CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING

Tuesday, March 24, 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 – February 25, 2020 (Recommend Approval)

b. Bills -
General Fund $166,898.85
(Recommend Approval)

4. **Items removed from the Consent Calendar**

5. **Correspondence**

a. Grand Traverse Conservation District – February 2020 Report

6. **Reports**

a. GT Metro Fire Report
b. North Flight Report
c. County Commissioner's Report
d. Planning Dept. Monthly Report, PD 2020-48
e. Clerk's Report
f. Supervisor's Report

7. **Unfinished Business**

8. **New Business**

a. PD 2020-46 - Consideration of Distribution of Draft Barlow Garfield Neighborhood Plan

b. PD 2020-47 - Consideration of Amendment to Grand Traverse Commons Development Regulations

c. Consideration of authorizing Supervisor to sign Confirmation Agreement to continue existing agreement with North Flight, Inc.

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
February 25, 2020

Chuck Korn called the Town Board Meeting to order on February 25, 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, Denise Schmuckal, Steve Duell, Molly Agostinelli, and Chuck Korn

Absent and Excused: Dan Walters

Staff Present: Planning Director John Sych

1. **Public Comment (6:01)**
   None

2. **Review and Approval of the Agenda - Conflict of Interest (6:02)**
   Duell moved and Schmuckal seconded to approve the amended agenda as presented.

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

3. **Consent Calendar (6:02)**
   a. **Minutes**
      February 11, 2020 Regular Meeting
      (Recommend Approval)

   b. **Bills**
      General Fund $742,247.54
      (Recommend Approval)

      Gourdie Fraser
      Developer's Escrow Fund – Utility Plan Review,
      Oversight and Closeout $ 10,065.00
      Utility Receiving Fund 1,138.50
      Park Funds/DNR Trust Fund 960.00
      Total $ 12,163.50

(Recommend Approval)

A member of the audience asked to remove the General Fund bills.

Agostinelli moved and Duell seconded to adopt the consent calendar as amended removing item 3.b.(i)

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

4. Items Removed from the Consent Calendar

a. Bills

General Fund $742,247.54

McManus explained that a tax distribution was paid to Metro Fire for over $600,000.

Duell moved and Schmuckal seconded to approve the bills in the amount of $742,247.54.

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

5. Correspondence

Correspondence was received from Heather Peyton regarding the Boardman Loop Trail.

6. Reports

a. Construction Report (6:06)

Engineer Jennifer Hodges introduced co-worker Mark McGuire to the board members. McGuire said he looks forward to working with everyone. Hodges mentioned that the booster station will be going out for bids soon. The DPW has developed the asset plan for Garfield Township. A resolution needs to be passed by the board which accepts the CIP. The Cass Road Drainage District is still on hold. Silver Lake Park parking lot improvements are almost complete and parking will be ready for the March 10th elections with a temporary gravel base.

b. GT Metro Fire Report (6:12)

Steve Apostal announced promotions at the department and said that they are in the process of hiring three new full time people. Business walk-throughs are being done and trainings are being scheduled. Metro received another grant for a dedicated cutter in case of car emergencies. He also reviewed the calls from January and February.

c. North Flight Report (6:20)
Paul Owens General Manager of North Flight and employee Dave Grattopp updated the board on what direction they were taking in light of Newton's resignation. A new ambulance was put into service in January and there are only two openings at this point. He also talked about the response times.

d. County Commissioner's Report (6:31)
Commissioner Brad Jewett said County Commissioners discussed changes at the shooting range. They will also be discussing Senate and House bills regarding the allowance for TIF extensions. On March 11th, Commissioners will study the 911 tax proposal.

e. Treasurer's Report (6:36)
Blood Law gave financial information on the brush passes for 2019.

f. Supervisor's Report (6:36)
Korn said that he attended the Four Mile/Hammond Roundabout preconstruction meeting. Leases were discussed at the Metro meeting and a draft of changes will be brought forth. The renewal of the agreement with North Flight will be brought forth next time for Board review and approval.

7. Unfinished Business

a. Consideration of Boardman Lake Trail Recommendation for Financial Contribution (6:39)
Martin Coleburn, City Manager of Traverse City and Julie Clark, Director of TART said that the trail is close to completion but extra monetary support is needed to finish the trail. She asked for a $200,000 donation from Garfield Township to complete the trail system. Trustees asked questions and received clarification on several points having to do with the Cass Road spur extension. Julie Clark explained why the price increased so much from the original estimates and said the retaining wall along Cass Road was a factor as well as the fact that the trail was located near the railroad. The extra $200K would fund construction in Garfield Township and provide for easement acquisition.

Agostinelli moved to approve the expenditure of $200,000 towards the Boardman Lake Trail with $177,000 going towards trail construction and $23,000 going towards easement acquisition. McManus supported the motion.

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

b. PD 2020-35 – Park Reservation Application Form and Rental Policies (7:09)

Schmuckal moved and Duell seconded to approve the Park Reservation Form and Rental Policies for the Silver Lake Recreation Area.

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

Schmuckal moved and Blood Law seconded to adopt the User Fee Schedule for the Silver Lake Recreation Area.

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

c. Consideration of Resolution 2020-04-T, a resolution approving a Tax Abatement and Payment to be made In Lieu of Taxes for a portion of the Village at LaFranier Woods

Developers of the Village at LaFranier Woods PUD project are requesting a 40 year PILOT to build a 115 unit senior congregate apartment building. Financing for the development has been awarded through MSHDA pending a PILOT and a PUD from the township. Korn said that the PILOT and abatement documents have been reviewed by the Township Attorney.

Agostinelli moved and Schmuckal seconded to adopt Resolution 2020-04-T, a resolution approving a Tax Abatement and Payment to be made In Lieu of Taxes for a portion of the Village at LaFranier Woods.

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

8. New Business

a. PD 2020-33 Harris Hills Site Condominium SPR

The applicant has submitted a site condominium for 40 total single family units to be built in two phases. The site is located on two parcels at the corner of Lone Tree and Harris Roads. The parcels are zoned R-2 – Two Family Residential. Planner Sych discussed and explained the road connections that will be made.

Schmuckal moved and Duell seconded that the Findings of Fact for application SPR 2019-04, as presented in Planning Department Report 2020-33 and as recommended for adoption by the Planning Commission, BE ADOPTED.

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

Agostinelli moved and McManus seconded that application SPR 2019-04 submitted by Tim and Lisa Schaub, BE APPROVED subject to the following conditions:

1. *Final engineering review and approval by the Township Engineer is required including all infrastructure and stormwater.*
2. *All final reviews from agencies with jurisdiction shall be provided prior to any Land Use Permits being issued.*
3. *The applicant shall record promptly the amended Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within ninety (90) days of final approval by the Township or approval shall be considered to have expired.*
4. *Subsequent to the recording of the condominium plan, master deed, bylaws and deed restrictions, the developer shall file two (2) copies of each document, including all pertinent attachments, with the Township.*
5. *Condominium Protective Covenants and Deed Restrictions which hold harmless the Township for improvements within the site condominium subdivision and which require conformance with all conditions and requirements of condominium plan approval and this ordinance shall be required.*
6. *The Condominium Master Deed and Bylaws shall include the following statement: "Condominium Amendments which are recorded prior to the receipt of written Garfield Township Planning Department approval shall be considered null and void."*
7. *Subsequent to the construction of all improvements, the developer shall file with the Township two (2) copies of the as-built condominium plan and a certification from the developer's engineer that the improvements have been installed in conformance with the approved construction drawings.*

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

b. Consideration of PD 2020-34 Village at LaFranier Woods PUD – Preliminary Review

The application proposes a Planned Unit Development (PUD) for senior living including detached cottages, congregate residential buildings and assisted living residences. The property is 33.19 acres and is located at 2242 LaFranier Road, north of Hammond Road. It is currently zoned A-Agricultural. The development will consist of 385 units to be built in four phases.

Schmuckal moved and Blood Law seconded THAT the Findings of Fact for application PUD 2019-01, as presented in Planning Department Report 2020-34, BE ADOPTED.

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

Schmuckal moved and Duell seconded that Application PUD 2019-01 submitted by RW Properties I LLC for the Village at LaFranier Woods PUD, receive preliminary approval by the Township Board, subject to the following conditions:

1. *In accordance with Section 512 of the Zoning Ordinance, a cross access easement and drive to the proposed parcel to the south is required.*
2. *The proposed boulevard entrance median needs to meet the requirements of the Road Commission.*
3. *The wall lighting noted on plan sheet ES1.0. which has a color temperature of 5,162K, and the Recessed lighting on plan sheet ES1.0, which has a color temperature of 4,000K, shall be replaced with fixtures that meet the requirements of Section 517 of the Zoning Ordinance.*
4. *The developer shall apply for and obtain any necessary approvals from the Township Engineer, Grand Traverse Metro Fire Department, Grand Traverse County Department of Public Works, Grand Traverse County Road Commission and Grand Traverse County Soil Erosion and Sedimentation Control.*

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

c. PD 2020-38 Kids Creek Mill Demolition Bids (7:31)

Duell moved and Schmuckal seconded to award a bid to demolish the Kid's Creek Mill to Molon Excavating in the amount of $9,500.00

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

d. Consideration of an increase in Salary for the Election Workers (7:38)

Schmuckal moved and Blood Law Seconded to accept the proposed pay increase for election workers as presented.

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

e. **Consideration of Resolution 2020-05-T, a Resolution Approving Financing for Fire Truck Purchase**
Schmuckal moved and Blood Law supported to approve Resolution 2020-05-T, a Resolution Approving Financing for Fire Truck Purchase.

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

9. **Public Comment:**
Jennifer Hodges commented on the bid process for the mill demolition and reminded board members that Gourdie-Fraser is a resource for any bid process.

10. **Other Business (7:43)**
The meeting on March 10th has been cancelled due to the primary election.

11. **Adjournment**
Korn adjourned at 7:43pm.

