

# CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, May 14, 2019 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 – April 23, 2019 (Recommend Approval)  
April 29, 2019 Special Meeting (Recommend Approval)

- b. Bills -

- General Fund (Recommend Approval)

\$ 340,497.19

- c. Agreement for Collection of Summer Property Taxes (Recommend Approval)
- d. Request from Tim Hinkley, President of the Traverse City Boom Boom Club, for a contribution of \$3,500 for the 2019 July 4<sup>th</sup> Fireworks (Recommend Approval)

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

**5. Correspondence**

- a. Grand Traverse Conservation District – April 2019 Report

**6. Reports**

- a. Sheriff's Report - Consideration of Resolution #2019-13-T, Michigan Township Participating Plan Risk Reduction Grant Program Application
- b. Assessors Report
- c. County Commissioner's Report
- d. Personnel Committee's Report
- e. Clerk's Report
- f. Supervisor's Report

**7. Unfinished Business**

- a. Public Hearing – PD 2019-53 – First Amendment to 2018 5-Yr Parks and Recreation Master Plan
- b. Public Hearing – PD 2019-54 – Amendment to Parkland Ordinance Prohibiting Marijuana Smoking

**8. New Business**

- a. Consideration of the Proposed Comprehensive Annual Budget Fiscal Year July 1, 2019 to June 30, 2020 for the City of Traverse City and the Charter Township of Garfield Recreational Authority
- b. Consideration of Consent To Amended and Restated Agreement for Management of the Historic Barns Park
- c. Consideration of Letter of Recommendation for Eaglehurst Dr. Water Main & Sanitary Sewer Extension
- d. Consideration of approval of easements for Drain and Storm Water Overland Flow
- e. Review Resolution 2019-06-T, a Resolution Adopting Township Trustees Salary

9. Public Comment

10. Other Business

11. Adjournment

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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.

**3. a.**

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD MEETING  
April 23, 2019**

Supervisor Korn called the Town Board Meeting to order on April 23, 2019 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: Denise Schmuckal, Jeane Blood Law, Molly Agostinelli, Steve Duell, Lanie McManus and Chuck Korn

Absent and Excused: Dan Walters

Staff Present: Planner John Sych

**1. Public Comment (6:00)**  
None

**2. Review and Approval of the Agenda - Conflict of Interest (6:01)**  
Korn added "Brownfield Asbestos Pipe Removal" to the consent calendar. Brownfield will be funding the entire removal.

*Agostinelli moved and Duell seconded to approve the agenda as amended.*

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

**3. Consent Calendar (6:02)**

**a. Minutes**

**April 9, 2019 Regular Meeting (Recommend Approval)**

**b. Bills**

<b>General Fund (Recommend Approval)</b>	<b>\$257,789.74</b>
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**Gourdie-Fraser**

<b>Developer's Escrow Fund – Storm Water Reviews</b>	<b>\$ 5,791.25</b>
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<b>Developer's Escrow Fund – Utility Plan Review, Oversight and Closeout</b>	<b>1,000.00</b>
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<b><u>Utility Receiving Fund</u></b>	<b><u>3,209.25</u></b>
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<b>Total</b>	<b>\$ 10,000.50</b>
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**(Recommend Approval)**

**Air Traffic Solutions Inc. – Renewal Invoice** \$ 1,562.50  
**Adding time on TraffiCloud to expire on 6/14/020**  
**(Recommend Approval)**

- c. **MTT Update (Receive and File)**
- d. **PD 2019-42 First Amendment to 2018 5-Year Parks and Recreation Master Plan – Introduction and Schedule for Public Hearing for May 14, 2019 (Recommend Approval)**
- e. **PD 2019-43 Amendment to Parkland Ordinance Prohibiting Marihuana Smoking - Introduction and Schedule for Public Hearing for May 14, 2019 (Recommend Approval)**
- f. **License for Brownfield Redevelopment Authority to remove some asbestos pipes at the property at the Commons (Recommend Approval)**

Board members asked to remove Bills, item 3.b. for further discussion under item 4.a.

*Schmuckal moved and Blood Law seconded to adopt the consent calendar as amended.*

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

**4. Items removed from the Consent Calendar (6:05)**

**a. Bills**

Board members inquired about a bill for tech related items.

*Duell moved and Schmuckal seconded to approve the bills from the General Fund in the amount of \$257,789.74.*

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

**5. Correspondence (6:06)**

- a. Email from Steven Maas regarding Ordinance No. 74

**6. Reports**

**a. Construction Report (6:07)**

Engineer Jennifer Hodges highlighted items from her written report. She added that the tank is moving along and should be online at the end of May. Water pressure in the US 31/37 region was discussed. The Fox Run and Crown developments are moving forward with bids and construction. There have been numerous stormwater reviews and a contract for moving a pressure valve on McCrae Hill is attached. Hodges

explained that by moving the pressure valve, water pressure may be increased somewhat in the area.

*Schmuckal moved and Blood Law seconded to approve the contract for the US 31 South/McCrea Hill PRV Relocation, Proposal 19-198, at a cost of \$47,000.*

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

**b. GT Metro Report (6:16)**

Assistant Chief Steve Apostol said that the ISO has been double checked and corrected to a new rating of three. There were 278 incidents in Garfield Township in the month of March and he reviewed some of the runs with board members. He warned of the grass fire dangers in the spring and said that a grant had been received to purchase and install more smoke alarms. He added that the Youth Firesetter program is gaining some traction in other areas of the state.

**c. Northflight EMS Report (6:26)**

Tim Newton stated that Northflight has a response time of 9 minutes 95% of the time and said that the increased call response time is likely due to the better weather. He is reviewing call response standards for other larger metro areas at this time. Newton will be attending a local expo to speak to students from High School about careers in emergency services. He added that the latest paramedic program is going well and seven students are getting ready to graduate.

**d. County Commissioner's Report (6:31)**

Commissioner Brad Jewett reported that some drains have been cleaned along the Cass drainage district which should help for now. County Commissioners approved the payment of \$1.5 million extra towards MERS this year. Commissioner Bryce Hundley said that he is on the Commission on Aging committee.

**e. Personnel Committee Report 6:35**

Schmuckal reported that interviews were held for the Deputy Planner position and second interviews may be scheduled. She added that there were seven applicants.

**f. Treasurer's Report (6:36)**

Blood Law said that funds have been committed to many projects for the year. Korn gave an update on the Boardman Lake Trail project.

**g. Supervisor's Report (6:40)**

Korn reported that the Cass Road Drainage District will result in a 10% fee for the township. He shared a report from DTE regarding natural gas enhancements in the area and said that there may be a FEMA grant to help reconstruct the river crossing on South Airport Road.

**7. Unfinished Business****a. Public Hearing – PD 2019-38 – Recreational Marijuana Establishments – Opt-Out Ordinance (6:45)**

Planner John Sych explained the provision and that it needed to be passed for a community to opt out. Korn opened the Public Hearing at 6:47pm and seeing no one wishing to speak, closed the Public Hearing.

*Duell moved and Schmuckal seconded to adopt Resolution 2019-09-T adopting Ordinance No. 74. As attached to Planning Department Report 2019-38.*

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

**b. Public Hearing – PD 2019-39 Amending Fireworks Ordinance (6:49)**

Planner Sych explained that this is the most restrictive ordinance that can be passed and is consistent with state laws. Korn opened the Public Hearing at 6:51pm and seeing no one wishing to speak, closed the Public Hearing. Board members discussed the proposed ordinance and asked that staff change the times in the PD report to correlate with the ordinance.

*Agostinelli moved and McManus seconded to adopt Resolution 2019-10-T adopting the Second Amendment to Ordinance No. 67, as attached to Planning Department Report 2019-39.*

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

**c. PD 2019-45 – Silver Lake Recreation Area (SLRA) capital Improvements (6:56)**

Planner Sych said that the Parks and Rec Commission would like the parking lot project to coincide with a few other proposed improvements to be made in the park. Those projects include a well house, sidewalk construction, a new trail loop with a portion of it being paved and tennis court resurfacing. All funds will come from the Parks budget with the exception of the trail relocation. Engineer Hodges explained that it made sense to bid all projects at once and she would gather the cost estimates for items 2, 3, and 4. Board members discussed the logistics of the parking. Captain Holliday from Station 12 gave his point of view on the fire station lot improvements. Board members agreed that more discussion with Station 12 personnel needed to take place before any final decisions were made. Hodges will get a cost estimates on items 2, 3, and 4 as outlined in PD Report 2019-45.

*Schmuckal moved and Blood Law seconded to have Engineer Jennifer Hodges gather cost estimates for items 2, 3, and 4 as outlined in PD Report 2019-45.*

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

**8. New Business**

**a. Consideration of Boiler System Removal/Replacement bids for the Township Hall Boiler (7:27)**

Blood Law declared a conflict of interest on this matter.

Four bids were received to replace the Township Hall boiler. The new boiler will be more efficient. Engineer Hodges recommends that the bid from Temperature Control for \$16,650 with the \$2,700 deduction for a smaller unit be accepted.

*Agostinelli moved and Schmuckal seconded to award the bid for a new boiler in the Township Hall to Temperature Control for \$16,650 with the \$2,700 deduction for a smaller unit for a total of \$13,950.*

*Yeas: Agostinelli, Schmuckal, Duell, McManus, Korn*  
*Nays: None*

**b. Consideration of Audit Firm Bids (7:38)**

Blood Law said that seven firms were contacted to bid on the contract and two responses were received from Dennis, Gartland and Niergarth, and Rehmann. The finance committee interviewed both and both are well known accounting firms in the area.

*McManus moved to award the bid for auditing services to Dennis, Gartland and Niergarth. Schmuckal seconded the motion.*

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

**c. PD 2019-44 Boardman Valley Nature Preserve (BVNP) Pickleball Courts Policy (7:44)**

Sych explained the proposed pickleball court policy that had been drafted by the Traverse Area Pickleball Association and brought to the Parks Commission. The Parks Commission approved the policy for a one year trial and recommends that the Township Board do the same.

*McManus moved and Schmuckal seconded to authorize the Supervisor and Planning Department Staff to enter into a one-year agreement with TAPA implementing the policy attached to PD report 2019-44.*

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

**d. Consideration of support for a letter of tax Abatement support (7:47)**

A three story facility is being proposed on LaFranier Road and tax abatement is requested for the apartment complex which will have mixed income based housing for seniors. MSHDA funding will be sought and a



little less than 1/2 will be income based and considered for a PILOT. Board members expressed their concerns with the proposed PILOT project in terms of the amount of PILOTS in the township and the stress it may put on first responders. The developers are asking for a letter which states that Garfield Township will consider this.

*Schmuckal moved and Agostinelli seconded to authorize Supervisor Korn to draft a letter of support for the proposed project and which refers to the existing PILOT Ordinance and how PILOTS benefit the community.*

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

**9. Public Comment (8:04)**

Brad Jewett of West Silver Lake Road commented on the boiler purchase.

**10. Other Business (8:05)**

Blood Law announced that Deputy Treasurer Chloe Macomber had a 12 lb 1oz baby boy.

**11. Adjournment**

*Schmuckal adjourned the meeting at 8:07pm.*

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

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Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

**CHARTER TOWNSHIP OF GARFIELD  
TOWN BOARD SPECIAL MEETING MINUTES  
Monday, April 29, 2019 Minutes**

**3. a.**

**ORDER OF BUSINESS**

**Call meeting to order**

Supervisor Korn called the Town Board Study Session to order on Monday, April 29, 2019, at 5:30 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

**Roll call of Board Members**

Present: Chuck Korn, Lanie McManus, Denise Schmuckal, Molly Agostinelli, Steve Duell, Jeane Blood Law

Absent and Excused: Dan Walters

**1. Public Comment**

None

**3. Review and Approval of the Agenda**

Schmuckal moved and Duell seconded to approve the agenda as amended.

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

Nays: None

**2. Business to come before the Board**

**a. Discussion regarding the hire of Deputy Director of Planning.**

Schmuckal recommended Stephen Hannon for the vacant Deputy Planner position with a start date of April 30, 2019. Agostinelli seconded the recommendation.

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

Nays: None

**b. Announced the opening for a Code Enforcement Officer**

**3. Public Comment**

None

**4. Adjournment**

Korn adjourned the meeting at 5:38 p.m.

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Chuck Korn, Supervisor  
3848 Veterans Drive  
Traverse City, MI 49684

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Lanie McManus, Clerk  
3848 Veterans Drive  
Traverse City, MI 49684

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/18/2019	GEN	37812	PAUL DEERING	RESIDENT FALL / DEDUCTIBLE	101-265-935.608	420.00
04/18/2019	GEN	37813	CONSUMERS ENERGY	ACCT #300015142189 NOTIFICATION #104696074	101-448-920.005	10,606.00
04/24/2019	GEN	37815	FIFTH THIRD BANK	5473787298599431	101-101-726.000	260.65
		37815		5473787298599431	101-215-960.000	961.54
						1,222.19
04/24/2019	GEN	37816	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	765.76
04/24/2019	GEN	37817	GOURDIE-FRASER, INC.	SIDEWALK MELT BOILER REPLACEMENT RFP	101-101-805.000	1,726.75
04/24/2019	GEN	37818	GRAND TRAVERSE COUNTY TREAS	2ND QTR SHERIFF - COUNTY PATROL	101-301-830.000	289,145.50
04/24/2019	GEN	37819	INTEGRITY BUSINESS SOLUTIONS	BILL COUNTER	101-258-726.000	160.00
		37819		PAPER / FOLDERS	101-371-726.000	6.49
		37819		PAPER / FOLDERS	101-412-726.000	15.99
						182.48
04/24/2019	GEN	37820	O'HEARN PEST CONTROL LLC	REFILL BAIT STATIONS	101-265-935.608	50.00
04/24/2019	GEN	37821	SUMMIT COMPANIES	BATTERIES / FIRE ALARM INSPECTION	101-265-726.003	150.00
		37821		BATTERIES / FIRE ALARM INSPECTION	101-265-935.608	275.00
						425.00
04/24/2019	GEN	37822	UNITED WAY	UNITED WAY	101-000-238.000	95.00
04/24/2019	GEN	37823	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,015.00
04/25/2019	GEN	37824	SUPERFLEET	GAS	101-806-862.000	100.07
04/30/2019	GEN	37825	ALL TRAFFIC SOLUTIONS	TRAFFIC SUITE APP RENEWAL	101-747-880.007	1,562.50
04/30/2019	GEN	37826	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	180.50
		37826		CONTRACTED SVCS	101-400-805.000	105.50
						286.00
04/30/2019	GEN	37827	ANNE WENDLING	CONTRACTED SVCS	308-000-864.000	87.00
04/30/2019	GEN	37828	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	298.79
		37828		ELECTRIC	101-265-920.603	900.73
		37828		ELECTRIC	101-448-920.005	855.64
						2,055.16
04/30/2019	GEN	37829	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-880.001	453.65
04/30/2019	GEN	37830	CITY OF TRAVERSE CITY	170975-94720	101-000-084.861	182.71
		37830		170975-94720	101-448-920.005	512.41

**3. b.**

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/30/2019	GEN	37831	GRAND TRAVERSE CONSERVATION DI	TOOL & VEHICLE FEES	308-000-935.000	695.12
04/30/2019	GEN	37832	MICHIGAN ASSESSORS ASSOCIATION	CONFERENCE REGISTRATION	101-171-960.000	300.00
04/30/2019	GEN	37833	RICK ROBBINS	KEENAN / 3D EXOTIC	101-253-801.000	250.00
04/30/2019	GEN	37834	TEMPERATURE CONTROL	THERMOSTATS NO RESPONDING TO SET POINT ADJ.	101-265-935.608	69.40
04/30/2019	GEN	37835	THE GUARDIAN	DENTAL / LIFE	101-851-873.030	1,054.50
		37835		DENTAL / LIFE	101-851-873.040	1,719.08
						1,169.59
						2,888.67
04/30/2019	GEN	37836	GRAND TRAVERSE COUNTY ROAD	MEADOW LANE DR	246-000-800.000	1,000.00
05/01/2019	GEN	37837	CARL STUJZINSKI	WIPER BLADES FOR TWP TRUCK	101-806-864.000	41.88
05/02/2019	GEN	37838	FIFTH THIRD BANK	5473785400027192	101-171-960.000	920.73
05/02/2019	GEN	37839	LANDGREEN LAWCARE	SPRING FERTILIZATION SILVER LAKE	308-000-880.001	1,267.60
05/02/2019	GEN	37840	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	540.00
05/02/2019	GEN	37841	NORTH WOODS BUSINESS FORM	BUSINESS CARDS HANNON	101-401-726.000	38.97
05/02/2019	GEN	37842	RUBY CLEANING SERVICE	CONTRACTED SVCS	101-265-935.603	1,150.00
05/02/2019	GEN	37843	RUBY CLEANING SERVICE	CONTRACTED SVCS	308-000-935.000	100.00
05/02/2019	GEN	37844	SNAP PRINTING	CORRECTION NOTICES	101-371-726.000	104.00
05/02/2019	GEN	37845	STATE OF MICHIGAN (P)	SUW MONTHLY/QUARTERLY	101-000-228.000	2,667.03
05/08/2019	GEN	37847	B S & A SOFTWARE	SA / DELINQUENT PP ANNUAL SVC & SUPPORT	101-258-935.015	1,465.00
05/08/2019	GEN	37848	CONSUMERS ENERGY	100018131597	101-448-920.005	25.93
05/08/2019	GEN	37849	CONSUMERS ENERGY	100000311801	101-000-084.861	1,432.00
		37849		100000311801	101-448-920.005	6,204.62
						7,636.62
05/08/2019	GEN	37850	DTE ENERGY	910020833133	101-265-920.601	771.46
05/08/2019	GEN	37851	DTE ENERGY	910020833257	101-265-920.601	42.86
05/08/2019	GEN	37852	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
05/08/2019	GEN	37853	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	143.94
05/08/2019	GEN	37854	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	1,061.16

Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/08/2019	GEN	37855	INTEGRITY BUSINESS SOLUTIONS	NAME PLATES	101-401-726.000	31.80
05/08/2019	GEN	37856	OLSON, BZDOK, & HOWARD	BDMAN LAKE TR. / ATT / DRAINAGE COMPLAINT	101-101-801.002	248.30
		37856		DRIVEWAY / PUD	101-400-801.000	420.50
						<u>668.80</u>
05/08/2019	GEN	37857	SNAP PRINTING	BUILDING PERMITS	101-371-726.000	476.17
05/08/2019	GEN	37858	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	765.76
05/08/2019	GEN	37859	LAUTNER IRRIGATION INC	SPRING START-UP SILVER LAKE PARK	308-000-935.000	849.31
05/08/2019	GEN	37860	STAPLES	INK	101-101-726.000	40.07
		37860		PRINTER	101-171-726.000	(9.10)
		37860		LABELS	101-215-726.000	119.95
						<u>150.92</u>
05/08/2019	GEN	37861	UNITED WAY	UNITED WAY	101-000-238.000	95.00
05/08/2019	GEN	37862	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	2,015.00

TOTAL - ALL FUNDS TOTAL OF 49 CHECKS 340,497.19

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	1,913.50
101-000-227.000	DEFERRED COMP	4,030.00
101-000-228.000	STATE TAXES PAYABLE	2,667.03
101-000-237.000	HSA (FORMERLY FLEX)	1,531.52
101-000-238.000	UNITED WAY	190.00
101-101-726.000	SUPPLIES	300.72
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	540.00
101-101-801.002	LEGAL SERVICES - TOWNBOARD	248.30
101-101-805.000	CONTRACTED AND OTHER SERVICES	1,907.25
101-171-726.000	SUPPLIES	(9.10)
101-171-960.000	EDUCATION & TRAINING	1,170.73
101-215-726.000	SUPPLIES	119.95
101-215-960.000	EDUCATION & TRAINING	961.54
101-253-801.000	LEGAL SERVICES	69.40
101-258-726.000	SUPPLIES	160.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	1,465.00
101-265-726.003	SUPPLIES-MAINTANCE	150.00
101-265-850.000	TELEPHONE	1,061.16
101-265-920.601	HEATING / GAS	814.32
101-265-920.602	WATER / SEWER	143.94
101-265-920.603	LIGHTS BUILDING	900.73
101-265-935.603	CLEANING SERVICE	1,150.00
101-265-935.608	MAINTENANCE-OTHER	1,799.50
101-301-830.000	POLICE CONTRACT	289,145.50
101-371-726.000	SUPPLIES	586.66
101-400-801.000	LEGAL SERVICES	420.50
101-400-805.000	CONTRACTED AND OTHER SERVICES	105.50
101-401-726.000	SUPPLIES	70.77
101-412-726.000	SUPPLIES	15.99
101-448-920.005	STREET LIGHTS TOWNSHIP	18,204.60
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	1,562.50

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-806-862.000			GAS & CAR WASHES			100.07
101-806-864.000			MISCELLANEOUS			41.88
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			1,719.08
101-851-873.040			INSURANCE - EMPLOYEE LIFE			1,169.59
246-000-800.000			LOCAL ROAD CONSTRUCTION			1,000.00
308-000-864.000			MISCELLANEOUS			87.00
308-000-880.001			COM. PROM. - SILVER LAKE PARK			1,721.25
308-000-935.000			MAINTENANCE - MISC, EQUIP			1,260.81
			TOTAL			340,497.19



Traverse City Area Public Schools  
Great Community, Great Schools

Sandra Low  
Finance Director

Jeane Blood Law, Treasurer  
GARFIELD TOWNSHIP  
3848 Veterans Drive  
Traverse City, MI 49684

April 23, 2019

RE: Agreement for Collection of Summer Property Taxes

Traverse City Area Public Schools (TCAPS) is seeking a two year extension of the summer tax collection agreement that is currently in place (through the 2020 tax year). The enclosed agreement states the collection fee for 2019 and 2020 will be \$2.50 per parcel. The fee includes the cost of collection of the summer tax levy for TCAPS, Bay Area Transportation Authority, TBA Intermediate School District, and Northwestern Michigan College.

Two copies of the agreement are enclosed for you to execute and **return one fully executed copy to our office**. Please feel free to contact me if you have any questions. Thank you.

Sincerely,

TRAVERSE CITY AREA PUBLIC SCHOOLS

A handwritten signature in black ink that reads "Sandra Low".

Sandra Low  
Finance Director

Cc: BATA  
NMC  
TBAISD

Enclosures (2)

**TRAVERSE CITY AREA PUBLIC SCHOOLS  
And  
GARFIELD TOWNSHIP**

**AGREEMENT FOR COLLECTION OF SUMMER PROPERTY TAXES**

AGREEMENT made as of the 1st day of July, 2019, by and between **TRAVERSE CITY AREA PUBLIC SCHOOLS**, with offices located at 412 Webster Street, Traverse City, MI 49686 (hereinafter "School District") and **GARFIELD TOWNSHIP**, with office mailing address of 3848 Veterans Drive, Traverse City, MI 49684 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the providing for the collection by Township of a summer levy all (100%) of School District property taxes for two (2) years (2019 & 2020). This agreement shall renew annually, unless notification is given by either party prior to December 1. Each year upon renewal, the base fee may reflect any increase over the prior year in postage and any additional cost incurred as a result of any new legislative mandates.

The parties agree as follows:

1. The Township agrees to collect all (100%) of the total school property taxes as certified by the School District for levy on July 1, of each year on property located within the Township.
2. The School District agrees to pay costs for preparation and collection of summer taxes for School District as follows:
  - a. The collection fee for 2019 & 2020 will be \$2.50 per parcel. This fee includes the cost of collection of Bay Area Transportation Authority, TBA Intermediate School District, and Northwestern Michigan College summer tax levy.
  - b. Township to submit billing for tax collection for total number of parcels with first remittance of tax collections and School District Business Office will remit to Township within 10 Business days upon receipt of billing.
3. No later than the second Wednesday in June the School District shall certify to the Township Clerk the school millage to be levied on property for summer tax collection.
4. The Township Treasurer shall account for and remit to the School District not later than 12 o'clock, noon, of the second Business Day following the dates as listed below. The Treasurer may retain a maximum of 10% of the taxes collected the last 15 days of February until the delinquent roll is reconciled by the county treasurer. Business Day is defined as a day, other than Saturday or Sunday, on which commercial banks in Traverse City are not required by law or executive order to remain closed.

July 15	October 1	January 1, 15	April 1
August 1, 15	November 1	February 1, 15	May 1
September 1, 15	December 1, 15	March 1	June 1



Remittance is the third business day, rather than the second, when the 1<sup>st</sup> or 15<sup>th</sup> is a Saturday or Sunday.

5. In consideration of the agreement, the Township shall retain the interest earned by the investment of the tax collections from the date of collection to the calendar day immediately preceding the due date of remittance of said taxes to the School District, in accordance with the schedule set forth in paragraph above.

GARFIELD TOWNSHIP:

TRAVERSE CITY AREA PUBLIC SCHOOLS:

\_\_\_\_\_  
Jeane Blood Law, Treasurer

  
\_\_\_\_\_  
Christine Thomas-Hill, Associate Superintendent  
of Finance and Operations

SIGNATURE AUTHORIZED BY GARFIELD  
TOWNSHIP TRUSTEES RESOLUTION OF

  
\_\_\_\_\_  
Sandra Low, Finance Manager

\_\_\_\_\_, 2019.

\_\_\_\_\_  
Chuck Korn, Supervisor

\_\_\_\_\_  
Lanie McManus, Clerk

**From:** BoomBoom <[BoomBoomClub@charter.net](mailto:BoomBoomClub@charter.net)>  
**Date:** May 7, 2019 at 9:08:29 PM EDT  
**To:** BoomBoomClubTC <[boomboomclub@charter.net](mailto:boomboomclub@charter.net)>  
**Subject: Be Part of the Boom!**

**Traverse City Boom Boom Club**  
**July 4, 2019**

What do you think of when you see the number 9? Baseball? Robert Redford's jersey number in "The Natural"? The square root of 3? The number 6 upside down?

How about 9 years of commemorating America's Independence Day and our veterans with some of the most spectacular up north fireworks you have ever seen.

Because of your support, The Traverse City Boom Boom Club will once again be celebrating the 4th of July with an awe-inspiring display of fireworks over Grand Traverse Bay. We hope this year's celebration is already in your hearts and minds....and on your calendars.

Enjoy awesome food provided by Maxbauers, lively music that will have your hearts thumping (feel free to sing or dance along), and an incredible fireworks display (synchronized to music) that will light up your eyes and the sky.

Tickets may be purchased online or at the door. See below for details.

And check out our reserved tables for 10. They are a great value and a great way to celebrate July 4th. Invite your family and friends to share in the fireworks experience with you. Or put a group together to participate. You just never know what surprises await.

Be part of the Boom! Please donate now. We need your support to keep the fireworks going. Together, we will make July 4th, 2019, a night to remember.

With sincerest thanks,

Your TCBBC Board of Directors

Tim Hinkley, President

Phil Andrus

Terry Carrithers

Maggie Hardy

Steve Horne

Mary Rogers

Trevor Tkach

Mark Wilson

**Grand Traverse Conservation District**  
**April 2019 Report**

**CONSERVATION TEAM**

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

**Administration**

- Responded to inquiries regarding the dogs on leash law at Brown Bridge
- Met with City Administration regarding Brown Bridge budget.

**Routine Monitoring and Maintenance**

- Used leaf-blowers to clean off all major boardwalks and stairs
- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Swept floors and restocked vault-toilets at BBQA parking lots
- Cleaned up trash along Brown Bridge Rd., including all pull-offs and trailheads

**Grants**

- Continued to work with the Grand Traverse Band and the US Fish & Wildlife Service regarding the placement of large wood in a 1,200-foot section of “new” river at Brown Bridge. This effort will combine Environmental Quality Incentive Program funding through the GT Band, Great Lakes Fish & Wildlife Restoration Act funds through USFWS, Rotary Friends of the Boardman support, and Brown Bridge Trust Parks Improvement Fund monies to complete the project. Engineered design work is being done through the Natural Resources Conservation Service. Design, site plan development, permitting, wood acquisition, and contractor selection will take place over the next several months with a January 2020 installation date.

