

CHARTER TOWNSHIP OF GARFIELD

TOWNSHIP BOARD MEETING

Tuesday, February 14, 2023 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

- a. Minutes – January 24, 2023, Regular Board Meeting
(Recommend Approval)
- b. Bills - General Fund \$54,130.79
(Recommend Approval)
- c. Township Strategic Plan – 2022 Year End Report (Receive and File)
- d. Planning Commission Annual Report for 2022 (Receive and File)
- e. Consideration of Resolution 2023-05-T, a resolution recommending approval for an On-Premises Tasting Room Permit for Trout Possom Brewing LLC
(Recommend Approval)

- f. Consideration of Resolution 2023-06-T, a resolution recommending approval for a Resort Class C and SDW License for Traverse Tru B&W LLC (Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

- a. 2022 eCities Performance Report for Garfield Township

6. Reports

- a. County Commissioner's Report
- b. Sheriff's Report
- c. Planning Department Report for February 2023
- d. Parks and Rec Report
- e. Treasurer's Report
- f. Clerk's Report
- g. Supervisor's Report

7. Unfinished Business

8. New Business

- a. Public Hearing – Consideration of Resolution 2023-04-T, an amendment to the Floodplain Management Ordinance 72
- b. Consideration of a proposal for Flock Safety cameras
- c. Consideration of applying for a Michigan Natural Resources Trust Fund (MNRTF) Development grant for the Grand Traverse Commons Natural Area Design Plan
- d. Consideration of Upgrading New Traffic Signals on State Highways
- e. Consideration of nominating Fern Spence to the ZBA as a second alternate

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.

CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
January 24, 2023

The Town Board Meeting was called to order at the Garfield Township Hall on January 24, 2023 at 6:01p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Staff Present: Planning Director John Sych

1. Public Comment (6:01)

None

2. Review and Approval of the Amended Agenda - Conflict of Interest (6:02)

Barsheff moved and Duell seconded to approve the amended agenda as presented.

Yeas: Barsheff, Duell, Agostinelli, Schmuckal, McManus, Macomber, Korn

Nays: Non

3. Consent Calendar (6:02)

a. Minutes

January 10, 2023 Regular Board Meeting
 (Recommend Approval)

b. Bills

(i) General Fund \$49,999.79
 (Recommend Approval)

(ii) Gourdie-Fraser
 Developer's Escrow Fund – Storm Water
 Reviews, Utility Plan Review, Oversight
 & Closeout \$6,997.50
 General Utilities \$1,396.55
 Total \$8,394.05
 (Recommend Approval)

**c. Proposed Amendment to the Floodplain Management Ordinance
 (Ordinance No. 72)**

Agostinelli moved and Barsheff seconded to approve the consent calendar as presented.

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

4. Items Removed from the Consent Calendar (6:04)

None

5. Correspondence (6:04)

None

6. Reports

a. Construction (6:04)

Engineer Jennifer Graham submitted a report in writing and added that the Cedar Run water extension has begun. County ARPA funds were awarded for Cedar Run and the Silver Lake sewer extension. Tank inspections are complete and master spec updates were completed with the DPW. Graham stated she is continuing to perform plan reviews and storm water reviews.

b. Grand Traverse Metro (6:10)

A report was submitted in writing.

c. MMR Report (6:10)

MMR Operations Manager Amy Fairchild reviewed the calls in the area for December 2022. She added that there is a new ambulance at Station 12 and a new truck will be coming to Station 11. A paramedic class will be coming to this region and scholarships will be available.

d. Sheriff's Report (6:15)

Undersheriff Mike Shea asked board members to listen to a presentation on the Flock Safety system and to determine if this is something that the townships of Grand Traverse County should pursue. Sheriff Deputy Randy Fewless talked about the product and gave examples of crimes that were solved using this system. A representative from Flock Safety gave a presentation on the system and discussed how it worked to help solve crimes. Board members asked questions about the program and indicated that they would be in favor of investigating such a program.

e. County Commissioner's Report (7:00)

County Commissioner Lauren Flynn introduced herself as the new District 2 Commissioner and stated that she would be available to answer any questions.

f. Supervisor's Report (7:01)

Korn reported that he attended a meeting on chronic homelessness in the region and stated that there were 70 people identified as chronic homeless in the township. The region recently became a MPO – Metro Planning Organization – which opens the doors for transportation federal funding. Korn also met with representative from the Road Commission about Randolph and Fulton streets.

7. Unfinished Business

a. Consideration of \$18,726.00 for the Submersible Tank Mixer Installation in The Birmley Elevated Water Tank (7:07)

Engineer Jennifer Graham explained the mixer installation for the Birmley Elevated Water tank. Installing a mixer will improve water quality and water pressure for residents.

Schmuckal moved and Duell seconded to approve purchase and installation of a mixer for the Birmley Elevated Water Tank in the amount of \$18,726.00.

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

8. New Business

a. Consideration of Approval of 2023 Spring Tree Planting near Kid's Creek in Conjunction with Ecoseeds and CRA (7:16)

Parks Steward Sean Kehoe stated that township staff has been working on a project to help restore the old buffalo pasture between Kid's Creek and the Buffalo Ridge Trail. This grant between the CRA- Conservation Resource Alliance and Ecoseeds would provide about 3000 trees. The total cost would be approximately \$43,000 and would be split 50/50 with in-kind donations accepted on behalf of the township.

Schmuckal moved and Barsheff seconded to approve the estimated cost (\$21,500) associated with the 2023 Spring Tree Planting near Kid's Creek in Conjunction with Ecoseeds and CRA.

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

b. Consideration of Going into a Closed Session to Discuss a Real Estate Purchase (7:19)

Duell moved and Schmuckal seconded to go into closed session for the purpose of discussing a real estate purchase.

Yeas: Duell, Schmuckal, Barsheff, Agostinelli, McManus, Macomber, Korn

Nays: None

Korn opened the regular meeting at 7:39pm.

9. Public Comment: (7:38)

None

10. Other Business (7:38)

Schmuckal asked to set up an Ethics Committee meeting.

11. Adjournment

Korn adjourned the meeting at 7:41pm.