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

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

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION 2020-04-T

REGARDING TAX ABATEMENT AND PAYMENT TO BE MADE IN LIEU OF TAXES

Board member, Molly Agostinelli, supported by Board member, Denise Schmuckal, made a motion to adopt the following amended Resolution:

RESOLUTION DESIGNATING A 115 UNIT SENIOR CONGREGATE APARTMENT BUILDING WITHIN THE PROJECT TO BE KNOWN AS THE VILLAGE AT LAFRANIER WOODS - PHASE I, AN INDEPENDENT SENIOR LIVING FACILITY, LOCATED ON THE SOUTHWEST CORNER OF 33.94 ACRES ON LAFRANIER RD, TRAVERSE CITY, MI 49686, GARFIELD TOWNSHIP, MICHIGAN, (legally described as: Part of the Northwest half of the Southeast Quarter, Section 23, Town 27 North, Range 11 West, more fully described as commencing at the South quarter corner of said section 23; thence North 00 degrees 57 minutes 30 seconds East 1642.85 feet along said section line to the point of beginning; thence continuing North 00 degrees 57 minutes 30 seconds East 992.85 feet along said section line; thence South 88 degrees 21 minutes 44 seconds East 1318.42 feet; thence South 00 degrees 56 minutes 41 seconds West 1319.11 feet; thence North 88 degrees 18 minutes 28 seconds West, 518.74 feet; thence North 00 degrees 57 minutes 30 seconds East, 325 feet; thence North 88 degrees 18 minutes 28 seconds West, 800 feet to the place of beginning) **AS A "QUALIFIED PROJECT" UNDER THE CHARTER TOWNSHIP OF GARFIELD'S ORDINANCE NO. 18, AS AMENDED.**

WHEREAS, the Township Board, pursuant to MCL 125.1401 *et seq*., has received a request from Reenders, Inc./Heritage Property Management, Inc. (the "Developers"), the Developers plan to construct a new 115 unit, Mixed Income Restricted, senior housing project (the "Development"), to be recognized as a "Qualified Project" exempt from payment of *ad valorem* property taxes and subject to the requirement that a service charge be paid to the Charter Township of Garfield in lieu of *ad valorem* property taxes in accordance with MCL 125.1415 through the forty (40) year term of the mortgage; and

WHEREAS, the Township Board has determined that the Development is a "Qualified Project", as defined by Charter Township of Garfield's Ordinance No. 18 as amended, and as such, the project is eligible for payment of a service charge in lieu of *ad valorem* property taxes in accordance with such Ordinance No. 18, as amended, and as otherwise provided by MCL 125.1415 *et seq*.;

NOW, THEREFORE, BE IT RESOLVED THAT:
The Development is determined to be a "Qualified Project" as defined by Charter Township of Garfield Amended and Restated Ordinance No. 18, and shall pay to the Charter Township of

Garfield a service charge in lieu of *ad valorem* property taxes in an amount equal to 3.6 percent (3.6%) of Annual Shelter Rents, along with a Municipal Services Assessment, as provided by said Amended and Restated Ordinance No. 18 for the term of the agreement.

BE IT FURTHER RESOLVED THAT:

By virtue of the adoption of this Resolution, subject to the conditions and limitations imposed under Ordinance No. 18, as amended, an agreement is deemed to exist between the Charter Township of Garfield and the Developers of the Development, with the Michigan State Housing Development Authority as third party beneficiary under such agreement, for the proposed Village at LaFranier Woods – Phase I development of a 115-unit, Mixed Income Restricted senior housing project. It shall be deemed a default under Ordinance 18 if the Development fails to meet the terms of a "Qualified Project" under Ordinance No. 18, as amended because the Development was not completed according to the agreement, is no longer subject to the Authority Mortgage, fails to remain affordable with a recorded Regulatory Agreement, or fails to comply with Ordinance 18, as amended, for any other reason prior to the expiration of the agreement.

Upon roll call vote, the following voted:

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

Nays: None

Abstain: None

Absent and Excused: Walters

The Chairman declared the motion carried, and Resolution 2020-04-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 February 25, 2020, at which meeting (6) six 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: 2-26-2020

Lanie McManus, Township Clerk

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN
RESOLUTION 2020-05-T

RESOLUTION APPROVING FINANCING FOR FIRE TRUCK PURCHASE

Resolution of a meeting of the board of Trustees of Garfield Township, Grand Traverse County, Michigan held on the 25th day of February, 2020 at 6:00 o'clock p.m.

PRESENT: Jeane Blood Law, Steve Duell, Denise Schmuckal, Molly Agostinelli, Lanie McManus, and Chuck Korn.

The following preamble and resolution were offered by Denise Schmuckal and supported by Jeane Blood Law.

WHEREAS, The Township is an Incorporating Township of the Grand Traverse Metro Emergency Services Authority ("Metro"), incorporated under the authority of Public Act 57 of 1988; and

WHEREAS, Article XII of Metro's Articles of Incorporation provides that a Township must approve capital expenditures requiring allocation of funds or financing for periods exceeding one year if that Township is to be responsible for financial obligations extending beyond Metro's regular annual budget; and

WHEREAS, Metro has an immediate need for a fire engine. Metro has solicited bids for fire engines that have already been built and has chosen the engine that best fits the specs and needs of the fire department.

WHEREAS, Metro intends to apply for financing from a commercial bank institution for the total cost of the fire engine; and

WHEREAS, the term of the bank financing would extend beyond Metro's regular annual budget.

WHEREAS, this equipment purchase and associated financing furthers the Township's interest in efficient provision of fire protection services.

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits its financial resources to this expenditure in accordance with Metro's Articles of Incorporation and, subject to final approval of a bid not to exceed a total amount of $575,000 and appropriate loan documents by Metro.

Ayes: Schmuckal, Blood Law, Duell, Agostinelli, McManus, Korn
Nays: None
Absent: Walters

RESOLUTION DECLARED ADOPTED.

Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Township of Garfield, adopted during a meeting of the Township of Garfield Township Board, Grand Traverse County, Michigan, held on February 25, 2020, at which meeting (6) six 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 made available as required by said Act.

Dated: 2-26-2020

Lanie McManus, Clerk
Township of Garfield
Grand Traverse County, Michigan

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 02/21/2020 - 03/18/2020
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/27/2020	GEN	38522	AFLAC	AFLAC	101-000-227.001	340.58
02/27/2020	GEN	38523	FIFTH THIRD BANK	5473787444975261	101-253-726.000	14.29
		38523		5473787444975261	101-253-960.000	540.82
						555.11
02/27/2020	GEN	38524	FIFTH THIRD BANK	5473787318829759	101-191-726.000	48.43
		38524		5473787318829759	101-215-960.000	45.35
		38524		5473787318829759	101-806-862.000	20.00
						113.78
02/27/2020	GEN	38525	GOURDIE-FRASER, INC.	SL PARKING LOT	101-101-805.000	960.00
02/27/2020	GEN	38526	KCI	NEWSLETTER / ASSESSMENT MAILING	101-101-900.000	1,282.09
		38526		NEWSLETTER / ASSESSMENT MAILING	101-171-726.001	2,791.21
		38526		NEWSLETTER / ASSESSMENT MAILING	101-171-900.000	1,488.26
						5,561.56
02/27/2020	GEN	38527	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	587.06
02/27/2020	GEN	38528	PRINTING SYSTEM	AV INNER ENVELOPES	101-191-726.000	710.48
02/27/2020	GEN	38529	SUPERFLEET	GAS	101-806-862.000	74.44
02/27/2020	GEN	38530	THE GUARDIAN	LIFE / HEALTH	101-851-873.030	2,009.48
		38530		LIFE / HEALTH	101-851-873.040	537.96
						2,547.44
02/27/2020	GEN	38531	TRAVERSE CITY FLEET REPAIR	F250 BRAKES	101-806-864.000	696.19
02/27/2020	GEN	38532	VERIZON	TELEPHONE	101-265-850.000	267.11
03/02/2020	GEN	38533	GARFIELD CHARTER TOWNSHIP	CR #62803 INCORRECTLY CREDITED TO ZONING FEE	101-000-476.005	50.00
03/04/2020	GEN	38534	GARFIELD CHARTER TOWNSHIP	METRO DIST #14	101-000-403.000	123,704.57
03/10/2020	GEN	38535	JEANE BLOOD LAW	PETTY CASH	101-253-726.000	100.00
03/10/2020	GEN	38536	JIMMY JOHN'S	ELECTION LUNCHES	101-191-726.000	350.00
03/12/2020	GEN	38589	MIAH ALPERS	ELECTION WAGES	101-191-701.000	238.00
03/12/2020	GEN	38590	WILLIAM MOUSER	ELECTION WAGES	101-191-701.000	252.00
03/18/2020	GEN	38591	ALPERS EXCAVATING	SL PARK SNOWPLOWING	308-000-935.000	1,100.00
03/18/2020	GEN	38592	AMERICAN WASTE	8678554	308-000-935.000	330.00
03/18/2020	GEN	38593	AMERICAN WASTE	3394790	101-265-935.604	85.00

