

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING**

Tuesday, August 27, 2019 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

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 – August 13, 2019 Regular Meeting (Recommend Approval)

b. Bills –

General Fund	\$4,612.64
Park System Fund	\$5,200.00
<u>Total</u>	<u>\$9,812.64</u>

- c. PD 2019-109 Street Name Review for Crown Planned Unit Development Phase III (Recommend Approval)

4. Items Removed from the Consent Calendar

5. Correspondence

6. Reports

- a. GT Metro Fire Report
- b. North Flight Report
- c. County Commissioner's Report
- d. Supervisor's Report

7. Unfinished Business

- a. Public Hearing – Set the property tax millage to levy for the Township's Fire Fund
- b. PD 2019-110 – Consideration of Resolution No. 2019-17-T, a resolution adopting Zoning Ordinance No. 68 Amendment 20 – Section 749 Golf Courses and Country Clubs
- c. PD 2019-111 – Township Board Strategic Plan

8. New Business

- a. PD2019-114 – Request for Use of Rugby Field at Silver lake Recreation Area

9. Public Comment

10. Other Business

11. Adjournment

Lanie McManus, Clerk

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

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
August 13, 2019**

Supervisor Korn called the Town Board Meeting to order on August 13, 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: Jeane Blood Law, Molly Agostinelli, Denise Schmuckal, Dan Walters, Steve Duell, Lanie McManus and Chuck Korn

1. Public Comment (6:00)

None

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

Board members added item 6a. – Parks and Rec report and New Business item 8c. – Development Review Procedures.

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

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

Nays: None

3. Consent Calendar (6:02)

a. Minutes

July 23, 2019 Regular Meeting (Recommend Approval)

b. Bills

**(i) General Fund \$50,005.60
(Recommend Approval)**

(ii) Gourdie-Fraser

Developer's Escrow Fund – Storm Water Reviews \$ 3,640.00

Developer's Escrow Fund – Utility Plan Review 9,884.80

Utility Receiving Fund 2,201.70

Total \$15,726.50

(Recommend Approval)

**c. Schedule Public Hearing on GT Metro Budget for the August 27, 2019
Township Board Regular Meeting (Recommend Approval)**

Board members asked to remove Consent item 3c. and item 3b(i). Blood Law declared a conflict with bills and board members waived it.

Duell moved and Schmuckal seconded to approve the consent calendar as presented with the exception of Items 3c and 3b(i).

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

4. Items removed from the Consent Calendar

3c. Schedule Public Hearing on GT Metro Budget for the August 27, 2019 Township Board Regular Meeting

Board members asked for a period of discussion before the public hearing. Supervisor Korn said that any questions could be reviewed under the GT Metro Report.

3b(i) Bills General Fund \$50,005.60

Board members asked a question about the bills.

Duell moved and Schmuckal seconded to approve the bills in the amount of \$50,005.60.

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

5. Correspondence (6:07)

a. Letter from Glen K. Lile, Chairman Michigan Township Participating Plan, regarding Grant Application

The grant was approved for the e bikes for the Sheriff's Department.

6. Reports

a. Parks and Rec Report

Schmuckal reported on the August 5, Parks & Recreation Commission meeting. Board discussed the condition of the park near the airport. Township staff will determine if the airport is meeting its agreement for work on that parcel.

b. Sheriff's Department Report (6:20)

Acting Lt. Chris Oosse said that the department attended a picnic at Brookside Common and held more active shooter trainings. The department is preparing for the Ironman Triathlon to be held on August 25th. The department also intends to attend the Keystone Village cookout.

c. GT Metro Fire Report (6:25)

Chief Pat Parker will have stats at the next meeting. He said that there have been many car accidents recently and Metro continues to have

employee turnover. There is a pay increase in the 2020 budget across the spectrum. Parker gave highlights and explained the 2020 budget to board members and said he is asking for a raise from 2.35 mills to 2.45 mills.

Walters moved and Schmuckal seconded to schedule a public hearing on the Grand Traverse Metro Budget for the August 27, 2019 Township Board Regular Meeting.

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

d. County Commissioner's Report (6:46)

Commissioner Brad Jewett reported that NMC acquired the DARE car from the sheriff's department and will use it for various events. The MERS fund is headed in a good direction, a financial audit has been completed and everything is fine.

e. Construction Report (6:50)

Engineer Jennifer Hodges said that the new tank is online and the Boardman Valley Nature Reserve pickleball courts are getting lots of use. She noted that the Silver Lake parking lot project is out for bids and she has completed some plan reviews and storm water reviews.

f. Clerk's Report (6:57)

McManus said that clerks have been getting lots of information regarding the placement of some voters on the permanent absentee ballot list and it would be very expensive to do such a mailing. Board members feel it is important to send the mailing even though it is expensive. McManus said that she would collect a couple bids and report back to the board. She would like to close the offices for the presidential primary in March because of limited space.

Schmuckal moved and Blood Law seconded to find money for the mailings in the absentee ballot matter.

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

Schmuckal moved and Duell seconded to close the Garfield Township offices on the date of the presidential primary.

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

g. Supervisor's Report (7:08)

Supervisor Korn said he has been working with developers on the new Senior Housing PILOT project on LaFranier Road. The PILOT rate works out to 3.7% for that project. The DPW is asking township associated with the septage treatment plant to forego three years of the investment payment to fund the capital improvements. He also spoke with the Grand Traverse County Road Commission regarding the Meadowlane Special assessment.

7. Unfinished Business

a. Public Hearing/Findings of Fact – PD 2019-107 – Ashland Park PUD Phases 2 and 3 Major Amendment (7:12)

The application requests an amendment to Phase 2 and Phase 3 of the Ashland Park Planned Unit Development by replacing the 2001 original approved mix of 124 quadplex residential units, 42 duplex residential units and 21 single family residential units with a new pattern consisting of 158 duplex residential units. In 2017, 110 dwelling were proposed. This plan would result in an overall reduction of 29 residential dwelling units from the original 2001 plan, and bring more open space to the area. The Metro Fire letter says that there needs to be a secondary access and it is recommended that the two developments work together to address the issue. Korn opened the Public Hearing at 7:19pm. Ben Brower representing the development commented on the access and inquired about the Ashland approval if Traditions does not comply with the request for an access. Korn suggested a letter of agreement which is signed by both parties. Korn closed the Public Hearing at 7:32. The board briefly discussed the amendment.

Duell moved and Schmuckal seconded that the Finding of Fact for Application PUD-2001-01-F, in support of the requested amendment to the Ashland Park Planned Unit Development and as recommended for adoption by the Planning Commission, BE ADOPTED.

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

Duell moved and Schmuckal seconded that Application PUD-2001-01-F 1 as indicated in PD #2019-107 BE APPROVED subject to conditions 1-4 as indicated in the PD #2019-107 and with the additional condition #5 that a contractual letter of agreement between Ashland Park and Traditions will be drafted based on a letter from Grand Traverse Metro dated July 26, 2019.

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

b. Public Hearing – PD 2019-106 – Consideration of the following Text Amendments to Zoning Ordinance 68:

Resolution No. 2019-16-T, resolution adopting Amendment 19 – Section 712 Automobile Laundries

Resolution No, 2019-17-T, a resolution adopting Amendment 20 – Section 749 Golf Courses and Country Clubs; and

Resolution No. 2019-18-T, resolution adopting Amendment 21 – Section 315 R-3 Multiple Family Residential

Deputy Planner Steve Hannon said that these text amendments were introduced to the board already and the change in Section 315 should also appear in Section 312, which is a chart. Duell brought up Amendment 20 and asked for language defining a “residential area”.

Korn opened the Public Hearing open at 7:46pm. Seeing no one wishing to comment, the public hearing was closed.

Schmuckal moved and Blood law seconded to table Amendment 20 at this time until language could be reviewed.

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

Schmuckal moved and Blood Law seconded to adopt Resolution No. 2019-16-T, resolution adopting Amendment 19 – Section 712 Automobile Laundries.

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

Schmuckal moved and Duell seconded to adopt Resolution No. 2019-18-T, resolution adopting Amendment 21 – Section 315 R-3 Multiple Family Residential, with the addition of adjusting Section 312 Table.

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

c. PD 2019-108 – Township Board Strategic Plan (7:49)

Hannon presented and reviewed the strategic plan for the township and board members have a draft for approval. Board members discussed the draft mission statements and directed staff to make a few changes to include the fact that Garfield Township also serves the many visitors to the region.

8. New Business**a. Consideration of Bids for Median Restoration on South Airport Road at Logan's Landing (7:56)**

Mouser presented bids to restore the Logan's Landing median. The building committee recommended Traverse Outdoor at a price of \$29,894.00. The board discussed the bids and the prices.

Schmuckal moved and Agostinelli seconded to accept the bid from Traverse Outdoor for a price of \$29,894.