**Other**

- Collected willow stake cuttings to be used offsite at the County-owned Natural Education Reserve for streambank restoration
- Poured the concrete abutments for Brown’s Landing footbridge
- Coordinated a YouthWorks crew on the sprucing up and cleaning of the pole barns
- Purchased 50 spruce trees to be planted within the park in the vicinity of the caretaker house

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**OWNER/PARKLAND: Garfield Township – Various**

**Administration**

- Attended regularly scheduled Garfield Parks and Recreation Commission meeting and provided updates
- Corresponded with Tim Mikovitz, Great Wolf Lodge Manager, to enable access for fish stocking and future demolition of mill
- Submitted a pond stocking permit application from MDNR for Oleson Pond at Kids Creek Park
- Coordinated orders of native planting efforts at Silver Lake Recreation Area, Kid’s Creek Park, and the Commons Natural Area

### **Routine Monitoring and Maintenance**

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash at all Garfield parks
- Cleared trails at all parks of downed trees and branches by chainsaw as necessary
- Blew off boardwalks and timber infrastructure at Garfield parks
- Constructed a puncheon boardwalk at Miller Creek Nature Reserve to minimize impact and transect a seasonally wet section of trail
- Changed seasonal posters at trailhead info stations to reflect spring time topics
- Provided weekly routine walk-throughs of the Silver Lake dog park to refill dog bag dispensers and change trash receptacle

### **Other**

- Coordinated stocking of Oleson Pond at Kid's Creek Park with 600+ bluegill
- Received and unloaded 25+ large ball and burlap trees for buffer at Silver Lake Rec Area, Kids Creek Park and the Commons for planting this May.
- Held an Earth Day public volunteer event (~12 attendees) to clear trails, pick up trash, and apply a layer of mulch to a seasonally wet section of trail.
- Collaborated with TC West Middle School and GT Stewardship Initiative in development of a planned planting project at Kids Creek Park in consideration of tree diseases, climate change and species migration northward – planting to occur May 23
- Planned stewardship planting project with the Greenspire Montessori for Tree School at the Commons – May 10

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## **OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve**

### **Administration**

- Met with County Administration regarding Boardman bottomland easements.
- Met with County Parks & Recreation Commission to receive approval to host a public contest to name the new landing at the former Boardman Dam.
- Coordinated and developed the draft agenda for the NER Advisory Committee

### **Routine Monitoring and Maintenance**

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Replaced spindles on Keystone Rapids overlook
- Repaired fencing at trailhead parking areas as necessary
- Monitored beaver activity along Keystone Rapids
- Cleared down trees and branches off trails and blew-off leaf debris from boardwalks and steps
- Opened and cleaned outhouse at Beitner Canoe Landing

### **Grants**

- Environmental Quality Incentives Program: Coordinated planting crews on the installation of approximately 10,500 bareroot seedlings on Boardman bottomlands
- Great Lakes Restoration Initiative: Coordinated planting crews on the installation of 3,000 bareroot seedlings on Boardman bottomlands

**Other**

- Met onsite at Boardman bottomlands with AECOM and CRA staff to discuss upcoming streambank restoration projects along the “new” that will be overseen by GTCD
- Met onsite with NER Advisory Committee member Jack Robbins to discuss the layout and site plans for the parking areas near the Cass Rd. landing
- Held two public volunteer workbees near the Cass Rd. landing to plant bareroot seedlings within the Boardman bottomlands
- Met with TART representatives on-site to determine upcoming construction plans for the Boardman River Trail this season
- Worked with TART volunteers to pre-construct boardwalk ‘pods’ for the new section of Boardman River Trail
- Collected willow stake cuttings with a YouthWorks crew at Brown Bridge Quiet Area to be used for streambank restoration purposes within the Boardman bottomlands
- Worked with TART on a draft RFP to hire a contractor to connect the Boardman River Trail from Robbins Bridge (new Cass Road bridge) to the construction access road that runs along the western side of the river channel. The Boardman River Trails is a 42 mile trail that extends from Traverse City through the Boardman River Valley to the North Country Trail new Scheck’s State Campground in Union Township.
- Coordinated upcoming stewardship planting projects with 5<sup>th</sup> grade students from TC Christian and Traverse Heights with Paul Wiemerslage, Au Sable Institute of Environmental Studies, through the REYS (Restoration Ecology for Young Students) program

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**OWNER/PARKLAND: Recreational Authority – Hickory Meadows**

**Administration**

- Attended the monthly Rec Authority Board meeting and provided updates
- Prepared draft agenda and meeting minutes for the monthly HMAc meeting
- Provided a quarterly report for the Rec Authority Board
- Submitted draft workplan and budget for 2019/20 fiscal year
- Corresponded with City staff in developing a plan for upcoming park improvements to benefit users of both Hickory Meadows and Hills
- Collaborated with the HMAc in devising draft recommendations for discussion points on Meadows management considerations
- Corresponded with Cathlyn Sommerfield, CS Research and Consulting, in development of a report generated from collected user surveys at Hickory Meadows trailheads

**Routine Monitoring and Maintenance**

- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash
- Repaired crush gravel trail from past season fluvial erosion concerns
- Cleared steps to pond of debris
- Pruned trails as necessary with saw and loppers
- Downloaded trail counter data monthly
- Collected user survey data as necessary



**Grants**

- DTE Energy Tree Planting Grant – planning and implementation of native tree and shrubs for buffer installation through awarded funds – project report due by end of May

**Other**

- Installed bird nesting boxes with Pathfinder students on fringes of open meadows
  - Began unloading ball and burlap trees and prepping for buffer planting this May with assistance from the City of TC staff
  - Planning for upcoming Hickory Meadows workbee on May 11.
- 

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

**Administration**

- Planned for upcoming work projects for the 2019 field season
- Contacted Daniel Schillinger, Consulting Forester regarding timing of the planned timber harvest.

**Routine Monitoring and Maintenance**

- Performed routine trailhead/parking lot inspections and picked up trash
- Conducted drive-thru inspections once snow and road conditions allowed.

**Grants**

- Made plans to implement the MDNR Wildlife Habitat grant tree maintenance work that will include replacing any dead trees, re-securing tree protectors, spray spotted knapweed, and installing native grass and wildflower seed according to the grant agreement.

**Other**

- Conducted walk through on the trails and noted tree stands that have not been removed as required from last deer hunting season. The owners of the stands that have contact information as required by law will be contacted and asked to remove the stands. Those without contact information will be removed this spring.
- 

**BOARDMAN RIVER STEWARDSHIP**

- Answered calls regarding if the river is cleared of trees that fell over the course of the winter. GTCDC crews will get out and open the river water levels recede.
- Continued to coordinate the placement of large wood for habitat in the new section of river at Brown Bridge.
- Met with staff from several organizations including Watershed Center GT Bay, GT Band, MDEQ, and consultant ECT regarding planned work through a NOAA grant for Kids Creek north of Meijer.
- Working with in partnership with the Adams Chapter of Trout Unlimited and the MDNR to restore the North Branch sand trap. The trap is no longer planned for clean out for several reasons including the MDNR Fisheries Division moving away from using traps as a method of restoring a trout stream and a greater focus on habitat improvements. The streambanks at the



former trap site are eroding severely. Adams TU is looking to apply for TU National Embrace-A-Stream funding to assist with restoration.

- Received word from the Great Lakes Commission and the office of Environment Great Lakes & Energy (former MDEQ) regarding grant approval (\$2,180) for the 15<sup>th</sup> Annual Boardman River Clean Sweep event.

**ENVIRONMENTAL EDUCATION**

**Nature Center Visitation this Month: 554**  
**Program Participants this month: 433**  
**Drop ins this month: 121**  
**Nature Center Visitation this year: 6,602**

**Nature Center Visitation April 2018: 459**  
**Program Participants April 2018: 367**  
**Drop-in April 2018: 92**  
**Nature Center Visitation since 2008: 87,107**

**Program Participation & Program Planning:**

- Attended 3<sup>rd</sup> annual recycle smart event and interacted with roughly 300 adult and children event attendees.
- 40 preschool-aged families were served with our twice weekly nature-based preschool programming at the Boardman River Nature Center
- Interacted with roughly 750 people per education focused social media post.
- Submitted 2019/20 State of Michigan Day camp license.
- Assisted with Capital Budget and Strategic plan development questions for the Grand Traverse Conservation District
- Exceeded FY19 budget goals for day camp registration fees. Waitlists for every week of camp.
- Spring/Summer education event planning finalized for Boardman River Nature Center.

**FORESTRY ASSISTANCE PROGRAM (FAP)**

**Trainings:** Society of American Foresters Meeting in Grayling, earned 12.5 CFEs  
ReLeaf, Plant it Well, Enjoy it Forever training, earned 2.5 CFEs  
MSU Carbon Credits Webinar, earned 1.0 CFEs

**On-Site Visits:**

Grand Traverse County

1. Seefeld, 5 acs., Green Lake Twp.
2. Wedling, 2.5 acs., East Bay Twp.
3. Hayes, 3 acs., Peninsula Twp.

**Written Forest Management Recommendations: 3 QFP Verifications: 1 MAEAP/FWH Verifications: 0**

**FAP Referrals to Private Sector: 6**

**FAP Referrals to Public Sector: 1**

**In-office Contacts: 48 landowners**

**Follow-up Contacts: 54 landowners/qualified foresters**

**FAP Promotion/Program Development:**

1. Meeting with Kate Tuttle, Consulting Arborist
  2. Firewise Event Planning meeting
  3. Meet with Career Tech FFA students for state forestry competition (came in 3<sup>rd</sup> out of 54 teams)
  4. Taped video with TC West Middle School students for Naturechange
  5. Taped two videos for Naturechange for Firewise event
  6. Oak wilt treatment presentation at Pesticide Applicators Training (94 in attendance)
  7. Greenspire School – forestry tools
  8. Earth Day at Leo Creek (approximately 75 participants)
  9. Earth Day at DeYoung Preserve – helped plant seedlings
  10. Attended NMEAC Annual Awards
- 

**MICHIGAN PRODUCE SAFETY**

**PRODUCE SAFETY AND FSMA**

- Started outreach with farmers
- Researched 71 new farm contacts
- Began planning a Food Safety Plan writing workshop with Mary McGraw and Blain Beckettold with Michigan Farmers Union
- Outreach for Food Safety Plan Workshop
- Produce Safety Video Project Kickoff Meeting with MDARD
- 4 Farm Visits, 4 PSRA, 0 OFRR
- Met with Grand Traverse MAEAP technicians to discuss coordination with Produce Safety and MAEAP
- Shadowed Lauren Silver MAEAP Technician on MAEAP visit in GT County
- Online implementing GAPs course, 3 weeks
- Research farm contacts for 5 County service area
- Developed contact form for farmers who want to sign up for a PSRA, and permission to add them to a contact list for updates on Produce Safety
- Attended various county board meetings, provided Produce Safety resources to Conservation Districts in service area
- Draft Guidance for Produce Safety Rule, Produce Safety Team discussion meetings Chapters 5 through End
- Water testing requirements under FSMA Produce Safety Rule Webinar Association of Public Health Laboratories
- Updates on FSMA Legal Research Efforts webinar
- Answered various questions from farmers contacting via e-mail and phone





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

- Northern Michigan Small Farm Conference 1/24/19-1/25/19
  - Outreach and education
- Kalamazoo OFRR Training 2/12/19-2/13/19
- Tree Planting Workshop 2/21/19
- Reisters Winter Growers Meeting Traverse City 2/28/19
- Water Wells and Water Fundamentals Training E. Lansing 3/1/2019
- Hops and Barley Conference Traverse City 3/2/19
- PSA Training Fremont 3/14/19
- PSA Training Traverse City 3/15/19
- CHARLESTON, SC PSA Train-the-trainer required for Produce Safety Techs 3/20/19-3/23/19
- Cornell Online GAP Course required for Produce Safety Techs 4/3/19 (3-week course)
- Food Safety Plan Writing Workshop hosting with Mary McGraw 4/26/19
- HAMMOND, LA OFRR required training for Produce Safety Techs 4/30/19-5/2/19

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**MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)**

**Farm Visits: 10 (Antrim/Grand Traverse), 9 (Benzie/Leelanau)**

**Risk Assessments Completed: 9 (Antrim/Grand Traverse), 4 (Benzie/Leelanau)**

**Farms Verified: 4**

**Updates:**

- 4/9: Earth Day Event Planning Meeting with Partners
- 4/10: Orchard Floor Management to Minimize Orchard Pests and Optimize Fruit Quality
- 4/12: Freshwater Roundtable Meeting
- 4/13: Domestic Well Water Screening Event
- 4/16: Farm Bill Specialty Crop Stakeholder Forum
- 4/17: Food & Farming Network Partners Meeting
- 4/18: Grand Traverse Local Emergency Planning Committee Meeting
- 4/19: Grand Traverse County Reverification
- 4/22: Farm Bureau Board Meeting
- 4/24: IPM (Integrated Pest Management) Kickoff
- 4/25: Antrim County Reverification
- 4/26: P45 Kickoff
- 4/27: Earth Day Event @ Civic Center
- 4/30: Grand Traverse County Reverification
- 4/30: Benzie County Reverification



**Current Projects:**

- Working with:
  - 11 Farms in Antrim
  - 21 Farms in Grand Traverse
  - 20 Farms in Leelanau
  - 9 Farms in Benzie
  
- Promoting 2019 cost-share opportunities to producers in our four counties.
- Assisting producers in utilizing the MAEAP-fund code for NRCS EQIP applications
- Working on reverifying MAEAP farms for 2019.
- Planning and promoting 2019 agrichemical container recycling collections.
- Serving on Freshwater Roundtable to plan 2019 Freshwater Summit.

**Upcoming Events:**

- 5/7: Antrim County Reverification
- 5/10: Wetland Restoration Training
- 5/17: Grand Traverse County Reverification
- 5/23 - 5/25: NRCS Cultural Resources Training (PA)

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**NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)**

**Public Inquiry Responses: 21**

**Active Contacts: 152**

**Passive Contacts: 56,555**

**Acres Surveyed: 504**

**Sites Surveyed: 10**

**Acres Treated: 0**

**Sites Treated: 0**

**Volunteer Hours: 0**

**Volunteers: 0**

**Acres Restored: 3**

**Sites Restored: 1**

**Meetings/Presentations:**

- 4/3 - Hosted *Go Beyond Beauty* spring launch meeting; 25 attendees
- 4/4 - "Attended" PCG eastern expansion call
- 4/4 - Attended Kids Creek Restoration meeting; 8 present
- 4/10 - "Attended" MIPN board call
- 4/11 - Hosted ISN Spring Partner Meeting; 16 attendees
- 4/27 - Held booth at Recycle Smart Earth Day event; 30 active, 70 passive contacts

**Treatments, Restoration, and Surveys:**

- HWA surveys: 504 acres, 10 sites



**Other Accomplishments:**

- 4/1 - Record Eagle [story on Go Beyond Beauty](#) (20,000 reach)
- 4/9 - "Attended" Landowner Engagement webinar
- 4/16 - WTCM interview/ad re: JB trade-up day; ~13,000 listeners
- [Registration now open for both Barberry Trade-up days!](#)
- [Garlic mustard dumpster locations](#) confirmed for all 4 counties!
- Facebook reach: 13,738
- Website reach: 6,732
- Instagram reach: 2,517
- March 2019 eNews: 498 opens

**Upcoming Events:**

- Garlic Mustard Workbees: [Benzie](#), [Grand Traverse](#), [Leelanau](#), [Manistee](#)
  - Garlic Mustard Paper Making: Wednesday, May 15, 5:30pm, Grand Traverse
  - Firsty baby's breath workbee (Elberta Beach): Thursday, May 30, 9:30am
  - ID training for partners & volunteers: June 3 (Grand Traverse) or 4 (Manistee)—stay tuned!
  - Additional ISN events scheduled: [www.habitatmatters.org/eventsworkbees](http://www.habitatmatters.org/eventsworkbees)
-



**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
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

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

6. a.

RESOLUTION # 2019-13-T

MICHIGAN TOWNSHIP PARTICIPATING PLAN  
RISK REDUCTION GRANT PROGRAM APPLICATION

At a regular meeting of the Charter Township of Garfield Board of Trustees held on February 28, 2017 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, the following resolution was offered for adoption by motion of Denise Schmuckal, and supported by Jeane Blood-Law.

**WHEREAS**, the Charter Township of Garfield was made aware of the opportunity to make application to the Risk Reduction Grant Program; and

**WHEREAS**, the Charter Township of Garfield has been a member in good standing with the Par Plan for many years; and

**WHEREAS**, the Township Community Police Officers (CPOs) are responsible for patrolling the Township's recreational trails and due to the varied terrain the addition of electric bikes will significantly improve their enforcement and emergency response capabilities;

**NOW, THEREFORE, BE IT RESOLVED**, THAT the Board of Trustees of the Charter Township of Garfield, hereby adopts Resolution # 2019-13-T, Michigan Township Participating Plan Risk Reduction Grant Program Application, indicating its sincere interest in the acquisition of Law Enforcement specified electric patrol bikes to enhance the Township's law enforcement capabilities to provide a more secure environment for the Township residents.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2019-13-T DECLARED ADOPTED.

By: \_\_\_\_\_  
Chuck Korn, Township Supervisor

**CERTIFICATION**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield at a regular meeting held on the 14th day of May, 2019.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, Michigan, 49684

# Risk Reduction Grant Program

*Sponsored by: The Michigan Township Participating Plan*

Grant cycle opens April 1 and closes May 31, 2019

\*\*\*\*Grant applications will not be accepted before or after these dates\*\*\*\*

## Guidelines

The Michigan Township Participating Plan (Par Plan), your property and municipality liability insurance provider, is a unique and proven, member-driven program for the provision of affordable, tailored insurance coverages to small and medium sized Michigan public entities. Members of the Par Plan share common goals and needs specific to public entities. Through participation in the Plan, they create a team approach to meeting those goals and needs.

The Michigan Township Participating Plan Risk Reduction Grant Program (RRGP), established in 2011 will allow the Par Plan to continue providing its members a concentration of expert services in the public arena. This program further allows the Par Plan to partner with members and foster cooperation in an effective risk management and loss control program.

To the extent that funds are available, the Risk Reduction Grant Program has been established to assist members in reducing specific risk exposures and to assist our members in their efforts of applying effective risk management and loss control techniques for exposures the Par Plan insures.

This program does not participate in funding routine operations. The RRGP is not intended to supplement local funding when member budgets should cover the cost of financing a governmental operation. Addition to staff, or required compliance with state or federal statutes, funding for items that may be used to enhance your ability to service the community (i.e. AED's, Jaws of Life, infrared cameras) will not be considered. Building and ground improvements/maintenance will not be considered unless a specific exposure, identified by a Par Plan risk control field representative; to an insured risk is reduced.

This grant is not for reimbursement of prior expenditures.

***The Par Plan does not provide workers compensation to its member entities and will not consider grants related to this type of exposure.***

## GRANT QUALIFICATIONS

- The applicant must be a member of the Michigan Township Participating Plan. The longevity of membership will be a factor considered in the approval and the amount of grant that is issued. Since risk management and grants usually result in cost savings in future years, members with long continuous membership will be given priority.
- First year Par Plan members are not eligible for funding.

Send your submission by U.S. mail or e-mail to:

**Michigan Township Participating Plan – Risk Reduction Grant Program**

**Attention: Administrator**

**1700 Opdyke Court, Auburn Hills, MI 48326**

**e-mail: [mtprrgp@tmhcc.com](mailto:mtprrgp@tmhcc.com)**

## GRANT SELECTION CRITERIA

- The proposed grant request must present an approach which may provide a unique and innovative solution in order to assist our member in their efforts of applying effective risk management and loss control techniques covered by the Par Plan program.
- The impact of the grant request must be identifiable and measurable. The grant must have a positive benefit to cost ratio; the project should demonstrate a measurable and realistic outcome to an exposure (s) and must not duplicate similar efforts already undertaken by the member. The budget for the grant request must be realistic and accompanied by supporting data.
- The plan of action must have a high probability of assisting or reducing the exposure(s). Statistics or other available data demonstrating the severity or extent of the exposure(s) being addressed will enhance the possibility of receiving the grant.

Projects that include member financial participation will be considered favorably however, member financial participation is not required for funding unless the requests are identified as follows:

- Tasers 50 % match required with a maximum award of \$1,200.
- Security video camera systems 50% match required with a maximum award up to \$2,500.
- Sewer Camera 50% match required with a maximum award up to \$2,500.
- New Consideration: Generators- 50% match required with a maximum award up to \$2,500.

Members who have received a grant from a most recent grant cycle if otherwise eligible may apply but will be given a lower priority by the Par Plan.

## GRANT REQUEST PROCESS

1. Every grant request must name a project manager who will administer the funds, be knowledgeable in the total project, and serve as a contact for the Par Plan.
2. The applicant may only apply for one grant per grant cycle however, you will not be eligible to receive another RRGF grant until your current awarded project file has been closed.
3. Members must provide a complete description of the proposed grant request including copy(s) of contractor/vendor itemized bids for the project. Data and information documenting the exposure must be presented. Supporting facts and statics must be attributed to their sources. The description must follow the application format. The description must include the project's goals and plan of action or activities to be used in accomplishing the goals, objectives, and expected results. Attachments may be included to further communicate the scope and benefits of the project.
4. A current signed and dated resolution specific to the grant request approved by your member entity board/governing body must be submitted with the application.
5. A projected start-up date and completion date shall be provided. If such dates cannot be firmly established, an estimate of the start and completion dates must be included. If awarded a grant, the project must not start until after the award is granted. The portion of the project for which the applicant is seeking RRGF assistance shall be stated, identifying funding by other sources, if applicable.
6. All information requested must be answered and pages must be numbered consecutively. If an item is not applicable to the project, the applicant should state a reason why the item(s) is not applicable.
7. Applicants give the RRGF permission to use photographs or video either taken by the Par Plan or provided by the grantee of the project or program and its participants for promotion and/or advertising related to the RRGF activities.
8. Your submission may be made by U.S. mail (preferred) or e-mail. If submission is by US mail, an unbound original must be received no later than the due date. If your submission is by e-mail it must be sent as a pdf or jpeg attachment. The E-mail subject line must be titled "RRGF Application" and received no later than the due date.



## **GRANT SELECTION PROCESS**

1. The applicant must request a specific grant amount (not to exceed \$5,000). Grant submissions are for single projects and non-related project items may not be combined to increase possible grant funding.
2. The Par Plan Board of Directors has authorized the RRGp committee in conjunction with the program administrator as the reviewing authority in determining merits of the request and recommending grant awards.
3. The committee will recommend to the Par Plan Board of Directors the level of funding to be made available to each grant recipient.
4. The Par Plan reserves the right to request supplemental information.
5. The Par Plan reserves the right to reject requests that are missing requested items or otherwise incomplete. The request must clearly state the project's purpose and design. A poorly written grant request is a reason for proposal rejection.
6. Handwritten applications will not be accepted. Notice of your award or non-award request is expected to be made within ninety (90) days from the close of the grant cycle.

## **GRANT PROJECT FINALIZATION**

Once your project has been completed, you are required to contact the Michigan Township Participating Plan Administrator at 1-800-783-1370 to advise that your Risk Reduction project is ready to be submitted for reimbursement. You will not be eligible to apply for another RRPg grant until current project file has been closed.

The grant purpose must be completed and the written request for reimbursement must be filled within six (6) months from the date of the grant agreement. This program does not allow for completion date extensions. The grant will be paid upon receipt of bills, invoices, photos or other appropriate evidence of expenditures for the specific grant purpose.

*For additional information concerning the Michigan Township Participating Plan Risk Reduction Grant Program (RRGP) please contact:*

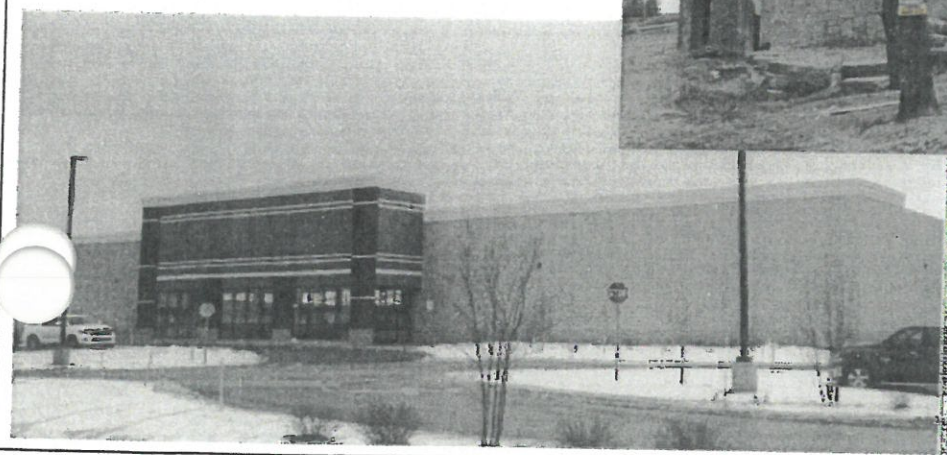
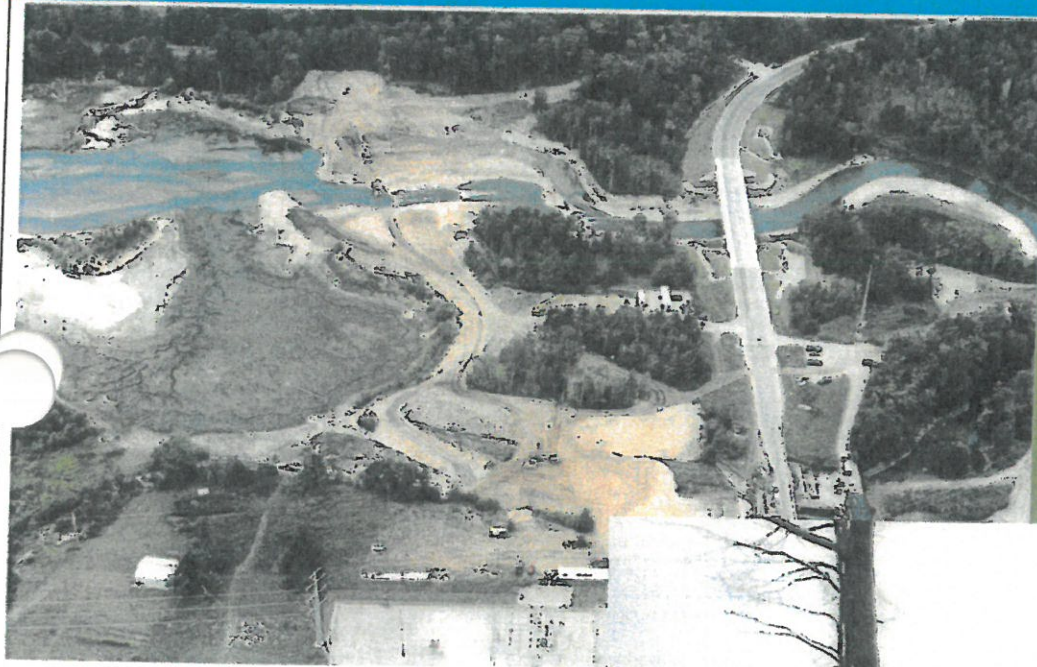
Michigan Township Participating Plan – RRGp  
Administrator  
1700 Opdyke Court  
Auburn Hills, Michigan 48326  
Phone: 248-371-3100 E-mail: [mtprrgp@tmhcc.com](mailto:mtprrgp@tmhcc.com)

**The Par Plan reserves the right to approve, modify, or reject any or all grant request applications.**



2019

# Assessment Roll Report



Amy DeHaan, MIMA(4) - Assessor  
Charter Township of Garfield,  
Grand Traverse County  
May 1, 2019

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# Charter Township of Garfield

## Grand Traverse County

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

May 1, 2019

Chuck Korn, Supervisor, and  
Garfield Township Board:

I have completed the first Annual Assessment Roll Report for tax year 2019, Fiscal Year 2020.

The purpose of this report is to provide:

- 1) a synopsis of the Township's Fiscal Year 2020 property tax base;
- 2) an overview of the Township's various property tax incentive programs and exemptions;
- 3) the results of the 2018 Audit of Minimum Assessing Requirements, performed by the State Tax Commission;
- 4) legislative changes affecting assessment administration; and
- 5) trends and forecasts in the real estate market.

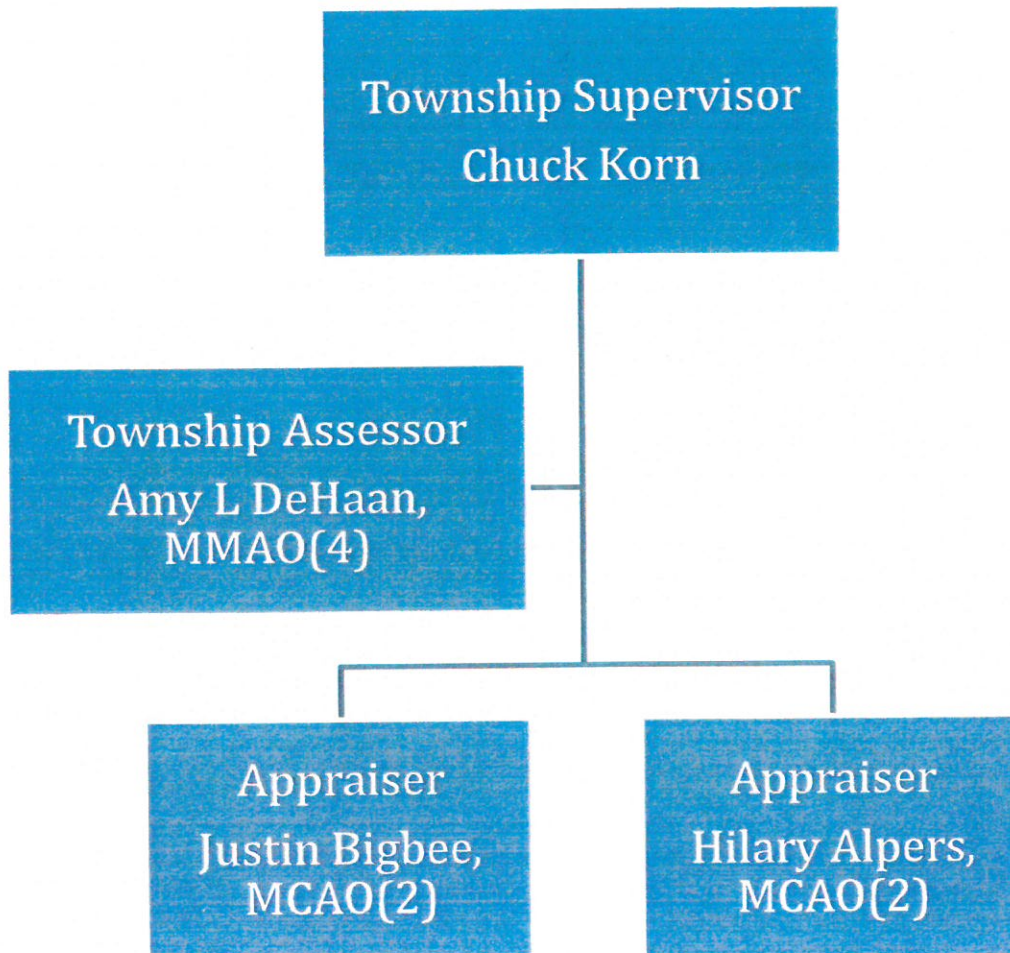
It is my intention to provide this report to you annually, following County Equalization which takes place in April. Since this is the first year for this report, I have included items that highlight the final work product of the assessing department - the annual assessment rolls. If there is additional information that would be beneficial to you, please let me know and I will do my best to include it next year.