3.a

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/18/2020	GEN	38594	CDM MOBILE SHREDDING, LLC	SHREDDING	101-101-805.000	130.00
03/18/2020	GEN	38595	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	298.79
		38595		ELECTRIC	101-265-920.603	998.53
		38595		ELECTRIC	101-448-920.005	801.87
						2,099.19
03/18/2020	GEN	38596	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-935.000	440.90
03/18/2020	GEN	38597	CITY OF TRAVERSE CITY	170975-94720	101-000-084.861	182.75
		38597		170975118686	101-448-920.005	522.98
						705.73
03/18/2020	GEN	38598	CONSUMERS ENERGY	100018131597	101-448-920.005	26.32
03/18/2020	GEN	38599	CONSUMERS ENERGY	103033456148	101-448-920.005	192.57
03/18/2020	GEN	38600	CONSUMERS ENERGY	100000311801	101-000-084.861	1,524.72
		38600		100000311801	101-448-920.005	5,727.58
						7,252.30
03/18/2020	GEN	38601	DOUBLE R CO.	BARNES TRAIL	308-000-935.000	5,921.00
03/18/2020	GEN	38602	DTE ENERGY	910020833133	101-265-920.601	1,346.72
03/18/2020	GEN	38603	DTE ENERGY	910020833257	101-265-920.601	36.57
03/18/2020	GEN	38604	ESS	VAT BALLOTS	101-191-726.000	136.00
03/18/2020	GEN	38605	FIFTH THIRD BANK	5473788099793637	101-171-960.000	37.47
		38605		5473788099793637	101-171-965.000	274.00
						311.47
03/18/2020	GEN	38606	FIFTH THIRD BANK	5473787444975261	101-253-960.000	34.47
03/18/2020	GEN	38607	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	436.88
03/18/2020	GEN	38608	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
03/18/2020	GEN	38609	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	144.36
03/18/2020	GEN	38610	GRAND TRAVERSE COUNTY TREAS	MBOR CLASSIFIED	101-171-900.000	40.17
03/18/2020	GEN	38611	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,094.30
03/18/2020	GEN	38612	HOME DEPOT CREDIT SERVICES	J-CHANNEL	101-265-726.003	11.28
03/18/2020	GEN	38613	INTEGRITY BUSINESS SOLUTIONS	CHLOROX WIPES	101-101-726.000	37.34
		38613		INK	101-191-726.000	75.96
		38613		ENVELOPE RETURN	101-253-726.000	(112.76)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						0.54
03/18/2020	GEN	38614	JOE MCMANUS	MILEAGE	101-191-860.000	69.58
03/18/2020	GEN	38615	KCI	ASSESSMENT NOTICES	101-171-726.001	321.00
		38615		ASSESSMENT NOTICES	101-171-900.000	346.42
						667.42
03/18/2020	GEN	38616	LAND INFORMATION ACCESS ASSOC	SOFTWARE ASSISSTANCE	101-101-960.000	65.00
03/18/2020	GEN	38617	MICHIGAN ELECTION RESOURCES	APPLICATION TO VOTE / CALENDARS	101-191-726.000	72.00
		38617		APPLICATION TO VOTE / CALENDARS	101-215-726.000	50.00
						122.00
03/18/2020	GEN	38618	NORTHERN MI JANITORIAL SUP	TOILET PAPER	101-265-726.003	75.25
03/18/2020	GEN	38619	OLSON, BZDOK, & HOWARD	CARPENTER / PRIESTKORN	101-101-801.002	181.25
		38619		CARPENTER / PRIESTKORN	101-400-801.000	1,152.75
						1,334.00
03/18/2020	GEN	38620	RUBY CLEANING SERVICE	CONTRACTED SVCS	101-265-935.603	1,200.00
03/18/2020	GEN	38621	RUBY CLEANING SERVICE	CONTRACTED SVCS	308-000-935.000	125.00
03/18/2020	GEN	38622	SPECTRUM BUSINESS	INTERNET	101-258-935.016	84.99
03/18/2020	GEN	38623	STAPLES	SUPPLIES	101-101-726.000	400.57
		38623		SUPPLIES	101-171-726.000	81.99
		38623		SUPPLIES	101-215-726.000	38.89
		38623		SUPPLIES	101-253-726.000	169.86
		38623		SUPPLIES	101-401-726.000	112.77
		38623		SUPPLIES	101-412-726.000	20.99
						825.07
03/18/2020	GEN	38624	SVEC CONSTRUCTION	SNOWPLOWING	101-265-935.601	670.00
03/18/2020	GEN	38625	TRAVERSE CITY BUSINESS NEWS	TCBN	101-171-965.000	90.00
03/18/2020	GEN	38626	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	82.45
		38626		ADVERTISING	101-191-901.000	82.20
		38626		ADVERTISING	101-400-901.000	323.75
		38626		ADVERTISING	101-410-901.000	116.55
						604.95
03/18/2020	GEN	38627	UNITED WAY	UNITED WAY	101-000-238.000	90.00
03/18/2020	GEN	38628	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,880.00

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 02/21/2020 - 03/18/2020
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
			TOTAL - ALL FUNDS	TOTAL OF 55 CHECKS		166,898.85

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	2,006.26
101-000-227.000	DEFERRED COMP	1,880.00
101-000-227.001	AFLAC	340.58
101-000-237.000	HSA (FORMERLY FLEX)	436.88
101-000-238.000	UNITED WAY	90.00
101-000-403.000	CURRENT REAL PROPERTY TAXES	123,704.57
101-000-476.005	ZONING FEES	50.00
101-101-726.000	SUPPLIES	437.91
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	587.06
101-101-801.002	LEGAL SERVICES - TOWNBOARD	181.25
101-101-805.000	CONTRACTED AND OTHER SERVICES	1,090.00
101-101-900.000	PRINTING & PUBLISHING	1,282.09
101-101-901.000	ADVERTISING	82.45
101-101-960.000	EDUCATION & TRAINING	65.00
101-171-726.000	SUPPLIES	81.99
101-171-726.001	POSTAGE	3,112.21
101-171-900.000	PRINTING & PUBLISHING	1,874.85
101-171-960.000	EDUCATION & TRAINING	37.47
101-171-965.000	DUES & PUBLICATIONS	364.00
101-191-701.000	WAGES	490.00
101-191-726.000	SUPPLIES	1,392.87
101-191-860.000	MILEAGE	69.58
101-191-901.000	ADVERTISING	82.20
101-215-726.000	SUPPLIES	88.89
101-215-960.000	EDUCATION & TRAINING	45.35
101-253-726.000	SUPPLIES	171.39
101-253-960.000	EDUCATION & TRAINING	575.29
101-258-935.016	COMPUTER NETWORK	84.99
101-265-726.003	SUPPLIES-MAINTANCE	86.53
101-265-850.000	TELEPHONE	1,361.41
101-265-920.601	HEATING / GAS	1,383.29
101-265-920.602	WATER / SEWER	144.36
101-265-920.603	LIGHTS BUILDING	998.53
101-265-935.601	SNOW PLOWING	670.00
101-265-935.603	CLEANING SERVICE	1,200.00
101-265-935.604	RUBBISH REMOVAL	85.00
101-400-801.000	LEGAL SERVICES	1,152.75
101-400-901.000	ADVERTISING	323.75
101-401-726.000	SUPPLIES	112.77
101-410-901.000	ADVERTISING	116.55
101-412-726.000	SUPPLIES	20.99
101-448-920.005	STREET LIGHTS TOWNSHIP	7,271.32
101-806-862.000	GAS & CAR WASHES	94.44
101-806-864.000	MISCELLANEOUS	696.19
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	2,009.48
101-851-873.040	INSURANCE - EMPLOYEE LIFE	537.96
308-000-935.000	MAINTENANCE - MISC, EQUIP	7,928.40
	TOTAL	166,898.85

Grand Traverse Conservation District

Grand Traverse Conservation District

February 2020 Report

CONSERVATION TEAM

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

Administration

- Met with the City Engineer, City Attorney, and Director of Public Services regarding the proposed Request of Proposal to install bench-cut trail.
- Met with Joe Elliot (GFA liason) to discuss design elements for the Universal Access bench-cut trail after meeting with City staff.
- Worked with BBAC sub-committee to draft proposed changes and updates to the Management Plan and Goals & Objectives statements.
- Reviewed and commented on City's draft Riparian Buffer Ordinance
- Completed revision review and obtained necessary signatures for renewal of the three-year Resource Management Agreement between the District and the City.
- Updated 3-year lease agreement for Brown Bridge Caretaker services.

Routine Monitoring and Maintenance

- Plowed parking areas/trailheads as needed, along with pole barns.
- Performed weekly trailhead inspections to monitor use, pick up trash, restock outhouses, and tend to dog waste stations.

Grants

- Phase-II Instream Habitat Wood Project: (USFWS-GLFWRA, NRCS grants/funding) Coordinated a partners meeting to discuss major components of the project.

Other

- Began creating new trailhead Info Station posters to update parkland's visitors on new trail features, history, restoration efforts, etc.
- Assessed the potential for a new trail on the south side of the river (per the inquiry of a local hiker/donor) as suggested at the last BBAC meeting.
- Led a Guided Winter Hike on the parkland with 16 attendees.

Grand Traverse
Conservation District

OWNER/PARKLAND: Garfield Township – Various

Administration

- Met with Garfield Township Park Steward , Derek Morton, in regards to planning for park projects.
- Prepared and submitted Annual Report for 2019.
- Contacted State Fisheries Biologist, Heather Hettinger, in regards to 2020 stocking of Oleson Pond at Kids Creek Park.
- Solicited estimates for fish stocking and an aeration system at Oleson Pond.
- Corresponded with Robyn Schmidt, Water Resource Division of MI Department of EGLE, re: permits for an extension to a boardwalk at the Boardman Valley Nature Preserve.
- Began process of updating maps and info station signage at trailheads.

Monitoring and Maintenance

- Performed routine weekly trailhead & dog waste bag receptacle checks; swapped out Silver Lake dog park trash bin on a weekly basis.
- Cleared plowed snow tracks from trash surrounds at Silver Lake Rec Area and Kids Creek Park to promote safe access.

Other

- Created fliers for April volunteer workbees.
- Communicated with Phil Girard, from Greenspire School, in planning of stewardship efforts this spring at the Commons Natural Area.
- Coordinated volunteer trail steward activities to monitor trails at the Commons.

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve

Administration

- Discussed Beaver Pond Loop trail boardwalk replacement & bridge installation.
- Discussed and assessed potential for an east side Sabin trail.
- Continued work on draft 3-year Resource Management Agreement between the County and the District.
- Assisted with the revision of a draft lease agreement between the Conservation District and the County for the Boardman River Nature Center and District offices located on the Natural Education Reserve.

Grand Traverse
Conservation District

- Solicited Engineer's estimate for Sabin footbridge. Estimate came in too high to pursue MDNR Trust Fund grant this year. Will look into how we can do the bridge in phases like was done at Brown Bridge.
- Attended several meetings with the Park Commission's Business Development Team and proposed kayak vendors at Medali Park.

Monitoring and Maintenance

- Performed routine weekly trailhead checks and refilled dog waste bag dispensers.
- Cleared snow from around trash bins at various trailheads.

Grants

- Environmental Quality and Incentives Program (EQIP): Solicited planting crews for April planting effort to restore Sabin bottomlands with bareroot seedlings.
- Met with County Finance Director re: EQIP funding for bottomlands restoration to confirm 2019 revenue and expenses for his year-end report.
- Great Lakes Restoration Initiative (GLRI): Solicited planting crews for April planting effort to restore Sabin bottomlands with bareroot seedlings.

Other

- Led a Guided Winter Hike on the parkland with 8 attendees.
- Sent request to TBAYS asking that a future recreational trail connection to the NER/Nature Center be shown on their maps and plans.

OWNER/PARKLAND: Recreational Authority – Hickory Meadows

Administration

- Attended and reported at the monthly Rec Authority Board meeting.
- Met with Matt Cowall to discuss a time frame for the renewal of a 3-year Resource Management Agreement between the District and the Rec Authority.
- Collaborated with HMAC and coordinated times for regular March meeting for March 19 and a joint Hills and Meadows Advisory Committee meeting on April 8.
- Provided a cost estimate of trail improvement options for a wet section in from the M-72 trailhead for the HMAC and Matt Cowall's review.
- Corresponded with Derek Mellville, City Parks and Rec Superintendent, in regards to a spring reseeding of the drainfield installed on Meadows property in 2019.
- Reviewed the Hickory Meadows Management Plan for draft edits.

Grand Traverse
Conservation District

Monitoring and Maintenance

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary.
- Downloaded trail counter data on a monthly basis.
- Monitored winter trail grooming efforts and ensured proper signage was intact.
- Monitored the amount and types of use along the 2019 added trail segment from the M-72 trailhead.