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

b. Discussion of Cass Road Drain Project (8:07)

Steve Largent, Drain Commissioner, talked about the necessity of the proposed project. Board members discussed the options and asked Largent to provide data from the engineers to back up the decision to proceed. Ron Clous, County Commissioner, spoke and went over costs for the same project back in 2015 as written in a letter by Spicer Engineering. Jennifer Hodges, Township Engineer, shared her concerns with the project. She would also like to see the data to determine if the scope and cost of the project is warranted.

c. Development Review Procedures

Duell said that Planning Commission is developing some new development review procedures. He explained the process that the Planning Commission would like to follow for most developments coming to the township if the developer had everything complete. Some projects could be expedited.

9. Public Comment (9:15)

Alisa Korn said that it is National Overdose Awareness month and there will be memorial at the Botanical Gardens from 7pm to 8pm on August 29. She also commented on the Cass Road drainage district.

10. Other Business (9:17)

None

11. **Adjournment**

Korn adjourned the meeting at 9:17pm.

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

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

User: Lan: DB: Garfi
 CHECK DATE FROM 08/01/2019 - 08/22/2019
 Bank: JEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL OPERATING FUND							
08/14/2019	GEN	38086	CITY OF TRAVERSE CITY		920.005	448	10.61
08/14/2019	GEN	38087	CONSUMERS ENERGY		920.005	448	29.31
08/14/2019	GEN	38088	GARFIELD CHARTER TOWNSHIP	HSA (FORMERLY FLEX)	237.000	000	645.76
08/14/2019	GEN	38089	GRID4 COMMUNICATIONS, INC.	TELEPHONE	850.000	265	1,063.79
08/14/2019	GEN	38090	SPECTRUM BUSINESS		935.016	258	75.00
08/14/2019	GEN	38092#	TRAVERSE CITY RECORD EAGLE	ADVERTISING	901.000	101	507.15
				CHECK GEN 38092 TOTAL FOR FUND 101:	901.000	400	162.75
							669.90
08/14/2019	GEN	38093	UNITED WAY	UNITED WAY	238.000	000	90.00
08/14/2019	GEN	38094	VERIZON	TELEPHONE	850.000	265	238.27
08/14/2019	GEN	38095	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	227.000	000	1,790.00
Total for fund 101 GENERAL OPERATING FUND							4,612.64

3. b.

08/22/2019 01:39 PM

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD

User: Lan
DB: Garfi

CHECK DATE FROM 08/2019 - 08/22/2019

Bank JEN

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
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Fund: 308 PARK SYSTEM FUND

08/14/2019 GEN 38091 TART TRAILS

COM. PROM. - PARK & TRAIL MAI

880.015 000

5,200.00

Total for fund 308 PARK SYSTEM FUND

5,200.00

TOTAL - ALL FUNDS

9,812.64

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

 Charter Township of Garfield Planning Department Report No. 2019-109		
Prepared:	August 12, 2019	Pages:
Meeting:	August 27, 2019 Township Board	Attachments:
Subject:	Street Name Review for Crown Planned Unit Development Phase III	
Applicant:	Rick Grizzel, Crown Associates, Inc.	

9 copies

None of the road names in the master deed for the Crown Planned Unit Development Phase III were checked for uniqueness at Grand Traverse County. Grand Ridge, as originally provided in Phase III, is not acceptable to the County. Core names, by County standards, are required to be unique. Ridge is a suffix, so the core name is Grand. Grand Avenue is already in place.

The developer has requested the alternate name of Grand Ridge Court. Grand Ridge Court is acceptable to the County, but it does require Township Board approval.

ACTION RECOMMENDED:

If the name change is acceptable to the Board, the following motion is suggested:

Motion to approve a request from Rick Grizzel to use **Grand Ridge Court** in Phase III of the Crown Planned Unit Development.

GTMESA
August 2019 Operations Report

Training – The first part of training started at the house donated near Maple Bay in Acme. The training was completed on three different days. Training included evolutions on wall breaching to seek an area of refuge, emergency SCBA operations, removing injured firefighters, and an evolution simulating a real mayday call. Area departments including Whitewater, Blair, Traverse City, Peninsula were involved and a total of 61 firefighters attended.

Aug 6 – Station 11, Garfield – An employee heard screaming from the back of Station 11. When he went outside, he found an injured female sitting in the roadway. Shortly after walking out he found out that this was a domestic violence situation and the victim's boyfriend was turning around and returning to the scene in a vehicle. The firefighter called 911 for assistance and a medic unit as his partner and the NF crew were not aware of the situation. GTSO arrived and arrested the boyfriend.

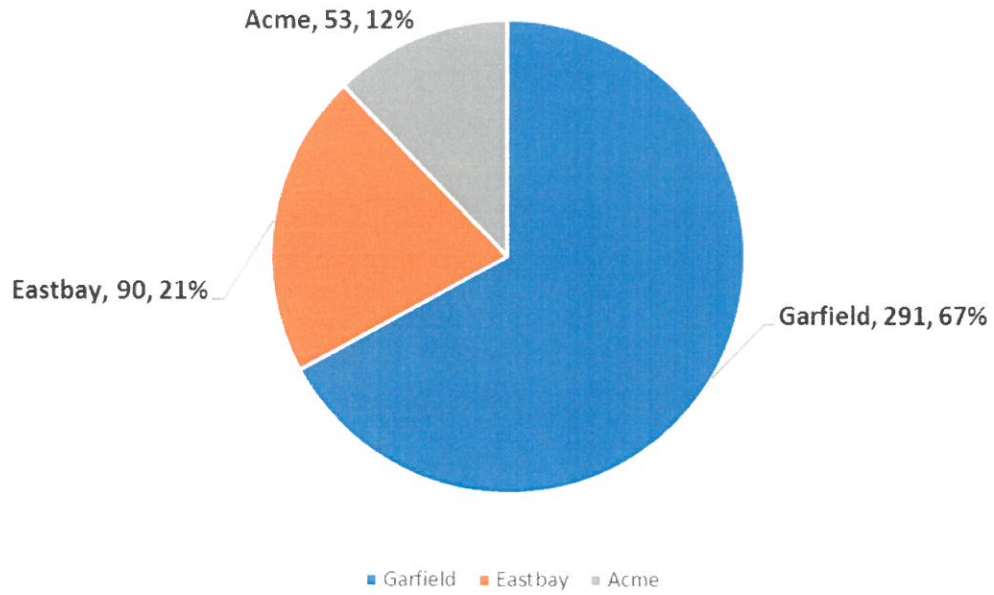
Aug 6 – Sunflower Fields MVA vs Pedestrian, Acme – A female was pinned between two vehicles in an area people are parking to take pictures of the sunflowers along US31 when another motorist backed into her. The patient required transport to Munson for an upper leg and hip injury.

Aug 8 – Corn Syrup Spill, Airport Rd, Garfield – Crews responded to Airport Road and Crossing Circle on a reported spill. Upon arrival the truck driver who was hauling corn syrup in a tanker truck lost some of the load while coming to a stop at the intersection. The roadway was shut for nearly 7 hours to allow Northern A1 to perform cleanup operations with heated pressure washing equipment.

Aug12 – Fuel Spill Sugar Beach Resort, East Bay – Crews responded to the boat docks behind the resort on a reported fuel spill. Visitors to the hotel called 911 after watching fuel spill from a caddy used to fill up the tanks on the rental boats ran by another company. Dispersants from the company's equipment on scene was applied to the water. The NRC was contacted, and the matter turned over to the USCG.