I hope this report is informative and helps in your role as a Garfield Township elected official.

Respectfully Submitted,

Amy L DeHaan  
Assessor

# Assessing Department Organization Chart, 2019



In the fall of 2019, Justin Bigbee - appraiser, plans to enroll in the State Tax Commission's one year MMAO(3) program. This was a goal set when he was hired by the Township in April 2018, and he is looking forward to the challenge. This program will count for his continuing education required by the state that all assessors are required to take annually, as well as advance his certification level.

## 2019 Assessment Rolls

## Parcel Counts

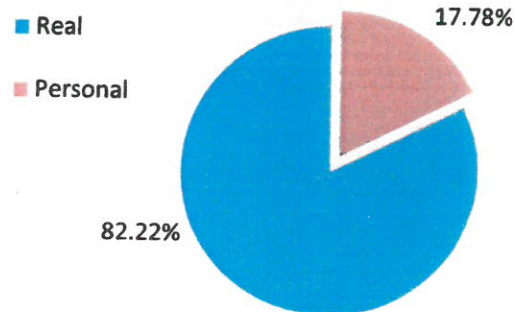
The Township Assessor is responsible for administering five separate assessment rolls. The ad valorem roll contains all real and personal property subject to taxation at the full millage rate. The **Industrial Facilities (IFT) roll**<sup>1</sup> contains eligible real and personal property subject to reduced millage rates for a limited period of time. The **Payment In Lieu of Tax (PILT) roll**<sup>2</sup> contains real properties - typically rent subsidized apartment properties - that have an official agreement with the Township to pay a percentage of their rental income, less utility costs, instead of ad valorem millage rates. PILT properties may also have a Municipal Services Agreement with the Township to help cover the costs of emergency and other services. The **DNR Payment In Lieu of Tax (DNR-PILT) roll**<sup>3</sup> contains property that is real property, owned by the State of Michigan that is subject to full rate millages - except those paid directly to the State (the State Education Tax and the School Operating millage). The **County Land Bank Sales roll** (formally known as the Tax Reverted Clean Title Act (TRCTA) roll<sup>4</sup>) contains properties that are subject to the full millage rate, but half of the levy is allocated to the Grand Traverse County Land Bank Authority. The IFT, PILT, DNR-PILT and TRCTA rolls are known as **Special Acts Assessment rolls**.

Assessable property in the State of Michigan is categorized as either real or personal. All assessable property is further classified as agricultural, commercial, developmental, industrial, residential, timber-cutover or utility. Parcel counts by type and classification for each of the five rolls are contained in the chart below.

2019 Parcel Counts

	Class ↓	Ad Valorem	IFT	PILT	DNR-PILT	TRCTA	Totals
Real Property	Commercial	1018	0	18	0	2	1038
	Industrial	76	5	0	0	0	81
	Residential	5592	0	0	1	7	5600
	Exempt	184	0	0	0	0	184
	<b>Real Property Totals:</b>	<b>6873</b>	<b>5</b>	<b>18</b>	<b>1</b>	<b>9</b>	<b>6906</b>
Personal Property	Commercial	1431	0	0	0	0	1431
	Industrial	50	11	0	0	0	61
	Utility	5	0	0	0	0	5
	<b>Personal Property Totals:</b>	<b>1486</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1497</b>
<b>Parcel County Totals</b>		<b>8356</b>	<b>16</b>	<b>18</b>	<b>1</b>	<b>9</b>	<b>8400</b>

% of Parcel Count: Real v Personal



<sup>1</sup> As authorized by Public Act 198 of 1974.

<sup>2</sup> As authorized by Public Act 346 of 1966.

<sup>3</sup> As authorized by Public Act

<sup>4</sup> As authorized by Public Act 260 of 2003.

**2019 Assessment Rolls**

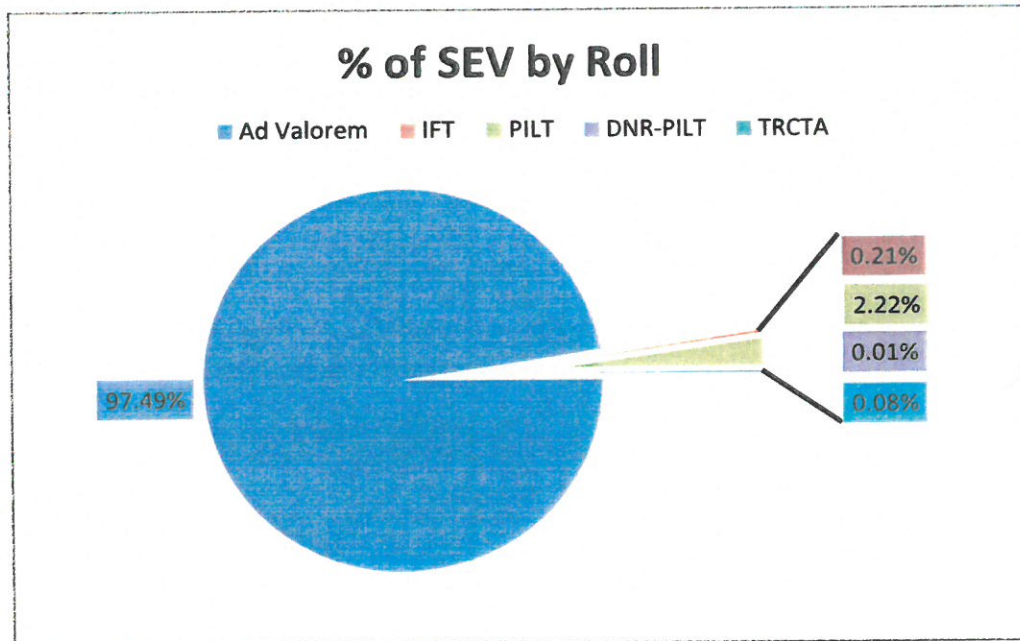
**State Equalized Values**

State Equalized Value (SEV) represents an estimate of 50% of the true cash value - or fair market value - of the properties assessed on the roll. The chart below summarizes the SEV's by property type, classification and roll.

**2019 State Equalized Values (SEV)**

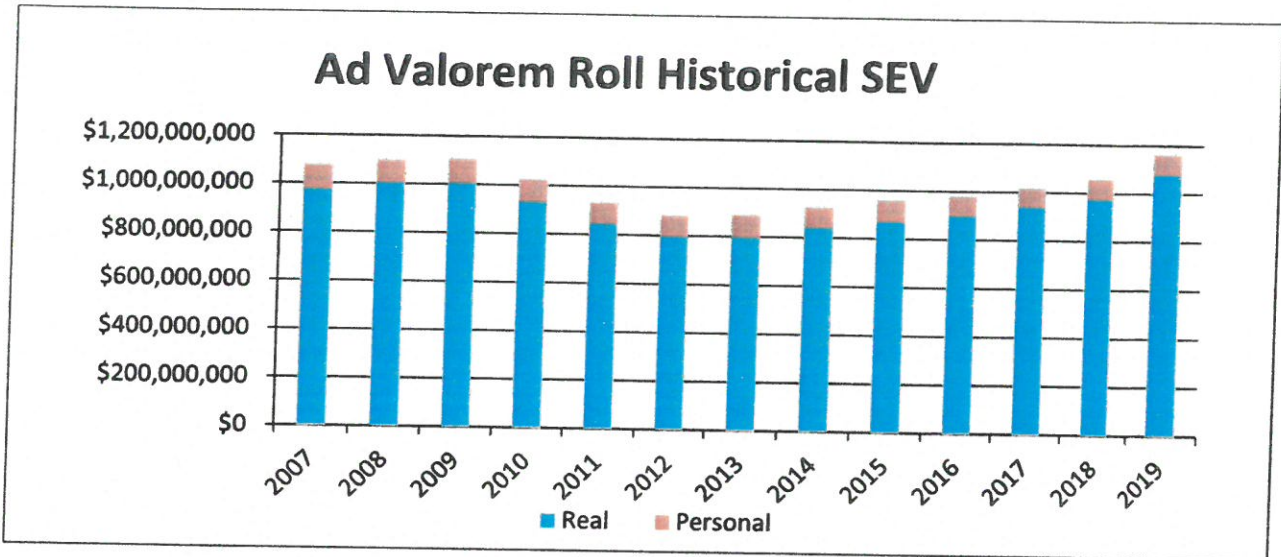
	Class ↓	Ad Valorem	IFT	PILT	DNR-PILT	TRCTA	Totals
Real Property	Commercial	\$429,412,400	\$ -	\$27,405,000	\$ -	\$142,900	\$456,960,300
	Industrial	\$30,717,600	\$1,601,400	\$ -	\$ -	\$ -	\$32,319,000
	Residential	\$661,706,000	\$ -	\$ -	\$145,700	\$840,200	\$662,691,900
	Exempt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Real Property Totals:</b>	<b>\$1,121,836,000</b>	<b>\$1,601,400</b>	<b>\$27,405,000</b>	<b>\$145,700</b>	<b>\$983,100</b>	<b>\$1,151,971,200</b>
Personal Property	Commercial	\$45,574,000	\$ -	\$ -	\$ -	\$ -	\$45,574,000
	Industrial	\$14,003,200	\$934,700	\$ -	\$ -	\$ -	\$14,937,900
	Utility	\$24,115,800	\$ -	\$ -	\$ -	\$ -	\$24,115,800
	<b>Personal Property Totals:</b>	<b>\$83,693,000</b>	<b>\$934,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$84,627,700</b>
<b>Totals</b>		<b>\$1,205,529,000</b>	<b>\$2,536,100</b>	<b>\$27,405,000</b>	<b>\$145,700</b>	<b>\$983,100</b>	<b>\$1,236,598,</b>

As the following chart displays, over 97% of the Township's assessable property is assessed on the Ad Valorem roll.



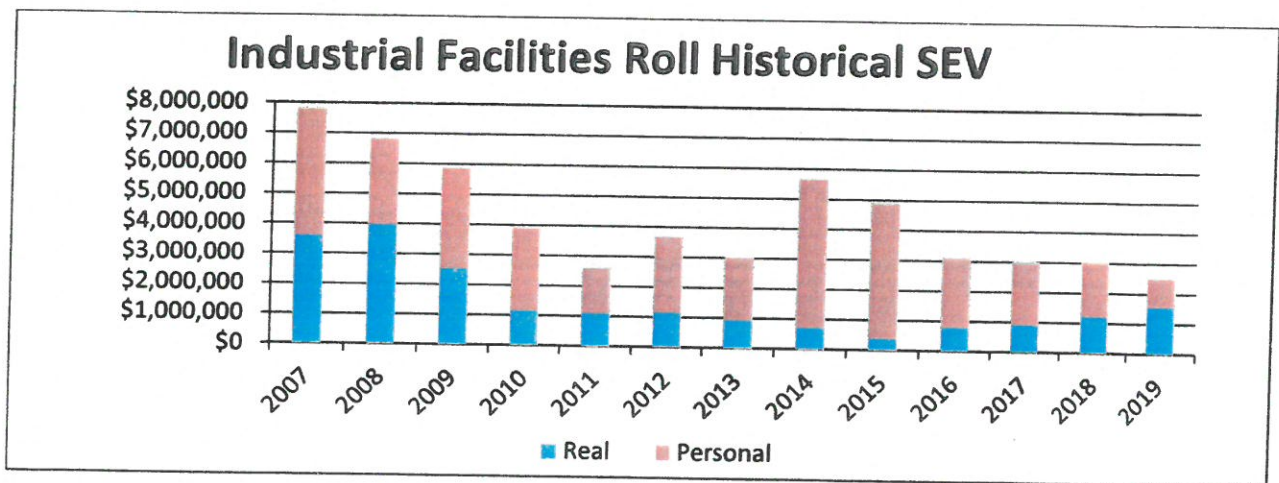
**Ad Valorem Roll**

A strong real estate market increased the Township's SEV for the seventh straight year, and places the 2019 SEV above the Township's pre-recession high in 2009. It is safe to say that Garfield Township has fully recovered from the Great Recession after ten years. The increase in 2019 was largely due to increases in commercial and residential class real property - both in sales and new construction.



**Industrial Facilities Roll**

While the four Special Acts rolls comprise less than 3% of the Township's 2019 SEV, the IFT roll has been considered a reliable indicator of the amount of annual private sector investment in industrial real property and industrial machinery and equipment. The IFT assessment roll has seen consistent decreases overall due to the phase-in of the Eligible Manufacturing Personal Property Exemption.





**2019 Assessment Rolls**

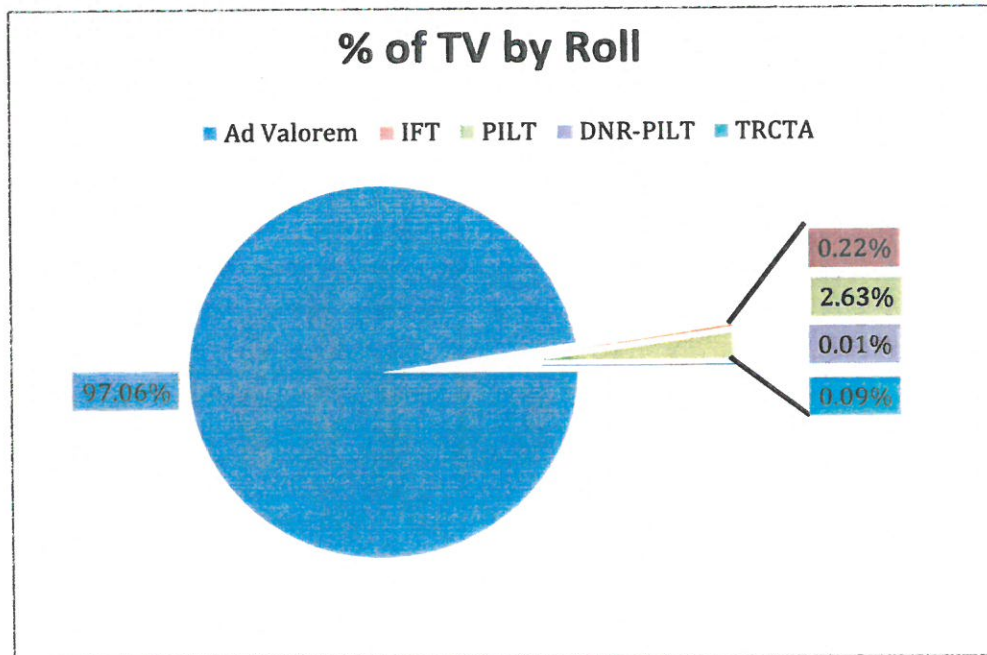
**Taxable Values**

Taxable Value (TV) represents the property tax base of the Township. While the State Equalized Value (SEV) is a measure of 50% of the fair market value of property on the roll, the TV is used to calculate property taxes (multiplying TV by the millage rate).

**2019 Taxable Values (TV)**

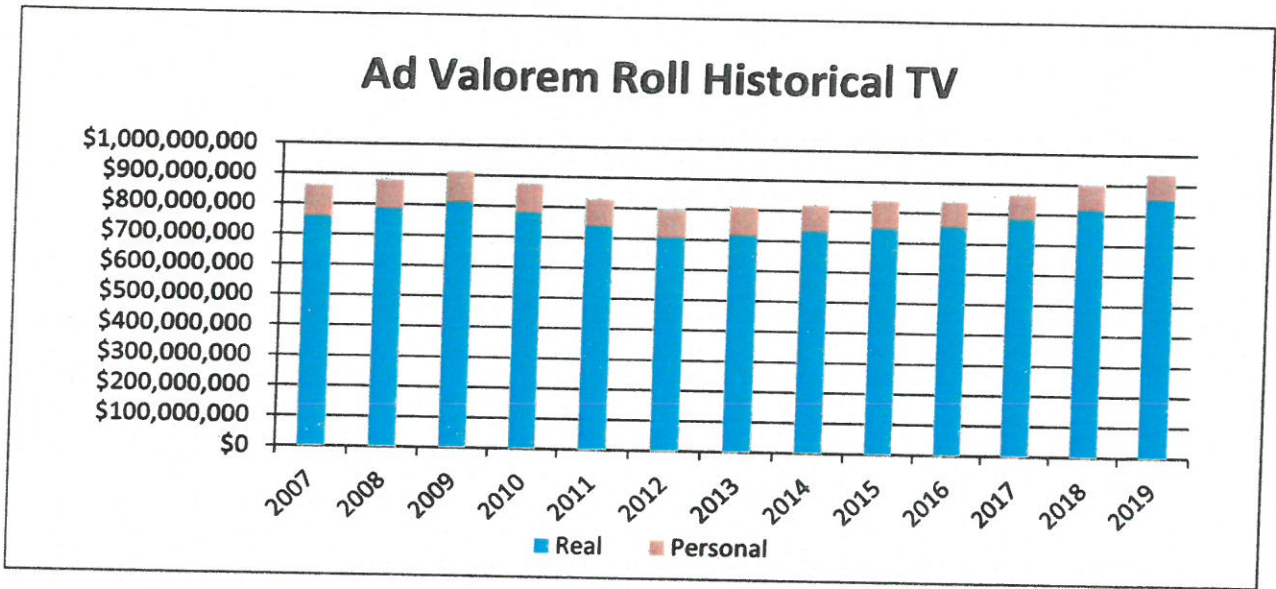
	Class ↓	Ad Valorem	IFT	PILT	DNR-PILT	TRCTA	Totals
Real Property	Commercial	\$337,000,154	\$ -	\$25,476,848	\$ -	\$132,986	\$362,609,988
	Industrial	\$24,753,871	\$1,235,947	\$ -	\$ -	\$ -	\$25,989,818
	Residential	\$495,543,469	\$ -	\$ -	\$58,214	\$699,178	\$ 496,300,861
	Exempt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>Real Property Totals:</b>	<b>\$857,297,494</b>	<b>\$1,235,947</b>	<b>\$25,476,848</b>	<b>\$58,214</b>	<b>\$832,164</b>	<b>\$884,900,667</b>
Personal Property	Commercial	\$45,574,000	\$ -	\$ -	\$ -	\$ -	\$45,574,000
	Industrial	\$14,003,200	\$934,700	\$ -	\$ -	\$ -	\$14,937,900
	Utility	\$24,115,800	\$ -	\$ -	\$ -	\$ -	\$24,115,800
	<b>Personal Property Totals:</b>	<b>\$83,693,000</b>	<b>\$934,700</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$84,627,700</b>
<b>TV Totals</b>		<b>\$940,990,494</b>	<b>\$2,170,647</b>	<b>\$25,476,848</b>	<b>\$58,214</b>	<b>\$832,164</b>	<b>\$969,528,364</b>

As displayed on the following chart, slightly more than 97% of the Township's tax base is based on the Ad Valorem roll.



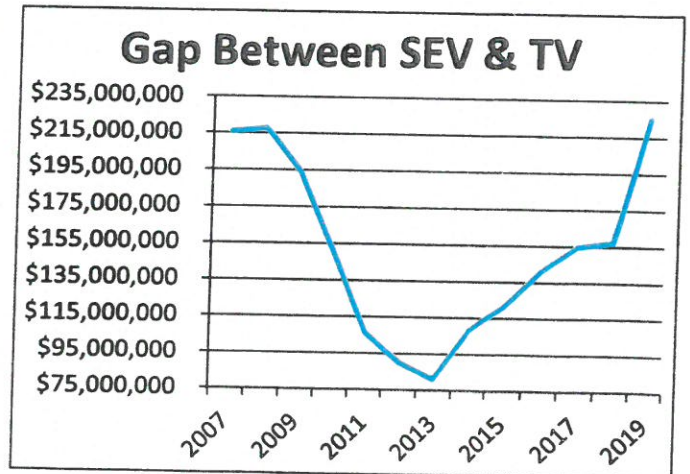
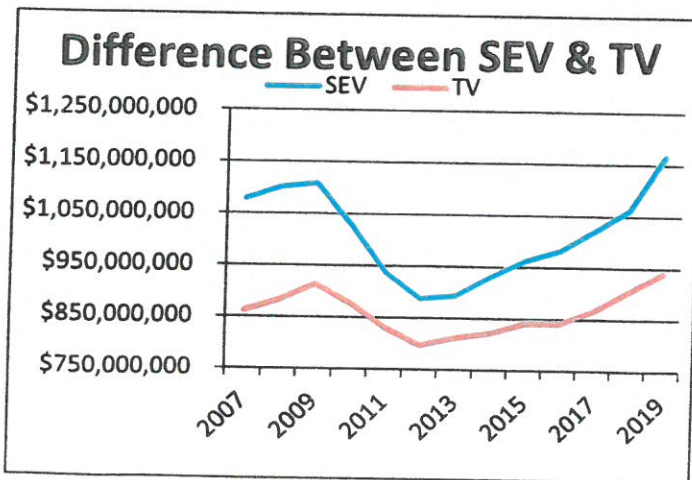
**Ad Valorem Roll**

While real property values increased due to the strong real estate market, the increase in taxable value increased just over 4%, bringing the TV slightly higher than the peak of Garfield Township TVs in 2009 when the Great Recession began reducing values overall. It has taken ten years, but the Township has finally fully recovered.

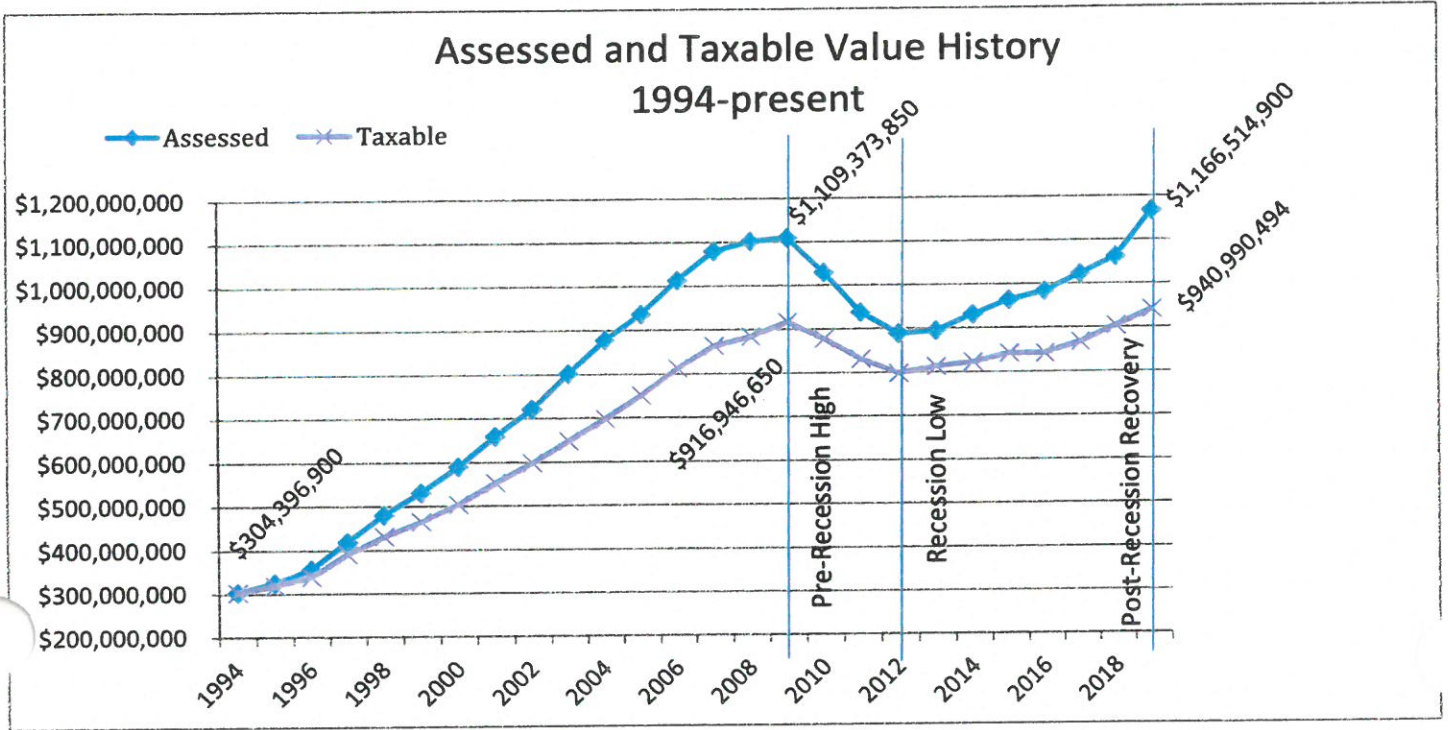


**Ad Valorem TV vs SEV**

The relationship of Taxable Value to State Equalized Value provides insight into the limiting effects of Proposal A. The graph below displays the gap between TV and SEV. The gap represents the loss in the property tax base due to the capping provisions contained in Proposal A. While this gap narrowed significantly with the loss in property value during the Great Recession, it once again continues to widen as the market recovers.

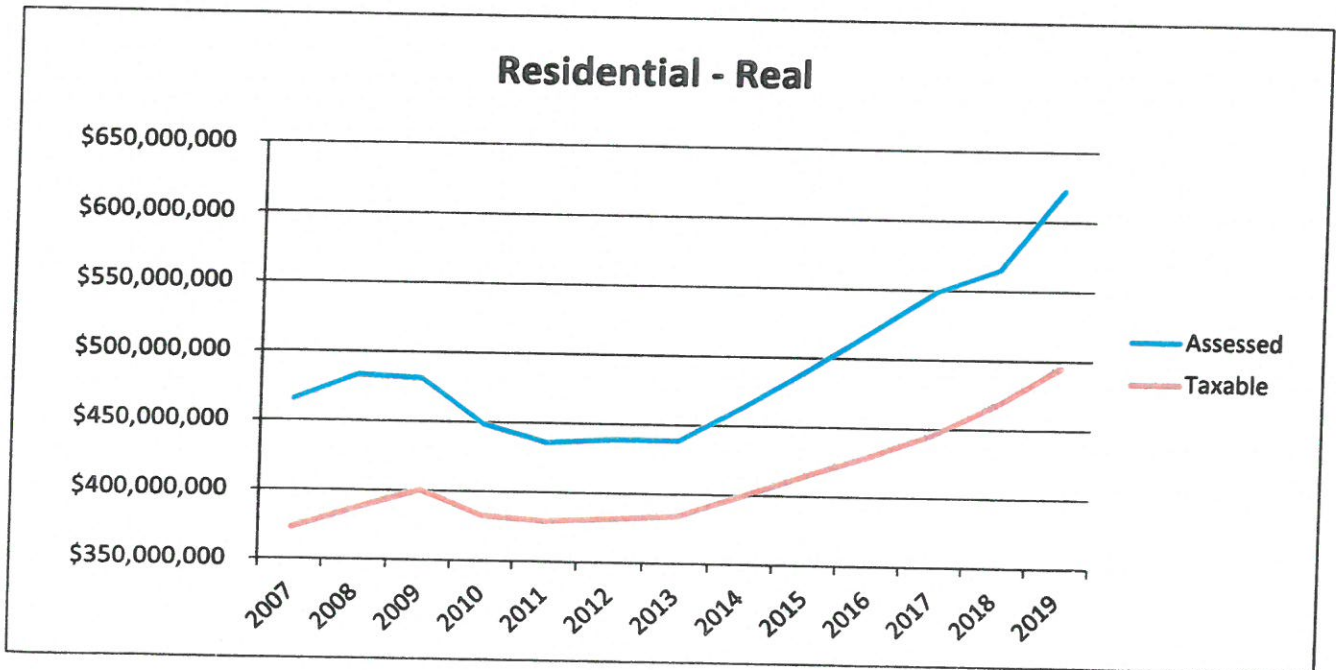
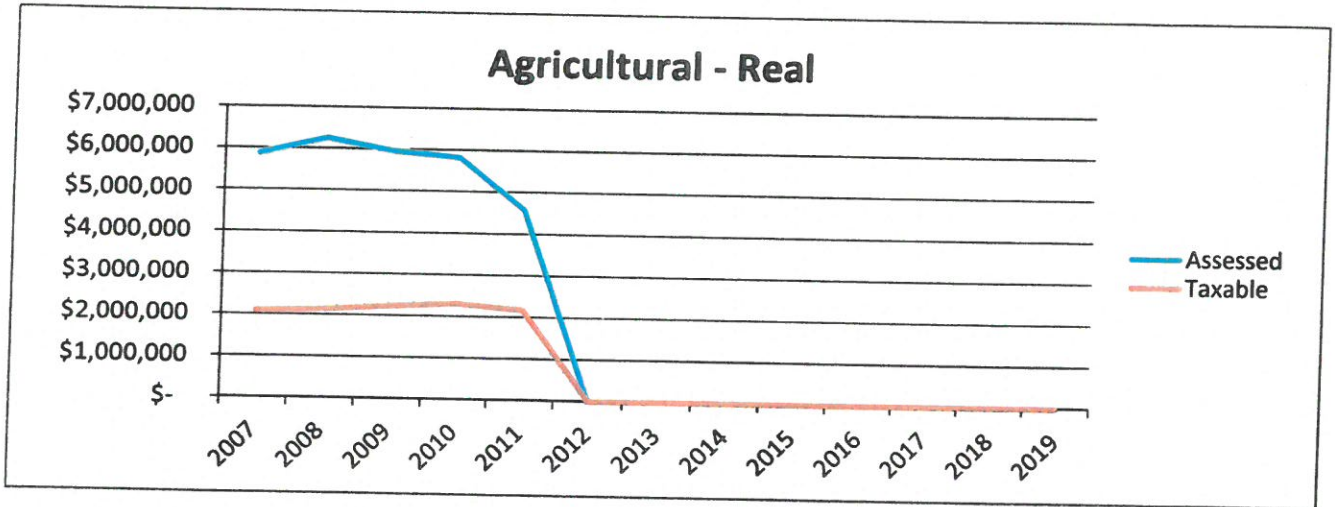


To further illustrate what has happened to both SEV and TV since the onset of Proposal A, the following graph shows the gap since 1994.