Other

- Posted Rec Authority Branded 'Notice' signs at all trailheads notifying the public of open trails at the Meadows during High School Nordic Championship Weekend at Hickory Hills on Feb. 28 and 29.
- Assessed potential trail connectivity opportunities to Hickory Hills through the 'Hidden Meadow"

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

Administration

- Developed annual work plan items for the upcoming field season.
- Drafted annual budget to present in March.

Monitoring and Maintenance

- Performed routine drive-by and trailhead inspections to monitor use and pick up trash.
- Spoke with snowmobilers about trail conditions or concerns.
- Began creating updated trail-intersection maps to replace existing maps, including the Info Station trail map located at the trailheads.

BOARDMAN RIVER STEWARDSHIP

- Hosted Boardman Collaborative meeting at the Nature Center in an effort to develop a structure for the future management of the Boardman River Watershed post dam

removal. Thirty four local leaders attended the event that was coordinated by the Watershed Center Grand Traverse Bay.

- Prepared for, coordinated, and hosted a Phase-II wood planning meeting. Waiting for NRCS to approve the proposed practice of using rope lashing to secure the logs instead of metal threaded rod.
- Attended a North Branch Sandtrap Restoration update meeting.
- Met with Rotary Friends of the Boardman Committee representative regarding their support for a UA watercraft landing either at Brown Bridge or the NER.
- Gave a group of 50 folks attending Michigan Farm Bureau Leaders Conference a dam removal talk and tour of the Sabin dam area.
- Hosted a Fly Tying Event at the Boardman River Nature Center in partnership with the Adams Chapter of Trout Unlimited. Thirty people including 10 kids attended the event.
- Reviewed information related to the re-introduction of the Grayling to northern Michigan rivers including the possibility of introducing them to the Boardman.

ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 565

Nature Center Visitation Feb 2019: 217

Program Participants this month: 401

Program Participants Feb 2019: 149

Drop ins this month: 164

Drop-in Feb 2019: 68

Nature Center Visitation this year: 1,154

Nature Center Visitation since 2008: 95,970

Program Participation & Program Planning:

- 143 preschool aged children and their families participated in our menu of nature-based programming opportunities for children (and their families) at the Boardman River Nature Center. Programming includes Peepers, Knee-High Naturalist, and Acorn Adventures.
- New programming geared toward homeschooled children was introduced. Roughly 24 students participated in the new programming. Programming will continue into May.
- Two field trip programs at the Boardman River Nature Center allowed for 172 students to experience environmental education first hand at the Nature Center.

Grand Traverse
Conservation District

- The Environmental Education staff attended the TADL MAkersfest and interacted with roughly 1,200 event participants.
- A training in partnership with Great Start to Quality was done at the Nature Center to roughly 60 area childcare professionals on the importance of Nature-Based play.
- Continued work on the Nature Playscape to finish design details and meet with potential partners.
- Attended five community meetings to represent the Grand Traverse Conservation District's Boardman River Nature Center.

FORESTRY ASSISTANCE PROGRAM (FAP), February 2020

Kama Ross, District Forester

Leelanau, Grand Traverse and Benzie Conservation Districts

Trainings: Climate Adaptation Planning and Practices Online Course, 5 of 7 weeks completed

On-Site Visits:

Leelanau County

1. Olson, 70 acs., Leland Twp.

2. Moore, 13 acs., Cleveland Twp.

Grand Traverse County

1. Morrison, 62 acs., Acme Twp.

2. Rennie, 222 acs., Whitewater Twp.

3. Williston, 10 acs., Whitewater Twp.

4. Malik, 218 acs., Grant Twp.

Benzie County

Grand Traverse Conservation District

1. Dobrzynski, 114 acs., Homestead Twp.

Written Forest Management Recommendations: 4 QFP Verifications: 0 MAEAP/FWH Verifications: 0

FAP Referrals to Private Sector: 6 FAP Referrals to Public Sector: 5

In-office Contacts: 29 landowners Follow-up Contacts: 44 landowners/qualified foresters

FAP Promotion/Program Development:

1. Continue updating GIS mapping

2. Cover LCD and BCD office

3. Attend Interlochen Arts Academy Science Department presentation on building bridges

4. Filmed ATREP video with Nature Change – out first week of March

5. FAP Monthly Conference Call

6. Meeting with Dave Barrons and Baases re: Leelanau Day of Planting at Veronica Valley Park, April 25th

7. Attended Active Assailant Awareness Training

8. Planning meeting with NRCS and MAEAP Staff for September 12th Forestry Field Day at Jan Malik's Tree Farm

9. Crystal Lake Watershed Overlay District Committee meeting

MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 6 (Antrim/Grand Traverse), 5 (Benzie/Leelanau)

Risk Assessments Completed: 4 (Antrim/Grand Traverse), 4 (Benzie/Leelanau)

Farms Verified: 4

Updates:

Grand Traverse
Conservation District

- 2/3: Strategic Planning Session
- 2/4: Grand Traverse Fruit Growers Council Meeting
- 2/5: Leelanau County Verification
- 2/6: Incubator Farm Planning Meeting
- 2/8: Michigan Family Farms Conference
- 2/11: Food and Farming Network Input and Engagement Committee Meeting
- 2/14: Freshwater Roundtable Meeting
- 2/17: Winter Water Quality Symposium
- 2/19: Food and Farming Network Summit Planning Committee Meeting
- 2/19: Food and Farming Network Social Hour
- 2/20: Antrim Soil Health Field Day Planning Meeting
- 2/21: Leelanau County Verification
- 2/24: Forestry Field Day Planning Meeting
- 2/25: Grand Traverse County Verification
- 2/25: Grand Traverse County Reverification

Current Projects:

- Working with:
  - 24 Farms in Antrim
  - 13 Farms in Grand Traverse
  - 20 Farms in Leelanau
  - 9 Farms in Benzie
- Assisting with utilizing MAEAP fund code for NRCS EQIP Applications
- Coordinating regenerative agriculture film series.
- Collaborating with Antrim Conservation District on spring Farming for the Future Workshop.
- Collaborating with Antrim and Kalkaska Conservation Districts for summer 2020 Soil Health Field Day.
- Collaborating with District Forester and NRCS on 2020 Forestry Field Day.
- Researching grant opportunities for increased cost-share and field day funding.
- 2020 MAEAP Reverifications
- 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.
- Working with Food and Farming Network on revisioning, governance, and summit planning.

Upcoming Events:

- 3/2: Pollinators the Movie Panel
- 3/3: Grand Traverse Fruit Growers' Council Meeting
- 3/3: Leelanau Conservation District Board Meeting

Grand Traverse Conservation District

- 3/4: Soil and Water Conservation Society Annual Natural Resources Seminar
- 3/11: Incubator Farm Business Plan Meeting with Small Business Development Center
- 3/12: Winter Nursery Conference
- 3/18: Food and Farming Network Annual Summit
- 3/20: Farming for the Future Workshop
- 3/21: Seed Swap, Native Plant, and Landscaping Event

NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: 39
Active Efforts: 2
Active Contacts: 341
Passive Efforts: 26
Passive Impressions: 33,114
Volunteer Hours: 0
Volunteers: 0

Acres Surveyed: 389
Sites Surveyed: 47
Acres Treated: 0
Sites Treated: 0
Acres Restored: 0
Sites Restored: 0

Meetings/Presentations:

- 2/4 – Presented *Habitat Matters* to Master Gardener Assoc. of Northwest Michigan; 46 attendees
- 2/6 – Attended & reported at Lk MI Islands Collaborative meeting; 28 attendees
- 2/21-23 – Held Home Builders Assoc & Outdoor Show booth; 80 active, 150 passive contacts
- 2/24-2/28 – National Invasive Species Awareness Week (outreach only)
- 2/26 – Chaired MISC Core Team meeting; 9 active contacts
- 2/27 – Discussed decontamination booths at 2020 bike races meeting
- 2/28-29 – Attended *Reframing Invasion* workshop; 15 active contacts

Treatments, Restoration, and Surveys:

- Surveyed 47 sites, 389 acres for HWA

Other Accomplishments:

- **New *GBB* participant!** (non-business)
- Interviewed & hired for ISN Seasonal Crew Member positions
- Interviewed for *Go Beyond Beauty* Specialist position
- Manistee News Advocate article on our Top 12; 15,000 reach
- Facebook reach: 11,797

Grand Traverse Conservation District

- Website unique visitors: 1,894
- Instagram reach: 4,273
- January 2019 eNews: 592 opens

Upcoming Events:

- Many of ISN's 2020 events are scheduled! Check them out at www.habitatmatters.org/eventsworkbees

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PRODUCE SAFETY AND FSMA

ORGANIZATIONAL

- **Strategic Plan meeting with Renee, and began formatting Survey Monkey questions**
- **Implemented suggested edits for Strategic Plan Survey**
- **Regular postings to FB**
- **Total farm visits: 2, Follow-up visits: 1**
- **Follow-up Communication: 10 and 10 Event Attendees**
- **PSRA: 0 / OFRR: 0**
- **Total completed PSRA Certificates to date: 3**
- **Total active PSRA: 12**
- **Farm Referrals by County to Date: 50**

Manistee	**5**
Benzie	**4**
Grand Traverse	**11**
Leelanau	**19**
Antrim	**6**
Other	**5**

Grand Traverse Conservation District

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

- **Total farm contacts: 284**

- **Continued Antrim Ag. Workshop Planning, logistics, contacting speakers/presenters**

- **Continued Manistee Ag Workshop Planning w/ Jamie, Scott and Tyler**

- **Began informational infographic for common wildlife, livestock and domestic animals and potential for contamination**

- **Article for Record Eagle Ag Forum: Working with Wildlife- Deterring Food Safety Risks while Encouraging Ecosystem Balance**

- **Article for Manistee News Advocate: Water Workshop**

- **Presentation DRAFT for Water Workshop**

- **Quarterly Report for Q2 2020**

- **Article for Record Eagle Ag Forum: Conservation in Food Safety (MAEAP and PSP comparisons)**

- **Incubator meeting with GTCD**

***Please note below that I was on personal medical leave from 2/10-2/24**

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*
- *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*

Grand Traverse
Conservation District

- *Post Harvest Handing 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
- PSA Grower Training Interlochen, MI 3/26/20
- NCR Annual Regional Conference Eau Claire, WI 4/1/20-4/2/20
- Hosting Water Workshop in Manistee w/ Jamie, Tyler and Scott 4/9/20
- MOFPS Team Morgan Composting Facilities Tour Sears, MI 6/29/20
- Soil Health Field Day Mancelona, MI 8/1/20

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
MDARD	Michigan Department of Agriculture & Rural Development

Grand Traverse
Conservation District

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

GTMESA
March 2020 Operations Report

Feb 16 – Unresponsive 3-month-old – East Bay Township – East Bay Ambulance along with FF Barber, FF Ginebaugh, Capt. Drewery, and Deputy McKinley responded to a child not breathing and unresponsive. The child's appearance was cyanotic with inadequate respirations. Barber and McKinley assisted the child's ventilations and took the child to the arriving East Bay rig. The patient was transported and later transferred to DeVos. The concern was how much brain damage may have occurred and the outlook wasn't positive. On March 5 the mother sent a picture of a fully recovered 4-month-old to Deputy McKinley.

