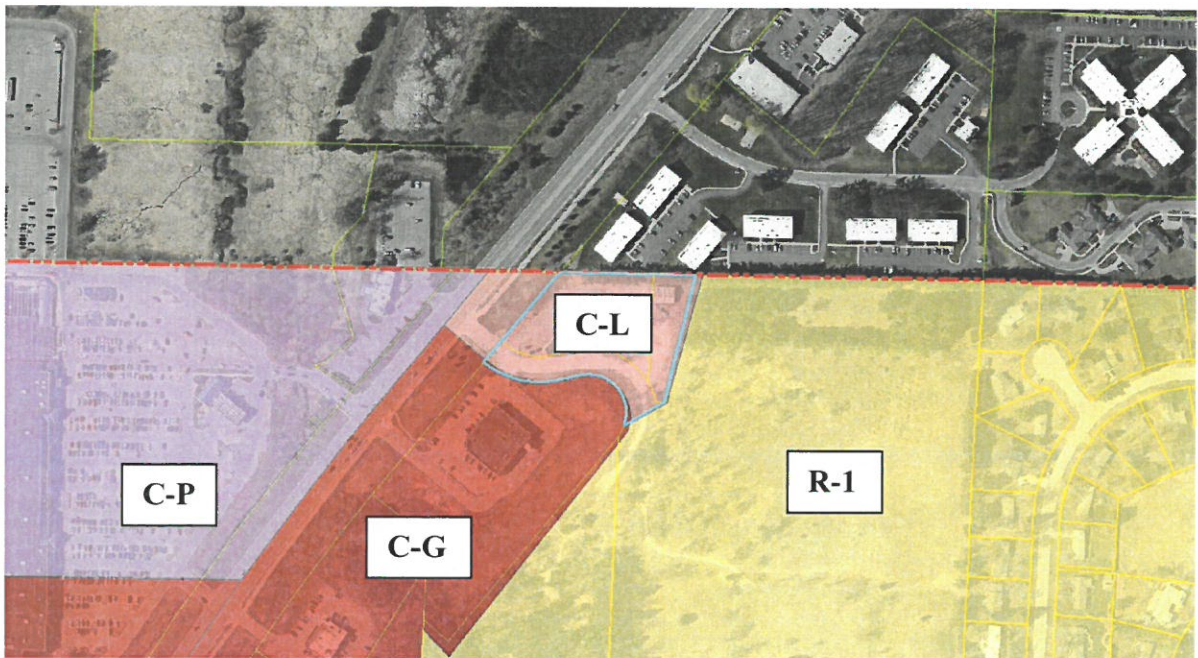


Excerpt from Zoning Plan for subject property's FLUM classification:

Master Plan Designation	Commercial
Current Zoning	C-L Local Commercial
Zoning Ordinance District Intent	The C-L (Local Commercial) districts provide nodal areas for convenient, day-to-day retail shopping and service facilities, servicing persons in the adjacent residential areas and designed in scale with surrounding residential uses. The districts include areas of existing commercial use as well as areas proposed and approved for such development. Due to their local service nature, C-L districts are likely to be standalone or small collective sites located so as to have a minimum impact upon the surrounding residential areas. C-L district regulations are designed to protect abutting and surrounding residential areas by requiring certain minimum yard and area standards which are compatible with those called for in the residential districts. These districts are also intended to reduce automobile trips by permitting a limited group of commercial uses to be located in close proximity to residential areas.
Potentially Compatible District	C-O
Considerations for Downzoning (Less Density)	The C-L zoning classification is viewed more of a transitional commercial district, however, some uses permitted in the district may be deemed too intense or incompatible with adjacent residential uses. The C-O district should be considered as a possible alternative to a C-L designation.
Considerations for Upzoning (More Density)	The commercial designation does not contemplate the various types or intensities of the commercial districts. This increases the need for the Planning Commission to evaluate the adjacent land uses, their compatibility, the need for increased commercial, and combined intensity of the change when rezoning to a more intense commercial designation.

SUBJECT AND SURROUNDING PROPERTY ZONING:

The parcels in the application and the portion of the cemetery parcel under consideration for rezoning are currently zoned as C-L Local Commercial, shown below in pink. The rest of the cemetery parcel and other neighboring sites are zoned R-1 One-Family Residential, shown in yellow. For sites further south along US-31, the zoning is C-G General Commercial, shown in red. To the west, the site where Meijer is located is zoned C-P Planned Shopping, shown in purple.



USES OF SUBJECT SITE AND SURROUNDING SITES:

The subject parcels are currently occupied by the Flap Jack Shack, a steel pole barn, and the access drive, and are bordered by apartments in the City of Traverse City to the north, the rest of the cemetery parcel to the east, Walgreens (across the access drive) to the south, and Meijer and Burger King to the west.

STAFF COMMENT:

Following a preliminary Staff analysis considering the subject site’s Master Plan classification, and the zoning and uses of the subject site and surrounding sites, Staff is of the opinion that this Map Amendment is certainly justifiable. The Amendment is consistent with the Master Plan and generally compatible with adjoining zoning and uses. The proposed zoning would match the zoning of other commercial properties to the south on this side of US 31. Also, the C-G district allows the same uses as the C-L district while allowing for other types of development generally consistent with what is seen along US 31.

At the October 9, 2019 and November 13, 2019 Planning Commission meetings, the Commissioners were generally supportive of the rezoning request. At the November 13, 2019 Planning Commission meeting, Commissioners held a public hearing on the application and directed Staff to draft Findings of Fact for consideration at their December 11, 2019 meeting. At their December 11, 2019 meeting, Commissioners unanimously adopted these Findings of Fact and passed a motion recommending to the Township Board that the application be approved.

At the January 14, 2020 Township Board meeting, the application was introduced, and the Board passed a motion scheduling it for a public hearing at the February 11, 2020 meeting. Following the public hearing, the Board may consider adopting the Planning Commission’s recommended Findings of Fact as described below, as well as the attached resolution.

FINDINGS OF FACT:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E(1) Master Plan Consistency through § 421.E(8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information.

1. Master Plan Consistency

Rezoning should be consistent with the intent and purpose of the adopted master plan.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The master plan designation for this site is Commercial. Any of the five commercial zoning districts (C-L, C-P, C-H, C-G, and C-O) are potentially compatible with this designation.
- The future land use category description for the Commercial master plan designation allows for each site to be evaluated for the most appropriate of the commercial zoning districts on a case-by-case, property-by-property basis.
- The zoning plan allows the Planning Commissioners to evaluate adjacent land uses and their compatibility, the need for increased commercial land, and the combined intensity of the change when rezoning to a more intense commercial designation.

2. Adverse Impacts on Neighboring Lands

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The C-G zoning district generally allows for the same uses as the current C-L zoning district as well as several additional uses. These are listed as an appendix to this report and were also included in the Planning Commission discussion on this application at the public hearing.
- No adverse impacts are anticipated from new uses that are not currently allowed on this site that would be allowed under C-G zoning.

3. Suitability as Presently Zoned

The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- As mentioned above, the master plan designation for this site is Commercial. Any of the five commercial zoning districts (C-L, C-P, C-H, C-G, and C-O) are potentially compatible with this designation.
- Therefore, the master plan anticipates a need to evaluate the most appropriate zoning district of the five commercial districts.
- The subject site is zoned as C-L Local Commercial. This is the only cluster of C-L zoning on US 31 in the Township, with other C-L zoning on Barlow Street, Veterans Drive, Long Lake Road, and elsewhere in the Township.