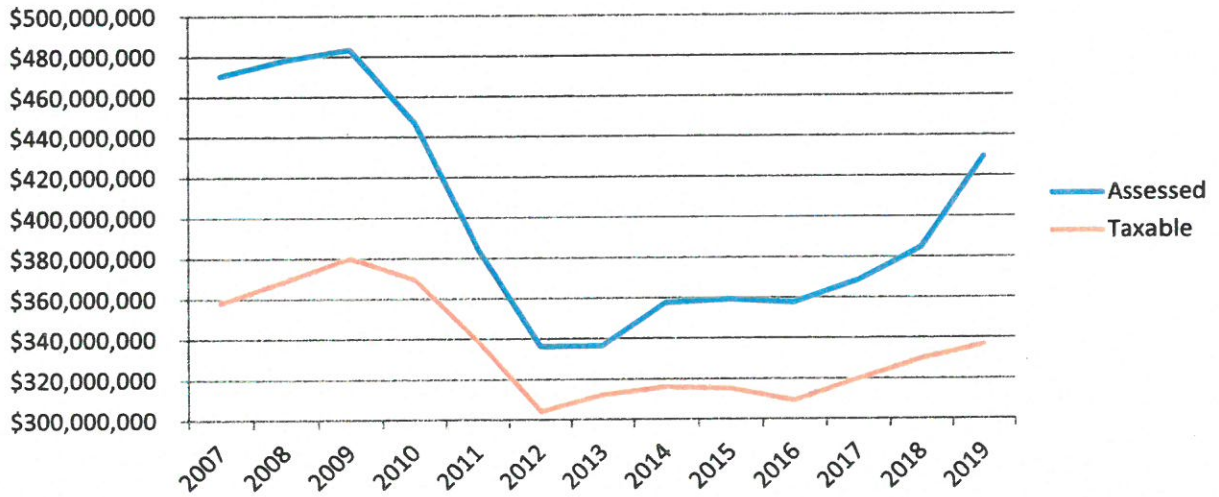


### Ad Valorem Assessed & Taxable Comparisons by Class

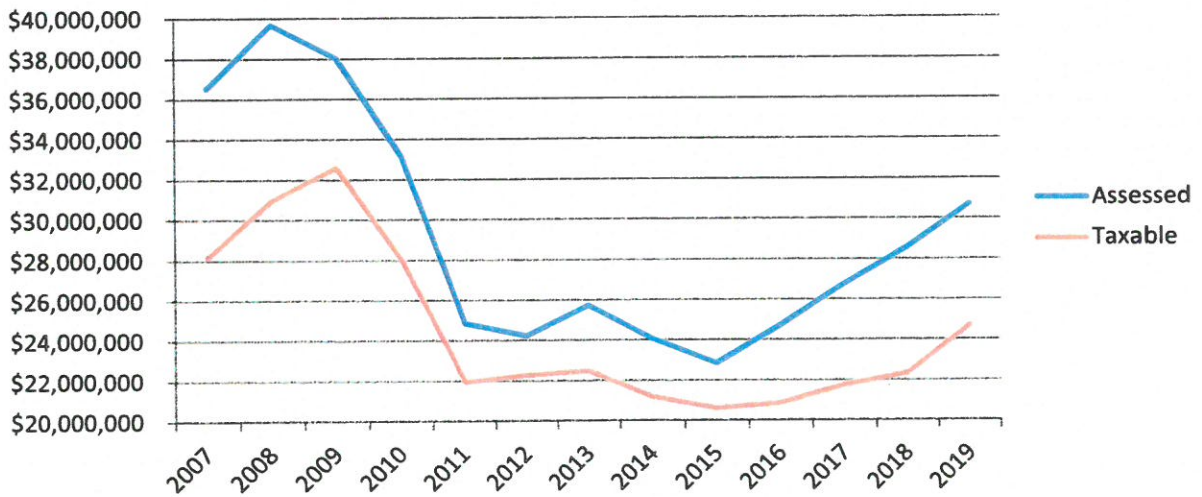
In 2012, in the wake of falling values due to the Great Recession, Garfield Township had a total of 22 agricultural parcels. County Equalization studies showed that this property class required a value increase of more than 9% during a time when all other property class studies showed value decreases. Since all, or most, of these parcels could potentially be residential developments, it was decided to move all of the agricultural parcels into the residential class. Thereby, protecting them from the value increases shown in the studies.



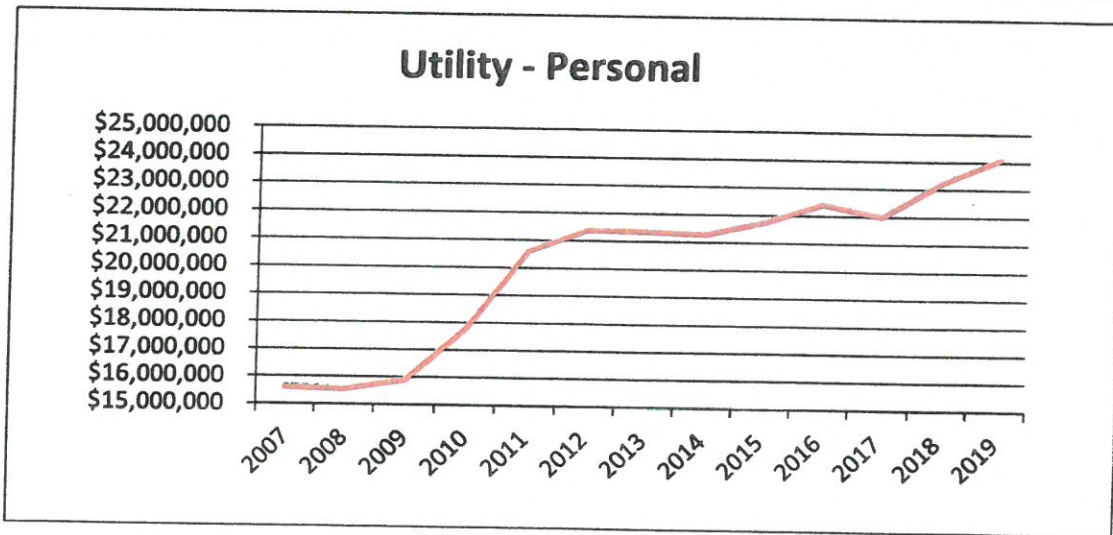
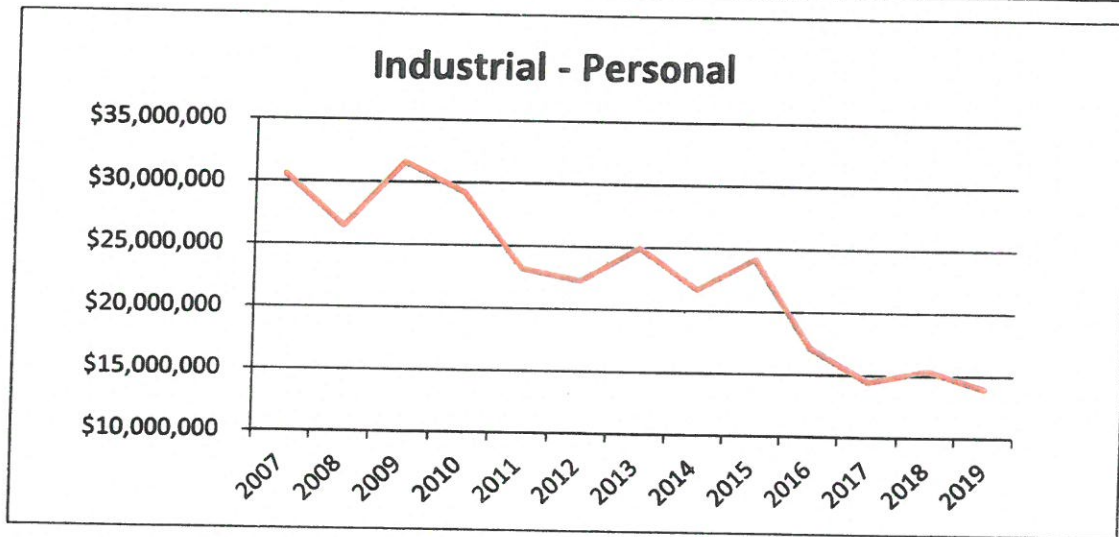
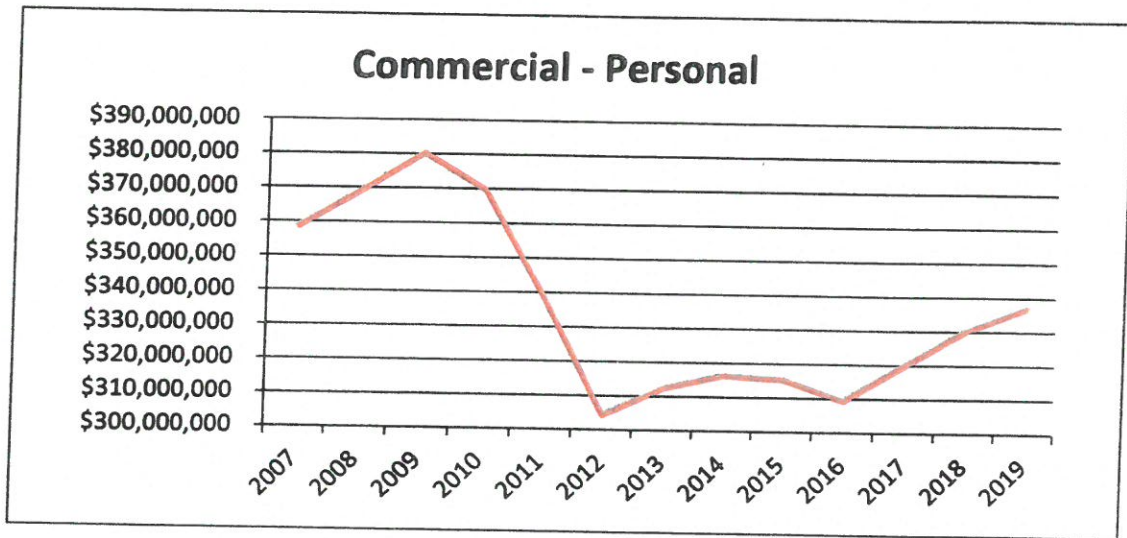
### Commercial - Real



### Industrial - Real

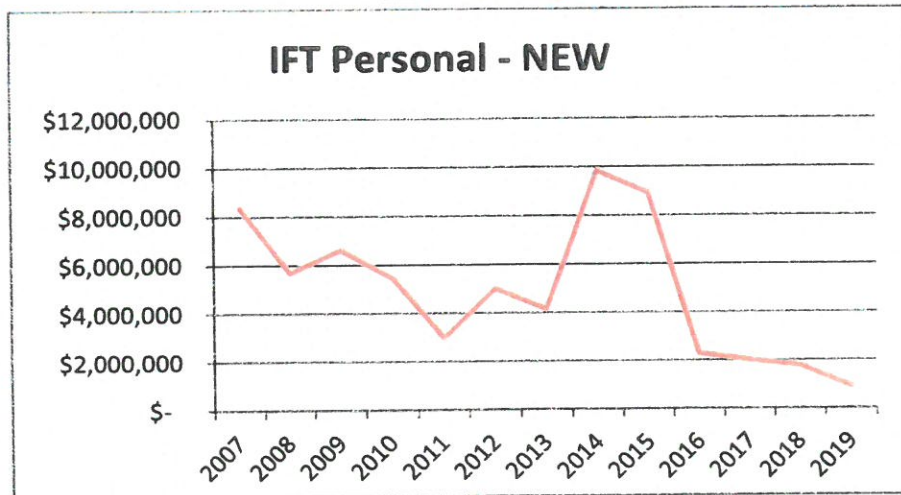
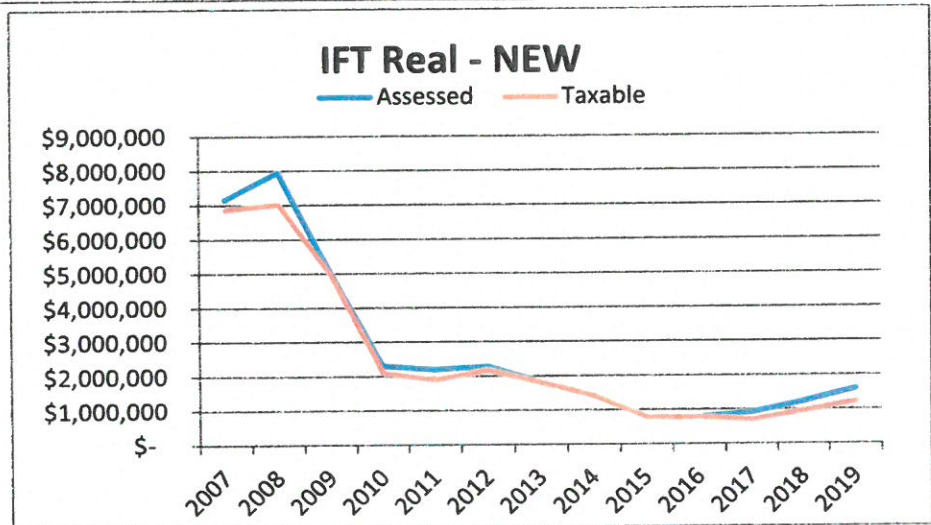
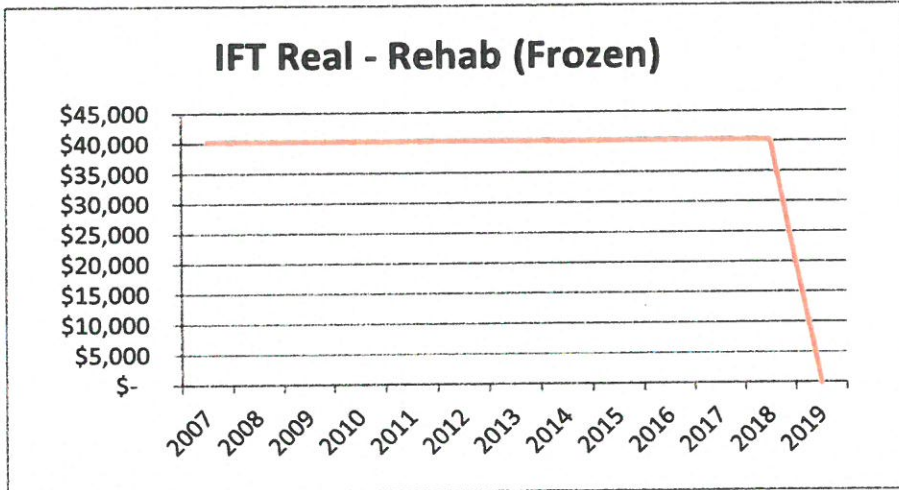


Where only one line is depicted on the following charts, the AV and TV are the same.



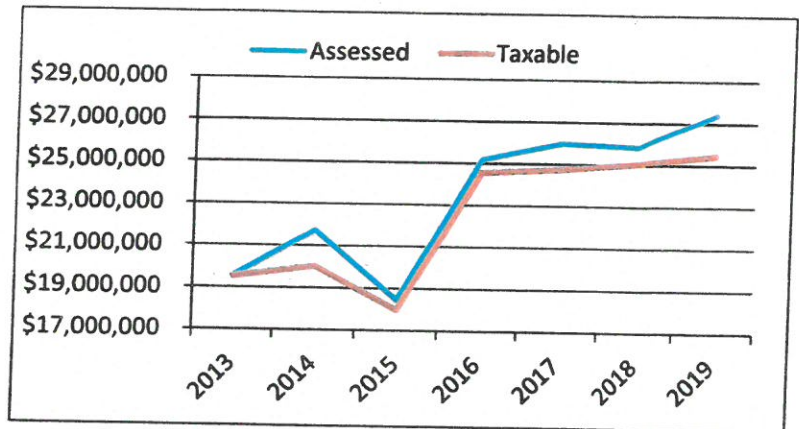
**Special Acts Rolls - Assessed & Taxable Comparisons**

**Industrial Facilities (IFT) Roll**

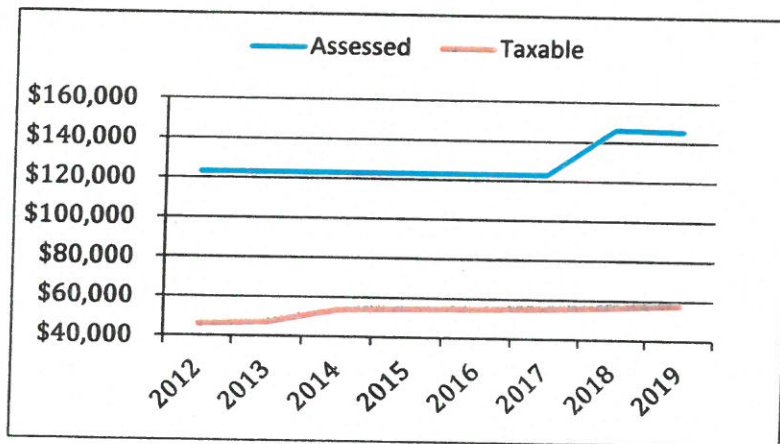


### Payments In Lieu of Taxes (PILT) Roll

Prior to 2013, none of the Exempt or PILT roll properties had values assigned to them nor were there sketches or photos of exempt buildings. Every parcel should have sketches, photos and a value assigned. There are several reasons for this: 1) it is required by the STC as part of the annual assessment review

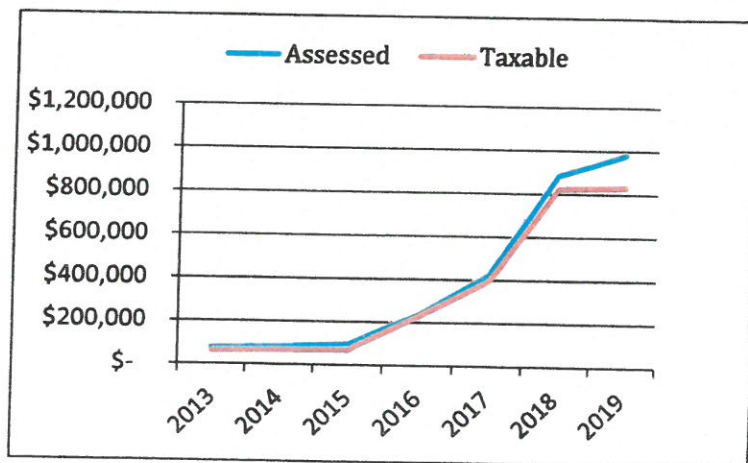


process; 2) if an exempt property sells to a private individual or company, there is a value that can be put on the roll; and 3) should a disaster occur, the assessing database can be used to assist in the determination of the dollar value of loss to all properties. All of Garfield Township's Exempt and PILT properties have been reviewed in the field since 2013, have sketches of both land and buildings and the majority have up-to-date photos.



DNR-PILT Roll

### County Land Bank Sales (TRCTA) Roll





**Headlee Millage Reduction Fraction**

In 1978, Michigan voters approved the "Headlee" tax limitation amendments to the Michigan Constitution of 1963 (Article IX, Sections 24 - 34). Often referred to as the "Headlee Rollback", this constitutional amendment requires a local unit of government to reduce its millage when annual growth on existing property is greater than the rate of inflation. As a consequence, the Township's millage rate is "rolled back" so that the resulting growth in Township property tax revenue does not exceed the rate of inflation. This is accomplished through the use of the "Headlee" Millage Reduction Fraction (MRF).

Another amendment to the Michigan Constitution, known as Proposal A of 1994, requires the taxable value of an individual property to be capped by the rate of inflation, with the exception of properties which transfer ownership. For those properties that experienced a transfer of ownership in the previous year, the taxable value is "uncapped" and the taxable value becomes equal to the State Equalized Value (SEV). When the overall growth in taxable value exceeds the rate of inflation, a millage reduction fraction must be applied to the Township's millage rates.

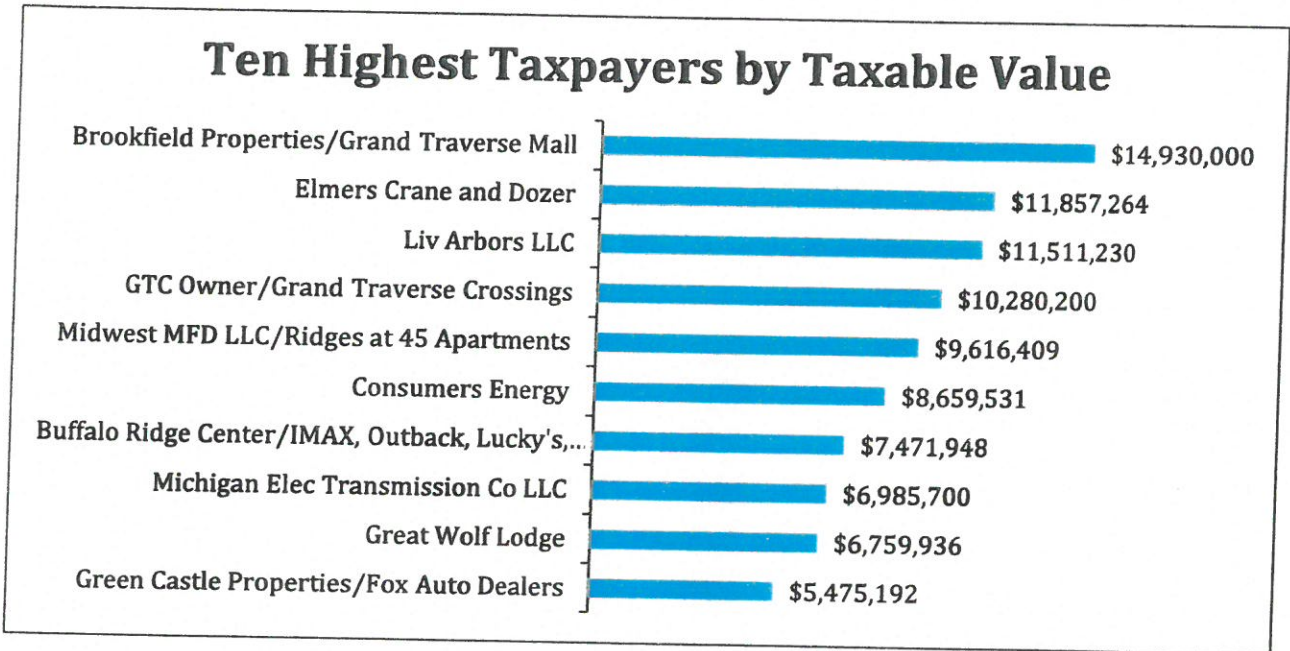
For tax year 2019, the inflation rate multiplier of 1.024, along with the "uncapping" of taxable value in an active real estate market, has surprisingly resulted in the Township's total taxable value staying below the rate of inflation over 2018.

The Township's millage reduction fraction is calculated by the assessor and estimated to be 1.0000 for the 2019 tax year. This multiplier is applied to the Township's 2018 permanently reduced authorized millage rates. Depending on the calculated factor, the multiplier may or may not reduce the maximum allowable millage rate the Township is able to levy in 2019 and forward. Due to this factor being 1.0000, the 2019 maximum authorized millage rate is estimated to be 4.5410 for the second year in a row.

While the Township is allowed, by Law, to levy 4.5410 mills, it has not levied more than 3.3584 (in 2006 and 2007) since at least the onset of the Headlee amendment in 1978. The Garfield Township Board has reduced millage rates three times since 2007 and has levied 2.0000 mills from 2015 through 2018. While it is not anticipated, should the Township need to return to the charter authorized millage of 5.000 mills at some time in the future, a vote by the electors would be required.

**All Rolls**

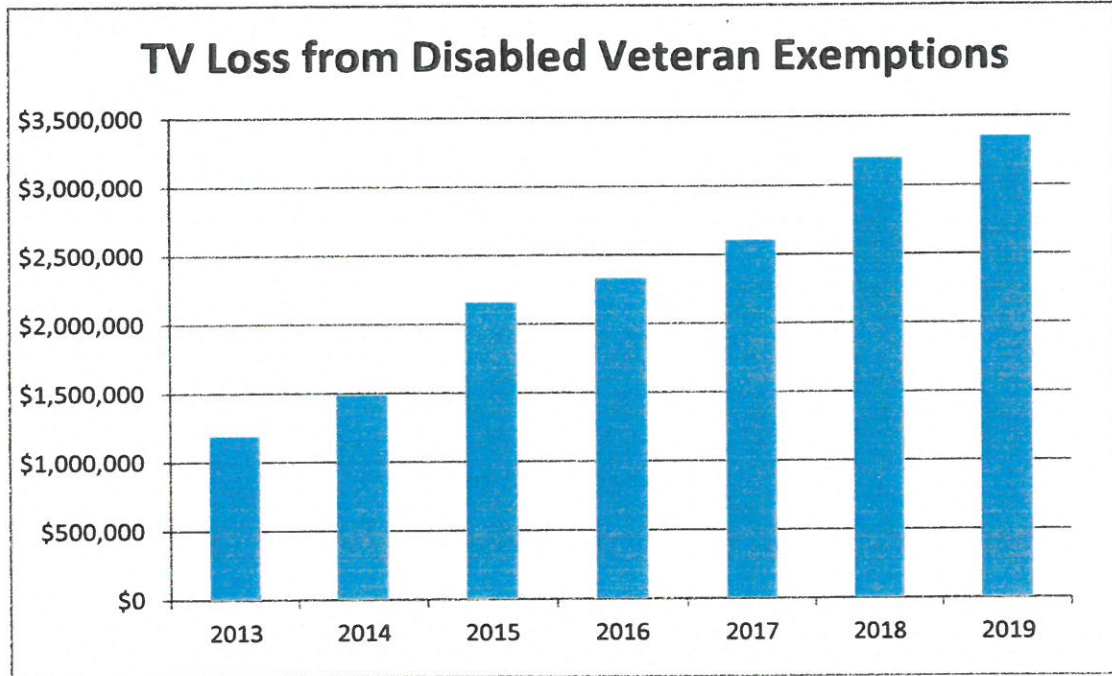
The 2019 taxable values of the Township's ten largest taxpayers are listed in the following chart. The total taxable value includes both real and personal property from all assessment rolls.



**Exemptions**

***Disabled Veteran Exemptions***

In 2013, the State Legislature passed Public Act 161, which provides a property tax exemption on the homestead of honorably discharged veterans of the United States Military who are 100% disabled. This chart shows the loss in taxable value due to these exemptions since the creation of the exemption.



The State Tax Commission requires the disabled veteran to file annually for this exemption with the March, July or December Board of Review. As more veterans move into the area and learn of this program, the number of exemptions granted has risen from 17 in 2013 to 37 in 2018. To date, 37 exemptions have been granted for a total loss of \$3,356,897 in taxable value for the 2019 tax year.

The State Tax Commission, per MCL 211.10f, has jurisdiction to determine substantial compliance with the requirements of the GPTA through the Audit of Minimum Assessing Requirements (AMAR). It is considered a review of the local unit of government, and is based on statute as well as STC rules, policy, bulletins and publications. In 2018, all units in Grand Traverse County were reviewed.

The AMAR requirements include:

- Does the local unit have proper ECFs?
- Does the local unit have proper land value maps?
- Does the local unit have proper land value determinations?
- Does the true cash value on the record cards match the assessment roll?
- Does the local unit conduct an annual personal property canvas?
- Did the local unit properly process any Small Business Taxpayer Exemptions that were received?
- Does the local unit have poverty exemption guidelines?
- Do the local unit poverty exemption guidelines include an asset test?
- Did the Board of Review meet the statutory requirements in granting poverty exemptions and follow local unit policies?
- Did the July/December Board of Review meet their statutory requirement?
- Did the local unit meet the requirements of MCL211.27b regarding failure to file a Property Transfer Affidavit?

Once the AMAR review was complete, the Township received the results. The letter from the Department of Treasury and the AMAR Review Sheet can be found on the next several pages.