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


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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/26/2023	GEN	41215	AFLAC	AFLAC	101-000-227.001	436.82
01/26/2023	GEN	41216	B S & A SOFTWARE	COMPUTER SUPPORT SYSTEMS	101-258-935.015	4,040.00
01/26/2023	GEN	41217	BURNHAM & FLOWER OF MICHIGAN	CONTRACTED AND OTHER SERVICES	101-101-805.000	99.00
01/26/2023	GEN	41218	ECT	CAPITAL OUTLAY	308-000-970.000	2,337.00
01/26/2023	GEN	41219	FIFTH THIRD BANK	MAINTENANCE - MISC, EQUIP	308-000-935.000	1,378.11
01/26/2023	GEN	41220	GARFIELD CHARTER TOWNSHIP	HSA (FORMERLY FLEX)	101-000-237.000	663.04
01/26/2023	GEN	41221	GRAND TRAVERSE COUNTY MTA	EDUCATION & TRAINING	101-253-960.000	20.00
01/26/2023	GEN	41222	INTEGRITY BUSINESS SOLUTIONS	MAINTENANCE - MISC, EQUIP	308-000-935.000	19.99
01/26/2023	GEN	41223	KRAFT BUSINESS SYSTEMS	SUPPLIES - COPIER MAINTENANCE	101-101-726.002	408.28
01/26/2023	GEN	41224	PRINCIPAL LIFE INSURANCE COMPANY	INSURANCE - EMPLOYEE HEALTH	101-851-873.030	1,605.20
		41224		INSURANCE - EMPLOYEE LIFE	101-851-873.040	337.91
						<u>1,943.11</u>
01/26/2023	GEN	41225	UNITED WAY	UNITED WAY	101-000-238.000	90.00
01/26/2023	GEN	41226	VERIZON	TELEPHONE	101-265-850.000	271.22
01/26/2023	GEN	41227	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP	101-000-227.000	1,410.00
02/02/2023	GEN	41228	GRAND TRAVERSE COUNTY REG DEED	LEGAL SERVICES	101-253-801.000	30.00
02/02/2023	GEN	41229	CONTEMPORARY CLEANING	CLEANING SERVICE	101-265-935.603	1,350.00
02/02/2023	GEN	41230	CONTEMPORARY CLEANING	CONTRACTED AND OTHER SERVICES	308-000-805.000	450.00
02/02/2023	GEN	41231	SUPERFLEET	GAS & CAR WASHES	101-806-862.000	105.74
02/06/2023	GEN	41232	ANNE WENDLING	CONTRACTED AND OTHER SERVICES	101-101-805.000	172.25
		41232		CONTRACTED AND OTHER SERVICES	101-400-805.000	247.50
						<u>419.75</u>
02/06/2023	GEN	41233	CHERRYLAND ELECTRIC COOP.	DUE FROM #861 STREET LIGHTS	101-000-084.861	295.05
		41233		LIGHTS BUILDING	101-265-920.603	872.57
		41233		STREET LIGHTS TOWNSHIP	101-448-920.005	771.69
						<u>1,939.31</u>

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/06/2023	GEN	41234	CHERRYLAND ELECTRIC COOP.	CONTRACTED AND OTHER SERVICES	308-000-805.000	475.45
02/06/2023	GEN	41235	CITY OF TRAVERSE CITY	STREET LIGHTS TOWNSHIP	101-448-920.005	10.61
02/06/2023	GEN	41236	CONSUMERS ENERGY	CONTRACTED AND OTHER SERVICES	308-000-805.000	53.40
02/06/2023	GEN	41237	CONSUMERS ENERGY	STREET LIGHTS TOWNSHIP	101-448-920.005	29.93
02/06/2023	GEN	41238	CONSUMERS ENERGY	STREET LIGHTS TOWNSHIP	101-448-920.005	9.73
02/06/2023	GEN	41239	CONSUMERS ENERGY	STREET LIGHTS TOWNSHIP	101-448-920.005	2,206.67
02/06/2023	GEN	41240	CONSUMERS ENERGY	DUE FROM #861 STREET LIGHTS	101-000-084.861	1,538.22
		41240			101-448-920.005	2,733.00
						<u>4,271.22</u>
02/06/2023	GEN	41241	DTE ENERGY		101-265-920.601	1,766.10
02/06/2023	GEN	41242	DTE ENERGY	HEATING / GAS	101-265-920.601	50.06
02/06/2023	GEN	41243	FIFTH THIRD BANK	EDUCATION & TRAINING	101-171-960.000	20.79
		41243		COMPUTER SUPPORT SYSTEMS	101-258-935.015	260.28
						<u>281.07</u>
02/06/2023	GEN	41244	GRAND TRAVERSE COUNTY DPW	CONTRACTED AND OTHER SERVICES	308-000-805.000	11.50
02/06/2023	GEN	41245	GRAND TRAVERSE COUNTY DPW	WATER / SEWER	101-265-920.602	171.61
02/06/2023	GEN	41246	GRID4 COMMUNICATIONS, INC.	TELEPHONE	101-265-850.000	687.98
02/06/2023	GEN	41247	HOME DEPOT CREDIT SERVICES	MAINTENANCE - MISC, EQUIP	308-000-935.000	69.37
02/06/2023	GEN	41248	LAND INFORMATION ACCESS ASSOC	COM. PROM. - P.E.G.	101-747-880.011	21,623.48
02/06/2023	GEN	41249	LANDGREEN LAWN CARE	CONTRACTED AND OTHER SERVICES	308-000-805.000	1,552.00
02/06/2023	GEN	41250	NORTHWEST LOCK, INC	SUPPLIES	101-253-726.000	176.00
02/06/2023	GEN	41251	STAPLES	SUPPLIES	101-101-726.000	171.47
		41251		SUPPLIES	101-371-726.000	15.15
						<u>186.62</u>
02/06/2023	GEN	41252	STATE OF MICHIGAN	EDUCATION & TRAINING	101-171-960.000	50.00
02/06/2023	GEN	41253	SVEC CONSTRUCTION	SNOW PLOWING	101-265-935.601	1,820.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/06/2023	GEN	41254	TRAVERSE CITY FLEET REPAIR	OIL CHANGES	101-806-863.000	163.59
02/06/2023	GEN	41255	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	718.95
02/06/2023	GEN	41256	TRAVERSE REPRODUCTION	SUPPLIES	101-412-726.000	269.10
		41256		MAINTENANCE - MISC, EQUIP	308-000-935.000	64.98
TOTAL - ALL FUNDS						334.08
TOTAL OF 42 CHECKS						54,130.79
--- GL TOTALS ---						
101-000-084.861				DUE FROM #861 STREET LIGHTS		1,833.27
101-000-227.000				DEFERRED COMP		1,410.00
101-000-227.001				AFLAC		436.82
101-000-237.000				HSA (FORMERLY FLEX)		663.04
101-000-238.000				UNITED WAY		90.00
101-101-726.000				SUPPLIES		171.47
101-101-726.002				SUPPLIES - COPIER MAINTENANCE		408.28
101-101-805.000				CONTRACTED AND OTHER SERVICES		271.25
101-101-901.000				ADVERTISING		718.95
101-171-960.000				EDUCATION & TRAINING		70.79
101-253-726.000				SUPPLIES		176.00
101-253-801.000				LEGAL SERVICES		30.00
101-253-960.000				EDUCATION & TRAINING		20.00
101-258-935.015				COMPUTER SUPPORT SYSTEMS		4,300.28
101-265-850.000				TELEPHONE		959.20
101-265-920.601				HEATING / GAS		1,816.16
101-265-920.602				WATER / SEWER		171.61
101-265-920.603				LIGHTS BUILDING		872.57
101-265-935.601				SNOW PLOWING		1,820.00
101-265-935.603				CLEANING SERVICE		1,350.00
101-371-726.000				SUPPLIES		15.15
101-400-805.000				CONTRACTED AND OTHER SERVICES		247.50
101-412-726.000				SUPPLIES		269.10
101-448-920.005				STREET LIGHTS TOWNSHIP		269.10
101-747-880.011				COM. PROM. - P.E.G.		5,761.63
101-806-862.000				GAS & CAR WASHES		21,623.48
101-806-863.000				OIL CHANGES		105.74
101-851-873.030				INSURANCE - EMPLOYEE HEALTH		163.59
101-851-873.040				INSURANCE - EMPLOYEE LIFE		1,605.20
308-000-805.000				CONTRACTED AND OTHER SERVICES		337.91
308-000-935.000				MAINTENANCE - MISC, EQUIP		2,542.35
308-000-970.000				CAPITAL OUTLAY		1,532.45
TOTAL						2,337.00
TOTAL						54,130.79