4. Changed Conditions

The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- As mentioned above, the master plan designation for this site is Commercial. Any of the five commercial zoning districts (C-L, C-P, C-H, C-G, and C-O) are potentially compatible with this designation.
- Therefore, the master plan anticipates a need to evaluate the most appropriate zoning district of the five commercial districts.
- Several nearby sites, including the next four sites to the south on the east side of US 31, are also zoned as C-G.

5. Health, Safety, and Welfare

The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The proposed rezoning is not anticipated to have any negative impacts on the health, safety, or general welfare of the Township. Consistency in the zoning regulations along this corridor may greatly benefit the health, safety, and general welfare.

6. Public Policy

Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- As mentioned above, the master plan designation for this site is Commercial. Any of the five commercial zoning districts (C-L, C-P, C-H, C-G, and C-O) are potentially compatible with this designation.
- The Garfield Township Strategic Plan includes an economic development goal: “As part of a regional hub in Northern Michigan, promote Garfield Township as a great place for business development and job opportunities.”

7. Size of Tract

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The two parcels in the application total 1.8 acres, and the portion of the cemetery property is about 0.8 acres for a total of 2.6 acres.
- Some of the other neighboring parcels along this section of US 31 that are zoned C-G are also about 2 acres such as the parcels with Big Boy (2.35 acres), 4Front Credit Union (1.9 acres), and Panera Bread / Art Van Pure Sleep (1.51 acres). Therefore, the size of the subject site is comparable with other parcels in the neighborhood zoned as C-G.

8. Other Factors

The Township may consider any other factors relevant to a rezoning application under state law.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- No other factors have been presented which would impact this proposed rezoning.

ACTIONS REQUESTED:

The purpose of this item being placed on tonight's agenda is to hold a public hearing on the application. If, following tonight's public hearing, the Board is prepared to adopt the Planning Commission's recommended Findings of Fact included in this report and to adopt the *attached* resolution adopting the amendment to the Zoning Map, the following **three (3) separate motions** are suggested:

(1) First, to adopt the Findings of Fact:

MOTION THAT the Planning Commission's recommended Findings of Fact for the application Z-2019-03 as provided in PD Report 2020-21 and forming part of this motion, BE APPROVED.

(2) Second, to approve the Map Amendment:

MOTION THAT the application Z-2019-03, submitted by Jennifer Santelli, Chick-fil-A, Inc., to rezone the following parcels from the C-L Local Commercial zoning district to the C-G General Commercial zoning district:

- Parcel No. 05-016-002-10, located at 3980 N. US-31 South;
- Parcel No. 05-016-007-10, located at 3980 N. US-31 South;
- The portion of Parcel No. 05-016-007-00, located at 3755 Veterans Drive, that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, with any remaining portion of this parcel to be zoned as R-1 – One Family Residential

and constituting Amendment No. 22 to Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in PD Report 2020-21.

(3) Finally, to adopt the *attached* resolution adopting the Map Amendment:

MOTION THAT Resolution 2020-03-T for adopting Amendment No. 22 to Garfield Township Ordinance No. 68, rezoning the following parcels from the C-L Local Commercial zoning district to the C-G General Commercial zoning district BE ADOPTED:

- Parcel No. 05-016-002-10, located at 3980 N. US-31 South;
- Parcel No. 05-016-007-10, located at 3980 N. US-31 South;
- The portion of Parcel No. 05-016-007-00, located at 3755 Veterans Drive, that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, with any remaining portion of this parcel to be zoned as R-1 – One Family Residential

Any additional information that the Board determines to be necessary shall be added to these motions.

Attachments:

1. Applicant Submittal: ALTA/NSPS Land Title Survey (2 pages)
2. Resolution #2020-03-T

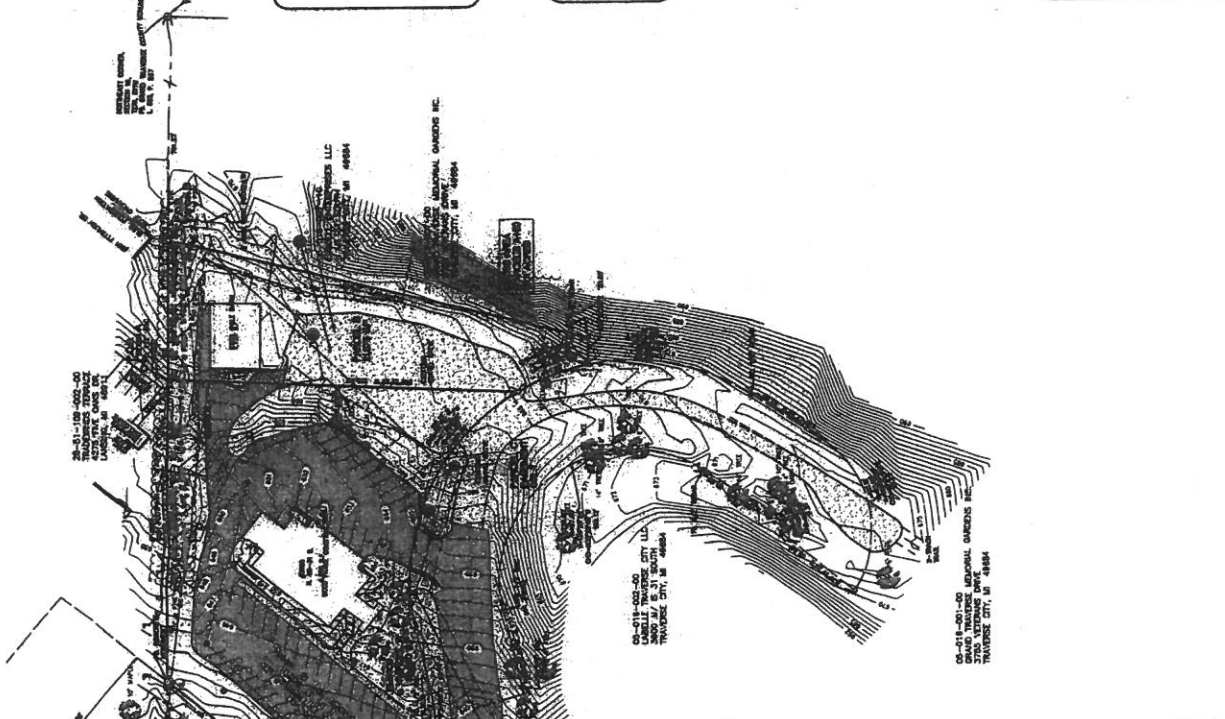
Surveyor's Certificate

I, **DAVID TRAMER**, a duly licensed Surveyor in the State of Mississippi, do hereby certify that the foregoing is a true and correct copy of the original survey as shown to me by the client, and that the same has been prepared in accordance with the standards and practices of the profession.

DAVID TRAMER, MISSISSIPPI
 1234567890
 GREENE COUNTY, MISSISSIPPI

Surveyor's Notes

1. The survey was conducted on the 15th day of August, 2011, at the location of the subject property in the Township of Greene, County of Greene, State of Mississippi.
2. The survey was conducted in accordance with the standards and practices of the profession.
3. The survey was conducted in accordance with the standards and practices of the profession.
4. The survey was conducted in accordance with the standards and practices of the profession.
5. The survey was conducted in accordance with the standards and practices of the profession.



LEGAL DESCRIPTION

That certain parcel of land, situated in the Township of Greene, County of Greene, State of Mississippi, and more particularly described as follows: ...

Legal Description

That certain parcel of land, situated in the Township of Greene, County of Greene, State of Mississippi, and more particularly described as follows: ...