Feb 22 – Broken water pipe – Sprint Store on Crossing Circle, Garfield – Crews responded to a fire alarm at the building holding Sullivan Learning and the Sprint store. Entry was made into the business with no initial issues found. Crews tried calling contact numbers with no luck, when water suddenly came into the Sprint store. The sprinkler system was shutdown. Lt Sprenger and FF Stone moved items out of the way of the water to prevent further damage.

Feb 25 – Oven fire - Eagle Vale, Garfield – A homeowner set their oven on the clean cycle and forgot that she had stored kitchen towels in the oven's slide out drawer. Due to the high heat the towels ignited damaging the stove, floor, and the side of the cabinets. The stove was removed from the home and aired out.

March 1 – CPR at Fairfield Inn, Garfield – An out of state couple were staying at the Fairfield Inn. The wife heard a thud and found her 41-year-old husband with no prior medical history unresponsive in full-arrest. A deputy arrived and performed CPR. Metro and NF arrived on scene and continued treatment and transport to Munson. The patient regained a pulse. Munson placed the patient in an induced coma for a few days and could not determine the cause of the episode. The patient had an implantable defibrillator installed and was released to return home March 11.

March 11 – Gas leak, 4 Mile Road and Tart Trail, East Bay – Crews responded to the area of 4 Mile and Oak St for a reported odor of natural gas. Crews discovered high readings on the gas detector and called DTE. It was determined that a survey crew had put a metal stake through an underground gas main. Crews stood by until crews from DTE arrived to shut down the system.

NORTH FLIGHT EMS

To: Garfield Township Board

From: Paul Owens, General Manager

Date: March 16, 2020

SUBJECT: 911 Requests/Response Time Average Report

Attached is North Flight EMS' *911 Requests/Response Time Average Report* for February 2020.

Operations for February 2020: There were no concern reports.

Financials for February 2020:

- Year-to-date total unrestricted revenue was $2,120,472. The budgeted amount was $2,314,037, which resulted in a negative variance of ($193,565).
- The total "requests for service" for February was 736. Prior year requests was 770.
- The total "billable requests for service" for February was 541. This total, compared with the budgeted total of 608, resulted in a decrease of (67) calls. "Requests for service" for the prior year was 550.

Miscellaneous for February 2020:

- Management initiated conversations with area EMS administrators, physicians, and hospital administrators to ensure proper precautionary measures were taken by staff during the onset of COVID-19.

Fractile Response Times

Trip Date IS BETWEEN 02/01/2020 AND 02/29/2020; AND Call Types IS Prehospital; AND Initial Priorities IS P - 1, Lights and Sirens; AND Response Zone IS GARFIELD TWSP-28

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
00:00 - 00:59	1	1	1.00%	1%
01:00 - 01:59	3	4	3.00%	4%
02:00 - 02:59	7	11	7.00%	11%
03:00 - 03:59	6	17	6.00%	17%
04:00 - 04:59	15	32	15.00%	31%
05:00 - 05:59	21	53	20.00%	51%
06:00 - 06:59	13	66	13.00%	64%
07:00 - 07:59	18	84	17.00%	82%
08:00 - 08:59	5	89	5.00%	86%
09:00 - 09:59	6	95	6.00%	92%
10:00 - 10:59	5	100	5.00%	97%
11:00 - 11:59	1	101	1.00%	98%
13:00 - 13:59	1	102	1.00%	99%
15:00 - 15:59	1	103	1.00%	100%
Total Calls:	**103**			

Charter Township of Garfield
Planning Department Report No. 2020-48

Prepared:	March 18, 2020	Pages:	2
Meeting:	March 24, 2020 Township Board	Attachments:	☐
Subject:	Planning Department Monthly Report for March 2020		

PURPOSE

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

DEVELOPMENTS

The Planning Commission is currently conducting the following development reviews:

Chick-Fil-A Restaurant
- 3980 N. US 31 South
- Development Description: Special Use Permit review to accommodate restaurant with drive-through service
- Status: Public Hearing at Planning Commission scheduled for 4/8/2020

3077 Garfield Conditional Rezoning
- Location: 3077 Garfield Road
- Development Description: Proposed storage units at back of the parcel and commercial redevelopment at front of the parcel
- Status: Public Hearing at Planning Commission scheduled for 4/8/2020

Consumers Energy Substation
- Location: 825 Cass Road
- Development Description: Special Use Permit for expansion and upgrades to existing Boardman substation
- Status: Staff directed by Planning Commission to prepare Findings of Fact

Good News Automotive
- Location: 3300 Cass Road
- Development Description: Rezoning from General Industrial to General Commercial
- Status: Staff directed by Planning Commission to prepare Findings of Fact

4051 Cedar Run Road Rezoning
- Location: 4051 Cedar Run Road
- Development Description: Rezoning from One-Family Residential to C-O Office Commercial
- Status: Introduction of rezoning request was made to Planning Commission on 3/11/2020. Additional study is required.

Wendy's Restaurant
- Location: 1712 South Garfield Avenue
- Development Description: Site Plan Review to accommodate restaurant with drive-through service on a portion of the former Kmart site
- Status: Site Plan Review by Planning Commission for 4/8/2020

3479 Veterans Drive Rezoning

- Location: 3479 Veterans Drive
- Development Description: Rezoning from One-Family Residential to Office Commercial
- Status: Introduction of rezoning application to Planning Commission for 4/8/2020

Burlington Sign Review

- Location: 3450 West South Airport Road
- Development Description: Request to install a sign larger than 100 square feet
- Status: Review by Planning Commission on 4/8/2020 since the sign is in the C-P Planned Shopping District

Shop Dept/Encore Sign Review

- Location: 3200 West South Airport Road
- Development Description: Request to install an exterior wall sign at the Grand Traverse Mall
- Status: The request was denied by Planning Commission because it did not meet the requirements of the C-P Planned Shopping District

Village at LaFranier Woods Planned Unit Development

- Location: 2242 LaFranier Road
- Development Description: New 385-unit senior living complex
- Status: Awaiting submission for Final Engineering Review for a Planned Unit Development

PLANNING

Planning Commission recommended review process to start for the draft Barlow Garfield Neighborhood Plan to the Planning Commission at its March 11, 2020 meeting. 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. The Plan project page can be found here: http://www.garfield-twp.com/barlowgarfield.asp.

Upcoming discussions by the Planning Commission will be the Redevelopment Ready Communities program, developing a land use chart for the Zoning Ordinance, and reviewing the sign regulations for C-P Planned Shopping Center district.

April 6th meeting of the Parks and Recreation meeting is scheduled. There will be several items for discussion including planning for the Grand Traverse Commons Natural Area, dedication event for the Boardman Valley Nature Preserve – pickleball courts, updates to the hunting permit application and Parkland Ordinance, commercial kayaking on Boardman River, and bids for Parks maintenance services.

STAFF

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Clerk's Report

For February 29, 2020

Submitted 3/19/20

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 February in the General Fund, you will find that we had a total of $1,185,909.19 Revenues and $394,380.79 Expenditures. For the year we have a total of $1,885,638.21 Revenues and $694,268.68 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 02/29/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/2020	AVAILABLE BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,900,000.00	1,900,000.00	1,534,167.92	843,496.84	365,832.08
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	0.00	49.00
101-000-414.000	Protested PRE Interest	500.00	500.00	1,634.68	404.32	(1,134.68)
101-000-423.000	TRAILER PARK FEES	8,500.00	8,500.00	752.50	0.00	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	24,134.00	18,263.00	155,866.00
101-000-476.001	PLANNING FEES	12,000.00	12,000.00	3,850.00	3,750.00	8,150.00
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	365.00	185.00	(365.00)
101-000-476.005	ZONING FEES	16,000.00	16,000.00	1,450.00	650.00	14,550.00
101-000-574.000	STATE SHARED REVENUE	1,400,000.00	1,400,000.00	241,649.00	241,649.00	1,158,351.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	0.00	0.00	20,000.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	82.99	32.54	4,917.01
101-000-627.000	TAX COLLECTION FEES	22,000.00	22,000.00	0.00	0.00	22,000.00
101-000-656.000	Ordinance Enforcement Fees	500.00	500.00	66.67	0.00	433.33
101-000-664.000	EARNED INTEREST	50,000.00	50,000.00	(3.33)	(9.29)	50,003.33
101-000-668.002	RENTS & ROYALTIES CABLE VIS	300,000.00	300,000.00	70,765.09	70,765.09	229,234.91
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	29,000.00	29,000.00	6,722.69	6,722.69	22,277.31
101-000-676.000	REIMBURSEMENTS	14,000.00	14,000.00	0.00	0.00	14,000.00
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	0.00	0.00	600.00
Total Dept 000		3,963,950.00	3,963,950.00	1,885,638.21	1,185,909.19	2,078,311.79
TOTAL REVENUES		3,963,950.00	3,963,950.00	1,885,638.21	1,185,909.19	2,078,311.79
Fund 101 - GENERAL OPERATING FUND: TOTAL REVENUES		3,963,950.00	3,963,950.00	1,885,638.21	1,185,909.19	2,078,311.79