 Charter Township of Garfield Planning Department Report No. 2023-24			
Prepared:	February 7, 2023	Pages:	3
Meeting:	February 14, 2023 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Township Strategic Plan – 2022 Year End Report		

BACKGROUND:

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

2022 BOARD ACTIONS:

The following actions were made by the Board in 2022 that align with the Strategic Plan:

1. Identity
<i>Develop a strong identity that conveys the character and values of the community to the region and beyond</i>
<ul style="list-style-type: none"> Conducted and received results from Township-wide community survey
2. Economic Development
<i>As part of a regional hub in Northern Michigan, promote Garfield Township as a great place for business development and job opportunities</i>
<ul style="list-style-type: none"> Contracted with Traverse Connect for economic development services Approved on-premises tasting room permit for O'Brien Vineyards Approved tavern license for Chef Lady Enterprises Approved conditional rezoning amendment for Life Story Crematorium Supported sewer extension for Francisco's Approved club liquor license and Sunday PM sales license for Traverse City Curling Club Approved resort b-hotel and SDM liquor licenses for Tru Hotel Approved brownfield redevelopment plan for the former Kmart at Cherryland Center (for the new curling center)
3. Public Safety
<i>Support collaborations which promote public safety including police, fire, and emergency medical services</i>
<ul style="list-style-type: none"> Supported an additional Community Police Officer (CPO) to be placed in schools Adopted the Grand Traverse County Natural Hazard Mitigation Plan Approved financing for fire truck purchase Adopted 2022 budget resolution for Metro Fire Received regular reports from Grand Traverse County Sheriff Department, Metro Fire, and Mobile Medical Response (MMR)
4. Parks and Trails
<i>Foster a system of high-quality active and passive parks connected by trails</i>
<ul style="list-style-type: none"> Contracted with ECT to develop a design plan for the Commons Natural Area Authorized Phase II improvements to River East Park Received regular reports from Parks and Recreation Stewards

<ul style="list-style-type: none"> • Approved new lawn care service for 2023-2024 summer season • Approved parks capital improvement program • Approved annual budget for Joint City of Traverse City and Charter Township of Garfield Recreational Authority
5. Water Quality
<i>Make water system improvements and support environmental conservation efforts to protect water quality</i>
<ul style="list-style-type: none"> • Approved improvements for the Cedar Run PRV Installation • Approved engineering services for Michigan Department of Environment, Great Lakes, and Energy - Drinking Water Revolving Fund (DWRf) Project Plan - Capital Improvement Projects • Received regular reports from Township Engineer on stormwater reviews and developments
6. Housing
<i>Provide for a balance of housing choices with a variety of housing types</i>
<ul style="list-style-type: none"> • Granted final approval for the Bay Area Transportation Agency (BATA)/Traverse City Housing Commission (TCHC) Mixed-Use Transit-Oriented Development, including 225 housing units • Rezoned 18 acres for multi-family residential • Initiated process to establish transitional housing licensing ordinance • Rezoned land for Hammond Road Apartments • Approved Payment in Lieu of Taxes (PILOT) agreement for Hammond Road Apartments • Established guidelines for PILOT applications
7. Transportation & Infrastructure
<i>Invest in transportation and infrastructure which support high-quality development</i>
<ul style="list-style-type: none"> • Granted final approval for the Bay Area Transportation Agency (BATA)/Traverse City Housing Commission (TCHC) Mixed-Use Transit-Oriented Development, including new headquarters for BATA and transfer station • Received presentation on East-West Corridor and adopted resolution supporting a Hartman-Hammond crossing of the Boardman River • Approved special assessment district for road improvements in parts of Blue Star Estates • Approved petition for Jefferson Avenue repaving project • Finalized roof improvements to Township Hall • Received regular reports from Township Engineer on infrastructure improvements
8. Partnerships
<i>Participate in local and regional partnerships to advance community interests</i>
<ul style="list-style-type: none"> • Made appointments to various committees • Supported efforts of the Grand Traverse Metro Emergency Services Authority • Supported efforts of the Grand Traverse Commons Planning Commission • Supported efforts of the Joint City of Traverse City and Charter Township of Garfield Recreational Authority • Received regular reports from the County Commission • Amended Grand Traverse Commons Development Regulations

9. Fiscal Responsibility
<i>Deliver effective public services to the community and operate with fiscal efficiency</i>
<ul style="list-style-type: none">• Maintained Township operating millage rate at 2.00%• Adopted balanced budget for 2023

ACTION REQUESTED:

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

Attachments:

1. Current Township Strategic Plan



STRATEGIC PLAN



Adopted August 27, 2019
Amended July 14, 2020

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
Chloe Macomber.....	Treasurer
Lanie McManus.....	Clerk
Molly Agostinelli.....	Trustee
Chris Barsheff.....	Trustee
Steve Duell.....	Trustee
Denise Schmuckal.....	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

Molly Agostinelli, Township Board Representative

Pat Cline

Chris DeGood

Robert Fudge

Joe Robertson

Zoning Board of Appeals

Rick Smith, Chair

Kent Rozycki, Vice Chair

Lynn Fricke

Robert Fudge, Planning Commission Representative

Scott Swan

Steve Duell, Alternate

Parks and Recreation Commission

Chris DeGood, Chair/Planning Commission Representative

Fern Spence, Vice Chair

Chris Remy, Secretary

Denise Schmuckal, Township Board Representative

Art Bukowski

Andrew Hoort

Bill Scott

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.