BASES OF ELEVATION

NAVD 83 DATUM

VERTICAL CURVE DATA

VERTICAL CURVE DATA

VERTICAL CURVE DATA

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

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 22

RESOLUTION #2020-03-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

WHEREAS the Charter Township of Garfield regulates the use and development of land pursuant to the authority of the Michigan Zoning Enabling Act, Act 110 of 2006, as amended;

WHEREAS application Z-2019-03 has been received to rezone approximately two (2) acres of land (“subject property”) as described by the following:

- Parcel No. 05-016-002-10, from C-L Local Commercial to C-G General Commercial;
- Parcel No. 05-016-007-10, from C-L Local Commercial to C-G General Commercial;
- The portion of Parcel No. 05-016-007-00 that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, from C-L Local Commercial to C-G General Commercial, with any remaining portion of this parcel to be zoned as R-1 – One Family Residential

WHEREAS the subject property is identified by the Garfield Township Future Land Use Map as Commercial and Institutional; and

WHEREAS the request has been determined to be consistent with the Master Plan; and

WHEREAS the Garfield Township Planning Commission, after a November 13, 2019 public hearing, recommended approval of the application; and

WHEREAS the Township Board, following a public hearing on February 11, 2020, and having adopted Findings of Fact in support of approval of the application to rezone the subject property;

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 22 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

At the request of the owners and their representatives and encompassing the following properties;

- Parcel No. 05-016-002-10;
- Parcel No. 05-016-007-10;
- The portion of Parcel No. 05-016-007-00 that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, with any remaining portion of Parcel No. 05-016-007-00 to be zoned as R-1 – One Family Residential.

situated in the Charter Township of Garfield, Grand Traverse County, Michigan have been rezoned by way of a map amendment from C-L Local Commercial to C-G General Commercial.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

Chuck Korn, Supervisor
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 2020-03-T which was adopted by the Township Board of the Charter Township of Garfield on the 11th day of February 2020. Amendment No. 22 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: January 14, 2020

Adopted:

Published:

Effective:

Haggard's

PLUMBING and HEATING

"Business of Quality and Service"

"Charlevoix-the-Beautiful"

haggardsinc@hotmail.com

January 27, 2020

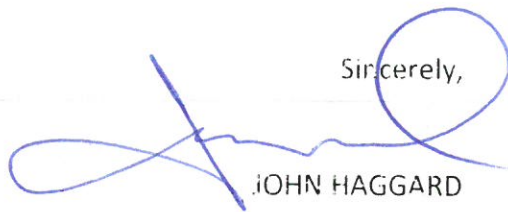
Garfield Township Hall
3848 Veterans Dr.
Traverse City, MI 49684

RE: Application received from Jennifer Santlli on Behalf of Chick-Fill-A, Inc to amend Zoning Ordinance and Zoning Map from C-L to C-G (General Commercial). Between Parcel#05-016-002-10, No. 05-016-007-10 & No. 05-016-007-00

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 not opposed to the changed 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 build 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

T. C. RECORD-EAGLE, INC.
120 WEST FRONT STREET
TRAVERSE CITY MI 49684
(231) 946-2000
Fax (231) 946-8273

ORDER CONFIRMATION (CONTINUED)

Salesperson: DENISE LINGERFELT

Printed at 01/21/20 15:29 by dling

Acct #: 5508

Ad #: 539237

Status: New

LEGAL NOTICE
CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

NOTICE OF PUBLIC HEARING

TO: THE RESIDENTS AND PROPERTY OWNERS OF CHARTER TOWNSHIP OF GARFIELD, GRAND TRAVERSE COUNTY, MICHIGAN, AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that the Charter Township of Garfield Board of Trustees will hold a public hearing during its regular meeting on February 11, 2020, commencing at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, 49684, as required under the provisions of the Michigan Zoning Enabling Act.

PLEASE TAKE FURTHER NOTICE that the items to be considered at said public hearing include, in brief, the following:

1. Consideration of an application received from Jennifer Santelli on behalf of Chick-fil-A, Inc. to amend the Zoning Ordinance and Zoning Map of the Charter Township of Garfield, Grand Traverse County, Michigan, by rezoning the following parcels from the C-L (Local Commercial) District to the C-G (General Commercial) district.
 - a. Parcel No. 05-016-002-10, located at 3980 N. US-31 South, described as:

PT NE 1/4 SEC 16 T27N R11W COM 804.92' W NE SEC COR TH S 2 DEG 22' W 255.42' TH ON CURVE TO LEFT 207.96' (R=163' CH N 67 DEG 2' W DIST 194.14') TH S 76 DEG 24' W 42.74' TH ON CURVE TO RIGHT 135.57' (R=146.24' CH N 77 DEG 1' W DIST 130.77') TH N 39 DEG 31' E 210' TH S 89 DEG 31' E 224.67' TO POB
 - b. Parcel No. 05-016-007-10, located at 3980 N. US-31 South, described as:


PRT NE 1/4 SEC 15 T27N R11W COM 701.23' W OF NE COR TH W 103.69' TH S 2 DEG 22' W 255.42' TH ON CURVE RIGHT 54.96' (R=163' CH S 20 DEG 53' E 54.34') TH E 20' TH N 13 DEG 46' E 314.33' TO POB.
 - c. The portion of Parcel No. 05-016-007-00, located at 3755 Veterans Drive, that is within 366 feet of the right-of-way of US 31 and located between Parcel No. 05-016-002-10, No. 05-016-007-10, and No. 05-016-002-00, with any remaining portion of this parcel to be zoned as R-1 - One Family Residential. Parcel No. 05-016-007-00 is described as:

PRT OF NW 1/4 SEC 15 & NE 1/4 SEC 16 T27 N R11W COM NE COR SEC 16 TH S 2 DEG 16' W 1321.7' TH S 33 DEG 28' E 499.32' TH S 58 DEG 36' W 125.45' TH ON CURVE LEFT 154.86' (R=521.34' CH UNK 154.3') TH N 87 DEG 44' W 937.63' TH N 2 DEG 16' E 1472.55' TH ON CURVE LEFT 230.64' (R= 97' CH N 35 DEG 23' W 180.12') TH S 77 DEG 8' W 57.86' TH ON CURVE RT 181.15' (R=212.24' CH N 74 DEG 59' W 175.78' TH N 39 DEG 28' E 66' TH ON CURVE LEFT 135.57' (R=146.24' CH N 77 DEG 1' W 130.77') TH N 76 DEG 24' E 42.74' TH ON CURVE RIGHT 207.96' (R=163' CH S 67 DEG 2' E 194.14') TH ON CURVE RIGHT 54.96' (R=163' CH S 20 DEG 53' E 54.34') TH E 20' TH N 13 DEG 36' E 314.33' TH E 701.32' TO POB.
2. Such other and further matters as may properly come before the Township Board at the public hearing.

You are invited to attend this hearing. If you are unable to attend, written comment may be submitted to the Garfield Township Board at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, 49684, up to the date of the hearing and may be further received by the Township Board at said hearing. In addition, all materials relating to these requests may be examined at the Garfield Township Planning Department office at the above address during the Township's regular hours of 7:30am to 6:00pm, Monday through Thursday.

Garfield Township 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 Garfield Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412

CHARTER TOWNSHIP OF GARFIELD BOARD OF TRUSTEES
(231) 941 - 1620

		Charter Township of Garfield	
		Planning Department Report No. 2020-30	
Prepared:	February 5, 2020	Pages:	1
Meeting:	February 11, 2020 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Boardman Lake Loop Trail PRC Discussion and Recommendation		

BACKGROUND:

At their meeting on February 3, 2020, the Parks and Recreation Commission heard a presentation from Traverse Area Recreation and Transportation Trails (TART) on the Boardman Lake Loop Trail. This has been a long-standing proposed trail project in the Township. The presentation provided an overview of the funding sources for the trail and the current status of the project. There is currently a funding gap of \$200,000 for a spur trail from the loop to the intersection of Cass Road and South Airport Road; the spur is necessary to unlock MDOT funding for the project.