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	1,500.00	750.00	10,500.00	12.50
101-101-701.101	WAGES - FILE CLERK	36,197.99	36,197.99	7,784.00	3,113.60	28,413.99	21.50
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	950.00	300.00	11,050.00	7.92
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	1,200.00	550.00	10,800.00	10.00
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	1,500.00	700.00	10,500.00	12.50
101-101-701.105	WAGES - OFFICE COORDINATOR	33,657.10	33,657.10	13,432.00	5,372.80	20,225.10	39.91
101-101-726.000	SUPPLIES	6,000.00	6,000.00	880.75	523.93	5,119.25	14.68
101-101-726.001	POSTAGE	8,000.00	8,000.00	2,178.48	2,178.48	5,821.52	27.23
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	881.11	881.11	6,618.89	11.75
101-101-801.002	LEGAL SERVICES - TOWNBOARD	16,000.00	16,000.00	60.00	60.00	15,940.00	0.38
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	0.00	(3,600.00)	100.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	1,567.00	1,567.00	5,933.00	20.89
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	1,282.09	1,282.09	1,717.91	42.74
101-101-901.000	ADVERTISING	7,500.00	7,500.00	318.00	318.00	7,182.00	4.24
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	32.50	32.50	3,967.50	0.81
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	2,500.00	2,500.00	180.00	180.00	2,320.00	7.20
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	37,345.93	17,809.51	159,509.16	18.97
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	77,416.12	77,416.12	14,887.70	5,955.08	62,528.42	19.23
101-171-701.202	WAGES - APPRAISER II	45,228.51	45,228.51	8,413.38	3,434.92	36,815.13	18.60
101-171-701.203	WAGES - ASSESSMENT CLERK	0.00	0.00	239.14	0.00	(239.14)	100.00
101-171-701.204	WAGES - APPRAISER III	53,914.54	53,914.54	10,385.56	4,190.68	43,528.98	19.26
101-171-701.205	WAGES - ASSESSOR	95,584.61	95,584.61	18,381.65	7,352.66	77,202.96	19.23
101-171-726.000	SUPPLIES	2,000.00	2,000.00	416.17	347.92	1,583.83	20.81
101-171-726.001	POSTAGE	3,700.00	3,700.00	2,791.21	2,791.21	908.79	75.44
101-171-805.000	CONTRACTED AND OTHER SERVICES	31,085.00	31,085.00	3,494.06	3,494.06	27,590.94	11.24
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	1,488.26	1,488.26	636.74	70.04
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	33.47	33.47	6,966.53	0.48
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	0.00	2,520.00	16.00
Total Dept 171 - TOWNSHIP SUPERVISOR		324,553.78	324,553.78	61,010.60	29,088.26	263,543.18	18.80
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	78,000.00	78,000.00	1,931.25	1,125.00	76,068.75	2.48
101-191-726.000	SUPPLIES	24,000.00	24,000.00	2,308.96	2,308.96	21,691.04	9.62
101-191-726.001	POSTAGE	8,000.00	8,000.00	1,952.96	138.76	6,047.04	24.41
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	6,193.17	3,572.72	112,806.83	5.20

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	77,416.12	77,416.12	14,887.70	5,955.08	62,528.42	19.23
101-215-701.302	WAGES - DEPUTY CLERK	50,000.00	50,000.00	9,615.40	3,846.16	40,384.60	19.23
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	289.94	289.94	1,210.06	19.33
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	509.96	509.96	5,490.04	8.50
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	120.00	0.00	580.00	17.14
Total Dept 215 - TOWNSHIP CLERK		141,916.12	141,916.12	25,423.00	10,601.14	116,493.12	17.91
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	100.00	0.00	1,400.00	6.67
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	100.00	0.00	1,400.00	6.67
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	100.00	0.00	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	0.00	5,900.00	4.84
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	77,416.12	77,416.12	14,887.70	5,955.08	62,528.42	19.23
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	9,615.40	3,846.16	40,384.60	19.23
101-253-726.000	SUPPLIES	2,500.00	2,500.00	300.15	300.15	2,199.85	12.01
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	44.85	44.85	655.15	6.41
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	218.16	218.16	281.84	43.63
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	1,038.82	1,038.82	3,461.18	23.08
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	26,105.08	11,403.22	126,911.04	17.06
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	5,679.00	4,974.00	24,321.00	18.93
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	169.98	84.99	1,830.02	8.50
Total Dept 258 - COMPUTER SUPPORT		35,000.00	35,000.00	5,848.98	5,058.99	29,151.02	16.71
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	10,000.00	10,000.00	1,073.83	447.43	8,926.17	10.74
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	518.71	518.71	2,981.29	14.82
101-265-850.000	TELEPHONE	16,000.00	16,000.00	2,659.10	1,595.68	13,340.90	16.62
101-265-920.601	HEATING / GAS	14,000.00	14,000.00	1,413.91	1,413.91	12,586.09	10.10
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	143.69	143.69	5,856.31	2.39

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	16,000.00	16,000.00	915.43	915.43	15,084.57	5.72
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	610.00	610.00	9,390.00	6.10
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	1,180.00	1,180.00	13,820.00	7.87
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	170.00	85.00	830.00	17.00
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	0.00	1,134.60	24.36
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	281.97	0.00	19,718.03	1.41
Total Dept 265 - TOWNSHIP HALL		173,000.00	173,000.00	9,332.04	6,909.85	163,667.96	5.39
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	15,384.60	6,153.84	64,615.40	19.23
101-371-701.704	WAGES - BUILDING	25,000.00	25,000.00	3,129.14	1,442.00	21,870.86	12.52
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	36.63	36.63	963.37	3.66
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	280.00	45.00	1,220.00	18.67
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		126,746.97	126,746.97	18,830.37	7,677.47	107,916.60	14.86
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	300.00	200.00	1,700.00	15.00
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	240.50	240.50	24,759.50	0.96
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	287.00	287.00	5,713.00	4.78
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	2,627.50	1,927.50	48,372.50	5.15
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	75,678.00	75,678.00	14,553.45	5,821.38	61,124.55	19.23
101-401-701.901	WAGES - DEPUTY PLANNER	54,184.00	54,184.00	10,420.00	4,168.00	43,764.00	19.23
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	8.19	8.19	991.81	0.82
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 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
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
Total Dept 401 - TOWNSHIP PLANNER		152,397.79	152,397.79	24,981.64	9,997.57	127,416.15	16.39
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	100.00	100.00	1,100.00	8.33
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	100.00	100.00	1,100.00	8.33
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	100.00	100.00	1,100.00	8.33
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
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	300.00	300.00	19,700.00	1.50
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES	54,000.00	54,000.00	10,384.60	4,153.84	43,615.40	19.23
101-412-701.602	WAGES ZONING	19,999.20	19,999.20	3,682.55	1,538.40	16,316.65	18.41
101-412-726.000	SUPPLIES	1,000.00	1,000.00	33.47	33.47	966.53	3.35
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		77,799.20	77,799.20	14,100.62	5,725.71	63,698.58	18.12
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	90,000.00	90,000.00	7,356.87	7,356.87	82,643.13	8.17
Total Dept 448 - STREET LIGHTS - TOWNSHIP		90,000.00	90,000.00	7,356.87	7,356.87	82,643.13	8.17
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	33,584.68	3,500.00	(13,584.68)	167.92
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	0.00	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
Total Dept 747 - COMMUNITY PROMOTIONS		166,000.00	166,000.00	56,200.21	3,500.00	109,799.79	33.86
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	213.95	213.95	2,286.05	8.56
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	696.19	696.19	803.81	46.41
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	910.14	910.14	3,589.86	20.23

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
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	14,473.00	5,890.38	65,527.00	18.09
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	434.80	0.00	565.20	43.48
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	395,000.00	395,000.00	160,011.81	50,159.54	234,988.19	40.51
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	1,181.92	1,181.92	8,818.08	11.82
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	12,938.00	12,938.00	62.00	99.52
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	5,991.00	0.00	2,009.00	74.89
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		604,100.00	604,100.00	195,030.53	70,169.84	409,069.47	32.28
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	2,372.00	2,372.00	12,628.00	15.81
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	2,372.00	2,372.00	80,628.00	2.86
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANFERS TO #308 PARK SYS	200,000.00	200,000.00	200,000.00	200,000.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		200,000.00	200,000.00	200,000.00	200,000.00	0.00	100.00
TOTAL EXPENDITURES		4,068,014.71	4,068,014.71	694,268.68	394,380.79	3,373,746.03	17.07
Fund 101 - GENERAL OPERATING FUND: TOTAL EXPENDITURES		4,068,014.71	4,068,014.71	694,268.68	394,380.79	3,373,746.03	17.07

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 02/29/2020

GL NUMBER	DESCRIPTION	2020 ORIGINAL BUDGET	2020 AMENDED BUDGET	YTD BALANCE 02/29/2020	ACTIVITY FOR MONTH 02/29/20	AVAILABLE BALANCE	% BDGT USED
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	0.00	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	(21,237.74)	1,923.20	21,237.74	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 GTCD	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	9,582.04	9,252.04	118,917.96	7.46
Total Dept 000		300,500.00	300,500.00	13,344.30	11,175.24	287,155.70	4.44
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	2,000.00	2,000.00	287.82	147.13	1,712.18	14.39
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		2,000.00	2,000.00	287.82	147.13	1,712.18	14.39
TOTAL EXPENDITURES		302,500.00	302,500.00	13,632.12	11,322.37	288,867.88	4.51
Fund 308 - PARK SYSTEM FUND: TOTAL EXPENDITURES		302,500.00	302,500.00	13,632.12	11,322.37	288,867.88	4.51

Charter Township of Garfield
Planning Department Report No. 2020-46

Prepared:	March 17, 2020	Pages: 1
Meeting:	March 24, 2020 Township Board	Attachments: ☒
Subject:	Distribution of Draft Barlow Garfield Neighborhood Plan	

BACKGROUND INFORMATION:

In May 2019, the Planning Commission issued a Notice of Intent to Plan, in accordance with the Michigan Planning Enabling Act, to initiate development of the Barlow Garfield Neighborhood Plan. The following timeline outlines the planning process taken to draft the Plan:

June 2019 – September 2019
: Staff prepared an Existing Conditions Report of the neighborhood.

October 21, 2019
: On October 21, 2019, the Township hosted a public input session at the Grand Traverse County Health Department Building. About 20 people attended and engaged in an "visual preference survey" to determine their development preferences.

October 2019 – December 2019
: The "visual preference survey" was made available on the Township website. There were approximately 10 responses.

November 5, 2019
: The Township hosted "An Evening with Bob Gibbs" on November 5, 2019 at the Township Hall. Co-sponsored by Garfield Township, the Traverse Area Association of Realtors, and Grand Traverse County, this event supported the Barlow Garfield Neighborhood Plan along with specific focus on the federally designated Opportunity Zone. Approximately 20 people attended the event. The ideas presented at this event may help inspire future development or redevelopment in the neighborhood.

November 2019 – December 2019
: A mail out survey of all property owners within the Plan area was conducted. The Township received about 50 responses which roughly corresponded to 10% of all surveys mailed to property owners.

September 2019 – January 2020
: Staff prepared the Draft Plan based on public input and Existing Conditions Report findings.

January 2020 – March 2020
: The Planning Commission reviewed two drafts of the Plan before recommending that the Plan go through the formal review process.

Before the Draft Plan can be adopted as part of the Township Master Plan, it must go through a formal review process in accordance with the Planning Enabling Act. For the Draft Plan to be distributed to adjacent jurisdictions and required agencies, the Township Board must approve the distribution.

ACTION REQUESTED:

Following discussion, if the Township Board is comfortable with the Draft Plan, then the following motion is suggested:

> MOTION TO APPROVE disbursement of the Draft Barlow Garfield Neighborhood Plan for the 42-day review period in accordance with the Michigan Planning Enabling Act.