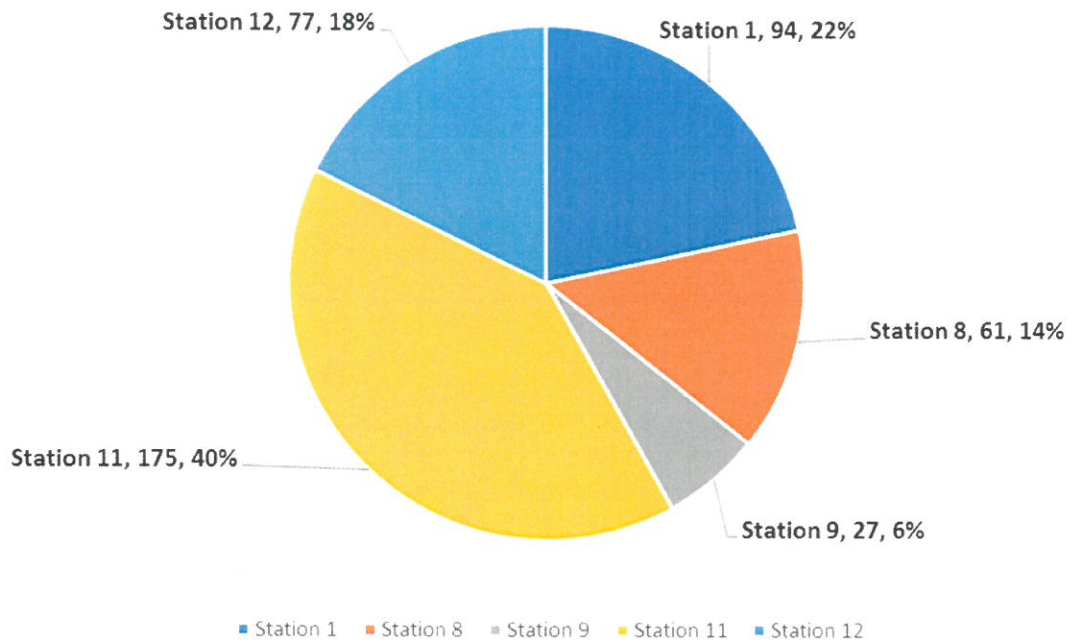
GTMESA - July 2019 Incidents

434 total, 5.3% decrease from 2018

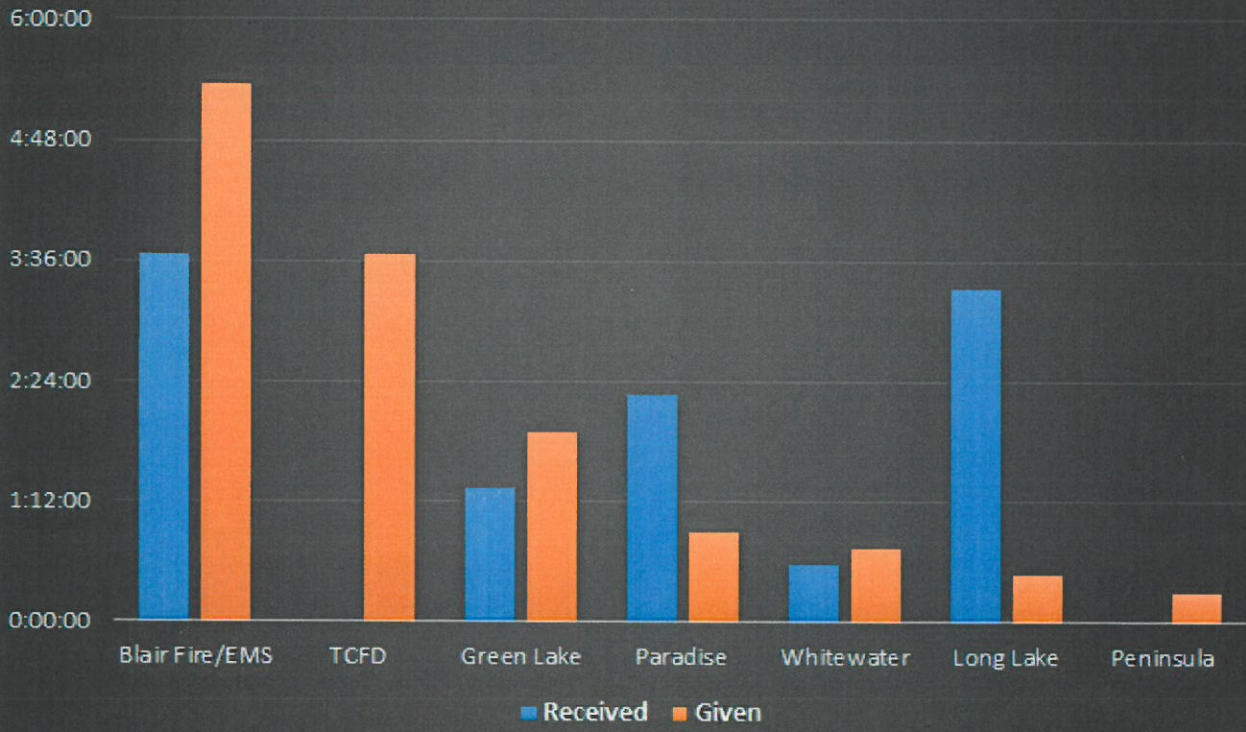


GTMESA - July 2019

434 Total incidents, 5.3% decrease from 2018



Mutual Aid - Time On Scene to Cleared YTD - 8/19/2019



Fractile Response Times

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 07/01/2019 AND 07/31/2019; AND Call Types IS Prehospital; AND Initial Priorities IS P - 1, Lights and Sirens; AND Response Zone IS GARFIELD TWSP-28

Response Time Minutes	Call Count	Cumulative Call Count	Percentage of Total Calls	Cumulative Percentage
00:00 - 00:59	4	4	4.00%	4%
01:00 - 01:59	4	8	4.00%	8%
02:00 - 02:59	7	15	7.00%	14%
03:00 - 03:59	10	25	10.00%	24%
04:00 - 04:59	14	39	13.00%	38%
05:00 - 05:59	13	52	13.00%	50%
06:00 - 06:59	20	72	19.00%	69%
07:00 - 07:59	12	84	12.00%	81%
08:00 - 08:59	6	90	6.00%	87%
09:00 - 09:59	3	93	3.00%	89%
10:00 - 10:59	5	98	5.00%	94%
11:00 - 11:59	3	101	3.00%	97%
12:00 - 12:59	3	104	3.00%	100%

Total Calls: **104**



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road - Traverse City, MI 49686
 Phone: (231) 947-3000 Fax (231) 947-8728 - Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

RESOLUTION 2019-04

A RESOLUTION TO APPROVE THE 2020 BUDGET FOR GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

Minutes of a regular meeting of the Board of Grand Traverse Metro Emergency Services Authority ("Metro"), held on the 23rd day of July, 2019, at 9:00 o'clock am.

PRESENT: Jay Zollinger, Chuck Korn, Beth Friend, Darryl Nelson, Steve Duell, and Glen Lile

The following preamble and resolution were offered by Glen Lile and supported by Chuck Korn.

WHEREAS, Metro is an Authority, created, established and incorporated pursuant to the provisions of Act 57, Public Acts of Michigan, 1988, as amended, and

WHEREAS, the incorporating municipalities in Metro are the Township of Acme, the East Bay Charter Township and the Charter Township of Garfield, in the County of Grand Traverse, Michigan, which are hereby designated as the "Incorporating Townships", and

WHEREAS, Article XII of the Articles of Incorporation for Metro indicates that the Metro Board "shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the proposed budget to the incorporating municipalities no later than July 31, of each year", and

WHEREAS, the 2020 Budget for Metro is detailed by cost center for the General Fund and the Public Improvement Fund on the attached schedules, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township in the following manner:

"The total taxable value of ad valorem real property taxes of all Incorporating Townships shall be determined for the current year ("annual district taxable value") and a millage rate shall be determined ("uniform millage rate") by utilizing the annual district taxable value as if it were the taxable basis for funding the proposed annual budgets of the authority.", and

WHEREAS, Article XV of the Articles of Incorporation also states that:

“Each Incorporating Township shall be allocated its representative share of contribution by applying the uniform millage rate as determined on all ad valorem real property tax base of that Incorporating Township. The calculation is as follows:

$$\frac{\text{Proposed Budget}}{\text{Annual District Taxable Value}} = \text{“Uniform Millage Rate”}$$

WHEREAS, the “Uniform Millage Rate” for Metro’s 2020 Budget is calculated to be **2.45 mills.**

NOW, THEREFORE,

BE IT RESOLVED, that the members of the Metro Board adopt the 2020 Metro Budget by cost center as detailed on the attached. The expenditures by fund are as follows:

General Fund:	\$4,616,021
Public Improvement Fund:	<u>\$1,395,768</u>
Grand Total:	<u>\$6,011,789</u>

Ayes: 6
Nays: 0
Absent and Excused: _____

RESOLUTION DECLARED ADOPTED.