TART is requesting that Garfield Township provide an additional \$200,000 to close the funding gap, and the Parks and Recreation Commission discussed this request. Commissioners raised several issues such as why the project cost has increased since it was first proposed, other potential priorities for Garfield Township funds, and other items. Commissioners generally acknowledged that the Township Board will be able to weigh this funding request against other Township funding priorities. However, they affirmed that finishing the Boardman Lake Loop Trail project is valuable to the Township and residents.

ACTION REQUESTED:

This report is intended to assist the Township Board in its discussion on the Boardman Lake Loop Trail.

THE VILLAGE AT LA FRANIER WOODS

- I. Payment in Lieu of Taxes Request and Overview
- II. Analysis of PILOT and Ad Valorem Taxes Generated by Development
- III. Location Map
- IV. Overall Development Site Plan, Composite Floor Plans and Photographs of Similar Buildings
- V. Reenders Inc. and Heritage Property Management Experience

GARFIELD TOWNSHIP

DATE: February 5, 2020

RE: Payment in Lieu of Taxes (PILOT)

Property tax abatement through local approval of a “payment in lieu to taxes” (PILOT) is a mechanism by which communities can assist in the creation of quality affordable housing opportunities for its residents. Under the PILOT, communities agree to exempt a state or federally financed housing development from all real property taxes and receive instead an annual PILOT. The PILOT is expressed as a percentage of the annual rent collected at the development and is typically four percent. Under the provisions of the state statute authorizing PILOTS, any individual or family eligible to move into the property under the rules of MSHDA (Michigan State Housing Development Authority) is deemed by the statute to be eligible under the PILOT tax ordinance.

Development plans for The Village at LaFranier Woods provide for the construction of a 115- unit Senior Congregate apartment building to be located on LaFranier Road, immediately south of the Grand Traverse County complex. Financing for the development was applied for from MSHDA under their Gap TEAM Financing Program and has been awarded pending approval by Garfield Township of the PILOT and the PUD. This program provides funding through a combination of MSHDA HOME funds, Preservation Funds, Federal LIHTCs (Low Income Housing Tax Credits) and MSHDA Tax-Exempt Bond financing (TEAM). There is a limited amount of Gap Funding available, it is awarded on a competitive basis, and it is anticipated that these funds will be committed to this development, all sources of funding closed on and construction started in 2020.

Under the Gap Financing Program requirements, the development will provide:

- 2 units for households at or below 50% of Area Median Income at Low HOME rents, 1 bedroom units at \$673/month, 2 bedroom units at \$816/month
- 11 units for households at or below 60% of Area Median Income at High HOME rents, 1 bedroom units at \$709/month, 2 bedroom units at \$836/month
- 40 units for households at or below 60% of Area Median Income at LIHTC rents, 1 bedroom units at \$773/month, 2 bedroom units at \$935/month
- 61 units for households without regard to income with 1 bedroom rents starting at \$1,375/month and 2 bedroom units starting at \$1,800/month

In recent years, the task of providing quality, affordable housing has become increasingly difficult and this has been even truer of housing in communities experiencing significant growth. While the costs related to providing housing – building costs, land and utility costs, maintenance costs, etc. – have continued to rise, most seniors’ incomes have not kept up with these increases.

Consequently, the task of providing this type of housing must be a joint endeavor with contributions coming from many sources to provide quality housing in today's economic environment.

Through a unique combination of Community, State Housing Agency, Federal Government and Partnership contributions, monthly rents can be reduced below rents that would otherwise need to be charged for comparable housing.

These contributions come from:

The Michigan State Housing Development Authority in the form of

- Long term, fixed rate financing for the development with the proceeds of tax-exempt bond offerings of \$16 Million
- Gap financing loans from the MSHDA HOME and Preservation Fund of \$5 Million which are subordinate loans bearing simple interest at 3% annually for Preservation Loans and 1% for HOME Loans and are repaid from 50% of any surplus cash available for distribution

The Federal Government in the form of

- Low Income Housing Tax Credits of \$4 Million
- HOME Funds (\$2.5 Million of the \$5 Million provided by MSHDA)

The Partnership in the form of

- Equity contribution of \$4.4 Million
- Agreement to limit its profit from operations and be regulated by MSHDA
- Agreement to increase rents only as allowed by MSHDA and increases in the area median income as defined by HUD
- Substantial financial guarantees required to ensure the completion and successful operation of the development

The Community – Garfield Township in the form of

- 3.6% Tax PILOT on all rental units occupied by persons and families eligible to move into the development
- Municipal Services Agreement of \$27,400 per year

4% PILOT Ordinances have been provided for similar developments with which we are involved, as follows:

1. GRANDHAVEN MANOR – City of Lansing – 150 units financed under the MSHDA 60/40 program, PILOT approved in 1998
2. THE VILLAGE AT BAY RIDGE – Garfield Township, Grand Traverse County - 120 units financed under the MSHDA 60/40 program, PILOT approved in 1998

3. SWANHAVEN MANOR – **Thomas Township, Saginaw County** – 150 units financed under the MSHDA 60/40 program, PILOT approved in 1999
4. THE VILLAGE AT PARK TERRACE and PARK TERRACE APARTMENTS– **City of Muskegon** – 273 units financed under the MSHDA 60/40 program, PILOT approved in 2002
5. ELMHAVEN MANOR – **City of Pontiac** – 138 units financed under the MSHDA 60/40 program, PILOT approved in 2003
6. MINGES CREEK VILLAGE – **City of Battle Creek** – 192 units financed under the MSHDA 80/20 program, PILOT approved in 2004
7. THE VILLAGE AT BAY RIDGE II – **Garfield Township, Grand Traverse County** – 127 units financed under the MSHDA 60/40 program, PILOT approved in 2005
8. THE VILLAGE AT APPLIEDORN – **City of Holland** – 110 units financed under the MSHDA 60/40 program, PILOT approved in 2006
9. THE VILLAGE AT THE PINES – **City of Grand Haven** – 89 units financed under the MSHDA 60/40 program, PILOT approved in 2009
10. GRANDHAVEN MANOR II – **City of Lansing** – 78 units financed under the MSHDA Gap Financing Team program, PILOT approved in 2017
11. THE VILLAGE AT ROSY MOUND – **Grand Haven Township** – 115 units financed under the MSHDA Gap Team Financing program, PILOT approved in 2017

Grand Traverse County Area Median Income:

50% AMI – One person at \$27,150
Two person at \$31,000

60% AMI – One person at \$32,580
Two person at \$37,200

Village at LaFranier Woods
Additional Information:

1. 4% Tax PILOT is required to achieve economic feasibility and be awarded Gap Funding. The Gap Funding is competitive and is awarded to developments based on the percentage of soft to hard debt with those with the lowest ratios funded within the total annual funds available.
2. Congregate Development is targeted toward the “low to moderate” income seniors, head of the household must be 55 years of age and older and all other family members must be 50 years of age and older. The building will have 2 elevators, be fully accessible and also provide handicap specific units in addition to numerous common areas, amenities and services including one meal per day, laundry and housekeeping.
3. Section 8 housing serves the “very low” income
LIHTC housing serves the “low only” income
TEAM financing serves the “low and moderate” income
Convention financing serves the moderate and high income
4. Property Taxes:
Current taxable value of the larger 40 acre parcel is \$242,900 – estimated taxes currently generated \$8,498
PILOT Taxes plus Municipal Services Agreement projected to be \$88,828
6. Village at The Pines in Grand Haven – Demographic Information based on the initial 89 unit move-ins.