The Charter Township of Garfield Strategic Plan was first adopted by the Board of Trustees on August 27, 2019. The Plan was amended by the Board on July 14, 2020.

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, fire, and emergency medical 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. 2023-13		
Prepared:	January 18, 2023	Pages: 8
Meeting:	January 25, 2023 Planning Commission	Attachments: <input type="checkbox"/>
Subject:	2022 Charter Township of Garfield Planning Commission Annual Report	

INTRODUCTION:

The 2022 Charter Township of Garfield Planning Commission Annual Report was prepared pursuant to the requirements of Section 19(2) of the Michigan Planning Enabling Act ("MPEA"), which states:

A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.

This report is intended to serve as the Planning Commission's report to the Township Board in accordance with the MPEA as quoted above. It will also outline the Planning Department's activities during 2022.

BOARDS AND COMMISSIONS:

The Planning Director and Deputy Planning Director serve on various committees and provide support services to several boards and commissions, including but not limited to:

- Garfield Township Board of Trustees (Staff)
- Garfield Township Planning Commission (Staff)
- Garfield Township Parks and Recreation Commission (Staff)
- Garfield Township Zoning Board of Appeals (Liaison)
- Joint Traverse City and Garfield Township Planning Commission (Staff)
- Joint Traverse City and Garfield Township Recreation Authority (as needed)
- Traverse Transportation Coordinating Initiative (TTCI) (Technical Committee Member)
- Grand Traverse County Road Commission (Garfield Township Alternate Representative)

ADMINISTRATION:

The Planning Department was responsible for generating 115 Staff Reports in 2022 for the various boards and commissions listed above. Day-to-day tasks of the Planning Department also include dialogue with Garfield Township residents, the development community, community stakeholders, and partner organizations; review of new and ongoing development applications; monitoring development approvals as they proceed through completing the approval process; administering grants and parks and recreation activities; developing plans and related studies; preparing zoning analyses and drafting new ordinance text; and conducting site visits.

Year	Number of Staff Reports
2022	115
2021	144
2020	166
2019	159
2018	125

PLANNING COMMISSION:

The Planning Commission meets the second and fourth Wednesdays of each month and is responsible for reviewing development applications, preparing plans, and making recommendations to the Township Board on development applications and zoning amendments. This meeting schedule allows for the Planning Commission to hear, review, and decide on projects during the first meeting and to advance the interests of the community by holding a work session during the second meeting of the month. This schedule will continue throughout 2023.

STRATEGIC PLAN:

In February 2022, Planning Department staff provided a year-end report to the Township Board regarding its activity that supported the Strategic Plan in 2021. No changes were made to any of the Strategic Plan goals in 2022.

MASTER PLAN:

No changes were made to the Master Plan in 2022. The most recent change to the Master Plan occurred in June 2020 when the Barlow Garfield Neighborhood Plan was incorporated into the Master Plan and adopted by the Township Board. The Master Plan continues to provide policy guidance for the Planning Department and Planning Commission.

The Master Plan is anticipated to be reviewed and updated in 2023. Staff and Planning Commission began several tasks in 2022 to prepare for the Master Plan update, including the following:

- **Joint Meeting of Township Board and Planning Commission** – A joint meeting of the Township Board and Planning Commission was held on February 23. The Planning Commission discussed potential topics for the joint meeting at their January 26 study session. The joint meeting provided for an opportunity to focus on three questions:
 - *Where are we now?* – Topics covered existing conditions and trends in population, housing, parks, and commercial developments, and anticipated residential development (build-out analysis).
 - *Where do we want to go?* – Discussion topics included infrastructure, housing types such as starter homes, blighted properties, transportation, and desired development.
 - *How do we get there?* – An overview of the anticipated Master Plan update process was provided, with pre-planning activities in 2022 to include data gathering and initial public engagement including an updated community survey.
- **Proposed Master Plan Timeline** – The Planning Commission reviewed a proposed Master Plan update timeline at their March 23 study session, anticipating a process of at least two years with all pre-planning activities. The Planning Commission also motioned to direct Staff to issue a Notice of Intent to Plan in accordance with the Michigan Planning Enabling Act.
- **Community Survey** – An update to the 2015 Community Survey was conducted as part of public engagement and input for the Master Plan process. The Planning Commission reviewed questions for the survey at their April 27, May 25, and June 8 meetings. Using a random sample process to ensure accuracy, a total of 875 Township residents responded to the survey.

The results of the survey were shared with the Planning Commission at their September 28 meeting and shared on the Township website. There was strong support for incentivizing redevelopment of outdated commercial and industrial areas, protecting agricultural and rural areas, more pathways, improvement of commercial corridors, more parkland, and accessory dwelling units. Respondents also indicated strong opposition to marijuana dispensaries, short-term rentals, and tall buildings.

- **Preliminary Demographic Analysis** – As part of reviewing existing conditions of the Township, the Planning Commission reviewed a Preliminary Demographic Analysis at their study session on May 25. Key findings include that the population of Garfield is expected to continue to increase, Garfield has a relatively low average household size, poverty affects a significant portion of the population including one-third of all children in Garfield, and 44% of all rental housing units in the County are in Garfield.

- **Existing Land Use Analysis** – The Planning Commission looked at a preliminary Existing Land Use Analysis at their June 22 study session. According to this analysis, major land use categories included single-family residential (25%), agricultural (19%), vacant / unbuilt (17%), recreational (8%), industrial (7%), commercial (5%), right-of-way (5%), institutional (4%), and multi-family residential (3%). This analysis will be refined and included in the Master Plan existing conditions.
- **Potential Focus Areas / Corridors** – At their June 22 study session, the Planning Commission reviewed potential focus areas for the Master Plan including neighborhoods, nodes, and corridors. This discussion is intended to highlight areas of Garfield which may warrant specific attention or analysis as part of the Master Plan process.
- **Future Land Use and Infrastructure** – The Township Engineer, Jennifer Graham from Gourdie Fraser, presented at the July 27 Planning Commission study session on the relationship between infrastructure and land use and how the Master Plan process can be used to guide future Township policy in these areas. She gave some examples demonstrating how planning for the infrastructure improvements ahead of time has benefited multiple developments, and how such an approach can be used in coordinating between future projects.
- **East Bay Township Master Plan Review and Discussion** – The Planning Commission reviewed the updated East Bay Township Master Plan at their July 27 study session and commented on some items of interest to Garfield, including the Mitchell Creek Watershed and the Future Land Use and traffic along the South Airport Road and Hammond Road corridors.
- **Transportation and Recent Development Activity** – The Planning Commission discussed two items at their August 24 study session. First, Commissioners looked at recent development activity since 2018 which was found to be heavily concentrated along the LaFranier Road, South Airport Road, and US 31 corridors.