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

NICK A. KHOURI  
STATE TREASURER

August 9, 2018

Chuck Korn, Supervisor  
Garfield Township, Grand Traverse County  
3848 Veterans Drive  
Traverse City, MI 49684

Dear Chuck Korn:

Tax Management Associates recently conducted an Audit of Minimum Assessing Requirements (AMAR) on behalf of the State Tax Commission in your local unit. Following is a summary of the audit findings:

Review Item	Requirement Met (Yes/No)
Does the local unit have proper ECP's?	Yes
Does the local unit have proper land value maps?	Yes
Does the local unit have proper land value determinations?	Yes
Does the true cash value on the record cards match the assessment roll?	Yes
Does the local unit conduct an annual personal property canvas?	Yes
Did the local unit properly process any Small Business Taxpayer Exemptions that were received?	No
Does the local unit have poverty exemption guidelines?	Yes
Do the local unit poverty exemption guidelines include an asset test?	Yes
Did the Board of Review meet the statutory requirements in granting poverty exemption and follow local unit policies?	Yes
Did the July/December Board of Review meet their statutory requirements?	Yes
Did the local unit meet the requirements of MCL 211.27b regarding failure to file a Property Transfer Affidavit?	Yes

A copy of the AMAR Review with detailed comments regarding each item, is enclosed. An electronic version of the form, which includes links that provide more specific information regarding each requirement is available on the State Tax Commission's website at [www.michigan.gov/statetaxcommission](http://www.michigan.gov/statetaxcommission).

Please provide a corrective action plan no later than September 14, 2018 outlining how each requirement that was not met will be corrected, as well as specific dates when the deficiency will be corrected. Please note that specific dates are required so that we may determine the date of

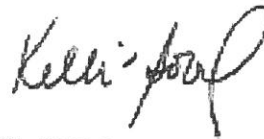
AMAR Review  
Page 2  
August 9, 2018

any necessary follow up review. Failure to submit a plan to correct each item and a date by which item will be corrected will result in the rejection of your corrective action plan.

The 2018 AMAR review includes several background questions that are designed to gather information and to ensure that local units review their policies and procedures as it relates to exemptions, PRF denials, forms filed with County Equalization and statistical information. We ask that local units review this information, particularly where an item was marked no, and discuss these issues with their assessor. No corrective action plan on these items is required, however they will be checked again at the follow up review.

If you have any questions, please do not hesitate to contact me at 517-335-3429.

Sincerely,



Kelli Sobel  
Michigan Department of Treasury

Enc: AMAR Review  
Cc: Township Clerk  
Township Assessor  
Equalization Director

**Michigan State Tax Commission  
Audit of Minimum Assessing Requirements  
AMAR Review Sheet**

The State Tax Commission, per MCL 211.10f, has jurisdiction to determine substantial compliance with the requirements of the General Property Tax Act. The AMAR review reflects the minimum assessing requirements of a local unit of government based on statute and STC Rules, Policy, Bulletins and Publications. Local units of government that do not meet one or more of the minimum requirements must submit a corrective action plan detailing how and when the deficiencies will be resolved.

Failure to submit an acceptable corrective action plan, or failure to resolve the deficiencies as outlined within the corrective action plan that is approved by the State Tax Commission, will result in a determination of substantial non-compliance and may result in the State Tax Commission assuming jurisdiction of the assessment roll of the local unit of government. Failure to meet one or more of the minimum AMAR requirements does not automatically result in State Tax Commission assumption of jurisdiction of the assessment roll.

**Local Unit Background Information:**

Year of Audit: 2018  
Name of Local Unit: GARFIELD TWP  
Name of County: GRAND TRAVERSE  
Name of Assessor: AMY DEHAAN  
Assessor Certification Level: MMAO 4  
Name of Supervisor, City Manager or Mayor: CHUCK KORN Title: SUPERVISOR  
Mailing Address for Supervisor: 3848 Veterans Drive, Traverse City, MI 49684

What date did the assessor certify the assessment roll? L-4037 signed and dated 3-5-18.

What is the Residential Coefficient of Dispersion (COD) for the local unit? Unit had 607 valid sales to calculate a Residential COD of 9.33.

What is the Residential Price Related Differential (PRD) for the local unit? Unit had 607 valid sales to calculate a Residential PRD of 1.02.

Does the L-4022 in possession of the local unit match the L-4022 in possession of the County Equalization Director and the information uploaded on the L-4023 on the E-File Site?

YES:           NO: X

The information uploaded on the L-4023 on the E-File Site does not match the L-4022 for the residential and commercial class counts. L-4023 has 5,573 residential parcels and the L-4022 has 5,567. L-4023 has 1,021 commercial parcels and the L-4022 has 1,019. The local unit's L-4022 signed and dated 4-4-18 matches the L-4022 in possession of the County Equalization Director. 6,662 total real parcels with a total assessed value of 978,464,700. The L-4023 has 6,670 parcels with the same total assessed value. The Equalization Director, James Baker, showed that this was his mistake, he takes full responsibility and does not want it counted against the assessor.

MCL 211.7cc requires interest at a rate of 1.25% per month or fraction of a month to be charged to the owner of property that has been issued a PRE denial notice. Upon collecting the interest, MCL 211.7cc also details the required distribution of the interest depending on the governmental unit

analysis of front foot rates, square foot rates, site values or acreage rates for all property classes in the unit.

4. Does the true cash value on the local unit record cards agree with the true cash value indicated on the assessment roll with less than 1% overrides and less than 1% flat land values – excluding DNR PILT Property (STC Policy)?

Requirement Met: YES:  NO:

Notes:

Unit has 0 parcels on override.

Unit has 0.05% (3 out of 6,662) flat land values with no reason. These 3 parcels have a -0- flat land value, classed 202 or 207 and are not exempt.

5. Personal Property Review:

- a) Does the local unit conduct an annual personal property canvass?

YES:  NO:

Unit has a Personal Property Policy, adopted in 2018, with procedures and practices to follow when conducting an annual personal property canvass. A detailed list of items to review is included. All businesses are driven by for the canvass.

- b) Did the local unit grant any exemptions under MCL 211.9o (Small Business Taxpayer Exemption)?

YES:  NO:

Unit has 1,890 personal property parcels. 854 have the Form 5076 Accepted, granting an exemption.

- c) If the answer to item 5b is yes, does a sampling indicate the local unit properly processed the exemptions received? This includes: Form 5076 filled out completely, timely received and received annually. If Form 5076 is not received the exemption is removed, parcel number created for any business that was granted an exemption, ensuring that a parcel with the exemption is not retired, all locations within the local unit are considered when granting the exemption.

Requirement Met: YES: NO:

Notes:

Unit did not properly process exemptions received by accepting Forms received after Feb 20 and not taking them to MBOR.

6. Review of Exemptions Granted under MCL 211.7u (poverty exemptions)

- a) Did the local unit grant any exemptions under MCL 211.7u (Poverty Exemption)?

YES:  NO:

Unit had 6 Poverty Exemptions granted by the MBOR for 2018.

- b) Does the local unit have poverty exemption guidelines?

YES:  NO:

Unit adopted Resolution No. 2008-02-T on 1-24-08 for poverty exemption guidelines with annually adopted Federal income guidelines and an application.



**Comments:**

I hereby declare that the foregoing information submitted is a complete and true statement.

Alfonso A Consiglio

Signature

7/25/18

Date

By checking this box, I agree and confirm that the signature I have typed above is the electronic representation of my original, handwritten signature when used on this document and creates a legally-binding contract. I further understand that signing this document using my electronic signature will have the same legally-binding effect as signing my signature using pen and paper.

This is the "Corrective Action Plan" for item 5.c. submitted after receiving the AMAR results:



## Charter Township of Garfield Grand Traverse County

3848 VETERANS DRIVE  
TRAVERSE CITY, MICHIGAN 49684  
P/E: (231) 941-1620 • FAX: (231) 941-1589

CHUCK KORN  
SUPERVISOR

LANIE McMANUS  
CLERK

JEANE BLOOD LAW  
TREASURER

MOLLY AGOSTINELLI, TRUSTEE  
DENISE SCHMUCKAL, TRUSTEE

STEVE DUELL, TRUSTEE  
DAN WALTERS, TRUSTEE

August 22, 2018

Kelli Sobel  
Michigan Department of Treasury  
PO Box 30471  
Lansing, MI 48909

Dear Ms Sobel,

This letter is intended to outline the steps Garfield Township will take to correct the deficiency noted during the 2018 AMAR review conducted by Tax Management Associates. There was one area noted that did not meet those requirements:

Did the local unit properly process any Small Business Taxpayer Exemptions that were received?

"Unit did not properly process exemptions received by accepting Forms received after Feb 20 and not taking them to MBOR."

In January, I attended the Assessors Summit in Lansing. It was my understanding from the session I attended that I should accept all 5076 forms until the roll was turned over to the March Board of Review, and take any others received prior to the closing of the MBOR to the MBOR. That is what I did.

**Corrective action:** Any Small Business Taxpayer Exemption forms received AFTER February 20th will continue to be clearly stamped with the date received and the post mark date noted or mailing envelop attached, AND all those received AFTER February 20th will be taken to the MBOR.

Should this plan not meet your requirements, or is unsatisfactory for any reason, please contact me so it may be corrected.

Sincerely,

Amy L. DeHaan

c: Township Supervisor, Township Clerk, Equalization Director

Amy L. DeHaan, MMAO(4)  
Assessor

And, the response from the State indicating that no follow up was necessary:

5102 (Rev 04-15)



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RICK SNYDER  
GOVERNOR

NICK A. KHOURI  
STATE TREASURER

September 6, 2018

RECEIVED  
SEP 13 2018  
Garfield Twp Assessor

Chuck Korn, Supervisor  
Garfield Township, Grand Traverse County  
3848 Veterans Drive  
Traverse City, MI 49684

Dear Chuck Korn:

Thank you for submitting your plan to correct the deficiencies noted in the 2018 AMAR Review. Your plan has been accepted as submitted. No follow up review will be necessary.

Thank you for your cooperation throughout this process.

Sincerely,

A handwritten signature in black ink that reads "Kelli Sobel".

Kelli Sobel  
Michigan Department of Treasury

Cc: Local Unit Clerk  
Local Unit Assessor  
Equalization Director

The most generally useful measure of variability or uniformity is the Coefficient of Dispersion (COD). It measures the average percentage deviation of the [sales] ratios from the median [sales] ratio. The COD has the desirable feature that its interpretation does not depend on the assumption that the ratios are normally distributed. In general, more than half the ratios [in a study] fall within one COD of the median ratio. The following excerpt from the International Association of Assessing Officers (IAAO) publication, "Standards on Ratio Studies", shows the standards for COD used worldwide:

**Table 1-3. Ratio Study Uniformity Standards indicating acceptable general quality\***

Type of property—General	Type of property—Specific	COD Range**
Single-family residential (including residential condominiums)	Newer or more homogeneous areas	5.0 to 10.0
Single-family residential	Older or more heterogeneous areas	5.0 to 15.0
Other residential	Rural, seasonal, recreational, manufactured housing, 2-4 unit family housing	5.0 to 20.0
Income-producing properties	Larger areas represented by large samples	5.0 to 15.0
Income-producing properties	Smaller areas represented by smaller samples	5.0 to 20.0
Vacant land		5.0 to 25.0
Other real and personal property		Varies with local conditions

*These types of property are provided for guidance only and may not represent jurisdictional requirements.*

*\* Appraisal level for each type of property shown should be between 0.90 and 1.10, unless stricter local standards are required.*

*PRD's for each type of property should be between 0.98 and 1.03 to demonstrate vertical equity.*

*PRD standards are not absolute and may be less meaningful when samples are small or when wide variation in prices exist. In such cases, statistical tests of vertical equity hypotheses should be substituted (see table 1-2).*

*\*\* CODs lower than 5.0 may indicate sales chasing or non-representative samples.*

Vertical equity, or the differences in the appraisal of low- and high- value properties, is tested by use of the Price Related Differential (PRD). The PRD measures price-related bias in assessments, and should be between 0.98 and 1.03 according to the IAAO Standards. A PRD considerably above 1.00 tends to indicate assessment regressivity, while a PRD below 1.00 suggests assessment progressivity. Regressivity means that properties with lower values are being assessed too high - or low value properties are valued at greater percentages of market value than high value properties, and progressivity happens when properties with higher values are assessed too low - or low value properties are valued at smaller percentages of market value than high value properties.

The advantage of the PRD is that it can be easily calculated. However, there are disadvantages to using it. If the study contains too few sales or the mean sale ratio is heavily influenced by several extreme sales prices, the PRD may not be a reliable measure of vertical inequities. Likewise, if the study uses a lot of sales, the PRD may be too insensitive to show small pockets where there is significant inequity.

Below are the countywide results pertaining to the Residential COD and PRD, which are two of the Uniformity Standards that indicate acceptable general quality in Ratio Studies :

**2018 Grand Traverse County AMAR Results**

	<i>Residential</i>		# Sales	# Res Pcts	% Transferred	2018 Res AV	2018 Total AV	Weighted COD	Weighted PRD
	COD	PRD							
Acme Twp	16.49	1.05	218	3021	7.22%	\$ 318,331,700	\$ 388,555,700	0.90893	0.09788
Blair Twp	11.59	1.03	313	3868	8.09%	\$ 252,232,700	\$ 321,423,700	0.91774	0.08151
East Bay Twp	11.58	1.02	525	7334	7.16%	\$ 582,370,100	\$ 671,229,300	1.53717	0.13540
Fife Lake Twp & Village of Fife Lake	15.93	1.03	62	1173	5.29%	\$ 61,010,700	\$ 68,905,300	0.24972	0.01615
Garfield Twp	9.33	1.02	607	5557	10.90%	\$ 565,309,700	\$ 978,464,700	1.43194	0.15655
Grant Twp	19.71	1.11	38	965	4.39%	\$ 54,081,500	\$ 70,043,000	0.18938	0.01066
Green Lake Twp	9.03	1.03	283	3660	7.73%	\$ 313,871,900	\$ 333,789,400	0.64614	0.07370
Long Lake Twp	11.39	1.01	430	4731	9.09%	\$ 597,732,000	\$ 619,187,900	1.23836	0.10981
Mayfield Twp	13.7	1.03	47	865	5.43%	\$ 52,443,898	\$ 73,137,072	0.16281	0.01224
Paradise Twp & Kingsley Village	13.95	1.02	135	2319	5.82%	\$ 134,165,800	\$ 150,757,700	0.47617	0.03462
Peninsula Twp	14.84	1.03	555	3800	14.61%	\$ 834,967,700	\$ 914,736,700	2.08248	0.14454
Union Twp	21.70	1.08	21	399	5.26%	\$ 26,702,500	\$ 27,390,100	0.11522	0.00573
Whitewater Twp	12.99	1.05	91	1783	5.10%	\$ 235,066,500	\$ 256,226,100	0.79888	0.02415
Traverse City	12.97	1.03	630	5996	10.51%	\$ 762,123,900	\$ 1,194,374,800	2.06502	0.16407
<b>COUNTY-WIDE TOTALS:</b>			<b>3955</b>	<b>45381</b>		<b>\$ 4,790,410,598</b>	<b>\$ 6,068,231,472</b>	<b>12.32045</b>	<b>1.02722</b>
<b>Grand Traverse Co Mean:</b>	<b>13.94</b>	<b>1.04</b>	<b>283</b>	<b>3242</b>	<b>7.61%</b>	<b>\$ 342,172,186</b>	<b>\$ 433,445,105</b>		
Low:	9.03	1.01	21	399	4.39%	\$ 26,702,500	\$ 27,390,100		
High:	21.70	1.11	530	7334	14.61%	\$ 834,967,700	\$ 1,194,374,800		
Median:	13.35	1.03	251	3341	7.19%	\$ 283,052,300	\$ 327,606,550		
Mode:	#N/A	1.03	#N/A	865	#N/A	#N/A	#N/A		

NOTE: All units passed 9 out of 11 requirements or better

The residential COD for Garfield Township was 9.33, and the PRD was 1.02. Both indicators meet the standards for uniformity, as set by the IAAO.

During 2018, 14 new Public Acts affecting property tax administration were passed by the Legislature, with eight of those being passed during the Lame Duck session at the end of the year. The most significant is PA 660, better known as Assessing Reform, was introduced in April, 2018, and went through a unique process of gathering input from all stakeholders before a workgroup gathered several times to come to an agreement on the language to be included in the bill. As the 2018 President of the Michigan Assessors Association, I did a significant amount of work on this legislation and was involved in the workgroup meetings to arrive at what was finally passed.

**PA 117 of 2018 - Qualified Forest Property (effective 7/25/18)**

Adds Part 535 to the Natural Resources and Environmental Protection Act (NREPA) to:

- Provide for registration of foresters by the Department of Natural Resources (DNR);
- Creates a Board of Foresters, within the DNR, to evaluate the registered forester program and maintain a list of registered foresters;
- Establish forester registration application procedures;
- Establish minimum requirements to be a registered forester;
- Establish a biennial registration fee and require fees to be deposited in the Forest Development Fund;
- Specify general professional activities and requirements for registered foresters; and
- Establish a complaints procedure.

Allows the money in the Forest Development Fund to be spent for the administration and enforcement of Part 535. Also, this legislation repeals Part 21 of the Occupational Code, which provided for registration of foresters by the Department of Licensing and Regulatory Affairs, and amends the General Property Tax Act to refer to a registered forester under Part 535 of NREPA, rather than Part 21 of the Occupational Code.

**PA 132 of 2018 - Personal Property Exemption filing dates (effective 5/3/18)**

Amends the General Property Tax Act (GPTA) to:

- Remove the annual exemption filing statement to claim the "small parcel exemption" and restates that the initial filing must be filed no later than February 20th of the first year the exemption was claimed;

- Specifies that an exemption would remain in effect until the personal property was no longer eligible personal property;
- Requires an owner of personal property that is no longer eligible personal property to file a rescission;
- Provides owners who fail to file a rescission and whose property is later determined to be ineligible for exemption to be subject to repayment of any additional taxes with interest;
- Deletes provisions that authorize an assessor to deny a claim for exemption for the current year and immediately preceding three calendar years; and
- Allows local units of government to develop and implement an audit program of exemption claims for the current and three previous calendar years.

**PA 133 of 2018 - Principal Residence Exemptions (effective 5/3/18)**

Amends the GPTA to:

- Allow a property owner who previously occupied the property as his or her principal residence but now resides in another location for convalescence to retain a PRE if the owner intends to return; and
- Deletes the requirement that the property be unoccupied if the owner is continuing to receive the PRE while he or she resides in a nursing home or assisted living facility.

**PA 247 and 248 of 2018 - Personal Property: Distribution of Local Community Stabilization Act Share Revenue (effective 6/28/18)**

Amends the Local Community Stabilization Authority Act to:

- Modify calculations within the Act, including the qualified school debt millage rate;
- Modify distribution of share revenue payments to delay, from 2019 to 2021, the implementation of the new formula and the manner for phasing in the formula;
- Requires municipalities to allocate reimbursements in the same manner as the taxes that were lost due to previously enacted personal property tax exemptions;
- Modify deadlines government entities must meet to report information and perform calculations, and create new reporting requirements;
- Provide for procedures to reimburse underpayments and collect overpayments under the Act; and
- Require the Department to make distribution calculations and commercial and industrial personal property taxable values available on the internet.

**PA 438 of 2018 - Michigan Tax Tribunal (effective 10/1/19)**

Amends the Tax Tribunal Act to:

- Specify that the Tax Tribunal, for administrative purposes only, would be in the Department of Licensing and Regulatory Affairs (LARA), instead of the Department of Treasury;
- Require Tribunal members to receive training on matters relevant to the work, including proper courtroom procedures, State and local tax issues, accepted appraisal practices and proper assessing practices;
- Specify the duties Tribunal members would have to perform personally;
- Allow Tribunal members to engage in other gainful employment or business or professional activity for remuneration, subject to the bill; and
- List circumstances under which a Tribunal member could be disqualified from a proceeding, and the disqualification process.

**PA 484 of 2018 - Special Assessments (effective 1/1/19)**

Amends PA 33 of 1951 (which provides for police and fire protection for certain villages, townships and cities) to:

- Specify that, after December 31, 2018, a special assessment levied under the Act must be spread on the taxable value of the property assessed based on the special benefit provided to the property assessed and may not be based on police and fire protection provided in a previous year to assessed property; and
- Require a special assessment imposed under the Act to be levied on all properties within the special assessment district established under the Act other than properties exempt from the collection of taxes under the GPTA.

**PA 505 and 541 of 2018 - Essential Services Assessment (effective 3/29/19)**

Amends the State Essential Services Act and the Alternative State Essential Services Act, respectively, to:

- Modify, from August 15 to October 15, the date by which each eligible claimant must electronically revise and certify a completed statement and make full payment of the assessment for that assessment year;



- Modify, from September 15 to December 15, the date by which the Department of Treasury must issue a notice to the eligible claimant if the claimant does not certify the statement and full payment of the assessment;
- Require an eligible claimant to submit the assessment payment by April 15 of the year following the assessment year, instead of October 15, along with the required penalty;
- Increase, from 1% per week to 5% per month, the penalty an eligible claimant would have to pay on the unpaid balance for each month payment that was not made in full, and increase, from 5% to 30%, the maximum penalty that could be paid on the total amount due and unpaid; and
- Modify, from December to June of the immediately preceding assessment year, the dates by which certain exemptions must be rescinded if the eligible claimant does not subject payment in full and any penalty due.

**PA 616 of 2018 - Personal Property: Distribution of Local Community Stabilization Act Share Revenue (effective 12/28/18)**

Amends the Local Community Stabilization Authority Act to:

- Change the distribution of disbursements made by the Local Community Stabilization Authority (LCSA);
- Move the earmark for Fire Protection Grants to Tier 1 and fully fund those grants; and
- Earmark \$10.0 million for distribution to local health departments (primarily counties).

**PA 633 of 2018 - Principal Residence Exemptions (effective 12/28/18)**

Amends the GPTA to:

- Allow a property owner who previously occupied the property as his or her principal residence but had vacated the property because it was damaged or destroyed to retain a PRE if the owner meets certain conditions; and
- Allow an owner of property who previously occupied the property as his or her principal residence but did not occupy that property on June 1 or November 1 while absent due to the damage or destruction of the property for which the exemption was not on the tax roll to file an appeal with the July or December board of review.

**PA 659 of 2018 - Property Tax Limitation (effective 3/19/19)**

Amend the Property Tax Limitation Act to modify election notice requirements for a proposal to increase the total tax rate limitation of a local unit of government.

Section 6 of Article IX of the state constitution limits the total amount of property taxes that certain local units may levy, but also allows these limitations to be increased to a certain extent if approved by the votes of the applicable local unit. Section 3 of the Property Tax Limitation Act establishes procedures for such an election.

Previously, the notice published by the county clerk of an election on the question of such an increase must contain a statement by the county treasurer of the total of all voted increases in the total tax rate limitation, in any local units, that affect the taxable property in the local unit voting on the increase, and the years those increases are effective.

This Public Act removes this requirement and instead requires that the notice of election must include a statement of both of the following:

- The amount, in dollars per thousands of dollars of taxable value, by which the total tax rate limitation in the local unit is proposed to be increased; and
- The number of years the increase would be effective.

It also adds a reference to the section of the Michigan Election Law that establishes general procedures and requirements for the publication of election notices.

**PA 660 of 2018 - Assessing Reform (effective 12/28/18)**

Amend the GPTA to:

- Require the State Tax Commission (STC) to audit the assessing districts in Michigan to determine if they complied with certain requirements, such as employing or contracting with an assessor of record that oversaw and administered an annual assessment of all property liable to taxation in the assessing district, beginning on and after December 31, 2021;
- Require the STC to develop and implement an audit program to determine whether an assessing district was in substantial compliance with the Act's requirements;
- Allow the STC to initiate a process to ensure that an assessing district achieved or maintained substantial compliance with the Act's requirements after December 31, 2021;

- Require the STC to develop and implement a process to ensure that all assessing districts in the State achieved and maintained substantial compliance with the Act's requirements, and list what that process would have to include;
- Require every county to have a designated assessor on file with the STC beginning December 31, 2020, subject to further requirements and provisions listed under the Act;
- Allow the governing bodies of two or more contiguous cities or townships, by agreement, to appoint a single board of review to serve as the board of review for each of those cities or townships for the purposes of the Act;
- Allow a village that was located in more than one assessment district to request STC approval that the assessment of property within the village be combined with the assessment of property in one of those assessing districts;
- Require all assessing officials to maintain land value maps only through calendar year 2018; and
- Require the STC to adopt and publish guidelines to implement the Act.

The Act states "It is the intent of the legislature to appropriate sufficient money to address start-up and training costs associated with this amendatory act, including, but not limited to, necessary costs incurred to train board of review members, increase the number of assessors qualified to serve as assessors of record, facilitate initial designated assessor designations, respond to assessor request for technical assistance, enhance staff and programming with the STC to improve technical support for assessors of record, and transition some assessment services to designated assessors."

**PA 672 of 2018 - Qualified Forest Exemptions (effective 3/29/19)**

Amend the GPTA to:

- Increase the current limitation of 1,200,000 acres of qualified forest property that can be exempted to 2,500,000, beginning with the 2018-2019 fiscal year.
- Adds to the application process for property owners interested in obtaining an exemption for qualified forest property:
  1. The Department of Agriculture and Rural Development (MDARD) qualified forest school tax affidavit must include a statement indicating that the property owner holds the timber rights for the property for which the exemption is being claimed. If the application and supporting documents that are in compliance and approved by MDARD extend to multiple parcels owned by the same person and located in the same local tax collecting unit, then MDARD could include the

information required in the tax affidavit in a single tax affidavit instead of one for each parcel; and

2. MDARD has to provide to the conservation district and the Department of Treasury a spreadsheet listing all parcels for which have received a qualified forest school tax affidavit.
  - Eliminates the provisions that an owner may claim and exemption for up to 640 acres or the equivalent of 16 survey units consisting of 1/4 of 1/4 of a section of qualified forest property in each local tax collecting unit, as well as the additional provisions if an exemption is granted for less than 640 acres;
  - Amends the fee collection provision to specify that the fee would be collected on the summer tax bill, or if the local tax collecting units does not collect summer taxes, on the winter tax bill at the same time and in the same manner as other taxes collected;
  - Remove the requirement that a landowner must provide rescission documents if all or part of the exempted property is no longer considered a qualified forest property. Instead, the property owner must notify MDARD that all or part of the property is no longer qualified, upon which MDARD would notify the county treasurer that a request has been made to remove the exemption and to calculate any recapture tax required under PA 379 of 2006;
  - Penalties apply to property owners who fail to notify MDARD that all or a portion of the property is no longer qualified forest property; and
  - If an owner of qualified forest property does not wish to keep all or a portion of the property enrolled in the Qualified Forest Program, the owner must immediately notify MDARD as described above.

Each year, the Assessing Department studies the real estate market to estimate the adjustments in property values for the next year. They, along with the County Equalization Department, review every sale to determine whether it is representative of the market - known as an Arm's Length transaction. Once the sales have been evaluated, staff calculates the sales ratio [assessed value at the time of sale divided by the sales price] for each sale as well as the total sales ratio for each class. This analysis determines the overall level of assessment in each property class. The ratios calculated indicate whether property is assessed at 50%, below 50% - requiring an increase, or above 50% - indicating a decrease.

**Preliminary Residential Sales Study Indications**

A preliminary two-year sales study indicates an estimated 5.24% increase on 2019 State Equalized Values in the residential class. This two-year study, as required by the State Tax Commission, includes sales from April 1, 2017, through March 31, 2019, and is used to determine values for 2020. This sales study period was revised by the State Tax Commission, as published in STC Bulletin 9 of 2017, issued on June 6, 2017.

**Preliminary Commercial Sales Study Indications**

A preliminary two-year sales study shows a minimal increase of 2.01% on 2019 State Equalized Values for property in the commercial class. This two-year study, as required by the State Tax Commission, includes sales from April 1, 2017, through March 31, 2019, and is used in determining 2020 values. As with all sales studies, this study period was revised by the State Tax Commission, as published in STC Bulletin 9 of 2017, issued on June 6, 2017.

**Preliminary Industrial Sales Study Indications**

There have been six (6) actual industrial sales in a preliminary two-year sales study, which indicate an increase estimated at 8.77% for industrial properties on the 2019 State Equalized Values. This two-year study includes sales from April 1, 2017, through March 31, 2019, which is required by the State Tax Commission and is used in determining values for the 2020 assessment roll. The study period was revised by the State Tax Commission on June 6, 2017, through STC Bulletin 9 of 2017. However, due to the limited number of sales in the industrial class, the Grand Traverse County Equalization Department typically performs appraisal studies to determine the assessment ratio for this property class. Results of the appraisal study are not typically available until December, 2019. It is highly probable that the Industrial study will be a combination of the sales and appraisal studies.