INCOME:

48% of residents earn less than \$30,000 per year
52% of residents earn over \$30,000 per year

PRIOR HOUSING:

53% of residents were in single family homes (42%), condominiums (4%), or mobile homes (7%) – these homes are then available for new households

17% of residents were in other senior citizen apartments

11% of residents were in other rental apartments – quite likely without elevators or senior services

19% of residents were living with relatives (3%) or elsewhere (16%)

PRIOR COMMUNITY:

64% of residents were living in the Tri-Cities

36% were from outside the immediate market area – many of whom were originally from Grand Haven or have children/grandchildren living in Grand Haven

	Acres	No. of Units	2019 Tax Value	2019 TV/Unit	2018 Taxes	Taxes/Unit	Taxes/Acre
LaFranier Property Tax Analysis Current Use Vacant	33.94		206,465		8,498		250
Ridge45 Apartments	22.788	232	9,352,338	40,312	320,123	1,380	14,048
Manitou Woods Apartments	10.994	99	2,671,811	26,988	119,320	1,205	10,853
Liv Arbors - 42.039 Acres:	42.039	457	11,300,830	24,728	504,492	1,104	12,001

	33.94 acres	Taxes & MSA	
Congregate Phase I	115	N/A	88,828
Cottages Phase I	20	1,600,000	73,142
Cottages Phase II	20	1,600,000	73,142
Assisted Living Phase I	61	2,440,000	111,541
Congregate Phase II	115	N/A	88,828
Assisted Living Phase II	52	2,080,000	95,084
	383		530,564
			1,385
			15,632

REENDERS, INC. and HERITAGE PROPERTY MANAGEMENT, INC.

Reenders, Inc. is a family-owned and operated company, based in Grand Haven, Michigan. It is owned by Howard Reenders; three of his children; Shirley Woodruff, Dennis Reenders, and Scott Reenders; and five of his grandchildren, Melissa Satterfield, L. Mackie Woodruff, Andrew, Matthew and Lauren Reenders. Shirley, Dennis, Scott and each of the grandchildren have been actively involved in the operations of the corporation since completion of their formal educations. Each has developed their specific areas of expertise and responsibility: Shirley and Mackie are in charge of development and finance; Dennis and Andrew are responsible for job estimation and supervision of construction superintendents; Scott, Matthew and Lauren handle property management of the Assisted Living portfolio; and Melissa handles property management of the non-Assisted Living properties;

Howard's father, Arthur Reenders, started the company as Arthur Reenders Construction in 1946, developed it into a partnership in 1957, and incorporated the business in 1969. Reenders, Inc. acquired A. Reenders Sons, Inc. in October of 1990, which was then owned by Howard and his two brothers, Arnold and Robert Reenders. As developers, contractors, and builders, the expertise and experience of Reenders, Inc. includes assisted living, senior independent apartments, senior campuses, apartment buildings, office buildings, limited care facilities, and condominiums. The company has also done extensive remodeling on schools, churches, banks, motels, and retail businesses.

The fourth generation members include:

- Melissa Satterfield – Director of Operations – Independent Living Division
- L. Mackie Woodruff – Development Coordinator
- Andrew Reenders – Construction Project Manager
- Matthew Reenders – Assistant Controller – Assisted Living Division
- Lauren Reenders – Director of Operations – Assisted Living Division

Reenders, Inc. also provides Interior Design services through our Interior Designer, Cath McGlynn of West Olive. Cath has an extensive background and applies her knowledge of wall-coverings, floor-coverings, colors, furniture, and accessories to each development, thereby enhancing its quality and value.

Heritage Property Management, Inc. operates through the offices of Reenders, Inc. located in Grand Haven, Michigan. Currently, it manages 2,365 rental units, which include apartments and 1,951 units of assisted and congregate/independent living for seniors. Over the last 28 years the family has focused primarily on providing quality senior housing and licensed assisted living.

Our business practices are guided by our core values: Honesty, Quality, Respect, Teamwork, Potential and Balance.

Additional information and photographs of our senior communities can be viewed online at www.heritageseniorcommunities.com

Senior Independent/Congregate and Family Developments

Reenders, Inc. and Heritage Property Management have worked with the Michigan State Housing Development Authority, HUD, Rural Housing and conventional bank financing to develop and finance 30 properties totaling 2,919 rental units. Beginning in 1960, the developments include:

- 1960 Parklane Apartments, Grand Haven (sold)
- 1979 Pinewood Place and Pineview Apartments, Grand Haven (own & manage)
- 1981 Quail Meadows Apartments, Muskegon (sold)
- 1983 Bridgeport Apartments, Allegan (sold)
- 1985 The Meadows, Coppersville (own & manage)
- 1986 River Village, Coppersville (manage)
- 1986 Jefferson Street Square, Mason (sold)
- 1988 Minges Creek Apartments, Battle Creek (own & manage)
- 1993 Waverly Meadows, Holland (own & manage)
- 1993 Trinity Village, Muskegon (own Limited Partnership interest)
- 1994 Trinity Village II, Muskegon (own Limited Partnership interest)
- 1995 Southaven Manor, Taylor (sold)
- 1996 Waverly Meadows II, Holland (own & manage)
- 1996 Hayward Wells, Benton Harbor (developer & contractor)
- 1996 Trinity Manor, Muskegon (developer & contractor)
- 1999 Victoria Square, Lincoln Park (own)
- 2000 Northpointe Woods, Battle Creek (developer & contractor)
- 2000 The Village at Bay Ridge, Traverse City (own & manage)
- 2000 Grandhaven Manor, Lansing (own)
- 2001 Swanhaven Manor, Saginaw (own)
- 2003 The Village at Park Terrace, Muskegon (own & manage)
- 2003 Park Terrace Apartments, Muskegon (own & manage)
- 2004 Elmhaven Manor, Pontiac (own)
- 2005 The Village at Bay Ridge II, Traverse City (own & manage)
- 2006 The Village at Appledorn, Holland (own & manage)
- 2008 The Village at Arborwood, Mishawaka, Indiana (own & manage)
- 2012 The Village at the Pines, Grand Haven (own & manage)
- 2013 The Village at Appledorn II, Holland (own & manage)
- 2017 Grandhaven Manor II, Lansing (own)
- 2017 The Village at Rosy Mound (under construction, will own & manage)

Assisted Living Developments

Reenders, Inc. and Heritage Property Management have worked with conventional bank lenders, a national REIT (Real Estate Investment Trust), and HUD to develop and finance 18 properties totaling 1,284 units. Our Assisted Living properties offer licensed assisted living and specialized services including Alzheimer's Disease and Dementia Care, Respite Care and Day Care.