Commissioners also held a discussion on transportation. Staff gave an overview of the East-West Corridor Study of the Grand Traverse County Road Commission, as well as some potential items of interest to Garfield including access management, intersection improvements, and a future river crossing. Commissioners also discussed key corridors that may warrant more specific focus in the Master Plan.

ANNUAL WORK PLAN:

At the beginning of each year, the Planning Commission updates its annual work priorities. The Planning Commission reviewed their annual work plan at their January 26 study session, including the Master Plan implementation matrix, and identified several priority projects for 2022. Accomplishments among the 2022 priority projects included the following:

- **Community Survey** – Conducted an updated community survey as part of the Master Plan public input and engagement process (described above).
- **Community Trend Analysis** – Compiled a trend analysis of the Township including a build-out analysis, population estimates and projections, infrastructure evaluation, definition of focus areas and corridors, and other pre-planning activities.
- **Zoning Ordinance Amendments Package** – Recommended a package of minor amendments to the Zoning Ordinance, including clarifying wetland regulations and allowing for changeable copy signs in the industrial zoning districts.

REDEVELOPMENT READY COMMUNITIES:

Redevelopment Ready Communities (RRC) is a technical assistance and statewide certification program offered by the Michigan Economic Development Corporation (MEDC) to evaluate and certify communities which integrate transparency, predictability, and efficiency into their daily development practices through a set of best practices. The Township started in the RRC program in 2020. Although RRC tasks were not the highest priority in 2022, some items will ultimately help the Township advance towards certification in the future. For example, Staff expanded their use of the BS&A Planning, Zoning, and Engineering (PZE) module in 2022 to enable better electronic tracking of projects and developments.

CONCEPTUAL REVIEWS:

Conceptual reviews allow for applicants to appear before the Planning Commission with little more than a concept for development. This process is intended to provide an applicant with valuable feedback to gauge the Planning Commission's interest in a potential project before a full application is submitted. This process has been utilized by several applicants as they are able to discuss a potential project without having to first enlist surveying, planning, and/or engineering services to complete an application. The following projects were conceptually reviewed by the Planning Commission in 2022:

- **Zoning Ordinance Amendment** – proposed text amendment for electronic changeable copy signs
- **3525 West Front Street** – proposed consideration of multi-family residential on a parcel currently zoned as C-O Office Commercial
- **2537 N US 31 South** – proposed drive-through coffee shop at former bank property
- **Brewery Terra Firma** – proposed addition of kitchen and food service at existing brewery

ADMINISTRATIVE REVIEWS:

In some specific cases, the Planning Director can administratively approve projects provided they meet all requirements of the Zoning Ordinance. This procedure significantly improves efficiency in the review of minor requests. The Planning Department requires any Administrative Amendment to be justified through written findings. The following applications were administratively reviewed and approved in 2022:

- **PUD 2020-01-C – Oakleaf Village of Garfield Township Administrative Amendment**
The Oakleaf Village of Garfield Township (PUD) is located at 5143 North Long Lake Road, west of Zimmerman Road. The subject amendment is for a revised lighting plan, including a reduction in the number of poles, pole heights, and revisions to the fixtures.
- **SPR 2000-09-L – Chelsea Park West Administrative Amendment**
Located north on Hartman Road east of US 31, the original Chelsea Park PUD was approved in 2000 with a total of 326 residential units. After amendments in 2019, 2020, and 2021, the Chelsea Park West portion consists of 192 total apartments. The subject amendment is for the addition of a swimming pool and fire pit in the clubhouse area.
- **SUP 2021-02-A – South 22 Multi-Family Housing Administrative Amendment**
The subject parcel is located at 1532 W Hammond Road, west of LaFranier Road and zoned R-3 General Commercial. The subject amendment is for several changes including small shifts in the location of some buildings, amenities, and sidewalks; removing the reconstruction of Lloyd Lane; adjusting parking spaces; and small increases in the building footprints.
- **SUP 2005-06-D – Culver Meadows Administrative Amendment**
The subject parcel is located on the north side of West Silver Lake Road, just south of Secor Road. The parcel address is 1661 N. West Silver Lake Road and is zoned as R-1 One-Family Residential. The subject amendment is for the addition of a 192-square foot pavilion.
- **PUD 2020-02-A – BATA TCHC Administrative Amendment**
The BATA TCHC Transit-Oriented Mixed-Use PUD was approved in March of 2022. The subject application is for a portion of the PUD located north of Hammond Road, east of LaFranier Road,

and containing The Flats at Carriage Commons. The subject amendment is for the shifting of one of the apartment buildings out of a gas pipeline easement area and involving minor adjustments to the location of utilities, parking, walkways, and landscaping.

- **SUP 2020-02-A – Prince of Peace Lutheran Church Administrative Amendment (Approved January 2023)**

The subject parcel is located on the east side of LaFranier Road, north of Hammond Road, between the Village at LaFranier Woods PUD to the north and BATA/TCHC PUD to the south. The subject amendment is to reduce the size of the building, parking lot, retention pond, snow storage area, and parking lot landscaping islands, and to remove the child care center use.

DEVELOPMENT REVIEWS:

The Planning Commission reviewed numerous projects in 2022 including Site Plan Reviews, Planned Unit Developments, Special Use Permits, and amendments. These are summarized by the following:

- **SUP 2015-01-D – Ridge45 SUP Landscaping Minor Amendment (Approved)**

A Special Use Permit for Phase 4 of the Ridge45 multi-family housing development was approved for the subject location in 2018 including a landscaping plan with a Type “C” buffer. The applicant requested an adjustment to the required landscaping. While credit for some existing landscaping was granted, it was determined that some medium/small trees and evergreen trees still needed to be planted. The Planning Commission approved the request, on the condition that 19 medium or small trees and 7 evergreen trees be planted.

- **PUD 2020-02 – BATA/TCHC Transit-Oriented Mixed-Use Development (Approved)**

This Planned Unit Development application was approved with conditions for a transit-oriented, mixed-use development including multi-family residential apartments; single-family residential; BATA administration building, bus maintenance facility, and bus storage garage; transfer station; café; and childcare center. The project is on 53.2 acres of an existing 77.1-acre site at the northeast corner of LaFranier and Hammond Roads.

- **SPR 2022-01 – Sportsman’s Warehouse Display Area (Approved)**

A site plan was approved for an outdoor display area at Sportsman’s Warehouse, located at 3500 Marketplace Circle.

- **SPR 2022-03 – Fox Motors Commercial Vehicle Service Center (Approved)**

A site plan was approved for a commercial vehicle service center on a site located at 3536 N US 31 South, south of the intersection with Franke Road.