# Clerk's Report

For April 30, 2019

Submitted 5/09/19

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 April in the General Fund, you will find that we had a total of \$61,659.10 Revenues and \$756,614.34 Expenditures. For the year we have a total of \$2,500,911.91 Revenues and \$1,596,650.11 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

PERIOD ENDING 0/2019

2019 ORIGINAL BUDGET 2019 AMENDED BUDGET YTD BALANCE 04/30/2019 ACTIVITY FOR MONTH 04/30/2019 AVAILABLE BALANCE

GL NUMBER	DESCRIPTION	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/2019	AVAILABLE BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	1,800,000.00	1,800,000.00	2,042,881.93	33,055.49	(242,881.93)
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	80.00	80.00	0.00	0.00	80.00
101-000-414.000	Protested R/E Interest	500.00	500.00	0.00	0.00	500.00
101-000-423.000	TRAILER PARK FEES	8,000.00	8,000.00	2,833.00	709.00	5,167.00
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	0.00	0.00	4,000.00
101-000-476.000	BUILDING PERMITS	220,000.00	220,000.00	61,602.00	22,000.00	158,398.00
101-000-476.001	PLANNING FEES	7,500.00	7,500.00	5,300.00	2,400.00	2,200.00
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	100.00	100.00	400.00
101-000-476.004	PARK USE FEES	0.00	0.00	880.00	400.00	(880.00)
101-000-476.005	ZONING FEES	22,000.00	22,000.00	4,490.00	1,890.00	17,510.00
101-000-574.000	STATE SHARED REVENUE	1,300,000.00	1,300,000.00	231,217.00	0.00	1,068,783.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	0.00	0.00	20,000.00
101-000-575.000	Road Right of Way	20,000.00	20,000.00	500.00	500.00	19,500.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	1,063.13	170.36	3,936.87
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	1,000.00	1,000.00	166.67	0.00	833.33
101-000-664.000	EARNED INTEREST	20,000.00	20,000.00	18,095.93	404.45	1,904.07
101-000-668.002	RENTS & ROYALTIES CABLE VIS	265,000.00	265,000.00	70,569.69	0.00	194,430.31
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	17,000.00	17,000.00	6,704.12	0.00	10,295.88
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	12,330.20	0.00	(12,330.20)
101-000-676.000	REIMBURSEMENTS	0.00	0.00	42,178.24	30.00	(42,178.24)
101-000-676.001	Reimbursed Treasurer Legal Fees	600.00	600.00	0.00	0.00	600.00
Total Dept 000		3,734,480.00	3,734,480.00	2,500,911.91	61,659.30	1,233,568.09
TOTAL REVENUES		3,734,480.00	3,734,480.00	2,500,911.91	61,659.30	1,233,568.09

Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		3,734,480.00	3,734,480.00	2,500,911.91	61,659.30	1,233,568.09



User: Lanie  
DB: Garfield

PERIOD ENDING 0/2019

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	3,800.00	1,200.00	8,200.00	31.67
101-101-701.101	WAGES - FILE CLERK	35,143.68	35,143.68	12,944.35	3,514.26	22,199.33	36.83
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	3,200.00	800.00	8,800.00	26.67
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	3,350.00	800.00	8,650.00	27.92
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	3,900.00	1,050.00	8,100.00	32.50
101-101-701.105	WAGES - OFFICE COORDINATOR	32,676.80	32,676.80	11,283.21	2,513.60	21,393.59	34.53
101-101-726.000	SUPPLIES	5,500.00	5,500.00	2,075.15	492.20	3,424.85	37.73
101-101-726.001	POSTAGE	8,000.00	8,000.00	2,393.63	393.63	5,606.37	29.92
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	1,062.71	0.00	6,437.29	14.17
101-101-801.000	LEGAL SERVICES - TOWNBOARD	16,000.00	16,000.00	3,401.30	671.30	12,598.70	21.26
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	17,000.00	17,000.00	7,000.00	0.00	10,000.00	41.18
101-101-805.000	CONTRACTED AND OTHER SERVICES	6,500.00	6,500.00	2,456.75	2,092.25	4,043.25	37.80
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	2,500.00	2,500.00	1,073.69	0.00	1,426.31	42.95
101-101-901.000	ADVERTISING	7,500.00	7,500.00	993.60	391.10	6,506.40	13.25
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	2,500.00	2,500.00	180.00	0.00	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		209,820.48	209,820.48	59,114.39	13,918.34	150,706.09	28.17
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	75,161.28	75,161.28	25,949.63	5,781.64	49,211.65	34.53
101-171-701.202	WAGES - APPRAISER II	43,911.17	43,911.17	15,159.20	3,377.60	28,751.97	34.52
101-171-701.204	WAGES - APPRAISER III	52,344.21	52,344.21	17,967.21	4,026.40	34,377.00	34.33
101-171-701.205	WAGES - ASSESSOR	92,800.59	92,800.59	32,039.60	7,138.50	60,760.99	34.53
101-171-726.000	SUPPLIES	2,000.00	2,000.00	467.39	0.00	1,532.61	23.37
101-171-726.001	POSTAGE	3,700.00	3,700.00	2,992.33	0.00	707.67	80.87
101-171-805.000	CONTRACTED AND OTHER SERVICES	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,940.27	0.00	59.73	97.01
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	1,052.33	292.29	5,947.67	15.03
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	526.00	0.00	2,474.00	17.53
Total Dept 171 - TOWNSHIP SUPERVISOR		310,417.25	310,417.25	98,093.96	20,616.43	212,323.29	31.60
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-191-726.000	SUPPLIES	5,000.00	5,000.00	15.90	0.00	4,984.10	0.32
101-191-726.001	POSTAGE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	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		32,900.00	32,900.00	15.90	0.00	32,884.10	0.05
Dept 215 - TOWNSHIP CLERK							

GL NUMBER	DESCRIPTION	2019 ORIGINAL BUDGET	2019 AMENDED BUDGET	YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BGDY USED
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-215-701.300	WAGES - CLERK	75,161.28	75,161.28	25,949.63	5,781.64	49,211.65	34.53
101-215-701.302	WAGES - DEPUTY CLERK	46,500.00	46,500.00	15,986.92	3,576.92	30,513.08	34.38
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	505.00	0.00	4,495.00	10.10
101-215-726.000	SUPPLIES	1,500.00	1,500.00	437.89	289.94	1,062.11	29.19
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	3,514.28	961.54	2,485.72	58.57
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	0.00	0.00	700.00	0.00
<b>Total Dept 215 - TOWNSHIP CLERK</b>		<b>136,161.28</b>	<b>136,161.28</b>	<b>46,393.72</b>	<b>10,610.04</b>	<b>89,767.56</b>	<b>34.07</b>
<b>Dept 247 - BOARD OF REVIEW</b>							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	600.00	500.00	900.00	40.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	500.00	500.00	1,000.00	33.33
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	500.00	500.00	1,000.00	33.33
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	200.00	100.00	1,300.00	13.33
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>1,800.00</b>	<b>1,600.00</b>	<b>4,400.00</b>	<b>29.03</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>							
101-253-701.500	WAGES - TREASURER	75,161.78	75,161.78	25,949.63	5,781.64	49,212.15	34.53
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	46,500.00	46,500.00	15,986.92	3,576.92	30,513.08	34.38
101-253-726.000	SUPPLIES	2,500.00	2,500.00	776.23	0.00	1,723.77	31.05
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	783.40	7.40	2,216.60	26.11
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	138.62	0.00	561.38	19.80
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	218.08	0.00	281.92	43.62
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	195.58	0.00	4,304.42	4.35
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	50.00	0.00	450.00	10.00
<b>Total Dept 253 - TOWNSHIP TREASURER</b>		<b>147,261.78</b>	<b>147,261.78</b>	<b>44,098.46</b>	<b>9,365.96</b>	<b>103,163.32</b>	<b>29.95</b>
<b>Dept 258 - COMPUTER SUPPORT</b>							
101-258-726.000	SUPPLIES	6,000.00	6,000.00	489.99	489.99	5,510.01	8.17
101-258-935.015	COMPUTER SUPPORT SYSTEMS	30,000.00	30,000.00	12,800.28	8,588.28	17,199.72	42.67
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	300.00	75.00	1,700.00	15.00
<b>Total Dept 258 - COMPUTER SUPPORT</b>		<b>38,000.00</b>	<b>38,000.00</b>	<b>13,590.27</b>	<b>9,153.27</b>	<b>24,409.73</b>	<b>35.76</b>
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-701.011	Maintenance Wages	10,000.00	10,000.00	1,930.63	553.00	8,069.37	19.31
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	372.45	150.00	3,127.55	10.64
101-265-850.000	TELEPHONE	16,000.00	16,000.00	5,209.38	1,286.53	10,790.62	32.56
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	5,239.10	1,386.01	6,760.90	43.66
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	442.29	148.62	5,557.71	7.37
101-265-920.603	LIGHTS BUILDING	15,000.00	15,000.00	3,671.00	1,749.63	11,329.00	24.47


GL NUMBER	DESCRIPTION	2019		YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BDCGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	3,062.00	410.00	6,938.00	30.62
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	3,480.00	1,180.00	11,520.00	23.20
101-265-935.604	RUBBLISH REMOVAL	1,000.00	1,000.00	315.00	60.00	685.00	31.50
101-265-935.605	BUILDING REPAIR	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	730.80	365.40	769.20	48.72
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	13,980.90	4,610.08	1,019.10	93.21
<b>Total Dept 265 - TOWNSHIP HALL</b>		<b>165,000.00</b>	<b>165,000.00</b>	<b>38,433.55</b>	<b>11,899.27</b>	<b>126,566.45</b>	<b>23.29</b>
<b>Dept 301 - POLICE SERVICES</b>							
101-301-830.000	POLICE CONTRACT	1,200,000.00	1,200,000.00	571,406.58	289,145.50	628,593.42	47.62
<b>Total Dept 301 - POLICE SERVICES</b>		<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>571,406.58</b>	<b>289,145.50</b>	<b>628,593.42</b>	<b>47.62</b>
<b>Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>							
101-371-701.702	WAGES BUILDING ASSISTANT	16,744.63	16,744.63	5,730.62	1,276.82	11,014.01	34.22
101-371-701.703	WAGES - BUILDING	73,473.79	73,473.79	25,348.21	5,651.84	48,125.58	34.50
101-371-701.704	WAGES - BUILDING	25,000.00	25,000.00	6,930.14	1,708.00	18,069.86	27.72
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	259.14	6.49	740.86	25.91
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	335.00	0.00	1,165.00	22.33
<b>Total Dept 371 - TOWNSHIP BUILDING INSPECTOR</b>		<b>119,718.42</b>	<b>119,718.42</b>	<b>38,603.11</b>	<b>8,643.15</b>	<b>81,115.31</b>	<b>32.24</b>
<b>Dept 400 - PLANNING COMMISSION</b>							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	600.00	100.00	1,400.00	30.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	700.00	200.00	1,300.00	35.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	600.00	100.00	1,400.00	30.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	700.00	200.00	1,300.00	35.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	600.00	200.00	1,400.00	30.00
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	739.50	0.00	24,260.50	2.96
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	769.00	285.00	5,231.00	12.82
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	183.50	183.50	1,816.50	9.18
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
<b>Total Dept 400 - PLANNING COMMISSION</b>		<b>51,000.00</b>	<b>51,000.00</b>	<b>6,092.00</b>	<b>1,668.50</b>	<b>44,908.00</b>	<b>11.95</b>
<b>Dept 401 - TOWNSHIP PLANNER</b>							
101-401-701.900	WAGES - PLANNER	73,473.79	73,473.79	25,367.04	5,651.84	48,106.75	34.53
101-401-701.901	WAGES - DEPUTY PLANNER	52,604.54	52,604.54	18,160.83	4,046.41	34,443.71	34.52
101-401-701.902	WAGES -PLANNER ASSISTANT	12,558.53	12,558.53	4,297.97	957.59	8,260.56	34.22
101-401-726.000	SUPPLIES	1,000.00	1,000.00	970.79	0.00	29.21	97.08
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	75.00	0.00	1,925.00	3.75
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	108.50	0.00	891.50	10.85
Total Dept 401 - TOWNSHIP PLANNER		148,236.86	148,236.86	48,980.13	10,655.84	99,256.73	33.04
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	100.00	100.00	1,100.00	8.33
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	203.00	203.00	9,797.00	2.03
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	62.00	62.00	938.00	6.20
101-410-901.000	ADVERTISING	2,000.00	2,000.00	505.65	135.40	1,494.35	25.28
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	1,170.65	800.40	18,829.35	5.85
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES	51,665.46	51,665.46	17,837.60	3,974.26	33,827.86	34.53
101-412-701.602	WAGES ZONING	16,000.00	16,000.00	2,625.05	569.34	13,374.95	16.41
101-412-726.000	SUPPLIES	1,000.00	1,000.00	269.63	15.99	730.37	26.96
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		71,465.46	71,465.46	20,732.28	4,559.59	50,733.18	29.01
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	80,000.00	80,000.00	34,315.31	19,580.44	45,684.69	42.89
Total Dept 448 - STREET LIGHTS - TOWNSHIP		80,000.00	80,000.00	34,315.31	19,580.44	45,684.69	42.89
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	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	820,000.00	820,000.00	5,062.50	1,562.50	814,937.50	0.62
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	72,051.66	29,506.71	27,948.34	72.05
101-747-880.017	COM. PROM. - TV BOARD	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
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		968,500.00	968,500.00	80,114.16	31,069.21	888,385.84	8.27
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	279.17	100.07	2,220.83	11.17
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	457.75	0.00	1,042.25	30.52
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	736.92	100.07	3,763.08	16.38

PERIOD ENDING 0/2019

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	90,000.00	90,000.00	85,039.90	85,039.90	4,960.10	94.49
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	24,925.57	5,808.98	55,074.43	31.16
101-851-873.020	VACATION & PERSONAL PAYOUT	5,000.00	5,000.00	123.66	0.00	4,876.34	2.47
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	325,000.00	325,000.00	170,389.05	21,306.06	154,610.95	52.43
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,037.60	1,073.39	5,962.40	40.38
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	0.00	0.00	13,000.00	0.00
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	6,675.00	0.00	1,325.00	83.44
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		541,000.00	541,000.00	291,190.78	113,228.33	249,809.22	53.82
Fund 900 - CAPITAL OUTLAY							
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	1,767.94	0.00	232.06	88.40
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		43,000.00	43,000.00	1,767.94	0.00	41,232.06	4.11
Fund 965 - TRANSFERS TO OTHER FUNDS							
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS 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		4,493,181.53	4,493,181.53	1,596,650.11	756,614.34	2,896,531.42	35.53
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,493,181.53	4,493,181.53	1,596,650.11	756,614.34	2,896,531.42	35.53

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 04/30/2019	ACTIVITY FOR MONTH 04/30/19	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.308	WAGES - PARKS AND RECREATION	8,400.00	8,400.00	800.00	400.00	7,600.00	9.52
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	0.00	0.00	161.00	161.00	(161.00)	100.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	94,000.00	94,000.00	3,617.11	1,283.50	90,382.89	3.85
308-000-880.006	COM. PROM. - BVNP (YMCA)	63,000.00	63,000.00	18,360.00	0.00	44,640.00	29.14
308-000-880.008	COM. PROM. - Cont. Serv GTCD	46,000.00	46,000.00	11,500.00	0.00	34,500.00	25.00
308-000-880.012	COM. PROM. - GT COMMONS	12,500.00	12,500.00	0.00	0.00	12,500.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
308-000-880.015	COM. PROM. - PARK & TRAIL MAI	26,100.00	26,100.00	0.00	0.00	26,100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	44,800.00	44,800.00	0.00	0.00	44,800.00	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	55,000.00	55,000.00	29,502.87	1,738.42	25,497.13	53.64
Total Dept 000		365,300.00	365,300.00	63,940.98	3,582.92	301,359.02	17.50
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	0.00	0.00	61.20	30.60	(61.20)	100.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		0.00	0.00	61.20	30.60	(61.20)	100.00
TOTAL EXPENDITURES		365,300.00	365,300.00	64,002.18	3,613.52	301,297.82	17.52
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		365,300.00	365,300.00	64,002.18	3,613.52	301,297.82	17.52

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2019-53</b>			
Prepared:	May 6, 2019	Pages:	Page 1 of 1
Meeting:	May 14, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	First Amendment to 2018 5-Yr Parks and Recreation Master Plan—Public Hearing & Resolution		

**BACKGROUND:**

At its January 7, 2019 Regular Meeting, the Parks and Recreation Commission passed a motion directing Staff to prepare a draft First Amendment to the Township’s DNR-approved 2018-2023 Five-Year Parks and Recreation Master Plan that revises the Township’s acquisition plan to be more consistent with current priorities. The draft Amendment also would add additional detail regarding the plan for Phase III of the Buffalo Ridge Trail.

At a March 4, 2019 Special Meeting, the Commission reviewed the draft Amendment prepared by Staff and passed a motion directing Staff to make the Amendment available for the 30-day public comment period required by the DNR. Following the conclusion of the 30-day review period, the Commission adopted Resolution 2019-01-PR at its April 15, 2019 Special Meeting recommending to the Township Board that the draft Amendment be adopted.

The Amendment was introduced to the Township Board at its April 23, 2019 meeting. A public hearing to adopt the Amendment was scheduled for tonight, May 14, 2019.

**ACTION REQUESTED:**

If, following tonight’s public hearing, the Board is satisfied with the draft Amendment *attached* to this report, a resolution, also *attached* to this report, adopting the Amendment is available for consideration. A suggested motion for adopting the resolution is as follows:

MOTION TO adopt Resolution 2019-11-T adopting the First Amendment the 5-Year Parks and Recreation Master Plan as attached to Planning Department Report 2019-53.

**Attachment:**

1. Draft First Amendment to 2018-2023 Garfield Township 5-Yr Parks and Recreation Master Plan

## INTRODUCTION

The Charter Township of Garfield (“Township”) has developed this first amendment to its 2018-2023 Five-Year Parks and Recreation Master Plan (“Plan”) to include a revised **Green Infrastructure Program** with two new properties identified for potential acquisition by the Township for public recreation, and to provide additional information regarding the planned **Phase III** of Traverse Area Recreational Transportation Trails’ (“TART Trails”) **Buffalo Ridge Trail**. This first amendment to the Plan contains the following seven sections:

- Description of the Planning Process
- Description of the Public Input Process
- Amended Goals and Objectives
- Other Elements
- The revised **Green Infrastructure Program**, intended to replace pages 61 and 75 of the adopted Plan, incorporates two new properties for potential acquisition by the Township for public recreational use
- A new text section and map providing greater detail on **Buffalo Ridge Trail Phase III** within Garfield Township. The text is intended to be an additional paragraph on page 59 of the adopted Plan, between the headings “Boardman River Trail” and “Green Infrastructure Plan.” The map is intended to be a new page 68 of the adopted Plan, pushing each page thereafter up one page number.
- Adoption Documentation



## DESCRIPTION OF THE PLANNING PROCESS

### **GREEN INFRASTRUCTURE PROGRAM**

The Township is often approached by property owners potentially interested public acquisition of their property for recreational use or conservation. These inquiries are typically preliminarily analyzed by Planning Department Staff before being forwarded to the Parks and Recreation Commission for discussion and a possible recommendation to the Board of Trustees.

In this case, a list of properties for which the Township received inquiries was presented to the Parks and Recreation Commission by Planning Department Staff at two open meetings and evaluated in terms of whether the property would be a good addition to the Township's existing parks system based on its proximity to existing parklands; whether streams, wetlands, or other natural features are present on the property; and the property's position with regard to plans for future non-motorized trails. At the conclusion of the second open meeting of the Parks and Recreation Commission, the Commission unanimously recommended that the Township's Green Infrastructure Program within the adopted Plan be amended to include each of the properties for which inquiries were received.

### **BUFFALO RIDGE TRAIL PHASE III**

The Township and TART Trails have partnered and continue to partner on trail projects on Township lands. The complete Buffalo Ridge Trail is planned for in the Township's Five-Year Parks and Recreation Plan and was discussed extensively during the update to the Plan. The Township, TART Trails, and the public came together to identify the trail route over the course of several meetings and events.

## DESCRIPTION OF THE PUBLIC INPUT PROCESS

### **GREEN INFRASTRUCTURE PROGRAM**

A significant source of public input underlying this amendment was the survey responses recently received as part of the development of the original Garfield Township 2018-2023 Five-Year Parks and Recreation Master Plan (please *see* page 26 of the Plan for a description of the survey, and Appendix A for the full questions and responses).

For example, 59.48 percent of the survey respondents (113 of the 190 respondents) indicated that acquiring additional parkland should be a "very important" or "important" priority for the Township for the next five years. In addition, 71.35 percent of respondents (137 of the 192 respondents) indicated that acquiring land to preserve natural areas, wetlands, habitat areas, and other similar resources should be a "very important" or "important" priority for the Township for the next five years.

As described above, revision of the **Green Infrastructure Program** was extensively discussed at two open meetings of the Parks and Recreation Commission. An amendment was then drafted by Staff and presented to the Commission at a third open meeting for approving the submission of the amendment to the Department of Natural Resources for approval.

### **BUFFALO RIDGE TRAIL PHASE III**

A well-publicized public input meeting facilitated by TART Trails specifically seeking input regarding various aspects of Phase III of the Buffalo Ridge Trail was held at Garfield Township Hall in September of 2017. At the meeting, destinations, obstacles, opportunities, and priorities were discussed. Additional public input efforts are ongoing.

Like with the **Green Infrastructure Program**, the survey responses recently received as part of the development of the original Five-Year Master Plan provide a significant source of public input with regard to trail construction. For example, 77.84 percent of respondents (116 of 182 respondents) indicated that there is a need for additional trails suited to walking, hiking, and jogging.

In addition, 71.21 percent of respondents (136 of the 191 respondents) indicated that building pathways to connect neighborhoods to schools, parks, and entertainment should be a “very important” or “important” priority for the Township for the next five years. Finally, 73.2 percent of respondents (142 of the 194 respondents) indicated that building regional trail connections should be a “very important” or “important” priority for the Township for the next five years.

### **GENERALLY**

Once approved by the Parks and Recreation Commission, the amendment was made available for the required one-month public review period at Garfield Township Hall and online at [www.garfield-twp.com](http://www.garfield-twp.com), from **March 5, 2019** to April 8, 2019. **Following the one-month review period, a legally noticed public hearing was held at the Commission’s April 8, 2018 meeting during which public comment on the amendment was encouraged.**

**[PUBLIC HEARING/OPEN MEETING TO BE HELD AT BOARD LEVEL TO BE DESCRIBED HERE]**

### **AMENDED GOALS AND OBJECTIVES**

No goals or objectives are being amended.

### **OTHER ELEMENTS**

None other than those described above.

Table 4 – Green Infrastructure Program

Map Index	Name	Method of Protection
A1	Silver Lake Connection to W. Silver Lake Road	Acquisition
A2	Ransom Parcel (Commons)	Acquisition
A3	Oleson PUD Open Space and Wetlands	Donation
A4	Oleson, Schmude Wetlands	Acquisition
A5	Applebees Parcel	Acquisition, Access Emnt
A6	Commerce Center Wetland	Donation , Access Emnt
A7	City-Owned Boardman Parcel	Acquisition
A8	Hanson Parcel	Donation
A9	Traverse Software	Acquisition
A10	Cass Road Self Storage	Donation or Cons. Emnt, Access Emnt.
A11	Miller Creek Corridor; BVNP / Miller Creek Connector	Donation or Cons. Emnt, Access Emnt.
A12	BVNP Parcels	Acquisition
A13	Logan Valley Pond	Donation or Cons. Emnt
A14	Misc. West Boardman River Parcels	Acquisition
A15	Misc. East Boardman River Parcel Easements	Easement
A16	Fraser Parcel	Acquisition
A17	Future East Side Community Park?	Acquisition
A18	SVEC, McClain, Godzibiewski Parcels	Acquisition
A19	Airport Approach	Donation
A20	Boyd	Acquisition
A21	Kukla	Acquisition
A22	Logan Valley Development	Acquisition
A23	TCLP Parcel	Acquisition
CE1	Lewis, Church, Outlet Mall, Tireland Parcels	Donation or Conservation Emnt
CE2	Sleder Wetlands	Donation or Conservation Esmt
CE3	C D F, Chelsea Park	Donation, Acquisition via PUD, Cons. Emnt
P1	S. Airport Road	Protected
P2	Silver Lake Road Conservation Easement	Protected
P3	Lowes Wetlands	Protected
P4	Hughes Drive	Protected
PUB 1	Future East Side Community Park?	Publicly Owned (BPW)
SP1	Silver Lake Elementary School	School Park
SP2	TC West High School	School Park
SP3	TC West Middle School	School Park
SP4	Former Sabin Elementary Playgrounds	Donation
SP5	Traverse Bay Christian School	School Park

# Green Infrastructure Plan Map

As Amended April 2019

## Legend

### Green Infrastructure Plan

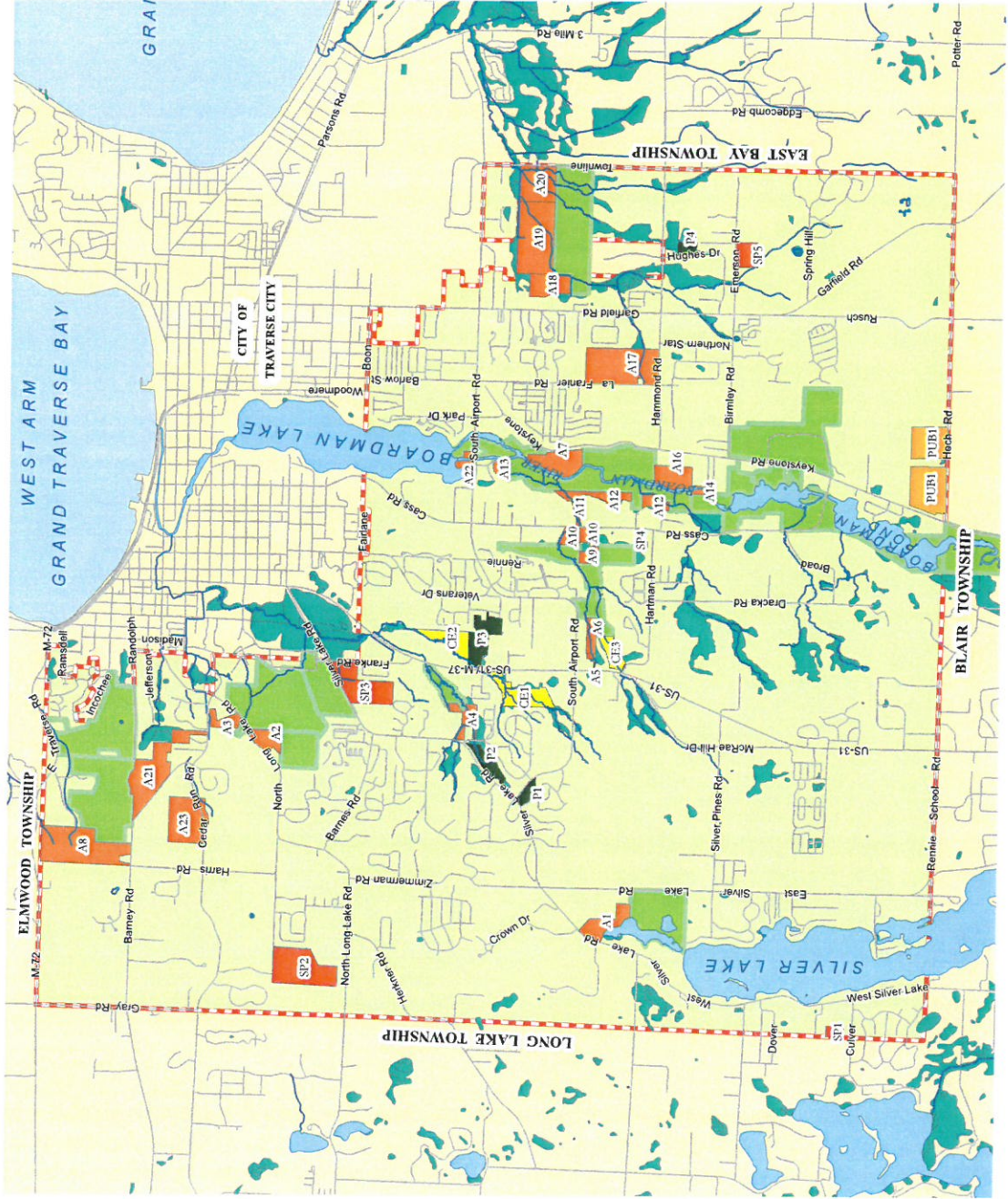
- Acquisition Property ("A")
- Conservation Easement ("CE")
- Currently Protected Property ("P")
- Publicly Owned Property ("PUB")
- School Park ("SP")
- Existing Public Parkland

### Wetlands

- Wetlands
- Stream



Prepared by: Garfield Township Planning Dept - February 2019  
Data Source: Garfield Township, 2017



### BUFFALO RIDGE TRAIL PHASE III

The planned 2.7-mile (1.5 miles in place) Buffalo Ridge Trail is a Type I trail (i.e., a hard-surfaced trail located in an independent right-of-way) connecting Division Street to South Airport Road. The half-mile Phase I segment connecting the Grand Traverse Commons and Traverse City West Middle School along Franke Road was completed in 2011. The one-mile Phase II segment connecting West Middle School, Great Wolf Lodge, and Grand Traverse Bay YMCA's new West Y was completed in 2016.

TART and Garfield Township partnered to construct Phases I and II, and it is anticipated that this partnership will continue with Phase III. Ultimately, the trail will provide connectivity between over three-hundred residences, three schools, numerous parks and natural areas, and countless businesses. It will also create an important link in the regional trail network by connecting the existing Mall Trail to the Boardman Lake Trail, for example. Because of its tremendous connectivity potential, completing the trail is an extremely high priority among local and regional stakeholders. The **Buffalo Ridge Trail Area Map** is located on page 68 of the Plan.