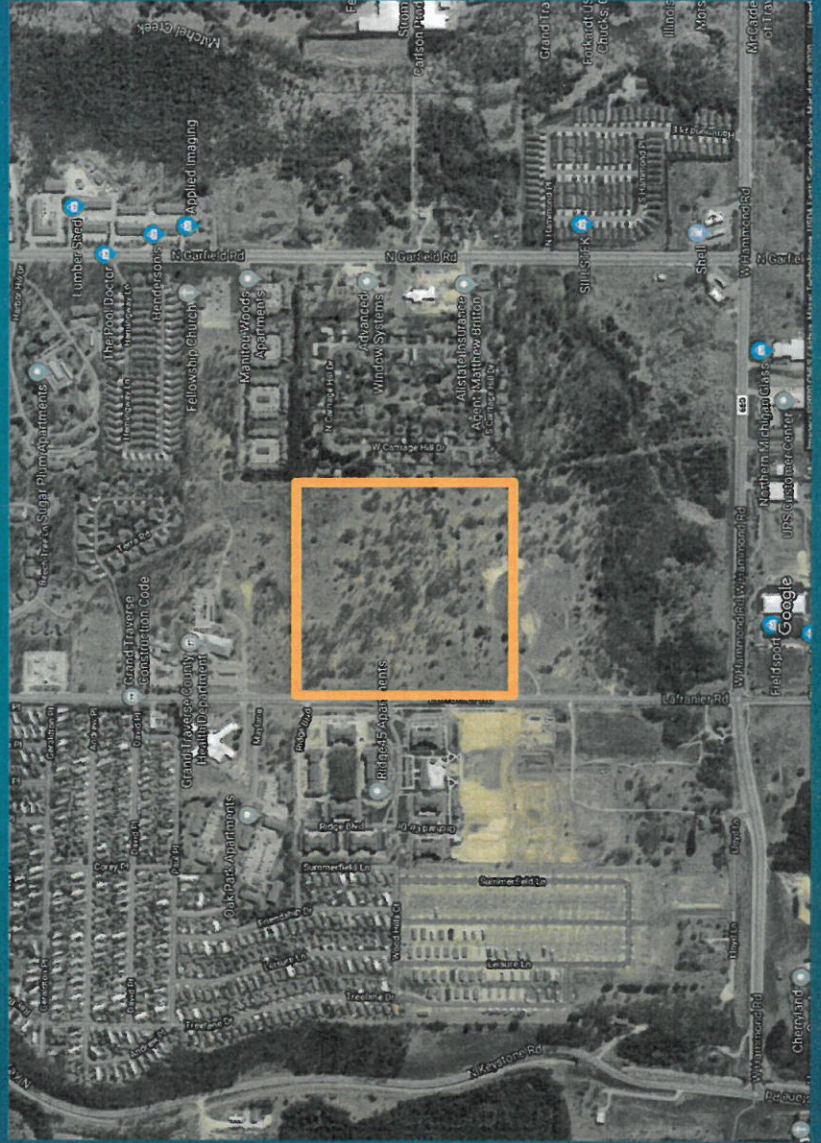
Beginning in 1996, the development include:

- 1996 Rainside Living Center, Byron Center (own & manage)
- 1997 Sheldon Meadows Living Center, Hudsonville (own & manage)
- 1997 Seminole Shore Living Center, Norton Shores (own & manage)
- 1997 Appledorn Living Center, Holland (own & manage)
- 1998 Edgewood Living Center, Saginaw (own & manage)
- 1999 Arborwood Living Center, Mishawaka, Indiana (sold)
- 1999 Greenleaf Living Center, Elkhart, Indiana (sold)
- 1999 Northpointe Woods, Battle Creek (developer & contractor)
- 2000 River Ridge Retirement Village, South Haven (own)
- 2001 Grandhaven Living Center, Lansing (own)
- 2001 Woodlawn Meadows, Hastings (own)
- 2001 Ludington Woods Living Center, Ludington (own)
- 2004 Devonshire Retirement Village, Lapeer (own)
- 2006 Bay Ridge Assisted Living, Traverse City (own & manage)
- 2008 Grace Haven Assisted Living, St. Johns (own)
- 2009 Grand Pines Assisted Living, Grand Haven (own & manage)
- 2012 Linden Square Assisted Living, Saline (own & manage)
- 2014 Appledorn Living Center North, Holland (own & manage)