Attachments:

1. Draft Barlow Garfield Neighborhood Plan

Charter Township of Garfield
Planning Department Report No. 2020-47

Prepared:	March 17, 2020	Pages:	2
Meeting:	March 24, 2020 – Township Board	Attachments:	☒
Subject:	Historic Barns Park Road Improvements/Article 9 Amendment to Grand Traverse Commons Development Regulations		
Applicant:	City of Traverse City and Charter Township of Garfield Recreational Authority		

BACKGROUND:

The Historic Barns Park is located in the C-1 Recreation and Cultivation District of the Grand Traverse Commons. A conceptual site development plan was developed for the Historic Barns Park and inserted in the current Grand Traverse Commons Development Regulations for its adoption in May 2017. See Article 9 of the Grand Traverse Commons Development Regulations for more information.

PROPOSED DEVELOPMENT REGULATIONS AMENDMENT/ROAD IMPROVEMENTS:

The City of Traverse City and Charter Township of Garfield Recreational Authority is proposing to amend Article 9 by replacing the conceptual site development plan with a formal site development plan that includes creating a new vehicular circulation pattern, new paved drives, and new parking areas. See attached site plan.

The amendment is considered a Major Amendment pursuant to Section 1.04.C of the Development Regulations. Pursuant to Section 1.05.C of the Development Regulations, a major amendment shall be approved in the manner described below:

1. The Joint Planning Commission shall review any proposal to amend development regulations.
2. Following a public hearing, the Joint Planning Commission shall report its recommendation to the City Commission and Township Board, which, upon adoption of concurrent resolutions, may amend development regulations.
3. The City Commission and/or the Township Board may also hold a public hearing.

An introduction of this project was presented to the Joint Planning Commission at its regular meeting on October 16, 2019. At its meeting on February 5, 2020, the Joint Planning Commission scheduled a public hearing. The public hearing was held by the Joint Planning Commission on February 27, 2020. Following the public hearing, the Joint Planning Commission recommended the proposed amendment to Article 9 of the Grand Traverse Commons Development Regulations be approved by the City of Traverse City Commission and the Charter Township of Garfield Board.

1. *Impervious Surfaces*. Section 9.08 of the Development Regulations stipulates impervious surface standards that must be met. A breakdown of those standards in comparison with what is proposed is listed below:

	Maximum Permitted (Sq. Ft.)	Proposed (Sq. Ft.)
Maximum Total Building Coverage	39,000	22,754
Maximum Total Parking Coverage	39,000	26,551
Maximum Total Impervious Surface	78,000	49,305

2. *Parking Spaces*. There is an increase in the amount of improved parking planned for the Barns and Gardens from 35 spaces described in the current conceptual site development to 82 spaces in the proposed road network realignment and reconstruction.

3. *Vehicular Circulation*. The Motorized Circulation Plan (Map 11) in the Master Plan calls for North Red Drive to be a Minor Street from the Barns and Gardens northward. As described in the Plan, Minor Streets are "intended to provide access to specific locations within the campus and alternative routes throughout the campus. The street surface should be paved and accommodate two narrow lanes of traffic. Pedestrians should be separated from motor vehicle traffic with walkways. Minor Access Streets include: Red Drive (near the barns and around the bocce-ball courts) and Cottageview Drive." Furthermore, the Non-Motorized Circulation Plan (Map 10) in the Plan calls for textured pedestrian walkway along Red Drive.

ACTION REQUESTED:

Following Board review and discussion, the following motion is offered for consideration:

> MOTION TO that the proposed amendment to Article 9 of the Grand Traverse Commons Development Regulations BE APPROVED.

The Board may make any modifications to the motion, including adding any conditions.

Attachments:

1. Figure 9.09 C-1 Site Development Plan
2. Overall Plan (C012) for Road Network Realignment and Reconstruction Project at Historic Barns Park (dated February 20, 2020)

C-1 RECREATION AND CULTIVATION DISTRICT
HISTORIC BARNS PARK
SITE DEVELOPMENT PLAN

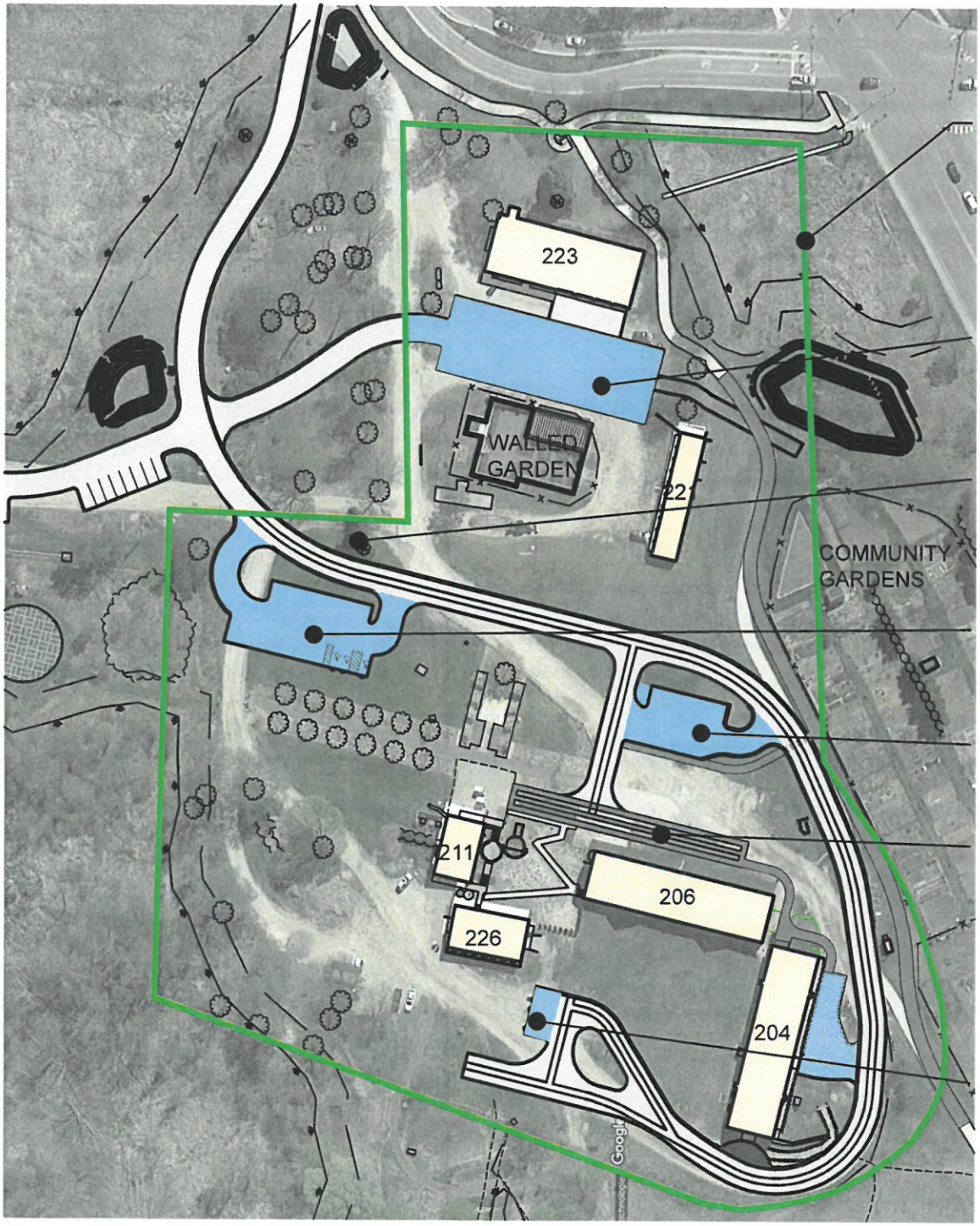

FIGURE 9.09 C-1 SITE DEVELOPMENT PLAN

C102

OVERALL PLAN

PROJECT NO.: 2012-130

PROJECT:
ROAD NETWORK REALIGNMENT AND RECONSTRUCTION PROJECT
AT HISTORIC BARNS PARK

CLIENT:
CITY OF TRAVERSE CITY AND
GARFIELD TWP REC AUTHORITY

LOCATION:
SECTION 23, T27N - R11W, GARFIELD TWP,
GRAND TRAVERSE COUNTY, MICHIGAN

PLAN DATE:
2-20-2020

jozwiak consulting
p.o. box 5342 traverse city, mi 49696 | 231-218-1201
www.jozwiakconsulting.com

CONFIRMATION OF TOWNSHIP OF GARFIELD AND NORTH FLIGHT, INC. AGREEMENT

THIS CONFIRMATION AGREEMENT (the **"Confirmation"**) is made as of 2-20, 2020 by and between **NORTH FLIGHT, INC. ("North Flight")** and **THE TOWNSHIP OF GARFIELD** ("Garfield Township"). North Flight and Garfield Township are collectively referred to as the "Parties".

RECITALS

A. The Parties entered into an Agreement, effective as of April 1, 2004, as amended, (the "Agreement"), a copy of which is attached hereto as Exhibit A and incorporated by reference.

B. The Term as set forth in the Agreement commenced April 1, 2004 for a period of one year; after the initial one year period, the Agreement automatically renews for successive periods of one year, unless either party gives written notice of its intent not to renew the Agreement.

C. The Parties intend to confirm that the Agreement remains in full force and effect.

IN CONSIDERATION of the above recitals and the covenants contained in this Confirmation, the Parties agree as follows:

1. **Confirmation of Agreement.** The Parties hereby confirm that the Agreement remains in full force and effect and that the Parties continue to operate under the terms as set forth in the Agreement and that neither party has given notice of any intent not to allow the Agreement to renew for any successive one year periods.

Dated: _____

TOWNSHIP OF GARFIELD

By: _____
Name:
Title:

Dated: 2-20-20

NORTH FLIGHT, INC.

By: _____
Name: **Mark Deponio**
Title: **President**

2020060

MEMORANDUM MUNSON HEALTHCARE Update

TO: Mark A. Hepler, Corporate Controller

FROM: Paul M. Shirilla, Vice President & General Counsel PMS

RE: ~~North Flight, Inc. - Township of Garfield Agreement~~

DATE: January 24, 2005

I am attaching a copy of the above-referenced Amendment, which I ask that you please process. If you have any questions or comments regarding the Agreement, please contact me.