ADOPTION DOCUMENTATION

[TO BE ADDED AS ADOPTION PROCESS PROCEEDS]

DRAFT

# Buffalo Ridge Trail Area



### Map Legend

#### TC Area Trails

- Buffalo Ridge Trail, West HS to Silver Lake R
- Buffalo Ridge Trail, Anticipated Asphalt
- Buffalo Ridge Trail, Anticipated Boardwalk
- Buffalo Ridge Trail, Potential Crossing
- Buffalo Ridge Trail, Silver Rd segment
- Buffalo Ridge Trail, TC Central HS segment

#### Roads/Streets

- Roads/Streets
- Rivers/Streams

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNR Aero, IGN, IGP, swisstopo, and the



Map Created by: TART Trails  
 Map Data Sources: TART Trails,  
 Grand Traverse County,  
 Michigan Center for Geographic Information  
 Date: October 16, 2017

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

**RESOLUTION# 2019-11-T**

**RESOLUTION ADOPTING THE FIRST AMENDMENT TO THE TOWNSHIP'S 5-YEAR  
PARKS AND RECREATION MASTER PLAN**

**WHEREAS** the Charter Township of Garfield adopted a Five Year Parks and Recreation Plan on January 23, 2018 which describes the physical features, existing recreational facilities, and the desired actions to be taken to improve and maintain recreation facilities during the period between January 1, 2018 and December 31, 2023; and

**WHEREAS** this First Amendment to the adopted Parks and Recreation Plan is intended to amend the Township's acquisition plan to reflect current Garfield Township priorities, and to provide additional detail regarding the planned Phase III of the Buffalo Ridge Trail; and

**WHEREAS** a public review and comment period on the First Amendment was noticed and held from March 7, 2019 until April 8, 2019; and

**WHEREAS** a public hearing was held on the First Amendment by the Charter Township of Garfield Board of Trustees at Garfield Township Hall on May 14, 2019; and

**WHEREAS** the Charter Township of Garfield has developed the plan for the benefit of the entire community and to adopt the amended plan as a document to assist in meeting the recreational needs of the community; and

**WHEREAS** the Township Parks and Recreation Commission having found that the Parks and Recreation Plan has been developed to a final form;

**NOW, THEREFORE, BE IT RESOLVED** that the Charter Township of Garfield Board of Trustees hereby adopts the First Amendment to the Charter Township of Garfield Five-Year Parks and Recreation Master Plan as a guideline for improving recreation for the residents of the Charter Township of Garfield.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

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Lanie McManus, Clerk  
Charter Township of Garfield




CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield Board of Trustees, do hereby certify that the above is a true and correct copy of Resolution# 2019-11-T which was adopted by the Board of Trustees of the Charter Township of Garfield at a Regular Meeting on the 14th day of May, 2019.

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Lanie McManus, Clerk  
Charter Township of Garfield

		<b>Charter Township of Garfield Planning Department Report No. 2019-54</b>	
Prepared:	May 6, 2019	Pages:	Page 1 of 1
Meeting:	May 14, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Amendment to Parkland Ordinance Prohibiting Marijuana Smoking—Public Hearing and Resolution		

**BACKGROUND:**

At its March 12, 2019 meeting, the Township Board indicated that the Township's parkland ordinance, Ordinance No. 50, should be amended to include a prohibition on the smoking or vaping of marijuana on Township parklands in light of the recent recreational legalization of marijuana, and asked that the Parks and Recreation Commission make a recommendation on the matter at their next meeting. At its April 15, 2019 Special Meeting, the Commission unanimously passed a motion recommending to the Township Board that Ordinance No. 50 be amended to include the marijuana prohibition and to specify that vaping of tobacco is also not permitted. Smoking of tobacco is already prohibited.

The City of Traverse City recently initiated an amendment to its parkland ordinance prohibiting marijuana use on the advice of their city attorney. The City reasoned that although it is unlawful to smoke or vape marijuana in public generally, it is nonetheless wise to make clear in park rules that it is specifically prohibited.

**ACTION REQUESTED:**

If, following tonight's public hearing, the Board is satisfied with the draft Second Amendment to Ordinance No. 50 attached to this report, a resolution, also attached to this report, adopting the Second Amendment is available for consideration. A suggested motion for adopting the resolution is as follows:

MOTION TO adopt Resolution 2019-12-T adopting the Second Amendment to Ordinance No. 50, as attached to Planning Department Report 2019-54.

**Attachments:**

1. Draft Second Amendment to Ordinance No. 50 prohibiting marijuana smoking or vaping on Township parklands

THE CHARTER TOWNSHIP OF GARFIELD

ORDINANCE NO. 50  
PARKLAND ORDINANCE

An Ordinance to provide for operating rules and regulations for, and to apply to, all Parkland under the jurisdiction of the Charter Township of Garfield.

THE CHARTER TOWNSHIP OF GARFIELD, GRAND TRAVERSE COUNTY, MICHIGAN  
ORDAINS:

Section I

Scope and Mission Statement

- A. Preamble and Scope. This Ordinance shall act as the operating rules and regulations for, and apply to, all Parkland owned and/or controlled by the Charter Township of Garfield under authority provided by MCL 41.422.
- B. Mission Statement. The Township's goal is to provide safe, convenient, user friendly parks and trails to the citizens of Garfield Township as well as our neighbors and guests, while still preserving and protecting the natural environment in which they exist.

Section II

Definitions

- A. "Board" shall mean the Charter Township of Garfield Board of Trustees.
- B. "Township" means the Charter Township of Garfield.
- C. "Township Parkland" shall mean all parks and recreational lands, facilities and trails, owned or under the control of Garfield Township, currently being used for recreational purposes, or being held for future recreational use as shown on the Green Infrastructure Plan, as attached to the Township's Comprehensive Land Use Plan, including but not limited to, Township Parks (including nature reserves) identified in these Section II definitions.
- D. "Parks Administrator" shall mean Township Supervisor, or a designee of the Board, who has been delegated the authority to oversee operation of Township Parkland.
- E. "Person or Persons" shall mean any individual(s) or group(s) of individuals.
- F. "Camping" shall mean the overnight lodging or sleeping of a person or persons on Township Parkland, including but not limited to using a tent, trailer coach, vehicle camper, motor vehicle or in any other conveyance.
- G. "Rules" shall mean this Ordinance and any amendments to this Ordinance approved by the Board for the purpose of regulating the operation of Township Parkland.

- H. "Pavilions" shall mean the covered concrete areas on Township Parkland designed for picnicking and socializing. These pavilions usually contain picnic tables for public use.
- I. "Designated Trails" shall mean all paved, wood chipped or dirt trails, on Township Parkland, designed for non motorized use.
- J. "Silver Lake Recreation Area" shall mean the Township Parkland located along East Silver Lake Road, North of Silver Pines Road. This area is identified as location "A" on Appendix A.
- K. "Kid's Creek Park" shall mean all Township Parkland located along U.S. 31 South, between the Great Wolf Lodge and Kohl's and proceeding west and south. This area is identified as location "B" on Appendix A.
- L. "Grand Traverse Commons Recreation Area" shall mean all Township Parkland located within the Grand Traverse Commons redevelopment district. This area is identified as location "C" on Appendix A.
- M. "Miller Creek Nature Reserve" shall mean all Township Parkland located East of South Airport Road and West of Cass Road, and property South of South Airport Road and North of Hartman Road. This area is identified as location "D" on Appendix A.
- N. "Garfield Township Nature Reserve" shall mean all Township Parkland along the Boardman River between Boardman Lake and the Grand Traverse County Natural Education Reserve. This area is identified as location "E" on Appendix A.
- O. "Hughes Drive Nature Reserve" shall mean all Township Parkland along Hughes Drive south of Hammond Road. This area is identified as location "F" on Appendix A.

Section III  
Hours of Operation

- A. All Township Parkland shall be available for public use from two (2) hours before sunrise until two (2) hours past sunset, unless otherwise posted. Site specific hours of operation, where posted, will be posted at the general parking areas or trail head.

Section IV  
Prohibited Activities

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

- A. Remain on Township Parkland outside of the stated or posted hours of operation.
- B. To enter any Township Parkland that is posted or in any other way identified as being "closed".
- C. To camp at any time unless written permission is obtained from the Parks Administrator.
- D. To have an open fire, outside the designated charcoal grills provided for the purpose of cooking, without written permission of the Parks Administrator. (Private grills shall be

allowed, either gas or charcoal, so long as the ashes will not be deposited on the ground) No fires may be built directly on the ground.

- E. To operate motorized vehicles of any kind on designated trails, except for maintenance or patrol as authorized by the Parks Administrator.
- F. To operate or park any motorized vehicles of any kind on Township Parkland except in established driveways and parking areas.
- G. To commit vandalism of any kind, including but not limited to;
  - 1. Removing, damaging, destroying or defacing Township owned property and equipment.
  - 2. Destroying, damaging, injuring or removing any trees, shrubs, wildflowers or vegetation on any Township Parkland.
- H. To have a pet, on Township Parkland, that is not on a leash or otherwise restrained and in control of its keeper. Animal leashes shall not exceed 16 feet in length.
- I. To litter or otherwise dispose of or discard refuse of any kind in or upon Township Parkland except by placing said refuse in containers provided for that purpose.
- J. To dispose of any household refuse on Township Parkland or in garbage receptacles on Township Parkland.
- K. Solicit, post, advertise or in any way sell or attempt to sell any goods or services on Township Parkland without written permission of the Parks Administrator.
- L. To possess or consume beer, wine or any intoxicating liquors on Township Parkland.
- ~~L-M.~~ To possess, smoke, or vape marijuana on Township Parkland.
- ~~M-N.~~ To discharge projectiles either by air, explosive substance or any other force by any firearm, revolver, pistol, shotgun, rifle, air rifle, air gun, paint ball gun, bow or other weapon that discharges a projectile. This section shall not apply to any peace officer, or duly appointed law enforcement officer while carrying out their duties. This section shall also not apply to any person lawfully hunting game as outlined in Section VI of this Ordinance and as allowed by federal and state game laws.
- ~~N-O.~~ To in any way harass and intentionally disturb any and all wildlife on Township Parkland other than while hunting as allowed in Section VI of this Ordinance and as allowed by federal and state game laws.
- ~~O-P.~~ To feed any wildlife at any time on Township Parkland.
- ~~P-Q.~~ To refuse to comply with this Ordinance when requested by a local enforcement officer or in any way hinder the Parks Administrator, any employee or designee of the administrator while performing their official duties, including the enforcement of this Parkland Ordinance.

Section V  
Rules of Operation

- A. Persons must act in a way so as not to create a disturbance which will unreasonably impair the quiet enjoyment of other persons using the Township Parkland.
- B. Persons with pets on Township Parkland shall pick up and dispose of excrement from their pets. These droppings must be contained in a sealed bag and removed from Township Parkland or placed in trash receptacles as provided.
- C. Township Pavilions shall be occupied on a first come first served basis, unless previously reserved, and must be made available / shared with other persons, as long as space permits. Persons using Township Pavilions must clean up after use and dispose of any trash in receptacles provided or remove their trash from Township Parkland.
  - 1. Pavilions may be reserved for large groups and special events at the discretion of the Parks Administrator. Persons wishing to reserve a pavilion for a large group or special event must make their request in writing to the Parks Administrator at least 14 days prior to the event. Reservation requests will be considered for groups of 15 or more people only. If a reservation is approved by the Parks Administrator the details of that reservation will be posted on the pavilion at least 7 days prior to the event.
- D. No smoking or vaping of tobacco products of any kind is permitted within 100 feet of any playground equipment, pavilions, restroom facilities or any other area where persons may be affected by second-hand smoke.
- E. Baseball diamonds, tennis courts, basketball courts, soccer fields and any other recreational facilities may be reserved for future use upon approval of the Parks Administrator. Reservations shall be available for a single event and/or for continuing use on a weekly basis. Absent a reservation, facilities shall be used on a first come first serve basis.
- F. Fees for the reservation and rental of Township Park facilities shall be established by the Charter Township of Garfield Fee Schedule.

Section VI  
Hunting, Fishing and Trapping

- A. The Board and Parks Administrator reserves the right to use any and all means to control wildlife deemed to be a nuisance. All further conditions regulating Hunting, Fishing or Trapping in this Ordinance shall not apply to the Township or its designees.
- B. Fishing is allowed in all waterways within Township Parkland so long as all state and federal game laws and regulations are adhered to.

- C. Trapping of wildlife is not permitted on Township Parkland.
- D. Target shooting is not allowed on Township Parkland.
- E. Hunting is allowed only on Township Parkland identified in this section of the Ordinance and with the limitations stated herein. Anyone hunting on Township Parkland must possess valid state and federal game licenses as required for the game being hunted. All hunting must be done in accordance with state of Michigan and federal laws including but not limited to those regarding season dates, species and bag limits. Hunters must also possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance.
  - 1. There shall be no hunting allowed in the Silver Lake Recreation Area.
  - 2. There shall be no hunting allowed in the Kid's Creek Park.
  - 3. There shall be no hunting allowed in The Grand Traverse Commons Recreation Area.
  - 4. There shall be no hunting allowed in the Hughes Drive Nature Reserve.
  - 5. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the Miller Creek Nature Reserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
  - 6. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the Garfield Township Nature Reserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
- F. There shall be no permanent hunting blinds erected on Township Parkland. All tree stands must be temporary in nature and removed when not in use. No permanent steps, ladders or screw in foot pegs may be used.
- G. There shall be no cutting of trees, tree limbs or any other vegetation, on Township Parkland, to improve visibility for the purpose of hunting.
- H. All hunting or placement of temporary hunting blinds must take place at a minimum 150 feet from any parking area, boat launch or maintained trail on Township Parkland.
- I. There shall be no baiting of game on Township Parkland.
- J. Permits to hunt on Township Parkland must be obtained, from the Parks Administrator, in advance of hunting as outlined below;
  - 1. Hunting permits will be issued on a first come first serve basis by the Parks Administrator. Permits will be area specific and the number available will vary based on the hunting season and hunting area. The number of permits available will be determined by the Parks Administrator.

2. Hunting permits will be valid for 7 days beginning 2 hours before sunrise on Saturday and ending at sunset on Friday of the week that the permit is issued for.
  3. Applications for hunting permits are available at the township offices and must be filled out at least 7 days and not more than 14 days prior to the desired timeframe. Hunting permits are free of charge.
  4. All hunters granted hunting permits will be required to complete, and submit to the Parks Administrator, a survey within 10 days of the end of their hunting period. This survey will be used to help analyze wildlife encountered during the hunter's use of Township Parkland. This survey will be issued with the permit. Failure to complete and return this survey may result in forfeiture of future eligibility of permits to hunt on Township Parkland.
  5. Hunting permits issued by the Parks Administrator are non-exclusive permission to hunt. The permit holder should be advised that additional permits to hunt may be issued.
  6. Hunting permits are specific to the person granted the permit and are non-transferable.
  7. In the case of animals being taken, which require field dressing, the resulting entrails shall be covered with soil at a depth of one (1) foot.
- K. Any person granted the privilege of utilizing Township Parkland for the purpose of hunting shall agree to conduct them self in a safe and ethical manner. They must also be mindful of property boundaries, safety zones surrounding adjoining residences, recreational trails and other users of the Parkland.

Section VII  
Enforcement and Penalty

- A. The Grand Traverse County Sheriff, Grand Traverse County Sheriff deputies, and Township Code Enforcement Officers are authorized as local enforcement officers of this Ordinance.
- B. Any person(s) violating any provisions or rules in this Ordinance shall be deemed as guilty of a misdemeanor and upon conviction thereof shall be fined as follows;
  1. First violation within a 2-year period not more than a \$50.00 fine.
  2. Second violation within a 2-year period not more than a \$100.00 fine.
  3. Third violation within a 2-year period not more than a \$150.00 fine.
  4. Fourth and all subsequent violations within a 2-year period not more than \$250.00 fine.

In addition to the fines as outlined above, person(s) convicted of violating this Ordinance may be imprisoned in the county jail for a period not to exceed 90 days.



Section VIII  
Severability

- A. The provisions of this Ordinance are severable and if any part is declared void or unenforceable by court of competent jurisdiction, the remaining parts shall remain in force.

Section IX  
Effective Date

This Ordinance shall take effect thirty (30) days after it is published.

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

ORDINANCE NO. 50 (Parkland Ordinance): AMENDMENT NO. 2

RESOLUTION #2019-12-T

A RESOLUTION TO AMEND CHARTER TOWNSHIP OF GARFIELD ORDINANCE  
NO. 50 (Parkland Ordinance):

WHEREAS Public Act 157 of 1905 (MCL 41.422, et seq.) authorizes the Charter Township of Garfield to enact ordinances that regulate the operating rules and regulations for, and apply to, all Parkland owned and/or controlled by the Township; and

WHEREAS the Township would like to prohibit the smoking or vaping of marijuana or tobacco on Township parklands in light of the recent recreational legalization of marijuana;

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 2 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 50  
(Parklands Ordinance):

A. THAT Section IV BE AMENDED to add the following:

Section IV  
Prohibited Activities

M. To possess, smoke, or vape marijuana on Township Parkland.

Section V  
Rules of Operation

D. No smoking or vaping of tobacco products of any kind is permitted within 100 feet of any playground equipment, pavilions, restroom facilities or any other area where persons may be affected by second-hand smoke.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By: \_\_\_\_\_

Lanie McManus, Clerk

Charter Township of Garfield

**CERTIFICATE**

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2019-12-T which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of May, 2019. Amendment No. 2 to Garfield Township Ordinance No. 50 (Parklands Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Lanie McManus, Clerk  
Charter Township of Garfield

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

Proposed Comprehensive Annual Budget  
Fiscal Year July 1, 2019 to June 30, 2020

**Board of Directors**

Ross Biederman, Chair  
Michael Groleau, Secretary  
Tim Hughes, Treasurer  
Molly Agostinelli, Director and Garfield Township Trustee  
Richard Lewis, Director and Traverse City City Commissioner  
David Foote, Director  
Mattias Johnson, Director

**Executive Director**

Matt Cowall

**City of Traverse City and Charter Township of Garfield**  
**RECREATIONAL AUTHORITY**  
**OPERATING FUND**  
For the Fiscal Year End June 30, 2020

	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Budget	FY 18/19 Projected	FY 19/20 Recommended
<b>REVENUES</b>						
Property Taxes	\$ 156,490	\$ 164,960	\$ 169,379	\$ 180,000	\$ 175,100	\$ 180,000
PPT Reimbursement	-	12,510	28,889	20,000	10,788	-
Interest Income	508	476	913	900	965	1,000
Grants and Contributions	134,954	28,203	8,053	1,000	11,000	11,000
Barns Park Rental Revenues	72,140	107,318	139,083	130,000	115,100	130,000
<b>TOTAL REVENUES</b>	<b>364,092</b>	<b>313,467</b>	<b>346,317</b>	<b>331,900</b>	<b>312,953</b>	<b>322,000</b>
<b>EXPENDITURES</b>						
Office Expenses	1,546	1,186	1,135	2,000	1,858	2,000
Professional Services	303,627	177,034	188,487	259,300	227,011	211,000
Insurance & Bonds	3,286	3,347	3,360	4,000	3,399	4,000
Facility/Property Expenses	34,677	34,299	64,211	80,000	79,500	85,000
Transportation	666	1	0	1,000	100	1,000
Capital Outlay	26,105	9,919	0	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>369,907</b>	<b>225,786</b>	<b>257,193</b>	<b>346,300</b>	<b>311,868</b>	<b>303,000</b>
Transfer (to) from Capital Projects Fund	28,153	-	-	-	-	-
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>22,338</b>	<b>87,681</b>	<b>89,124</b>	<b>(14,400)</b>	<b>1,085</b>	<b>19,000</b>
<b>Beginning Fund Balance</b>	<b>282,957</b>	<b>305,295</b>	<b>392,976</b>	<b>482,100</b>	<b>\$ 482,100</b>	<b>483,185</b>
<b>Ending Fund Balance</b>	<b>\$ 305,295</b>	<b>\$ 392,976</b>	<b>\$ 482,100</b>	<b>\$ 467,700</b>	<b>\$ 483,185</b>	<b>\$ 502,185</b>
<b>Millage Rate</b>	<b>0.0982</b>					

## Narratives to Budget Sheets

### Operating Fund:

This fund is the core fund for the general operations of the Authority. The millage rate to be levied on the winter tax bills is presently **0.0982**, pending any reduction in the maximum allowable levy for the operating millage under the state's Headlee Amendment. We'll have final information on that later in May.

The primary goals of the Recreational Authority supported by funding in the proposed budget for the coming fiscal year are: (1) strategic communications planning focused on current and future operations of the Authority; (2) planning and fundraising for road construction at Historic Barns Park; (3) additional capital fundraising activities; and (4) increased public outreach regarding Authority properties and activities.

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

#### **Professional Services**

Executive Management Services (Land Information Access Association)	\$ 80,000.00
Treasury/Financial Management Services (Charter Township of Garfield)	\$ 5,933.00
Hickory Meadows Management Services (Grand Traverse Conservation District)	\$ 22,050.00
Event Facility Management Services (Sunrise to Sunset Events)	\$ 58,250.00
Strategic Planning (Consultant services, various)	\$ 5,500.00
Legal	\$ 5,000.00
Audit	\$ 6,000.00
Miscellaneous/Contingency (Approximately 10% of overall budget)	\$ 27,500.00

<b>Total</b>	<b>\$ 210,233.00</b>
<b><u>Allocation Recommended</u></b>	<b><u>\$ 211,000.00</u></b>

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

(Operating Fund – Continued)

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

**Facility/Property Expenses**

Event Expenses (cleaning, supplies, etc.)	\$ 15,000.00
Historic Barns Park Miscellaneous Maintenance, Flooring, Road Grading and Snowplowing	\$ 27,000.00
Facility Expenses (gas, water, electric and security)	\$ 16,000.00
Hickory Meadows Work Plan	\$ 26,720.00

<b>Total</b>	<b>\$ 84,720.00</b>
<b><u>Allocation Recommended</u></b>	<b><u>\$ 85,000.00</u></b>

<b>Travel Total</b>	<b>\$ 1,000.00</b>
<b><u>Allocation Recommended</u></b>	<b><u>\$ 1,000.00</u></b>

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<b>Operating Fund Total</b>	<b><u>\$303,000.00</u></b>
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**City of Traverse City and Charter Township of Garfield**  
**RECREATIONAL AUTHORITY**  
**LONG TERM GENERAL OBLIGATION DEBT RETIREMENT FUND**  
**For the Fiscal Year End June 30, 2020**

	FY 15/16 Actual	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Budget	FY 18/19 Projected	FY 19/20 Recommended
<b>REVENUES</b>						
Property Taxes	\$ 499,506	\$ 561,644	\$ 584,731	\$ 605,000	\$ 605,377	\$ 630,000
Interest Income	7	87	789	500	1,200	1,200
Refunds & Reimbursements	-	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>499,513</b>	<b>561,731</b>	<b>585,520</b>	<b>605,500</b>	<b>606,577</b>	<b>631,200</b>
<b>EXPENDITURES</b>						
Fees	253	252	211	300	200	300
Principal	360,000	390,000	425,000	460,000	460,000	500,000
Interest	115,373	106,898	97,689	87,688	87,688	76,840
<b>TOTAL EXPENDITURES</b>	<b>475,626</b>	<b>497,150</b>	<b>522,900</b>	<b>547,988</b>	<b>547,888</b>	<b>577,140</b>
<b>EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES</b>	<b>23,887</b>	<b>64,581</b>	<b>62,620</b>	<b>57,512</b>	<b>58,689</b>	<b>54,060</b>
<b>Beginning Fund Balance</b>	<b>433,219</b>	<b>457,106</b>	<b>521,687</b>	<b>584,307</b>	<b>584,307</b>	<b>642,996</b>
<b>Ending Fund Balance</b>	<b>\$ 457,106</b>	<b>\$ 521,687</b>	<b>\$ 584,307</b>	<b>\$ 641,819</b>	<b>\$ 642,996</b>	<b>\$ 697,056</b>
<b>Millage Rate</b>	<b>0.3300</b>					



### Long-Term General Obligation Debt Retirement Fund:

The sole focus of this fund is to make the required payments on the general obligation bonds that facilitated the acquisition of the Authority's three properties. The millage rate can adjust depending on the amount of debt service that has to be paid in each fiscal year, and the debt-service amount escalates each year through retirement of the debt. Based on last year's receipts, 2019 taxable values, and a debt service this fiscal year of \$576,840, the millage rate to be levied for this fiscal year will remain unchanged from last year at **0.3300**.

**CONSENT TO AMENDED AND RESTATED AGREEMENT FOR MANAGEMENT OF  
THE HISTORIC BARNS PARK**

NOW COMES the City of Traverse City, a Michigan municipal corporation, 400 Boardman Avenue, Traverse City, Michigan and the Charter Township of Garfield, a Michigan charter township, and consents to the Amended and Restated Agreement for Management of the Historic Barns Park as follows:

WHEREAS, the City and the Township are the Participating Municipalities responsible for forming the City of Traverse City and Charter Township of Garfield Recreational Authority (the "Authority") by Articles of Incorporation in 2003; and

WHEREAS, under the Articles, the term of the duration of the Authority is so long as an approved millage for the Authority remains in effect; and

WHEREAS, the current approved millage is in effect through the year 2023; and

WHEREAS, in the event that a millage is not approved for the Authority and the Authority ceases to exist, the property known as the Historic Barns Park shall revert to one or more of the participating municipalities; and

WHEREAS, the term of the Management Agreement as set forth in the Amended and Restated Agreement for Management of the Historic Barns Park ("Amended and Restated Agreement") may extend beyond the duration of the Recreational Authority and it is necessary for the City and the Township to consent to the Amended and Restated Agreement in the event that the duration of the Authority is terminated and the Historic Barns Park reverts to one or more of the participating municipalities;

NOW THEREFORE, for value received, the City and the Township hereby consent to and approve the Amended and Restated Agreement. Further, the City and Township agree that

in the event that the Authority's duration expires and the Historic Barns Park reverts to one or more of them, the City and Township agree that they will recognize the Management Entities under the terms and conditions of the Amended and Restated Agreement and the Amended and Restated Agreement shall be deemed to be a direct agreement between the Management Entities and the City and the Township on the same terms and conditions as set forth in the Amended and Restated Agreement.

CHARTER TOWNSHIP OF GARFIELD

\_\_\_\_\_  
\_\_\_\_\_

CITY OF TRAVERSE CITY

\_\_\_\_\_  
\_\_\_\_\_

Approved as to Substance by:

Approved as to Form by:

CITY OF TRAVERSE CITY

\_\_\_\_\_

\_\_\_\_\_

CHARTER TOWNSHIP OF GARFIELD

\_\_\_\_\_

\_\_\_\_\_



May 6, 2019

Garfield Township Board of Trustees  
 Charter Township of Garfield  
 3848 Veterans Drive  
 Traverse City, MI 49686

Re: Charter Township of Garfield  
 Letter of Recommendation for Eaglehurst Dr. Water Main & Sanitary Sewer Extension  
 GFA #18258

Dear Township Board:

We have reviewed the bids received on Thursday April 25, 2019 for the above referenced project. The four (4) responsive bidders to the project and their bid price are summarized as follows:

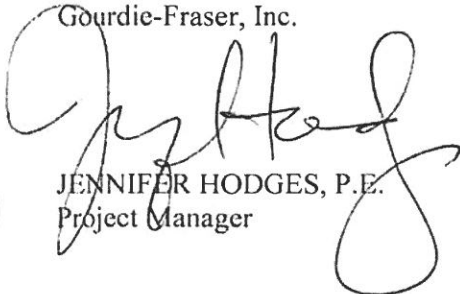
	Alpers	CJ's Excavating	Elmer's	B&L Excavating
<b>Total Bid</b>	<b>\$185,989.25</b>	<b>\$194,831.93</b>	<b>\$195,526.50</b>	<b>\$288,685.00</b>

The owner of this project requested funding assistance through the Township to facilitate installation of the water and sewer infrastructure. As the Engineer of Record for the Township, GFA prepared bid documents and held a formal bid opening to solicit competitive prices from qualified contractors to perform this work.

Based upon review of the bids, it is our recommendation to the board that you approve Alpers as the low bidder for the bid price amount of \$185,989.25. GFA has reviewed the references provided and has had favorable past working experience with Alpers and deems them qualified to complete the work. GFA will be providing all construction oversight, construction administration and assisting with project closeout for this on behalf of the Township. This will include measurements of quantities, processing of pay applications, change orders and adjustment of quantities through a balancing change order at the end of the project, as applicable.

Please contact me if you have any questions.

Very truly yours,  
 Gourdie-Fraser, Inc.