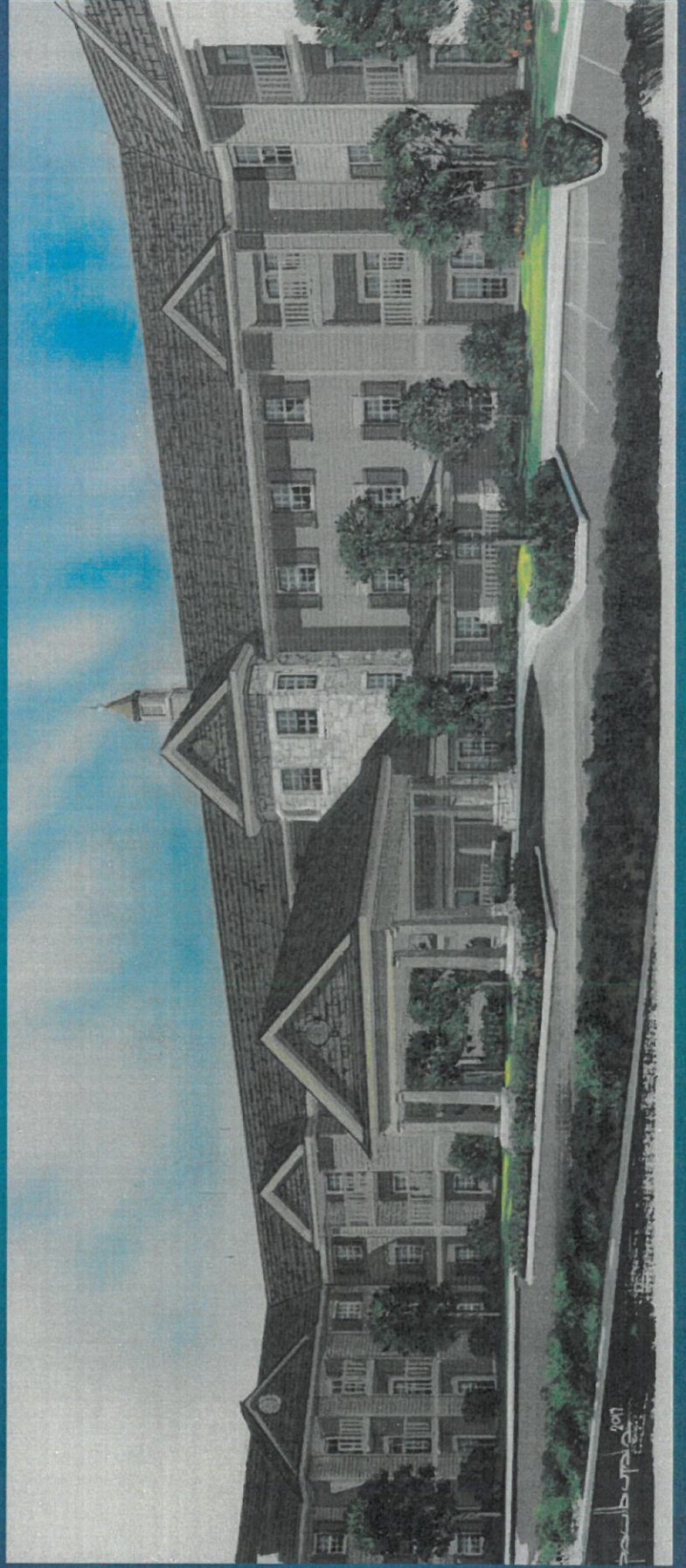


The Village at
LaFrugier
Woods

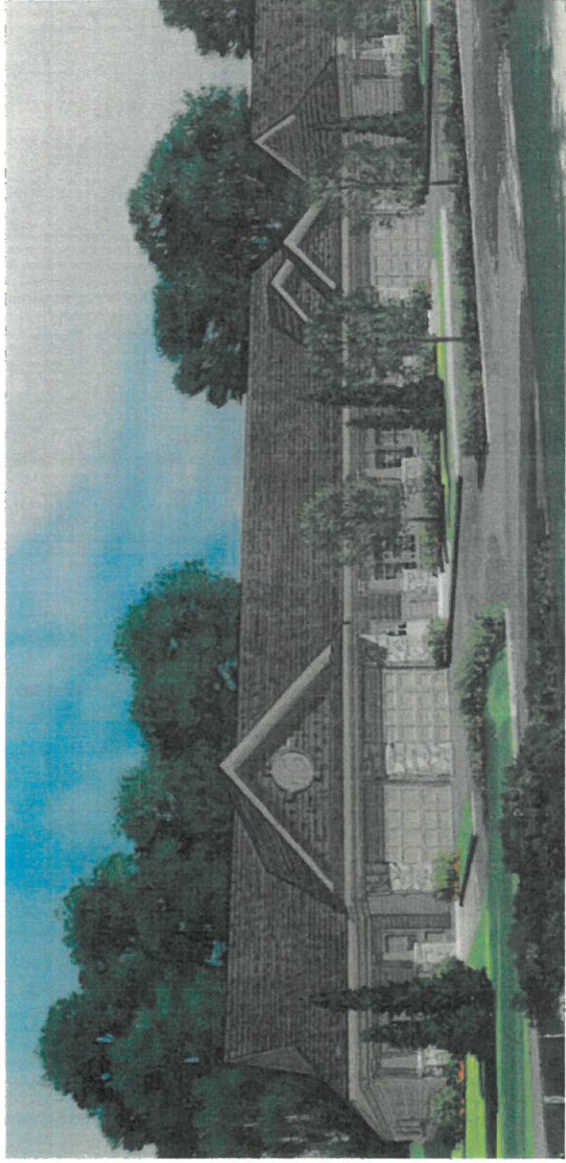
- ▶ 34 acre parcel on LaFranier Road between Hammond and S. Airport which is currently vacant land owned by the LaFranier Family Trust



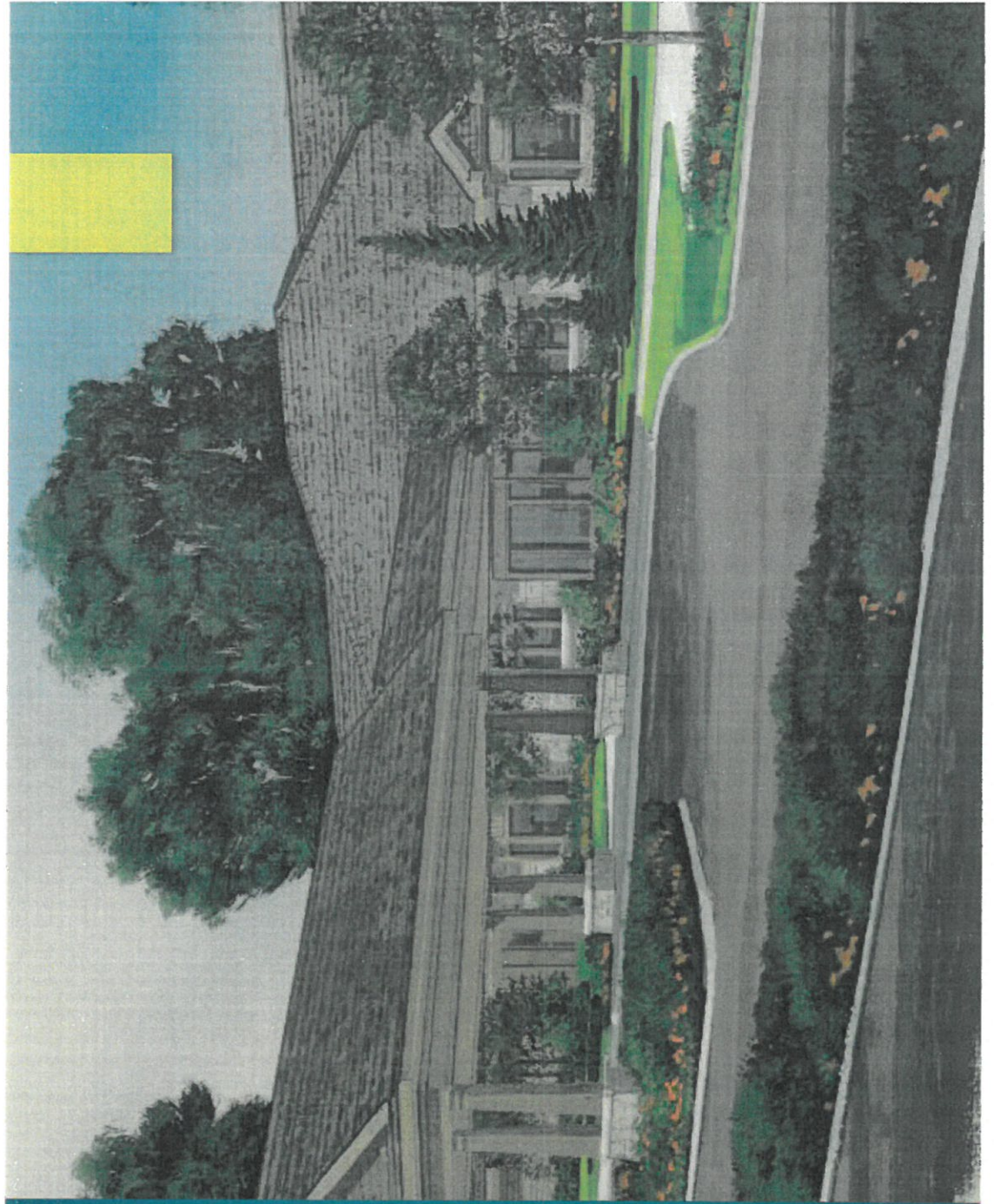
- ▶ Phased construction of:
 - ▶ Two 3-story senior independent living Villages with 115 units each