By: Jay Zollinger
Board Chairman Jay Zollinger

By: _____
Board Secretary Glen Lile

Dated: July, 23, 2019

GTMESSA
2020 BUDGET - 2.45 Mills
BY COST CENTERS



Budget to be approved by the Metro Board

GRAND TRAVERSE METRO FIRE	Actual 2018	Budget 2019	Budget 2020	Incr/ (Decr)	% Incr/ (Decr)
Fund: 206 - METRO FIRE					
TOTAL REVENUES	4,168,629	4,277,358	4,622,560	345,202	8.1%
EXPENDITURES					
Dept: 336 OPERATIONS					
Acct Class: 701 PERSONNEL SERVICES	2,762,684	3,203,868	3,418,266	214,398	6.7%
Acct Class: 726 SUPPLIES	172,590	155,000	159,000	4,000	2.6%
Acct Class: 800 CONTRACTUAL SERVICES	149,165	141,555	147,555	6,000	4.2%
Acct Class: 900 OTHER SERVICES/CHARGES	521,518	560,000	561,000	1,000	0.2%
Acct Class: 970 CAPITAL OUTLAY	190,737	190,500	144,000	(46,500)	-24.4%
Acct Class: 990 DEBT SERVICE	100,016	99,858	-	(99,858)	-100.0%
Acct Class: OTHER	50,000	35,200	186,200	151,000	429.0%
TOTAL EXPENDITURES	3,946,710	4,385,981	4,616,021	230,040	5.2%
NET REVENUE/EXPENDITURES	221,919	(108,623)	6,539	115,162	-106.0%
Fund Balance	1,671,079	1,892,998	1,384,375		
2019 FB transfer to PIF - proposed		(400,000)			
Net Fund Balance	1,892,998	1,384,375	1,390,914		

**GTMESA
2020 BUDGET - 2.45 Mills
BY COST CENTERS**



Budget to be approved by the Metro Board

GRAND TRAVERSE METRO FIRE	Actual 2018	Budget 2019	Budget 2020	Incr/ (Decr)	% Incr/ (Decr)
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PUBLIC IMPROVEMENT FUND

TOTAL REVENUES	\$ 551,420	\$ 26,000	\$ 827,000	801,000	3081%
EXPENDITURES					
Acct. Class: 970 CAPITAL OUTLAY	\$ 566,022	\$ 45,000	\$ 1,250,000	1,205,000	\$ 27
Acct. Class: 990 DEBT SERVICE	\$ 22,267	\$ 98,315	\$ 140,768	42,453	0.00%
Acct Class: 992 CONTINGENCY	\$ -	\$ 5,000	\$ 5,000	-	\$ -
TOTAL EXPENDITURES	\$ 588,289	\$ 148,315	\$ 1,395,768	1,247,453	\$ 8
EXPENDITURES OVER REVENUES	\$ (36,869)	\$ (122,315)	\$ (568,768)	(446,453)	365%
Fund Balance	\$ 384,830	\$ 347,961	\$ 625,646	277,685	80%
2019 FB transfer to PIF proposed		\$ 400,000			
Net Fund Balance	\$ 347,961	\$ 625,646	\$ 56,878	(568,768)	-91%



GRAND TRAVERSE METRO FIRE DEPARTMENT 2020 BUDGET TIMELINE

Below is the timeline for approving Metro's 2020 Budget:

- June 25, 2019:** Begin discussion regarding 2020 Budget
- July 1, 2019** 2020 Budget Workshop with Metro Board
- July 23, 2019** Metro's Board to approve 2020 Budget
- July 30, 2019** Metro Budget to Township Offices
- August, 2019:** Take Metro's 2020 Budget to Township Boards for approval
- September, 2019** Public Hearings and Final Approval by the Townships
- Sept. 30, 2019:** Notify GT County of Townships millage rate for Metro!



GRAND TRAVERSE METRO FIRE DEPARTMENT 2020 BUDGET ASSUMPTIONS/ISSUES

Below are assumptions/issues for the 2020 Budget:

- 1) 4.58% increase in Townships **real** property taxable valuations.
(at 2.35 mills, this impact is approx \$181,608 of additional revenue from Townships in 2020).
- 2) The \$181,608 of additional revenue covers increases in the current General Fund operations budget for 2020. (except for PIF transfer).
- 3) Wages and Benefits
 - * COLA increase for all employees - 2.5% (est.)
 - * Step increases for newer firefighters
 - * Potentially hire 3 FT Firefighters last 6 months of year, *if needed*
- Budgeted capital expenditures out of PIF are:
 - * Station 11 remodel and floor replacement - estimate at \$500,000
(Remodel options will be presented to the Board prior to project commencement)
 - * Purchase new Engine 1 - \$650,000 - debt payments over 7 yrs @ 2.99%
(this debt payment of \$103,400 replaces Engine 8 debt which is paid off in 11/2019)
 - * Purchase 3 new Admin vehicles (FPB) - \$100,000
- 5) Metro Board approved a millage of 2.45 mills.
The millage has been 2.35 for 5 years, since 2015.
- 6) Future issues not included in budget:
 - a. Purchase new Tanker in 2021 for \$350,000.
 - b. New Station 8 design and construction costs
 - c. Need to purchase a new tanker, heavy rescue and ladder truck within the next 7 years.
 - d. Training Tower



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY



WHY IS METRO ASKING FOR A MILLAGE INCREASE???

The following factors have contributed to or are expected to impact GT Metro's financial position over the next few years, thus resulting in the need to increase GT Metro's millage rate:

	Millage Impact
2019 Millage Rate:	2.35
1) Metro has hired 6 new fulltime firefighters over the past 3 years (2017 to 2019)...the additional costs of these firefighters is approximately \$40,100 each.....which equates annually to 0.0227 mils/FF.....that totals an additional impact on Metro's budget of 0.1362 mils.	0.1362
2) Due to the decreasing availability of part-time firefighters, GT Metro is currently having difficulties filling shifts. As such, the 2020 Budget includes hiring 3 more fulltime firefighters half way thru the year. The full year impact if these firefighters are hired is 0.0681 mils. GT Metro will only hire these firefighters if it is determined necessary to fill shifts and in order to provide good service to our community.	0.0681
3) In March, 2019, the Metro Board approved a firefighter wage adjustment by increasing the new hire rate from \$11.74/hr to \$14.88/hr (27% increase)...which increased the wage for 56% of Metro's fulltime firefighters. The wage adjustment impacted Metro's millage by approximately 0.025 mils in 2019. This will only cause wages to increase more with impacts of COLA going forward.	0.025
4) By 2021, the incremental debt incurred by purchasing a new Fire Truck and Tanker results in an increase in debt payments of \$60,000 or 0.034 mils	0.034
Subtotal:	2.6133
5) Impact on New Station 8 financing: \$2.6 million over 30 years @ 3.5% - \$140,000 per year.	0.08
Less: Estimated revenue in excess of inflation due to increase in taxable values	(0.073)
Projected Millage Rate:	2.620



**GRAND TRAVERSE METRO FIRE DEPARTMENT
2020 BUDGET
NET TAXABLE VALUE ALLOCATION**

TOTAL BUDGETED EXPENDITURES:	2020
	\$ 4,616,021
LESS: OTHER REVENUE ITEMS:	\$ 296,000
NET EXPENDITURES TO BE ALLOC.	\$ 4,320,021
TOWNSHIP ASSESSED VALUES, net	1,765,943,075

Millage rate to breakeven **2.45**
170,055
(reduce to get to 2.35 mills)

ALLOCATION BASED ON TAXABLE VALUE - 2.45 MILLS				
	2020 BUDGETED TWP REVENUE	2019 BUDGETED TWP REVENUE	DIFFERENCE	% CHANGE
ACME	822,341	757,963	64,378	8.49%
EAST BAY	1,403,840	1,281,408	122,432	9.55%
GARFIELD	2,100,379	1,928,987	171,392	8.89%
TOTAL	4,326,560	3,968,358	358,202	9.03%

	2019 TAXABLE VALUE (net of personal prop)	2018 TAXABLE VALUE (net of personal prop)	DIFFERENCE	% CHANGE
ACME	335,649,487	322,537,567	13,111,920	4.07%
% of total	19.0%	19.1%		
EAST BAY	572,996,094	545,280,201	27,715,893	5.08%
% of total	32.4%	32.3%		
GARFIELD	857,297,494	820,845,716	36,451,778	4.44%
% of total	48.5%	48.6%		
TOTAL	1,765,943,075	1,688,663,484	77,279,591	4.58%

GTMESSA
2020 BUDGET - 2.45 Mils
BY COST CENTERS



Budget to be approved by the Metro Board

GRAND TRAVERSE METRO FIRE	Actual 2018	Budget 2019	Budget 2020	Incr/ (Decr)	% Incr/ (Decr)
Fund: 206 - METRO FIRE					
TOTAL REVENUES	4,168,629	4,277,358	4,622,560	345,202	8.1%
EXPENDITURES					
Dept: 336 OPERATIONS					
Acct Class: 701 PERSONNEL SERVICES	2,762,684	3,203,868	3,418,266	214,398	6.7%
Acct Class: 726 SUPPLIES	172,590	155,000	159,000	4,000	2.6%
Acct Class: 800 CONTRACTUAL SERVICES	149,165	141,555	147,555	6,000	4.2%
Acct Class: 900 OTHER SERVICES/CHARGES	521,518	560,000	561,000	1,000	0.2%
Acct Class: 970 CAPITAL OUTLAY	190,737	190,500	144,000	(46,500)	-24.4%
Acct Class: 990 DEBT SERVICE	100,016	99,858	-	(99,858)	-100.0%
Acct Class: OTHER	50,000	35,200	186,200	151,000	429.0%
TOTAL EXPENDITURES	3,946,710	4,385,981	4,616,021	230,040	5.2%
NET REVENUE/EXPENDITURES	221,919	(108,623)	6,539	115,162	-106.0%
Fund Balance	1,671,079	1,892,998	1,384,375		
2019 FB transfer to PIF - proposed		(400,000)			
Net Fund Balance	1,892,998	1,384,375	1,390,914		