- **SPR 2022-04 – Wendy’s Sign Application for Cherryland Center (Denied)**

Wendy’s, located at 1686 South Garfield Avenue in Cherryland Center, applied for a freestanding sign, and this application was referred to the Planning Commission by the Zoning Administrator. This application was denied upon finding that freestanding signs for individual businesses in the Cherryland Center are not permitted, a finding which was supported by the Township Attorney.

- **SPR 2022-02 – Traverse City Curling Center (Approved)**

A site plan was approved for an indoor recreational facility, the Traverse City Curling Center, at 1712 South Garfield Avenue in the former Kmart at Cherryland Center.

- **SPR 2022-05 – 3566 North US 31 (Approved)**

A site plan was approved for a multi-tenant commercial building including a restaurant with drive-through, retail, and restaurant located at 3566 North US 31, near the intersection with Franke Road.

- **PUD 1997-01-F – Meijer PUD Minor Amendment (Approved)**

A minor amendment to the Meijer PUD was approved for a project to completely remodel the store interior, update building façades, reconfigure and expand the pharmacy drive-through, and install new stormwater management improvements. The Planning Commission asked that the applicant work with MDOT to study if any improvements are needed to the main intersection with US 31; it was later determined upon completion of the study that no improvements were needed.

- **SPR 2022-07 – Fairfield Inn Amendment (Approved)**
An amendment to a site plan was approved for a hotel on US 31 near the intersection with Franke Road, proposed as Fairfield Inn. The amendment covered additions to the patio and the relocation of some parking spaces to the front of the building.
- **SPR 2022-06 – 7Brew at Cherryland Center (Approved)**
A site plan was approved for a drive-through coffee shop at Cherryland Center along West South Airport Road, at the former Hometown Pharmacy site.
- **SUP 2022-01 – 7Brew at 2537 North US 31 (Approved)**
A special use permit was approved for a drive-through coffee shop at 2537 North US 31, site of the former PNC Bank. The application was initially tabled because of concerns about the proximity of the drive-through to the US 31 and South Airport Road intersection and potential conflicts with left turns both into and out of the site. A traffic impact report was prepared by the applicant and reviewed by OHM Advisors, on behalf of the Township, and by MDOT. The final approval of the application included safety improvements to the shared drive between this site and the neighboring site to the north, Mutual Gas, and recommended monitoring of the operation on traffic patterns by MDOT to ensure safe traffic movement.
- **SUP 2002-06-E – Kensington Park PURD Major Amendment (Approved)**
A major amendment was approved for the Kensington Park Planned Unit Residential Development (PURD) located west of the Cherryland Center site and roughly bounded by Carson Street, Linden Avenue, Floresta Street, and Woodward Avenue. The amendment was to accommodate expanded building footprints for several duplex units and to build them as single-story instead of two-story units. The requirement to construct sidewalks on Carson Street, Linden Avenue, Floresta Street, and Woodward Avenue, forming a loop around this phase of the development, remains in place, and a condition of the approval addressed the phasing of the sidewalk installation.
- **SPR 2022-16 – Birmley Hills Site Condominium (Approved January 2023)**
A site condominium subdivision was approved by the Township Board for a property at the end of Farmington Drive and Birmley Estates Drive, which both provide access from Birmley Road. The site condominium development will consist of 35 single-family residential lots between 15,000 and 38,000 square feet in area.
- **SUP 2001-03-A – Loving Neighbors Preschool (Under Review)**
A special use permit is currently under review for a proposed child care center as an additional use at the existing Northern Lakes Community Church, located at 5444 Herkner Road.
- **SPR 2022-021 – K1 Speed Indoor Kart Racing (Approved)**
A site plan was approved for an indoor recreation facility, intended for indoor kart racing, at 1212 West South Airport Road in the former Sears at Cherryland Center.
- **SUP 2022-03 – Traverse City Christian School Early Learning Center (Under Review)**
A special use permit is currently under review for a proposed child care center as an additional use at the existing Church of the Living God, located at 1514 Birmley Road.

ZONING ORDINANCE MAP AMENDMENTS (REZONING):

Two applications for zoning ordinance map amendments (rezoning) were considered in 2022:

- **Amendment 31 – Z-2021-02 Gauthier Property R-3 Rezoning (Approved)**
This application requested the rezoning of one parcel located at 2105 North US 31 South, totaling approximately 18 acres, from its split zoning of Agricultural (A) and Highway Commercial (C-H) to the Multi-Family Residential (R-3) zoning district.
- **Amendment 34 – Z-2022-02 Hammond Road Apartments R-3 Rezoning (Approved)**
This application requested the rezoning of land north and west of the intersection of Garfield and Hammond Road, totaling 23.86 acres, from the Agricultural (A) to the Multi-Family Residential (R-3) zoning district.

ZONING ORDINANCE CONDITIONAL REZONING AMENDMENTS:

One application for conditional rezoning amendment was considered in 2022:

- **Amendment 32 – Z-2022-01 Life Story I-G Conditional Rezoning (Approved)**

This application requested the conditional rezoning of a parcel at 400 West Hammond Road, with a total size of approximately 5.5 acres, from its current zoning of the C-G General Commercial zoning district with restrictions to the I-G General Mixed-Use Industrial Business zoning district with new restrictions. The conditional rezoning restricts the site to being used for a crematorium and mortuary / funeral home.

ZONING ORDINANCE TEXT AMENDMENTS:

The following proposed zoning ordinance text amendments were considered in 2022:

- **Z-2021-01 – Serra Automotive Zoning Text Amendment (Withdrawn January 2022)**

This application submitted by Serra Traverse City, LLC was for a proposed Zoning Ordinance text amendment to allow for additional freestanding signs along major thoroughfares and for individual tenants in a multi-tenant parcel. Concerns were identified regarding how the proposed amendment would impact other sites in the same zoning district, and it was found that the proposed amendment would not allow the applicant to install the signage they were intending to install. The application was withdrawn by the applicant with no action taken by the Planning Commission.