▲ 40 single story
independent senior
cottages with attached
garages



- ▶ Single story assisted living consisting of 100 units across 2 phases

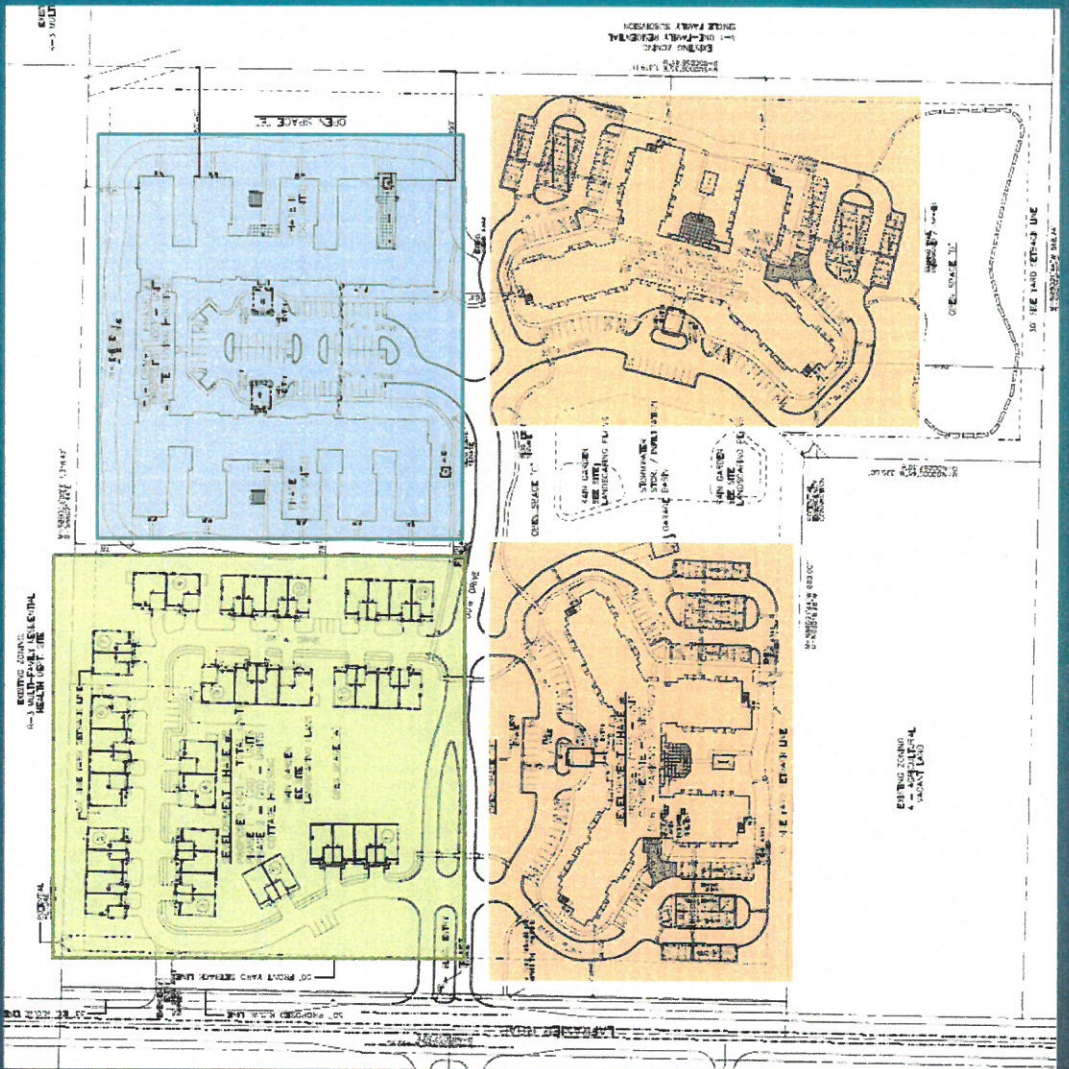


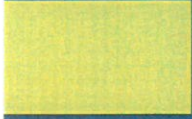


Independent Senior Cottages

Independent Senior Villages

Senior Assisted Living





Your Home for Today... and Tomorrow

Bay Ridge

Village at LaFranier Woods - Funding

Michigan State Housing Development Authority (MSHDA)

- Long tax-exempt bond offerings of \$16 Million
- Gap financing loans of \$5 million

The Partnership

- \$4.4 Million in Equity
- Agreement to limit profits from operations and be regulated by MSHDA
- Agreement to limit rent increases
- Substantial financial guarantees



Federal Government

- Low Income Housing Tax Credits of \$4 Million
- HOME funds – 50% of the gap funding provided by MSHDA

The Community

- Tax PILOT on all Village rental units

Under this structure The Village at LaFranier Woods will provide:

- ▶ 2 Low HOME units reserved for Households at or below 50% of AMI (1P-\$27,150; 2P-\$31,000)
 - ▶ 1 BR at \$673/month, 2 BR at \$816/month
- ▶ 11 High HOME units reserved for Households at or below 60% of AMI (1P-\$32,580; 2P-\$37,200)
 - ▶ 1 BR at \$709/month, 2 BR at \$836/month
- ▶ 40 LIHTC units reserved for Households at or below 60% of AMI
 - ▶ 1 BR at \$773/month, 2 BR at \$935/month
- ▶ 61 Market Rate units with no maximum income restrictions
 - ▶ 1 BR beginning at \$1,375/month, 2 BR at \$1,800/month

100% Income Restricted Property

Shelter Rents (less Utilities) \$1,023,792

PILOT Payment @ 6% \$61,428

MSA Payment

Market Value \$13,700,000

50%

\$6,850,000

Milage Rate 4

\$27,400

Total Cost \$88,828

6% PILOT Structure
with MSA for 100%
Income Restricted
Property

Mixed Income Property

Shelter Rents (less Utilities) \$1,702,981

PILOT Payment @ 3.6% \$61,428

MSA Payment

Market Value \$13,700,000

50%

\$6,850,000

Milage Rate 4

\$27,400

Total Cost \$88,828

Proposed PILOT and MSA Structure for The Village at LaFranier Woods mixed income developing the achieving the same overall payment.

100% Income Restricted Property

Shelter Rents (less Utilities) \$1,023,792

PILOT Payment @ 6% \$61,428

MSA Payment
Market Value \$13,700,000
50%
\$6,850,000
Milage Rate 4
\$27,400

Total Cost \$88,828

Mixed Income Property

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MSA Payment
Market Value \$13,700,000
50%
\$6,850,000
Milage Rate 4
\$27,400

Total Cost \$88,828



	Acres	# of Units	2019 Tax Value	2019 Tax Value/Unit	2018 Taxes	2018 Taxes/Unit	2018 Taxes/Acre
LaFranier Property - Current Vacant Use	33.94		206,465		8,498		250
Ridge45 Apartments	22.788	232	9,352,338	40,312	320,123	1,380	14,048
Manitou Woods Apartments	10.994	99	2,671,811	26,988	119,320	1,205	10,853
Liv Arbors	42.039	457	11,300,830	24,728	504,482	1,104	12,000

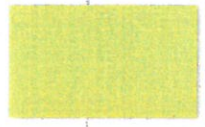
Current Tax Comparison



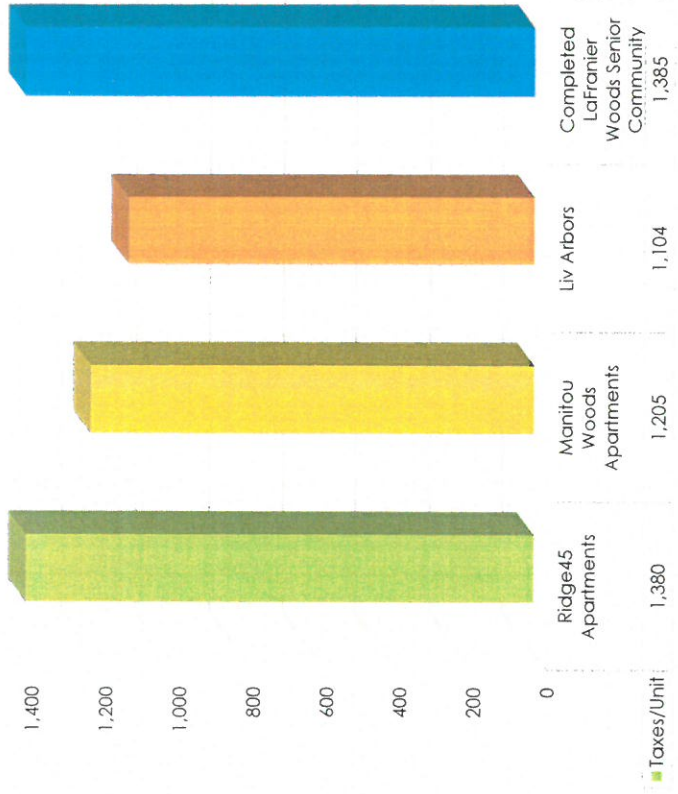
	Acres	# of Units	2019 Tax Value	2019 Tax Value/Unit	2018 Taxes	2018 Taxes/Unit	2018 Taxes/Acre
Proposed LaFranier Woods Senior Community							
Village I	7.96	115			88,828	772	11,159
Cottages I	3.55	20	1,600,000	80,000	73,142	3,657	20,603
Cottages II	3.55	20	1,600,000	80,000	73,142	3,657	20,603
Assisted Living I	4.125	61	2,440,000	40,000	111,541	1,829	27,040
Village II	10.63	115			88,828	772	8,356
Assisted Living II	4.125	52	2,080,000	40,000	95,081	1,828	23,050
Community Total	33.94	383			530,562	12,516	110,813

Tax Structure of Proposed LaFranier Woods Senior Community with PILOT & MSA

Taxes Per Unit



Taxes/Unit



Taxes Per Acre