GTMESSA
2020 BUDGET - 2.45 Mil
BY COST CENTERS



****Budget to be approved by the Metro Board****

GRAND TRAVERSE METRO FIRE	Actual 2018	Budget 2019	Budget 2020	Incr/ (Decr)	% Incr/ (Decr)
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PUBLIC IMPROVEMENT FUND

TOTAL REVENUES	\$ 551,420	\$ 26,000	\$ 827,000	801,000	3081%
EXPENDITURES					
Acct. Class: 970 CAPITAL OUTLAY	\$ 566,022	\$ 45,000	\$ 1,250,000	1,205,000	\$ 27
Acct. Class: 990 DEBT SERVICE	\$ 22,267	\$ 98,315	\$ 140,768	42,453	0.00%
Acct Class: 992 CONTINGENCY	\$ -	\$ 5,000	\$ 5,000	-	\$ -
TOTAL EXPENDITURES	\$ 588,289	\$ 148,315	\$ 1,395,768	1,247,453	\$ 8
EXPENDITURES OVER REVENUES	\$ (36,869)	\$ (122,315)	\$ (568,768)	(446,453)	365%
Fund Balance	\$ 384,830	\$ 347,961	\$ 625,646	277,685	80%
2019 FB transfer to PIF - proposed		\$ 400,000			
Net Fund Balance	\$ 347,961	\$ 625,646	\$ 56,878	(568,768)	-91%

GRAND TRAVERSE METRO FIRE DEPARTMENT

2020 Budgeted Revenue/Expenditure Report



	Actual	Budget	YTD actual	% Bud	2020	
GRAND TRAVERSE METRO FIRE	2018	2019	June, 2019	2019	BUDGET	Explanations
Fund: 206 - METRO FIRE						
Revenues						
600.001 Acme Township - Cont.	723,015	757,963	757,963	100.0%	822,341	2.45 Mills
600.002 East Bay Twp. Contr	1,219,716	1,281,408	1,281,408	100.0%	1,403,840	2.45 Mills
600.003 Garfield Charter Twp.	1,852,139	1,928,987	1,928,987	100.0%	2,100,379	2.45 Mills
664.000 Earned Interest	38,471	25,000	22,404	89.6%	25,000	
667.100 Township FF/EMS	97,847	100,000	36,839	36.8%	100,000	
668.500 Cost Recovery Revenue	55,664	60,000	6,590	11.0%	60,000	
668.700 Public Education Receipts	9,034	0	635	#DIV/0!	0	
669.000 Plan Reviews	60,810	66,000	32,181	48.8%	66,000	
669.001 Refunds and Donations	43,145	30,000	16,684	55.6%	30,000	
669.002 Sale of Surplus Equipment	12,308	5,000	7,576	151.5%	5,000	
669.006 Misc. Grant Receipts	56,480	23,000	0	0.0%	10,000	
TOTAL REVENUES	4,168,629	4,277,358	4,091,267	95.6%	4,622,560	
EXPENDITURES						
Dept: 336 OPERATIONS						
Acct Class: 701 PERSONNEL SERVICES						
702.000 Wages and Salaries	1,529,737	1,694,963	830,838	49.0%	1,978,149	FF and staff wage adjustments
702.001 Longevity	27,177	27,750	0	0.0%	36,900	full year 2 new FF's: 3 new FF 6 mths
703.000 Metro Firefighters Response	26,249	50,000	7,068	14.1%	30,000	
703.001 Metro Fire Officers Salaries	12,800	16,000	6,000	37.5%	16,000	
703.000 Metro FF Wages - part-time	355,689	442,700	142,384	32.2%	321,100	Less PT FF's filling shifts
703.000 Part-time Administrative	12,337	20,000	0	0.0%	10,000	
705.000 Personal Day Payout	32,900	34,250	3,342	9.8%	39,250	
715.000 FICA/Medicare	54,435	71,049	24,768	34.9%	63,832	
716.000 Health/Dental/Optical Ins.	395,368	491,000	261,245	53.2%	519,500	Consider 10% incr. in rates
716.003 Life Ins./LTD/STD	17,368	21,500	14,377	66.9%	31,600	
717.001 AD&D Insurance	8,135	12,000	8,622	71.9%	10,000	
718.000 Retirement	229,623	254,574	119,099	46.8%	294,435	
719.000 Workers Comp. Insurance	60,866	68,082	60,562	89.0%	67,500	
TOTAL PERSONNEL SERVICES	2,762,684	3,203,868	1,478,305	46.1%	3,418,266	
	66.3%	74.9%			73.95%	(labor % of revenue)
Acct Class: 726 SUPPLIES						
727.000 Office Supplies	12,444	11,000	4,385	39.9%	12,000	
729.000 Printing and Binding	4,858	5,000	2,689	53.8%	5,000	
730.000 Postage and Freight	2,123	2,500	1,023	40.9%	2,500	
743.000 Other Supplies	22,756	30,000	5,250	17.5%	30,000	
745.000 Uniforms and Accessories	16,967	22,500	13,492	60.0%	22,500	
745.002 Fire Gear	55,896	30,000	19,376	64.6%	30,000	
748.000 Fuel, Oil, Grease	40,536	42,000	16,654	39.7%	42,000	
760.000 Medical Supplies	17,010	12,000	8,699	72.5%	15,000	
TOTAL SUPPLIES	172,590	155,000	71,568	46.2%	159,000	
Acct Class: 800 CONTRACTUAL SERVICES						
801.000 Legal Fees	22,745	18,000	5,948	33.0%	18,000	
810.000 Subscriptions	3,423	7,500	2,320	30.9%	7,500	
810.001 Dues	8,365	7,500	3,858	51.4%	8,500	
810.000 Contract Services	51,569	45,000	28,307	62.9%	50,000	
810.000 Fire Hydrant Rental	21,240	21,555	0	0.0%	21,555	
850.001 Telephone	41,823	42,000	20,139	48.0%	42,000	

GRAND TRAVERSE METRO FIRE DEPARTMENT

2020 Budgeted Revenue/Expenditure Report



	Actual 2018	Budget 2019	YTD actual June, 2019	% Bud 2019	2020 BUDGET	Explanations
GRAND TRAVERSE METRO FIRE						
TOTAL CONTRACTUAL SERVICES	149,165	141,555	60,572	42.8%	147,555	
Acct Class: 900 OTHER SERVICES AND CHARGES						
910.000 Fleet & Liability Property Ins	57,479	62,000	57,588	92.9%	61,000	
920.000 Heat Utilities	30,191	28,000	17,517	62.6%	30,000	
921.000 Electric Utilities	46,344	45,000	21,768	48.4%	47,000	
923.000 Sewer and Water Utilities	14,528	17,000	5,981	35.2%	17,000	
924.000 Waste Disposal	1,200	2,000	620	31.0%	2,000	
930.000 Bldg. Repair and Maintenance	75,288	65,000	28,762	44.2%	70,000	
932.000 Equipment Repair & Maint.	22,087	20,000	6,663	33.3%	25,000	
932.001 Radio/Pager Repair and Maint	1,888	2,000	231	11.6%	0	
932.100 SCBA Repair/Maintenance	88	5,000	0	0.0%	5,000	
934.000 Vehicle R&M - labor	54,953	65,000	35,117	54.0%	65,000	
934.100 Vehicle R&M - parts	56,900	51,000	26,984	52.9%	51,000	
934.500 Special Ops Equipment	1,020	5,000	133	2.7%	3,000	
935.000 Ground Care and Maintenance	35,625	38,000	29,427	77.4%	38,000	
955.000 Employee Physicals & Wellne	31,664	40,000	19,836	49.6%	40,000	
956.000 Employee Train. and Develop.	48,562	70,000	25,914	37.0%	62,000	
956.001 Computer Support	43,701	45,000	29,251	65.0%	45,000	
TOTAL OTHER SERVICES AND CH	521,518	560,000	305,792	54.6%	561,000	
Acct Class: 970 CAPITAL OUTLAY						
976.001 Building Improvement	50,335	46,000	5,791	12.6%	50,000	
976.002 Machinery and Equipment	128,092	132,500	37,480	28.3%	82,000	
976.003 Vehicles Acquisition	0	0	0	#DIV/0!	0	
980.000 Office Equipment	1,131	0	0	#DIV/0!	0	
980.100 Computer Replacement	11,179	12,000	8,524	71.0%	12,000	
TOTAL CAPITAL OUTLAY	190,737	190,500	51,795	27.2%	144,000	
Acct Class: 985 OTHER						
985.100 Transfer to Public Imp. Fund	50,000	25,000	0	0.0%	176,000	pay for debt in PIF
990.000 Debt Payment	98,430	99,059	49,451	49.9%	0	
990.005 Interest Expense	1,586	799	277	34.7%	0	
992.000 Contingency	0	10,000	0	0.0%	10,000	
992.001 Emergency Cont. Fund	0	200	0	0.0%	200	
TOTAL OTHER	150,016	135,058	49,728	36.8%	186,200	
TOTAL EXPENDITURES	3,946,710	4,385,981	2,017,760	46.0%	4,616,021	
NET REVENUE/EXPENDITURES	221,919	(108,623)	2,073,507		\$ 6,539	
Fund Balance	1,671,079	1,892,998			1,384,375	
2019 FB transfer to PIF - proposed		(400,000)				
Net Fund Balance	\$ 1,892,998	\$ 1,384,375			\$ 1,390,914	