- **Amendment 33 – Zoning Ordinance Amendment Package (Adopted)**

Planning Commissioners reviewed several proposed changes to the Zoning Ordinance at the study sessions on March 23, April 27, May 25, and June 22, and prepared a package of amendments to the Zoning Ordinance which was approved in September 2022. This amendment covered several sections of the Zoning Ordinance, including the following:

- Prohibit chain link gates from being used for dumpster enclosure gates
- Clarify applicability of wetland regulations, require wetland delineations, and apply the 25-foot setback wetland setback to snow storage areas
- Require snow storage areas to be outside of any required riparian vegetative buffer
- Lower the required separation between an accessory structure and any other structure on the lot from 10 feet to 3 feet and clarify that this measurement is from the furthest projection of the building (e.g., roof / eaves), not the walls
- Allow the Zoning Administrator to review areas for outdoor display on administrative site plan reviews and have the discretion to refer such a review to the Planning Commission, and require outdoor display areas to be located to avoid any interference with landscaping areas, parking lots, vehicular maneuvering lanes, sidewalks, and pathways
- Adopt luminance standards for sign lighting for changeable copy signs
- Allow changeable copy signs in the I-G and I-L zoning districts

PLANNING COMMISSION DISCUSSIONS:

The Planning Commission discussed several other topics in 2022, including the following:

- **Proposed Service Drive – Chick-fil-A to Lowe's**

The Planning Commission discussed this potential service drive at their March 23 study session. Staff have been looking at the feasibility of a shared drive from Lowe's at 3150 N US 31 South to the Grand Traverse Mall and have talked with the owners of these and several adjacent properties. Other than the mall, these property owners are interested in developing this service drive, and the Township Engineer has developed two concept drawings. Part of the drive would be constructed by Lowe's per a condition of their approval from 2003.

- **MSU Urban Planning Students Presentation: Non-Motorized Opportunities and Analysis**
Planning Commissioners heard a presentation from Michigan State University (MSU) students at their April 27 study session. Their project focused on sidewalks and trails in Garfield Township, including analyzing neighborhoods of the Township to target sidewalk and trail investments and developing a methodology for determining future priorities.
- **Chick-Fil-A SUP Update**
Chick-fil-A was originally approved in May 2021 and opened in March 2022. Upon opening, there were several long queues onto the site which backed up into US 31, and overflow parking was seen on a gravel lot adjacent to the site. The Planning Commission discussed the Chick-fil-A site over several meetings, and Staff continued to monitor the site throughout the year. Queueing issues had mostly subsided after a few months, and the parking on the gravel lot may be resolved through the development of a hotel on this site, which is currently undergoing an administrative review.
- **Brookside Commons PUD – Use Discussion**
Staff asked the Planning Commission to discuss possible new commercial uses for undeveloped portions of the Brookside Commons PUD at their June 8 study session, including residential above commercial as a potential use.
- **Zoning Ordinance – Drive-Through Standards Discussion**
The Planning Commission reviewed and discussed the drive-through standards in Section 730 of the Zoning Ordinance at their August 24 study session, including clarifying setbacks from the road and utilizing traffic engineers or other professionals with relevant expertise to help review drive-through designs. These standards will continue to be reviewed and any potential changes may be proposed for a future Zoning Ordinance amendment.

JOINT TRAVERSE CITY AND GARFIELD TOWNSHIP PLANNING COMMISSION:

The six-member Joint Planning Commission is comprised of two Traverse City Planning Commissioners and one Traverse City resident appointed by the Traverse City Commission, and two Garfield Township Planning Commissioners and one Garfield Township resident appointed by the Garfield Township Board.

The Commission meets at least four times per year roughly once every three months, typically at 5:15 PM on the third Wednesday of the month. Recent meetings in 2022 have covered the Commons Natural Area design planning process, modifying membership criteria for the Grand Traverse Commons Zoning Board of Appeals, and an infrastructure assessment focused on the Brownfield Plan area.

RECOMMENDATION / ACTION REQUESTED:

Following review, if the Planning Commission is prepared to accept the 2022 Annual Report in accordance with the Michigan Planning Enabling Act, the following motion is suggested:

THAT the 2022 Planning Commission Annual Report, as provided in Planning Department Report 2023-13, BE APPROVED and FORWARDED to the Township Board.



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

RESOLUTION 2023-05-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ Garfield Twp. Board _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)
Moved by _____ and supported by _____
that the application from Trout Possom Brewing LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 2270 Silver Lake Road, Suite 4, Traverse City (Garfield Twp.), Michigan 49685

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-763-0059

Karen Leaver

From: Mike Brown <mbrown@cebhlaw.com>
Sent: Friday, February 3, 2023 3:03 PM
To: Karen Leaver; Lanie McManus
Cc: Fritz Heller; Roy Jay Montney
Subject: MLCC Local Resolution Form: Traverse Tru B&W LLC
Attachments: Local form.pdf

Hello Ms. Leaver and Ms. McManus.

We continue to represent Traverse Tru B&W, LLC and its owner Fritz Heller for its liquor license application at the new TRU by Hilton Hotels in Garfield Township.

We are at the final stage of the MLCC approval process for our pending application. At this final stage the MLCC has thrown us a curve ball that requires we obtain a revised Township Board Resolution, attached here. If this cannot be approved at your February 14, please let me know and we will prepare a new Resolution for your February 28 meeting date.

The MLCC is requesting we apply for a Resort Class C License rather than a Resort B-Hotel License as previously approved by Garfield Township on October 11, 2022. The MLCC is making this request for reasons not fully explained to us. We have decided to go along with the proposed change as the easiest and fastest way to gain MLCC approval.

The Resort Class C License is a statewide license that does not in any way diminish the quota of regular Class C Licenses available for the township to approve. Resort Class C Licenses are authorized by the same part of the Michigan Liquor Code as Resort B-Hotel Licenses, MCL 436.1531(4), for projects with a capital cost exceeding \$1.5 million. Garfield Township will be paid \$11,000 of the \$20,000 Resort Class C License fee from the State of Michigan upon approval by MLCC. This is the same fee Garfield Township would receive if we were approved for the Resort B-Hotel License.

Nothing about our proposed Business Plan or any of the other documents previously provided to you has changed. We are making this change simply to accommodate the MLCC.

Please let me know if you have any questions. Thank you for your continued cooperation.

Michael J. Brown
Carlin Edwards Brown PLLC
6017 W. St. Joe Hwy, Suite 202
Lansing, MI 48917
Direct dial: 517-321-4616
Fax: 517-321-4642
e-mail: mbrown@cebhlaw.com
website: www.cebhlaw.com



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2023-06-T

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Garfield Township council/board
(regular or special) (township, city, village)
called to order by _____ on February 14, 2023 at 6:00 p.m.
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from Traverse Tru B&W LLC

(name of applicant - If a corporation or limited liability company, please state the company name)

for the following license(s): New Resort Class C and SDM licenses pursuant to MCL 436.1531(4)

(list specific licenses requested)

to be located at: 3572 N. US-31 South, Traverse City, MI 49684

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ recommends _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township
council/board at a Regular meeting held on February 14, 2023
(regular or special) (date) (township, city, village)

Lanle McManus

February 14, 2023

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

- Must meet one of the following requirements:
 - Be a full-service restaurant, open to the public 5 hours a day, 5 days a week, with seating for 100 persons, except for establishments in counties with less than 50,000 population are only required to have seating for 50 persons. Food sales must be 50% or more of gross receipts; -OR-
 - Maintain sleeping facilities with a minimum of 25 bedrooms, meeting and conference rooms capable of accommodating 200 persons, or convention facilities capable of accommodating 200 persons; -OR-
 - Be a sports or entertainment venue, as defined under R 436.1001(u), which has a capacity of 4,500 or more; -OR-
 - Be located on a golf course which is open to the public and has at least 18 holes that measure at least 5,000 yards.