PMS/kmr
Enc.
cc: Shelley Bisson (w/enc.)
Kathleen McManus (w/enc.)
David C. Maxson
John M. Rockwood

1105 Sixth Street
Traverse City, Michigan
49684-2386
(231) 935-5000
munsonhealthcare.org

Munson Healthcare
Contract Routing Slip/Compensation Internal Review

This Form Must Accompany Contracts/Written Agreements[1]

Parties to Agreement: Tax I.D. Numbers:
North Flight, Inc. _____
Township of Garfield _____
Additional parties listed on separate sheet of paper yes___ no X

Summary of this contractual arrangement: This is an amendment to the agreement whereby Garfield Township provides housing for North Flight staff to ensure availability of emergency medical services to the residents and visitors of the Township of Garfield. The amendment changes the term of the agreement from a one year agreement to an automatically renewable term.

Other Contractual Arrangements with Munson entity: yes__ no X

1. Type of Agreement: (check one)
   - ___ Employment
   - X Independent Contract
   - ___ Recruitment Solo ___ Group ___
     - A. Date of PRC approval: _____
     - B. Community Need Documentation completed: yes___ no ___

2. Term of Contract (years):_ Eff Date: 4/1/04 Exp Date: 3/31/05
   This amendment provides that the agreement will auto renew for one year terms.

3. Does contract amend or replace an existing agreement? yes X no ___

4. Automatic Renewal: yes X no ___ If yes, number of years _____

5. Compensation Survey completed: yes ___ no X

Compensation: None

Standard Fringe Benefits: yes ___ no ___ N/A X

[1] See "Excess Benefit" Transactions Policy #43.03, Contract Request and Review Guideline #43.GO1 and Contract Processing and Repository Guideline 43.GO3

AMENDMENT TO AGREEMENT
(FIRST AMENDMENT)

THIS AMENDMENT is effective as of the 1st day of April, 2005, by and between **NORTH FLIGHT, INC.**, a Michigan nonprofit corporation of 1105 Sixth Street, Traverse City, Michigan 49684 (the "North Flight") and the **TOWNSHIP OF GARFIELD,** a governmental unit, of 3848 Veterans Drive, Traverse City, Michigan 49684 ("Garfield Township").

RECITALS

1. North Flight and Garfield Township entered into an Agreement dated effective April 1, 2004 a copy of which is attached hereto as Exhibit A and incorporated herein by reference (the "Agreement").

2. Paragraph 6 of the Agreement provides that the Agreement may be changed or modified only by a written agreement executed by the parties hereto.

TERMS

NOW, THEREFORE, in consideration of the mutual promises set forth below and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties agree to amend the Agreement to provide as follows:

C. **Paragraph 4. Term of Agreement** This paragraph is revised in its entirety to provide as follows:

> 4. Term of Agreement: The term of this Agreement shall be for a period of one (1) year, commencing at 12:01 a.m. on April 1, 2004 and ending at 11:59 p.m. on March 31, 2005. Thereafter, the Agreement shall automatically renew for additional one (1) year terms, unless terminated in writing by either party at least ninety (90) days prior to the expiration of the current term. This Agreement may be terminated earlier upon the occurrence of any of the following:
>
> (a) By mutual agreement of the parties;
>
> (b) By either party, with or without cause, upon ninety (90) days prior written notice to the other party; and
>
> (c) By either party upon a material breach of the Agreement by the other party if said breach is not cured within thirty (30) days after the receipt of written notice of the breach by the offending party.

All other terms and conditions of this Agreement shall remain in full force and effect as written.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set opposite each of their signatures.

NORTH FLIGHT, INC.

Date: 12/21/04

By: Kathleen McManus
Kathleen McManus
Its: President

TOWNSHIP OF GARFIELD

Date: 1-14-05

By:
Lee Wilson
Its: Supervisor

PSA.DOC\Amendment\Garfield Amendment eff 040105.DOC

Exhibit A
Agreement dated effective April 1, 2004

AGREEMENT

This is an agreement entered into effective April 1, 2004, by and between North Flight, Inc., a Michigan nonprofit corporation, whose mailing address is 1105 Sixth Street, Traverse City, Michigan 49684, ("North Flight") and the Township of Garfield, a governmental unit, whose mailing address is 3848 Veterans Drive, Traverse City, MI 49684, ("Garfield Township").

RECITALS

1. Garfield Township is a governmental entity providing public services and desires to ensure the availability of emergency medical services to the residents and visitors of the Township of Garfield in order to enhance the health, safety and welfare of such citizens.

2. The sole purpose of this Agreement is to provide Garfield Township with reasonably available staffing for emergency medical services. The parties hereto expressly acknowledge that no payment or benefit accorded to any party under this Agreement is directly or indirectly in exchange for the referral of patients and that influencing referral patterns is not a purpose of this Agreement.

TERMS

1. Responsibilities of North Flight:

1.1. Authority With Regard to North Flight Personnel: Except as otherwise provided herein, North Flight shall retain sole and exclusive authority with regard to the employment, supervision, compensation, promotion, dismissal and administration of all North Flight employees providing services to Garfield Township under this Agreement.

1.2. Compensation of North Flight Personnel: North Flight shall be solely responsible for paying compensation (including without limitation salary and fringe benefits) to all North Flight employees providing services to Garfield Township pursuant to this Agreement. North Flight shall prepare all payroll information and make all required payroll deductions as required under State and Federal laws.

1.3. Equipment and Supplies: North Flight shall be solely responsible for providing all necessary equipment and supplies for their personnel while stationed in Garfield Township.

1.4. Phone Service and Internet Provider: North Flight shall be solely responsible for providing phone and internet services for the use of North Flight personnel while stationed in Garfield Township. Providers of the said services and physical location will be approved by Garfield Township.

2. Responsibilities of Garfield Township:

2.1 Provision of Housing: Garfield Township shall provide the housing necessary for North Flight staff to perform the required emergency medical services.

3. Indemnity Provisions:

3.1 Indemnification: To the extent permitted by law, the parties agree to indemnify and to hold each other, their respective agents, and employees harmless from and against all claims, damages, losses, and expenses, including, but not limited to, reasonable attorney fees arising out of the performance of this Agreement which is caused in whole or in part by the other party's negligent act or omission, or that of an agent or employee of the other party, provided, however, neither party shall be obligated to provide indemnification to the other party if such other party would be prohibited by law from providing indemnification under like or similar circumstances.

3.2 Cooperation: Each party shall promptly notify the other of any knowledge regarding any occurrence which may result in a claim against either of them and shall cooperate with each other whenever any claim is filed against either of them.

4. Term of Agreement: The term of this Agreement shall be for a period of one (1) year, commencing at 12:01 a.m. on April 1, 2004, and ending at 11:59 p.m. on March 31, 2005. This Agreement may be terminated before expiration of the Term on the occurrence of any of the following:

(a) By mutual agreement of the parties;

(b) By either party, with or without cause, upon ninety (90) days prior written notice to the other party; and

(c) By either party upon a material breach of this Agreement by the other party if said breach is not cured within thirty (30) days after the receipt of written notice of the breach by the offending party.

5. Notices: Any notice or other communication by either party to the other with regard to this Agreement shall be in writing and shall be given, and be deemed to have been given, when either delivered by messenger or mailed, postage prepaid, registered or certified mail addressed as follows:

TO NORTH FLIGHT: North Flight, Inc.
1105 Sixth Street
Traverse City, MI 49684

TO GARFIELD TOWNSHIP: Garfield Township
3848 Veterans Drive
Traverse City, MI 49684

or to such other address, and to the attention of such other person or officer as either party may designate in writing.

6. Modification and Changes: This Agreement may be changed or modified only by a written agreement executed by the parties hereto.

7. Assignment: Neither party shall assign its rights, duties or obligations under this Agreement without the prior written approval of the other, except that North Flight may assign this Agreement to a Munson Healthcare subsidiary or affiliate without such approval.

8. Headings: The headings contained in this Agreement are intended solely for convenience of reference and shall be given no effect in the construction or interpretation of this Agreement.

9. Independent Contractor Status: In the performance of the services to be rendered pursuant to this Agreement, it is mutually understood and agreed that the parties shall be, and at all times are, acting and performing as independent contractors. As such, except as specifically provided herein, no party shall be deemed the agent, legal representative, joint venturer, partner, employee or servant of the other for any purpose whatsoever.

10. Governing Law: This Agreement shall be governed by the laws of the State of Michigan.

11. No Intent to Induce Referrals. The parties hereto each acknowledge and agree that it is not a purpose of this Agreement or of any other agreements or undertakings contemplated herein to influence the reason or judgment of the parties to this Agreement with respect to the referral of any patients for treatment, goods or services. Accordingly, the parties hereto acknowledge and agree that neither party hereto or their employees, agents or contractors shall be required pursuant to this Agreement to refer any individual to any party hereto, or any employee, agent or contractor of any of the foregoing, for the provision of medical services or the provision of any other goods or services.

12. No Third Party Beneficiaries: This Agreement is intended solely for the benefit of the parties hereto and there is no intention, expressed or otherwise, to create rights or interests for any party or persons other than Garfield Township and North Flight. This Agreement shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Agreement, and no other person shall have the right to enforce any of the provisions contained herein.

13. Waiver of Breach: The failure of any party to strictly enforce any provisions of this Agreement shall not be construed as a waiver thereof or as

excusing the defaulting party from future performances.

14. Non-assumption of Liabilities. Neither party to this Agreement shall, by entering into and performing this Agreement, become liable for any of the existing or future obligations, liabilities, or debts of the other party and shall not, by providing emergency medical services, assume or become liable for any of the obligations, debts, and liabilities of the other party.

15. Access to Records. To the extent required by the Social Security Act (and any regulations promulgated thereunder), until the expiration of four (4) years after this Agreement has been terminated, the parties shall make available, upon request of the Secretary of Health and Human Services or the Comptroller General of the United States, this Agreement, and books, documents, and records that are necessary to certify the nature and extent of the costs claimed by the parties with respect to this Agreement.

16. Force Majeure. Notwithstanding anything contained in this Agreement to the contrary, if any term or condition of this Agreement to be performed or observed by North Flight is rendered impossible of performance or observance due to any cause beyond North Flight's control, including, without limitation, an act of God, war, civil disturbance, fire or casualty, weather conditions, labor dispute or governmental rule, North Flight, for so long as such condition exists, shall be excused from such performance or observance, provided it takes all appropriately reasonable steps as soon as reasonably practicable in order to terminate such condition.

17. Entire Agreement: This Agreement contains the entire Agreement between the parties hereto with respect to the subject matter hereof, and no representations or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates as set forth below.

NORTH FLIGHT, INC.

By: _____
Kathleen A. McManus
Its: President
Dated: 4/23/04.

GARFIELD TOWNSHIP

By: _____
Lee Wilson
Its: Supervisor
Dated: 5/27/04.