Maintain Fund Balance = to 4 months expenses:	\$ 1,453,660		\$ 1,480,007	3 months = \$1,123,000
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GRAND TRAVERSE METRO FIRE DEPARTMENT

2020 Budgeted Revenue/Expenditure Report



	Actual	Budget	YTD actual	% Bud	2020	
GRAND TRAVERSE METRO FIRE	2018	2019	June, 2019	2019	BUDGET	Explanations
PUBLIC IMPROVEMENT FUND						
664.000 Earned Interest	1,420	1,000	765	76.5%	1,000	
675.000 Debt Proceeds	500,000	0	0	#DIV/0!	650,000	650,000 Truck
699.100 Transfer In - Fund Balance	50,000	25,000	0	0.0%	176,000	pay for debt in PIF
TOTAL REVENUES	551,420	26,000	765	2.9%	827,000	
EXPENDITURES						
Acct. Class: 970 Capital Outlay						
976.001 Building Improvement	0	0	0	#DIV/0!	500,000	Station 11 Remodel - estimate
977.000 Machinery and Equipment	0	0	0	#DIV/0!	0	
978.000 Vehicles Acquisition	566,022	45,000	41,133	91.4%	750,000	3 new FPB Vehicles - \$100,000
TOTAL CAPITAL OUTLAY	566,022	45,000	41,133	91.4%	1,250,000	New Engine - \$650,000
Acct Class: OTHER						
990.000 Debt Payment	19,604	86,685	39,510	45.6%	123,185	Debt for Engine 11 - 2018 and
990.005 Interest Expense	2,663	11,630	5,024	43.2%	17,583	new Engine in 2019.
992.000 Contingency	0	5,000	0	0.0%	5,000	
TOTAL DEBT SERVICE & OTHER	22,267	103,315	44,534	43.1%	145,768	
L EXPENDITURES	588,289	148,315	85,667	57.8%	1,395,768	
EXPENDITURES OVER REVENUE	-36,869	-122,315	-84,902	69.4%	-568,768	
Fund Balance	384,830	347,961	-		625,646	
2019 FB transfer to PIF - proposed		400,000				
Net Fund Balance	347,961	625,646			\$ 56,878	

**GT METRO FIRE DEPARTMENT
PROJECTED DEBT OBLIGATIONS THRU 2029
2020 BUDGET**



YEAR	DESCRIPTION ITEM	AMOUNT	Projected											
			Budget 2020	2021	2022	2023	2024	2025	2026	2027	2028	2029		
2019	Admin Replacement Vehicles 5 yrs @ 4.38%		-	40,000	40,000	-	-	-	-	35,000	35,000	40,000	40,000	40,000
2018	Engine 11 - PIF 1st pymt 11/2018 6 yrs @ 0.0%	\$	33,333	33,333	33,333	33,333	25,002							
	Total		33,333	33,333	33,333	33,333	25,002							
2018	Engine 11 - PIF 1st pymt 11/2018 6 yrs @ 3.55	\$	47,752	49,470	51,250	53,093	41,070							
	Total		7,983	6,265	4,485	2,641	731							
	Total		55,735	55,735	55,735	55,734	41,801							
2020	Engine 7 yrs @ 2.99%	\$	42,100											
	Total		9,600											
	Total		51,700	103,400	103,400	103,400	103,400	103,400	103,400	103,400	103,400	103,400	51,700	
2021	New Tanker 7 yrs at 2.99%	\$	-	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	
	Total		-	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	56,000	
2021	New Station 8 30 yrs at 3.5%	\$	-	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400
	Total		-	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400	140,400
2023	Heavy Rescue 6 yrs @ 4%	\$	-			113,000	113,000	113,000	113,000	113,000	113,000	113,000	113,000	
	Total		-			113,000	113,000	113,000	113,000	113,000	113,000	113,000	113,000	
2025	Ladder Truck 6 yrs @ 4%	\$	-							170,000	170,000	170,000	170,000	
	Total		-							170,000	170,000	170,000	170,000	
2027	New Tanker 6 yrs @ 4%	\$	-									76,000	76,000	76,000
	Total		-									76,000	76,000	76,000
2029	New Tanker 6 yrs @ 4%	\$	-											76,000
	Total		-											76,000
2020-2029	Capital Fund -		240,768	428,868	428,868	501,867	479,603	479,603	617,800	617,800	617,800	647,100	539,400	502,400
	Total		240,768	428,868	428,868	501,867	479,603	479,603	617,800	617,800	617,800	647,100	539,400	502,400
	Cash Pay		100,000	40,000	40,000	-	-	-	35,000	35,000	35,000	40,000	40,000	40,000
	Total		123,185	382,603	384,383	499,226	478,872	478,872	582,800	582,800	582,800	607,100	499,400	462,400
	Interest		17,583	6,265	4,485	2,641	731							
	Total		240,768	428,868	428,868	501,867	479,603	479,603	617,800	617,800	617,800	647,100	539,400	502,400
	Total		0.1363	0.2381	0.2334	0.2678	0.2509	0.3169	0.3106	0.3190	0.3190	0.2607	0.2381	
	Mills.: (2% increase in taxable value 2020-2029)		1,765,943,075	1,801,261,937	1,837,287,175	1,874,032,919	1,911,513,577	1,949,743,849	1,988,738,726	2,028,513,500	2,069,083,770	2,110,465,446		

Ave. Millage over 10 yrs. **0.2572**

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2020 Budget - VEHICLES**



ACQUIRE DATE	DESCRIPTION	LOCATION	Actual Cost	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
VEHICLES:														
2010	Ford Expedition - Chief (701)	Admin	51,855											
2008	GMC Yukon (702)	Admin	48,372				40,000							
2007	GMC Sierra Truck Fire Marshall (703)	Admin	29,619		40,000									
2006	2006 Chevy Colorado Truck (735)	Admin	19,429		30,000									
2007	GMC Sierra Pickup - FPB 760	Admin	29,619		30,000									
2009	Chevy Sub Lt1 - PubEd	Admin	34,658							35,000				
2016	Ford Escape - 738	Admin	24,764								35,000			
2001	Chevrolet Suburban (Squad 14)	Station 12	33,411											
Admin Vehicle Replacement Fund														
2007	American LaFrance - Engine 1	Station 1	462,796		\$650,000									
2007	Pierce Ladder (Truck 1)	Station 1	648,172				900,000							
2015	Ford Pick-up - Squad 1	Station 1	55,522				60,000							
2006	Sterling Tanker - T1	Station 1	187,942									400,000		
1999	Rescue - Freightliner (R1)	Station 1	170,628											
2011	Metro Rescue Boat - 15' Seawolf	Station 1	11,951											
2011	ORV Trailer Kelley	Station 1	2,195											
2012	RTV - Kubota RTV900	Station 1	11,295											
2015	MTI - Special Ops Trailer	Station 1	12,128											
2010	Middlebury Enclosed Trailer - PubEd	Station 1	5,162											
2013	Rosenbauer - Engine 8	Station 8	600,022											
2001	Tanker - Freightliner (T8)	Station 8	162,350											400,000
1996	Wildfire - Chevrolet (Brush 8)	Station 8	17,600											
2019	Kubota -	Station 8	13,711	15,000										
2018	Squad 8	Station 8	48,770										60,000	
1993	Pierce - Engine 9	Station 9	45,000											
2001	Tanker - Freightliner (T9)	Station 9	124,406											
1988	Pierce Dash - E13 (dispose in future)	Station 9	143,558											
2004	Chevrolet Suburban (Squad 9)	Station 9	35,600				60,000							
1993	Watersupply-Ford 1 ton (9W/S)	Station 9	17,704											
2001	Wildfire - Ford (Brush 9)	Station 9	26,833											
2006	SkiDoo Expedition - sled 2	Station 9	6,023											
2019	Kubota	Station 9	13,711	15,000										
2018	Pierce Impel - Engine 11	Station 11	517,252											
2016	Ford - Squad 11	Station 11	48,300								60,000			
1983	Ford - Tanker 11	Station 11	22,709			350,000								
1999	Ford DRW - Rescue 11	Station 11	55,000						150,000					
1991	SIM 1 tractor - Freightliner	Station 11	15,000											
2008	SIM 2 Playmor Simulator	Station 11	130,000											
2019	Kubota	Station 11	13,711	15,000										