JENNIFER HODGES, P.E.  
 Project Manager

**Bid Results**  
**Charter Township of Garfield**  
**Eaglehurst Drive Water Main & Sanitary Sewer Extension**  
**GFA Project No. 18258**

No.	Item	Unit	Est. Qty.	Alpers			C.J's Excavating			Elmer's			B&L Excavating		
				Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost		
1	Mobilization	LS	1	\$11,000.00	\$11,000.00	\$5,000.00	\$5,000.00	\$10,023.50	\$10,023.50	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
2	Water Main, C900, 8"	LF	1460	\$31.85	\$46,501.00	\$35.85	\$52,341.00	\$28.25	\$41,245.00	\$50.00	\$73,000.00	\$50.00	\$73,000.00		
3	Connect to Existing, Water Main, 8"	EA	2	\$1,000.00	\$2,000.00	\$957.10	\$1,914.20	\$1,850.00	\$3,700.00	\$5,000.00	\$10,000.00	\$5,000.00	\$10,000.00		
4	Gate Valve and Box, 8"	EA	3	\$1,675.00	\$5,025.00	\$1,746.36	\$5,239.08	\$1,620.00	\$4,860.00	\$1,650.00	\$4,950.00	\$1,650.00	\$4,950.00		
5	Fire Hydrant Assembly	EA	3	\$4,760.00	\$14,280.00	\$4,710.86	\$14,132.58	\$4,317.50	\$12,952.50	\$4,500.00	\$13,500.00	\$4,500.00	\$13,500.00		
6	Blow-Off Assembly, Permanent	EA	1	\$1,225.00	\$1,225.00	\$3,399.26	\$3,399.26	\$826.00	\$826.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		
7	Service Lead, 1"	LF	960	\$18.15	\$17,424.00	\$18.07	\$17,347.20	\$31.25	\$30,000.00	\$33.00	\$31,680.00	\$33.00	\$31,680.00		
8	Corporation, 1"	EA	20	\$335.00	\$6,700.00	\$398.09	\$7,961.80	\$542.00	\$10,840.00	\$350.00	\$7,000.00	\$350.00	\$7,000.00		
9	Curb Stop and Box, 1"	EA	20	\$284.00	\$5,680.00	\$326.01	\$6,520.20	\$345.00	\$6,900.00	\$250.00	\$5,000.00	\$250.00	\$5,000.00		
10	Sanitary Sewer, 8" - SDR35	LF	1030	\$31.50	\$32,445.00	\$33.08	\$34,072.40	\$24.00	\$24,720.00	\$70.00	\$72,100.00	\$70.00	\$72,100.00		
11	Sanitary Manhole, 4' Diameter	EA	3	\$2,892.00	\$8,676.00	\$3,788.08	\$11,364.24	\$2,675.00	\$8,025.00	\$3,500.00	\$10,500.00	\$3,500.00	\$10,500.00		
12	Connect to Existing, Manhole	EA	1	\$1,000.00	\$1,000.00	\$1,457.90	\$1,457.90	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		
13	Wye Assembly	EA	16	\$222.00	\$3,552.00	\$164.42	\$2,630.72	\$145.00	\$2,320.00	\$350.00	\$5,600.00	\$350.00	\$5,600.00		
14	Sewer Lead, 6"	LF	775	\$17.00	\$13,175.00	\$21.77	\$16,871.75	\$33.50	\$25,962.50	\$40.00	\$31,000.00	\$40.00	\$31,000.00		
15	Patch Concrete, Drive	SF	265	\$6.25	\$1,656.25	\$4.50	\$1,192.50	\$10.80	\$2,862.00	\$7.00	\$1,855.00	\$7.00	\$1,855.00		
16	Soil Erosion Control	LS	1	\$2,500.00	\$2,500.00	\$1,799.00	\$1,799.00	\$1,800.00	\$1,800.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		
17	Restoration	LS	1	\$13,150.00	\$13,150.00	\$11,588.10	\$11,588.10	\$7,990.00	\$7,990.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
<b>TOTAL BIDS</b>					<b>\$185,989.25</b>		<b>\$194,831.93</b>		<b>\$195,526.50</b>		<b>\$288,685.00</b>		<b>\$288,685.00</b>		

\*Bid Form Total - \$194,829.93

**DRAIN AND STORM WATER OVERLAND FLOW EASEMENT**  
**PPN 28-05-022-002-10**

**CASS ROAD DRAIN**

For and in consideration of One Dollar and (00/100) and the prospective benefits to be derived because of the establishment, construction, operation, maintenance and improvement of the Cass Road Drain ("Drain"), a county drain under the supervision of Steve Largent, Grand Traverse County Drain Commissioner, whose address is 400 Boardman Avenue, Traverse City, MI 49684;

**Charter Township of Garfield**, a Michigan municipal corporation, whose address is 3848 Veterans Drive, Traverse City, MI 49684 (hereafter "Landowner"), who is the owner of lands described in Exhibit A ("Property"), now conveys and releases to the Cass Road Drain Drainage District ("Drainage District"), whose address is 400 Boardman Avenue, Traverse City, MI 49684, an easement for purposes of establishment, construction, operation, maintenance and improvement of the Drain over and across the Property ("Drain Easement"), as described and depicted in the attached Exhibit A ("Drain Easement Area"). Landowner also conveys and releases to the Drainage District an easement for the flow and storage of water over and across the Property ("Storm Water Overland Flow Easement"), as described and depicted in the attached Exhibit A ("Storm Water Overland Flow Easement Area").

This conveyance shall be deemed a sufficient conveyance to vest in the Drainage District, an easement over the Drain Easement Area for the uses and purposes of drainage with such rights of entry upon, passage over, storing of equipment and materials including excavated earth as may be necessary or useful for the establishment, construction, operation, maintenance and improvement of the Drain.

This conveyance shall be deemed a sufficient conveyance to vest in the Drainage District, an easement over the Storm Water Overland Flow Easement Area for the uses and purposes of drainage and flow and storage of water with such rights of entry upon, passage over, storing of equipment and materials including excavated earth as may be necessary or useful for the establishment, construction, operation, maintenance and improvement of the Drain.

This conveyance shall also be deemed sufficient to vest in the Drainage District an easement over the Drain Easement Area and the Storm Water Overland Flow Easement Area for the clearing of the Drain Easement Area and Storm Water Overland Flow Easement Area and the spreading and/or removal of spoil and excavated materials.

Non-movable or permanent structures shall not be constructed by Landowner, its agents, employees, or contractors within the specific limits of the Drain Easement Area or the Storm Water Overland Flow Easement Area.

This Drain Easement and Storm Water Overland Flow Easement shall be binding upon Landowner, and the Drainage District, its heirs, assigns, successors in interest and successors in office and be deemed to run with the land in perpetuity.

Exempt pursuant to: MCL 207.505(a) and MCL 207.526(a).

**CHARTER TOWNSHIP OF GARFIELD**  
a Michigan municipal corporation

Dated: \_\_\_\_\_

By: Charles Korn  
Its: Supervisor

STATE OF MICHIGAN            )  
  )ss.  
COUNTY OF                                    )

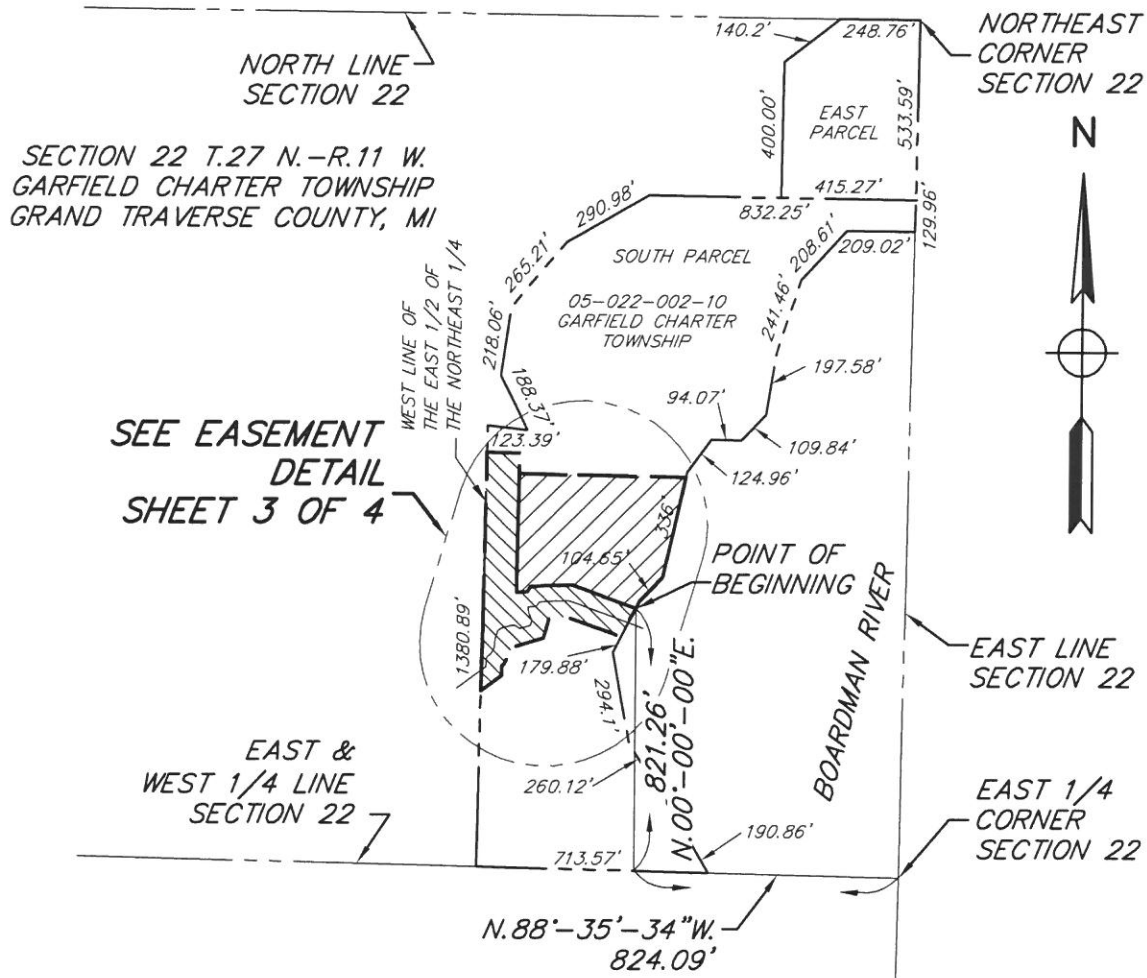
On this \_\_\_\_\_ day of \_\_\_\_\_, 2019, before me, a Notary Public in and for said County, personally appeared Charles Korn, Garfield Charter Township Supervisor, on behalf of Charter Township of Garfield, a Michigan municipal corporation, to me known to be the person described in and who executed the foregoing instrument and acknowledged the same to be his free act and deed.

\_\_\_\_\_  
Notary Public  
State of Michigan, County of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_  
Acting in the County of \_\_\_\_\_

**Drafted By:**  
Cole D. Hedrick (P81919)  
Fahey Schultz Burzych Rhodes PLC  
4151 Okemos Road  
Okemos, MI 48864  
(517) 381-0100

**When Recorded Return To:**  
Steve Largent  
Grand Traverse County Drain Commissioner  
400 Boardman Avenue  
Traverse City, MI 49684  
(231) 922-4807

FOR PARENT PARCEL DESCRIPTION, SEE SHEET 2 OF 4



NOTE: BEARINGS ARE BASED  
ON GPS OBSERVATION OF  
GOVERNMENT CORNERS.



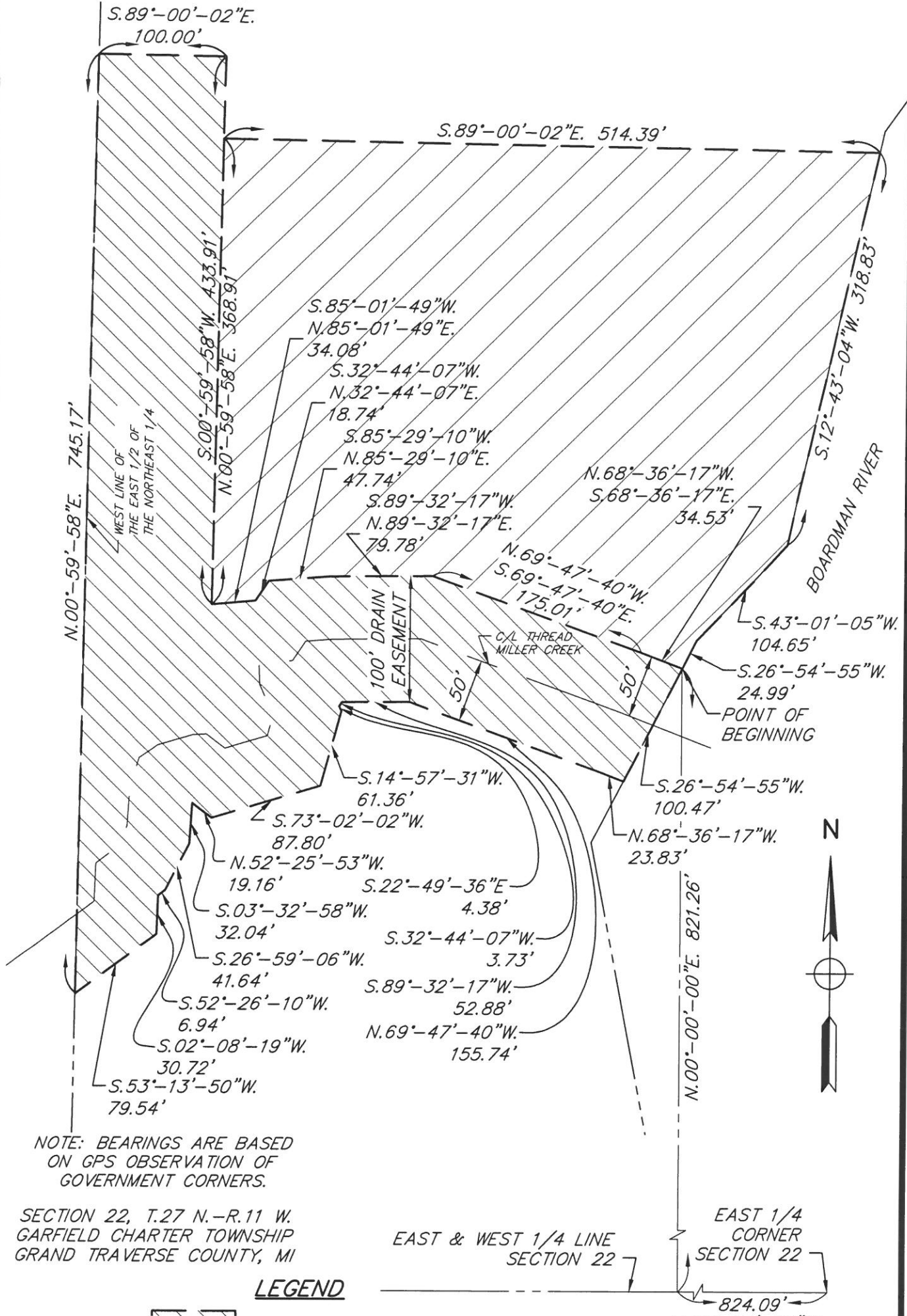
*PARENT PARCEL DESCRIPTION (PER DEED RECORDED IN 2014R-14757):*

*East Parcel: A parcel of land in part of the Northeast Quarter of Section 22, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as: Beginning at the Northeast corner of said Section 22; thence South 00°35'05" East, 533.59 feet, along the East Line of said Section 22; thence South 89°24'55" West, 415.27 feet; thence North 00°35'05" West, 400.00 feet parallel with said East Section line; thence North 50°21'57" East, 214.41 feet; thence North 89°45'45" East, 248.76 feet, along the North line of said Section 22, to the Point of Beginning.*

*Together with a 33 foot wide easement for Ingress and egress, the Easterly line and South line of which is described as being in part of the Northeast Quarter of Section 22, and part of the Southeast Quarter of Section 15, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan and more fully described as: Commencing at the section corner common to Sections 15 and 22; thence South 89°45'45" West, 248.76 feet, along the Section line common to Sections 15 and 22; thence North 20°00'43" West, 40.88 feet; thence North 01°07'42" East, 235.88 feet; thence North 08°42'24" East, 211.37 feet; thence North 28°30'36" West, 29.41 feet; thence Northwesterly, 60.00 feet, along the extended Easterly right-of-way line of Racquet Club Drive and the arc of a 187.46 foot radius curve to the left, the central angle of which is 18°20'14" and the long chord of which bears North 06°37'52" West, 59.74 feet; thence South 86°00'00" West, 17.21 feet, along the Southerly boundary of the recorded plat of Logan Place West to the Point of Beginning of said 33 foot wide easement Easterly line; thence South 08°43'12" West, 430.69 feet; thence South 16°52'12" West, 290.75 feet; thence South 00°35'05" East, 400.00 feet, to the Point of Ending of said Easterly easement line and to the Point of Beginning of the South line of said 33 foot wide easement; thence South 89°24'55" West, 100.00 feet, to the Point of Ending of said South easement line. The Westerly lines and the North line of said 33 foot wide easement are to be extended or shortened to meet at angle points, to begin at the South boundary line of recorded plat of Logan Place West and to terminate opposite the Point of Ending of the South Easement line.*

*South Parcel: A parcel of land in part of the Northeast Quarter of Section 22, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan, more fully described as Commencing at the Northeast corner of said Section 22; thence South 00°35'05" East, 533.59 feet, along the East line of said Section 22 to the point of beginning; thence continuing South 00°35'05" East, 129.96 feet, along said East section line; thence South 89°47'33" West, 209.02 feet; thence along a traverse line along the Easterly bank of the Boardman River, the following four (4) courses: South 41°11'31" West, 208.61 feet; thence South 16°58'22" West, 241.46 feet; thence South 08°09'47" West, 197.58 feet; thence South 42°34'43" West, 109.84 feet; thence South 89°49'21" West, 94.07 feet, along the North one-eighth line of said Section 22 to a point on a traverse line along the Westerly bank of said Boardman River; thence, along said traverse line along Westerly bank, the following seven (7) courses: South 34°55'09" West, 124.96 feet; thence South 11°33'08" West, 336.00 feet; thence South 41°51'09" West, 104.65 feet; thence South 25°44'59" West, 179.88 feet; thence South 11°50'58" East, 294.10 feet; thence South 34°27'10" East, 260.12 feet; thence South 37°01'10" East, 190.86 feet; thence South 89°52'56" West, 713.57 feet, along the East and West one-quarter line of said Section 22; thence North 00°32'39" West, 1380.89 feet, along the East one-eighth line of said Section 22; thence South 85°16'20" East, 123.39 feet; thence North 27°39'30" West, 188.37 feet; thence North 06°06'10" East, 218.06 feet; thence North 38°10'10" East, 266.21 feet; thence North 58°32'10" East, 290.98 feet; thence North 89°24'55" East, 832.27 feet to the Point of Beginning. Including all land lying between the shoreline traverse along the West bank and the thread of the Boardman River.*

*Together with a 33 foot wide easement for Ingress and egress, the Easterly line and the South line of which is described as being in part of the Northeast Quarter of Section 22, and part of the Southeast Quarter of Section 15, Town 27 North, Range 11 West, Garfield Township, Grand Traverse County, Michigan and more fully described as: Commencing at the Section corner common to Sections 15 and 22; thence South 89°45'45" West, 248.76 feet, along the Section line common to Sections 15 and 22; thence North 20°00'43" West, 40.88 feet; thence North 01°07'42" East, 235.88 feet; thence North 08°42'24" East, 211.37 feet; thence North 28°30'36" West, 29.41 feet; thence Northwesterly, 60.00 feet, along the extended Easterly right-of-way line of Racquet Club Drive and the arc of 187.46 foot radius curve to the left, the central angle of which is 18°20'14" and the long chord of which bears North 06°37'52" West, 59.74 feet; thence South 86°00'00" West, 17.21 feet, along the Southerly boundary of the recorded plat of Logan Place West to the Point of Beginning of said 33 foot wide easement Easterly line; thence South 08°43'12" West, 430.69 feet; thence South 16°52'12" West, 290.75 feet; thence South 00°35'05" East, 400.00 feet, to the Point of Ending of said Easterly easement line and to the Point of Beginning of the South line of said 33 foot wide easement; thence South 89°24'55" West, 100.00 feet, to the Point of Ending of said South easement line. The Westerly lines and North line of said 33 foot wide easement are to be extended or shortened to meet at angle points, to begin at the South boundary line of the recorded plat of Logan Place West and to terminate opposite the Point of Ending of the South easement line.*



**DRAIN EASEMENT AREA DESCRIPTION:**

A parcel of land in the Northeast 1/4 of Section 22, T.27 N.-R.11 W., Garfield Charter Township, Grand Traverse County, Michigan, described as: To fix the point of beginning, Commence at the East 1/4 Corner of said Section 22; thence N.88°-35'-34"W., on the East and West 1/4 line of said Section 22, 824.09 feet; thence N.00°-00'-00"E., 821.26 feet to the point of beginning of this description: thence S.26°-54'-55"W., 100.47 feet; thence N.68°-36'-17"W., 23.83 feet; thence N.69°-47'-40"W., 155.74 feet; thence S.89°-32'-17"W., 52.88 feet; thence S.32°-44'-07"W., 3.73 feet; thence S.22°-49'-36"E., 4.38 feet; thence S.14°-57'-31"W., 61.36 feet; thence S.73°-02'-02"W., 87.80 feet; thence N.52°-25'-53"W., 19.16 feet; thence S.03°-32'-58"W., 32.04 feet; thence S.26°-59'-06"W., 41.64 feet; thence S.52°-26'-10"W., 6.94 feet; thence S.02°-08'-19"W., 30.72 feet; thence S.53°-13'-50"W., 79.54 feet to the West line of the East 1/2 of the Northeast 1/4 of said Section; thence N.00°-59'-58"E., on said West line, 745.17 feet; thence S.89°-00'-02"E., 100.00 feet; thence S.00°-59'-58"W., 433.91 feet; thence N.85°-01'-49"E., 34.08 feet; thence N.32°-44'-07"E., 18.74 feet; thence N.85°-29'-10"E., 47.74 feet; thence N.89°-32'-17"E., 79.78 feet; thence S.69°-47'-40"E., 175.01 feet; thence S.68°-36'-17"E., 34.53 feet to the point of beginning, containing 2.55 acres of land, more or less.

**STORM WATER OVERLAND FLOW EASEMENT AREA DESCRIPTION:**

A parcel of land in the Northeast 1/4 of Section 22, T.27 N.-R.11 W., Garfield Charter Township, Grand Traverse County, Michigan, described as: To fix the point of beginning, Commence at the East 1/4 Corner of said Section 22; thence N.88°-35'-34"W., on the East and West 1/4 line of said Section 22, 824.09 feet; thence N.00°-00'-00"E., 821.26 feet to the point of beginning of this description: thence N.68°-36'-17"W., 34.53 feet; thence N.69°-47'-40"W., 175.01 feet; thence S.89°-32'-17"W., 79.78 feet; thence S.85°-29'-10"W., 47.74 feet; thence S.32°-44'-07"W., 18.74 feet; thence S.85°-01'-49"W., 34.08 feet; thence N.00°-59'-58"E., 368.91 feet; thence S.89°-00'-02"E., 514.39 feet; thence S.12°-43'-04"W., 318.83 feet; thence S.43°-01'-05"W., 104.65 feet; thence S.26°-54'-55"W., 24.99 feet to the point of beginning, containing 3.98 acres of land, more or less.

CHARTER TOWNSHIP OF GARFIELD  
RESOLUTION 2009-04-T

RESOLUTION TO ESTABLISH TOWNSHIP OFFICERS SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board, and

WHEREAS, the Township Board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of additional responsibilities taken by the Trustee, and the elimination of health care benefits for the Trustee.

BE IT RESOLVED, that effective as of March 1, 2009, the salary of the office of Trustee shall be as follows:

\$ 200.00 per month with an additional \$250.00 per Town Board Meeting and \$100.00 for Special Meetings, including Personnel, Planning Commission, Recreational Authority, Special Town Board Meetings, and Zoning Board of Appeals Meetings, and \$50.00 per supplemental committee or commission meeting as appointed by the Town Board.

Molly Agostinelli/moved, Denise Schmuckal/supported, PASSED, to adopt Resolution 2009-04-T, Resolution To Establish Township Officers Salary.

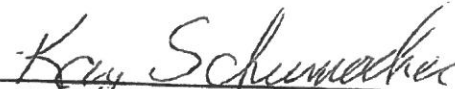
Roll call vote:

Yes: Jeane Blood, Kit Wilson, Denise Schmuckal, Molly Agostinelli,  
Chuck Korn, Bob Featherstone

No: Kay Schumacher

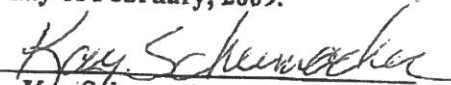
Absent and excused: None

The Chairman declared Resolution 2009-04-T duly adopted this 26<sup>th</sup> of February 2009.

  
\_\_\_\_\_  
Kay Schumacher, Clerk

CERTIFICATION

I, Kay Schumacher, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2004-04-T which was adopted by the Town Board of the Charter Township of Garfield on the 26<sup>th</sup> day of February, 2009.

  
\_\_\_\_\_  
Kay Schumacher, Clerk

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION # 2012-49-T

RESOLUTION ADOPTING TOWNSHIP TRUSTEES SALARY

**WHEREAS**, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

**WHEREAS**, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of the increase in the cost of living since Township Board Trustees salaries were last adjusted; and

**NOW, THEREFORE, BE IT RESOLVED**, that effective as of January 1, 2013, the salary of the office of Trustee shall be as follows:

\$ 250.00 per month with an additional \$ 250.00 per Town Board Meeting and \$ 100.00 for Special Meetings, including Personnel, Planning Commission, Recreational Authority, Fire Board, Special Board Meetings, and Zoning Board of Appeals Meetings, and \$ 50.00 per supplemental committee or commission meeting as appointed by the Town Board.

Moved: Kit Wilson

Supported: Jeanne Blood

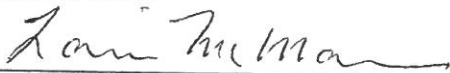
Ayes: Kit Wilson, Denise Schmuckal, Jeane Blood, Molly Agostinelli, Bob Featherstone, Kay Schumacher, Chuck Korn

Nays: None

Absent and Excused: None

RESOLUTION 2012-49-T DECLARED ADOPTED.

By:

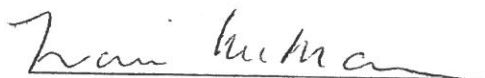
  
Lanie McManus, Deputy Clerk  
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Deputy Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 11th day of December, 2012.

Dated:

12/17/12

  
Lanie McManus, Deputy Clerk  
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION # 2018-54-T

RESOLUTION ADOPTING TOWNSHIP TRUSTEES SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of the increase in the cost of living since Township Board Trustees salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2019, the salary of the office of Trustee shall be as follows:

\$ 300.00 per month with an additional \$ 250.00 per Town Board Meeting and \$ 100.00 for Special Meetings, including Personnel, Planning Commission, Recreational Authority, Fire Board, Parks and Recreation Commission, Special Board Meetings, and Zoning Board of Appeals Meetings, and \$ 50.00 per supplemental committee or commission meeting as appointed by the Town Board.

Moved: Chuck Korn

Supported: Lanie McManus

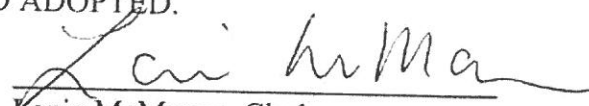
Ayes: Korn, McManus, Blood Law, Duell, Schmuckal, Walters, Agostinelli

Nays: None

Absent and Excused: None

RESOLUTION 2018-54-T DECLARED ADOPTED.

By:

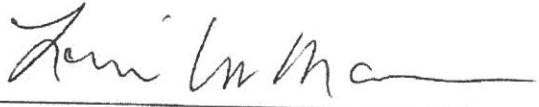
  
Lanie McManus, Clerk  
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 11th day of December, 2018.

Dated:

12-11-18

  
Lanie McManus, Clerk  
Charter Township of Garfield

CHARTER TOWNSHIP OF GARFIELD  
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION # 2019-06-T

RESOLUTION ADOPTING TOWNSHIP TRUSTEES SALARY

WHEREAS, according to MCL 41.95(3), the salary of the officers composing the Township Board shall be determined by the Township Board; and

WHEREAS, the Charter Township of Garfield Board deems that an adjustment in the salary of the office of Trustee is warranted in consideration of the increase in the cost of living since Township Board Trustees salaries were last adjusted; and

NOW, THEREFORE, BE IT RESOLVED, that effective as of February 26, 2019, the salary of the office of Trustee shall be as follows:

\$ 300.00 per month with an additional \$ 250.00 per Town Board Meeting and \$ 100.00 for assigned meetings, including Personnel, Planning Commission, Recreational Authority, Fire Board, Parks, Joint Recreation Commission, Special Board Meetings, Study Sessions and Zoning Board of Appeals Meetings, and Trustees attending requested non decision making meetings will receive \$50.00. \$100.00 per day for training or classes needed.

Moved: Denise Schmuckal

Supported: Jeane Blood Law

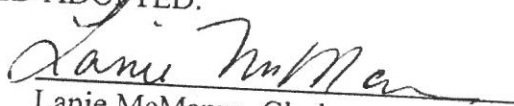
Ayes: Schmuckal, Blood Law, Duell, Walters, Agostinelli, McManus, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2019-06-T DECLARED ADOPTED.

By:



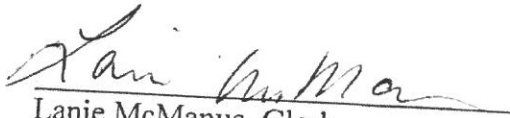
Lanie McManus, Clerk  
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 26th day of February, 2019.

Dated:

2-27-19



Lanie McManus, Clerk  
Charter Township of Garfield