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2020 Budget - VEHICLES**



ACQUIRE DATE	DESCRIPTION	LOCATION	Actual Cost	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1991	Metro Utility	Station 11	119,377											
2009	Spencer - Engine 12	Station 12	480,916											
2011	Freightliner - Tanker 12	Station 12	300,000											
1986	Chevy - Brush 12	Station 12	16,531											
2016	Rescue Boat Sta12	Station 12	21,332											
2017	Squad 12	Station 12	47,732									60,000		
	Heavy Rescue Truck - to replace 3 aged Rescues							600,000						
				\$ 45,000	\$ 750,000	\$ 390,000	\$ 100,000	\$ 600,000	\$ 150,000	\$ 995,000	\$ 95,000	\$ 460,000	\$ 60,000	\$ 400,000
OTHER CAPITAL ITEMS: EQUIPMENT out of General Fund														
	3 new thermal imaging cameras every 2-3 years			\$ 24,000		\$ 24,000			\$ 24,000					
	New hose					\$ 15,000			\$ 15,000					

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2019 Budget - BUILDINGS & Other**



ACQUIRE DATE	DESCRIPTION	LOCATION	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
	12 New SCBA's	Various								\$75,000	\$75,000	\$75,000	\$0
	Asphalt/Parking Lot repairs	Various	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	Garage Door Replacements	Various	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
1988	Administration Building												
	Training Tower								600,000				
	Generator	Admin			40,000								
	New Roof	Admin				52,000							
2008	Station 1												
	Breathing Air Compressor - Cascade	Sta 1				40,000							
	Station 8												
	New Station	Sta8			\$2,600,000								
	Station 9												
	New Roof	Sta9							40,000				
	Station 11												
	Floor Improvement/Remodel	Sta11		500,000									
2011	Station 12												
	Asphalt turn around	Sta12			\$ 40,000								
	Total Building Improvements:		\$ 15,000	\$ 515,000	\$ 2,695,000	\$ 107,000	\$ 15,000	\$ 15,000	\$ 615,000	\$ 130,000	\$ 90,000	\$ 90,000	\$ 15,000

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - Admin Vehicles next 3 years
2020 Budget - VEHICLES**



AQUIRE DATE	DESCRIPTION	Mileage	Maintenance Costs	Actual Cost	2020	2021	2022
VEHICLES:							
			last 3 years		1	2	3
2010	Ford Expedition - Chief (701)	120,975	\$ 3,113	51,855			40,000
2008	GMC Yukon (702)	151,719	\$ 8,460	48,372		40,000	
2007	GMC Sierra Truck FPB/Fire Marshall (703)	91,000	\$ 4,348	29,619	40,000		
2006	2006 Chevy Colorado Truck (735)	77,647	\$ 4,595	19,429	30,000		
2007	GMC Sierra Pickup - FPB 760	113,538	\$ 6,773	29,619	30,000		
2001	Chevrolet Suburban (Squad 14)	179,400	\$ 1,420				

Issues:

2010	Expedition	Showing wear and tear.					purchase in 2022
2008	Yukon	Air leak passenger side due to accident; tires & brakes need to be replaced; Seats showing wear and tear.					purchase in 2021
2007	GMC Sierra	14,000 to repair rust; burns oil;					will become Squad 14 - pool car
2006	Colorado	Pieces of bondo falling; in a previous accident					Junk.....will sell as is - approx. \$2000
2007	GMC Sierra	Oil leaks.....unable to find problem; \$14,000 to fix rust; Engine backfires;					Will move to Station 9 and become Squad 9
2001	Suburban	Lots of rust; not reliable or used much.					Junk....will sell as is. Approx. \$1000

2020 BUDGET RESOLUTION FOR
GRAND TRAVERSE METRO EMERGENCY SERVICES
AUTHORITY

CHARTER TOWNSHIP OF _____
COUNTY OF GRAND TRAVERSE, MICHIGAN

2019-

Minutes of a regular meeting of the Board of the Charter Township of _____, held
on the _____ day of _____, 2019, at _____ o'clock pm.

PRESENT: _____

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

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's
annual budget will be funded by contributions from each Incorporating Township in the
following manner:

"The total taxable value of ad valorem real property taxes of all Incorporating Townships
shall be determined for the current year ("annual district taxable value") and a millage rate shall
be determined ("uniform millage rate") by utilizing the annual district taxable value as if it were
the taxable basis for funding the proposed annual budgets of the authority."

WHEREAS, Article XV of the Articles of Incorporation also states that:

"Each Incorporating Township shall be allocated its representative share of contribution
by applying the uniform millage rate as determined on all ad valorem real property tax base of
that Incorporating Township. The calculation is as follows:

$$\frac{\text{Proposed Budget}}{\text{Annual District Taxable Value}} = \text{"Uniform Millage Rate"}$$

WHEREAS, the "Uniform Millage Rate" for Metro's 2020 Budget is calculated to be
2.45 mills.

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2020 Budget year with a financial contribution equal to 2.45 mills times the Townships ad valorem real property tax value, which equates to \$4,326,560 (\$2,100,379 for Garfield; \$1,403,840 for East Bay; \$822,341 for Acme);

BE IT FURTHER RESOLVED, that the Township agrees to distribute all of this revenue to Metro by May 15, 2020.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2020 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes: _____

Nays: _____


Absent and Excused: _____

CERTIFICATE

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

Dated: _____

Clerk, Township of _____
Grand Traverse County, Michigan

 Charter Township of Garfield Planning Department Report No. 2019-110			
Prepared:	August 19, 2019	Pages:	1
Meeting:	August 27, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Zoning Ordinance Text Amendment – Golf Courses and Country Clubs		

BACKGROUND:

At its July 23, 2019 meeting, the Township Board introduced three proposed text amendments to Ordinance No. 68, the Garfield Township Zoning Ordinance, to address noise restrictions in Section 712 Automobile Laundries, building setbacks in Section 749 Golf Courses and Country Clubs, and side yard setbacks for Section 315 R-3 Multiple Family Residential. A public hearing for all three amendments was held by the Township Board at its August 13, 2019 meeting.

These text amendments were previously reviewed and recommended for approval by the Planning Commission, which held a public hearing at its meeting on July 10, 2019. At its meeting on August 13, 2019, the Township Board held a public hearing for the amendments. Amendments to Section 712 and Section 315 were approved.

In its review of Section 749, the Township Board expressed concern regarding the text as presented and wanted to assure that the required setback applies to both residentially zoned land and residentially used land. The text amendment has been revised as follows to reflect this concern:

- All principal and accessory buildings, structures, and parking areas shall not be less than eighty (80) feet from any property line of abutting residentially *used or* zoned land.

ACTION REQUESTED:

If, following review and discussion, the Township Board is satisfied with the revised text amendment as presented, the next step is to adopt the attached resolution as follows:

MOTION THAT Resolution #2019-17-T adopting Amendment No. 20 to Ordinance No. 68, Garfield Township Zoning Ordinance regarding Section 749 Golf Courses and Country Clubs BE ADOPTED.

Attachments:

1. Proposed Resolution #2019-17-T regarding Amendment No. 20, including proposed amendment language.

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

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 20

RESOLUTION #2019-17-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance), in accordance with the provisions of Act 110 of the Public Acts of 2006, as amended.

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

WHEREAS the Garfield Township Board of Trustees, following their August 13, 2019 public hearing, finds that an amendment to the Charter Township of Garfield Zoning Ordinance is necessary to:

- Reduce the current setback requirement for golf courses and country clubs from 200 feet to 80 feet in keeping with prior variances granted by the Zoning Board of Appeals for reduced building setbacks from the adjacent residential property lines; and
- Give the Zoning Administrator discretion in requiring appropriate landscaping for golf courses and country clubs to minimize any potential adverse impacts on neighboring properties;

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 20 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 68 (Zoning Ordinance):

A. THAT **Article 7, Section 749 Golf Courses and Country Clubs**, BE AMENDED to read in its entirety as follows:

SECTION 749 GOLF COURSES AND COUNTRY CLUBS

A. REGULATIONS AND CONDITIONS

- (1) These regulations shall not include stand-alone golf-driving ranges and miniature golf courses.
- (2) The site area shall be a minimum of fifty (50) acres and have its main ingress and egress from a major thoroughfare, as classified on the Master Plan of Garfield Township.
- (3) All principal and accessory buildings, structures, and parking areas shall not be less than eighty (80) feet from any property line of abutting residentially used or zoned land.
- (4) Development features shall be so located as to minimize any possible adverse effects upon adjacent property. The Zoning Administrator may require that any principal and accessory buildings and structures be buffered by landscaping determined by the Zoning Administrator to be appropriate for minimizing potential adverse impacts on any neighboring property.
- (5) Whenever a swimming pool is to be provided, said pool shall be located at least one hundred (100) feet from abutting residentially zoned property lines and shall be enclosed with a protective fence six (6) feet in height, with entry limited by means of a controlled gate.

Moved:

Supported:

Ayes:

Nays: None

Absent and Excused: None

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 2019-17-T which was adopted by the Township Board of the Charter Township of Garfield on the 27th day of August, 2019. Amendment No. 20 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: July 23, 2019
Adopted: August 27, 2019
Published: , 2019
Effective: , 2019

 Charter Township of Garfield Planning Department Report No. 2019-111			
Prepared:	August 19, 2019	Pages:	1
Meeting:	August 27, 2019 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Township Board Strategic Plan		

BACKGROUND:

The Township Board conducted a planning process to develop a strategic plan. The strategic plan will be used as a tool to set priorities that help guide decisions and assist with communicating the Township's goals internally and to the community.

ACTION REQUESTED:

If the Board is comfortable with adopting the strategic plan, a suggested motion for adoption is as follows:

MOTION TO adopt the Charter Township of Garfield Strategic Plan, as amended.

Attachments:

1. Draft Charter Township of Garfield Strategic Plan document dated August 19, 2019



2020 STRATEGIC PLAN



CHARTER TOWNSHIP OF GARFIELD

INTRODUCTION

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

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

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

BOARDS AND COMMISSIONS

Board of Trustees

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

- Chuck Korn..... Supervisor
- Jean Blood Law..... Treasurer
- Lanie McManus..... Clerk
- Molly Agostinelli..... Trustee
- Steve Duell..... Trustee
- Denise Schmuckal..... Trustee
- Dan Walters..... Trustee

BOARDS AND COMMISSIONS

Appointed Boards and Commissions

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

Planning Commission

John Racine, Chair
Joe McManus, Vice Chair
Steve Duell, Township Board Representative
Pat Cline
Chris DeGood
Robert Fudge
Joe Robertson

Zoning Board of Appeals

Rick Smith, Chair
Kent Rozycki, Vice Chair
Steve Duell, Township Board Representative
Lynn Fricke
Scott Swan

Parks and Recreation Commission

Valarie Handy, Chair
Chris DeGood, Vice Chair/Planning Commission Representative
Chris Remy, Secretary
Denise Schmuckal, Township Board Representative
James Guilmet
Bill Scott
Fern Spence

STRATEGIC PLAN

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

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

VISION & MISSION STATEMENTS

Vision Statement

The Charter Township of Garfield is...

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

Mission Statement

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

GOALS

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

1. Identity

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

2. Economic Development

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

3. Public Safety

Support collaborations which promote public safety including police and fire services

4. Parks and Trails

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

5. Water Quality

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

6. Housing

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

7. Transportation & Infrastructure


Invest in transportation and infrastructure which support high-quality development

8. Partnerships

Participate in local and regional partnerships to advance community interests

9. Fiscal Responsibility

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

		Charter Township of Garfield	
		Planning Department Report No. 2019-114	
Prepared:	August 21, 2019	Pages:	1
Meeting:	August 27, 2019	Attachments:	<input checked="" type="checkbox"/>
Subject:	Request for Use of Rugby Field at Silver Lake Recreation Area		

BACKGROUND:

Garfield Township recently received request from a local rugby team to use the rugby field at the Silver Lake Recreation Area. Currently, the athletic fields have been available on a first come first serve basis at the park. The rugby team has been using the field on such basis as a practice field, but would like to have three matches played on three Saturdays in September and October. The team would set up rugby goal posts and mark the field for rugby play.

At its August 5, 2019 meeting, the Township Parks and Recreation Commission supported more use of the athletic fields and directed staff to develop a policy for reserved use of the fields. Staff is currently developing that policy.

Until the reservation policy is developed, staff suggests that a limited amount of reserved use of the fields maybe acceptable. The proposed limited use for rugby seems reasonable at this time. For interim use, staff has also prepared the attached application form.

ACTION REQUESTED:

If the Board believes a limited amount of reserved use of the athletics field is acceptable until a formal policy is developed, the following motion may be considered:

MOTION TO allow limited reserved use of the athletic fields at the Silver Lake Recreation Area with reservations being made through the Planning Department.

RECREATION FIELD REQUEST FORM

Silver Lake Recreation Area

The Charter Township of Garfield has established the following policies and procedures to ensure the safe, efficient use and the equitable availability of recreation fields within Township parks.

- All Township park rules must be adhered to. Please see attached rules.
- The Township reserves the right to modify these policies and procedures and to develop and enforce such additional rules and regulations as may be required for the protection of the parks, the individual facilities of the parks, and the users and patrons of the parks.
- Fees as imposed by this policy may be waived by the Township Board.
- Fields are available April to November (depending on weather). Fields are closed from December to March.
- Recreation fields may be used unreserved on a first-come, first-served basis if they are not reserved by others and if they are not set up for a game that will take place later that day.
- Reservation Fee of \$30 per field for one full day and \$300 for a full season (limit of 12 days).
- Groups will be held financially responsible for damages attributed to their use.
- The Township may request a "Certificate of Insurance" from the group for liability coverage.

Please submit one request for each site requested- and fill out ALL information below.

1. Requested Field (please check one)

Soccer/Rugby field _____

Baseball field _____

2. Requested dates, days and times:

DATE STARTING: _____

DATE ENDING: _____

DAY(S) OF WEEK: _____

TIME STARTING: _____

TIME ENDING: _____

3. Activity Description: (Use additional page, if needed): _____

4. Number of Participants: _____

5. Group & Contact Information

Group Name: _____

Contact Person Name: _____

Relationship to Group: _____

Mailing Address: _____

Phone: _____

Email: _____

On behalf of this group, I understand all procedures associated with this request and accept the legal/financial responsibilities involved in the use of field.

Signature: _____

Date: _____

Garfield Township Parkland Rules

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

- A. To remain on Township Parkland outside of the stated or posted hours of operation; two (2) hours before sunrise until two (2) hours past sunset, unless otherwise posted.
- B. To enter any area that is posted or in any other way identified as being "closed."
- C. To camp at any time unless written permission is obtained from the Parks Administrator.
- D. To have an open fire, outside the designated charcoal grills provided for the purpose of cooking, without written permission of the Parks Administrator (Private grills shall be allowed, either gas or charcoal, so long as the ashes will not be deposited on the ground). No fires may be built directly on the ground.
- E. To operate motorized vehicles of any kind on designated trails, except for maintenance or patrol as authorized by the Parks Administrator.
- F. To operate or park any motorized vehicles of any kind except in established driveways and parking areas.
- G. To commit vandalism of any kind, including but not limited to:
 - a. Removing, damaging, destroying or defacing Township owned property and equipment.
 - b. Destroying, damaging, injuring or removing any trees, shrubs, wildflowers or vegetation.
- H. To have a pet that is not on a leash or otherwise restrained and in control of its keeper. Animal leashes shall not exceed 16 feet in length. Animal excrement must be picked up, contained in a sealed bag and removed from Township Parkland or placed in trash receptacles as provided.
- I. To litter or otherwise dispose of or discard refuse of any kind except by placing said refuse in containers provided for that purpose.
- J. To dispose of any household refuse on Township Parkland or in garbage receptacles on Township Parkland.
- K. To solicit, post, advertise or in any way sell or attempt to sell any goods or services on Township Parkland without written permission of the Parks Administrator.
- L. To possess or consume beer, wine or any intoxicating liquors on Township Parkland.
- M. To possess, smoke or vape marijuana, tobacco or any other products on Township Parkland.
- N. To discharge projectiles by air, explosive substance or any other force by any firearm, revolver, pistol, shotgun, rifle, air rifle, air gun, paint ball gun, bow or other weapon that discharges a projectile. This section shall not apply to any peace officer, or duly appointed law enforcement officer while carrying out their duties. This section shall also not apply to any person lawfully hunting game as provided for in Ordinance No. 50 of Garfield Charter Township and as allowed by federal and state game laws.
- O. To, in any way, harass and intentionally disturb any and all wildlife on Township Parkland other than while hunting or fishing as provided for in Ordinance No. 50 of Garfield Charter Township and as allowed by federal and state game laws.
- P. To feed any wildlife at any time.
- Q. To refuse to comply with these Rules and Policies when requested by a local enforcement officer or in any way hinder the Parks Administrator, any employee or designee of the administrator while performing their official duties, including the enforcement of Garfield Charter Township Parkland Ordinance No. 50.