MCL 436.1531(4) "Resort Economic Development License" – This type of resort license was first authorized by statute in 1983. The Commission may issue no more than 15 new resort licenses under Subsection (4) each year. A Resort license of this type cannot be transferred from its original location.

- A Resort license under Subsection (4) may be a Class C, Tavern, A-Hotel, or B-Hotel license.
- Must be a business designed to attract and accommodate tourists and visitors to resort area.
- Primary business of the establishment is not the sale of alcohol.
- The Commission shall consider economic development factors of the area.
- Must have a capital investment in excess of \$1.5 million.
- Casino gambling prohibited at licensed establishment.
- Must meet one of the following requirements:
 - Be a full-service restaurant, open to the public 5 hours a day, 5 days a week, with seating for 100 persons and food sales must be 50% or more of gross receipts; -OR-
 - Maintain sleeping facilities with a minimum of 25 bedrooms, meeting and conference rooms capable of accommodating 200 persons, or convention facilities capable of accommodating 200 persons; -OR-
 - Be a sports or entertainment venue, as defined under R 436.1001(u), which has a capacity of 4,500 or more; -OR-
 - Be located on a golf course which is open to the public and has at least 18 holes that measure at least 5,000 yards.

MCL 436.1531(5) "Resort Specially Designated Distributor License" – This type of resort license was first authorized by statute in 1984. The Commission may issue no more than 15 new resort licenses under Subsection (5) each year. Resort licenses of this type cannot be transferred from its original location.

- A Resort license under Subsection (5) must be a Specially Designated Distributor license.
- Must be located in a local governmental unit with a population of 50,000 or fewer.
- Must be a business designed to attract and accommodate tourists and visitors to resort area.
- The Commission shall consider economic development factors of the area.

Fairlane Center South
19000 Hubbard Drive
Dearborn, MI 48126-2638
(313) 593-5460 Fax (313) 271-9838
umdearborn.edu/cob

Dear Community Leader,

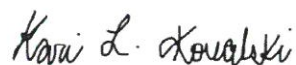
Thank you for your participation in UM-Dearborn's 2022 eCities program!

Each year, the eCities project collects and analyzes data across Michigan communities as it relates to entrepreneurship, economic development, and job growth. Specifically, the study examines five-year's worth of publicly available data relating to community growth and investment metrics that impact the business community. This information is available on the performance report and showcases your community's progress on a number of key values. Further, the data points are benchmarked against the State of Michigan, as well as the other 276 participating communities, allowing you to easily interpret your results. Award certificates are included for communities that showed the most success numerically over the last five years. Top performers are considered five-star communities, while the next best performers are four-star communities.

Summary details of the project are available on the eCities website,
<https://umdearborn.edu/cob/business-community/ilabs-center-innovation-research/entrepreneurship/ecities>.

We would like to commend your community for its commitment to development and growth. We will send you an email when the 2023 eCities project commences. We hope that you will join us so that we can continue supporting development across Michigan. If you have any questions before then, please feel free to contact me.

Thank you for your involvement in this project.



Kari Kowalski
iLabs Project Manager
College of Business
University of Michigan-Dearborn

GARFIELD CHARTER TOWNSHIP

PERFORMANCE REPORT



	DATA POINT	FIVE-YEAR COMMUNITY TREND	FIVE-YEAR COMPARISON TREND
A1	Real Commercial Property	6.68%	6.05%
A2	Real Industrial Property	5.23%	4.55%
A3	Total Real Property	6.45%	5.40%
A4	Personal Commercial Property	2.12%	1.50%
A5	Personal Industrial Property	-0.56%	0.38%
A6	Total Personal Property	2.25%	3.62%
A7	Total Overall Property	6.15%	5.29%
B1	Non-Depreciated Governmental Assets	6.18%	3.01%
B2	Depreciated Governmental Assets	0.30%	3.41%
B3	Total Governmental Assets	3.92%	3.37%
C1	Non-Homestead Tax Rate	-1.47%	.44%

eCities examines eleven data points relating to community growth and investment metrics. Using the past five years' data (2017-2021), this document reports your community's growth rate ("Five-Year Community Trend" column) for each data point. The equivalent growth rates, ("Five-Year Comparison Trend" column), are displayed for the state of Michigan values for the first seven points, and the last four points for the 277 eCities 2022 participating communities.

A1-A7 are property values within the community as reported by the Michigan Department of Treasury.

B1-B3 are the year-end governmental assets as reported on your annual audited financial reports.

C1 is the tax rate(s) for non-homestead (non-PRE) properties within the community as reported by the Michigan Department of Treasury.

eCities 2022

★★★★
HONORED COMMUNITY

2022

PARTICIPATING
COMMUNITY

M

DEARBORN

eCities

GARFIELD CHARTER TOWNSHIP


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

January 2023

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	8	0	3	14	1	8	26
02 Blair	27	0	5	21	0	19	45
03 East Bay	15	0	2	31	2	18	53
04 Fife Lake	2	0	7	3	0	0	10
05 Garfield	62	0	9	78	13	64	164
06 Grant	1	0	1	2	1	1	5
07 Green Lake	21	0	1	10	1	15	27
08 Long Lake	1	0	2	14	1	2	19
09 Mayfield	3	0	0	13	0	2	15
10 Peninsula	2	1	0	7	1	1	10
11 Paradise	2	0	2	6	0	1	9
12 Union	0	0	0	1	0	0	1
13 Whitewater	1	0	0	3	0	0	3
29 Fife Lake Vlg	1	0	0	1	0	0	1
30 Kingsley Vlg	0	0	0	0	0	2	2
66 Traverse City	3	0	0	1	1	48	50
84 Out of County	0	0	0	0	0	2	2
Totals	149	1	32	205	21	183	442
Garfield Twp %	41.6%	0.0%	28.1%	38.0%	61.9%	35.0%	37.1%

Ticket stats are based on what District Court has entered as of 2/03/23.

Arrest stats are as of 2/02/23.

 Charter Township of Garfield Planning Department Report No. 2023-21		
Prepared:	February 7, 2023	Pages: 2
Meeting:	February 14, 2023 Township Board	Attachments: <input type="checkbox"/>
Subject:	Planning Department Monthly Report for February 2023	

PURPOSE:

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

DEVELOPMENTS:

The Planning Commission is currently conducting the following development review activity:

Birmley Hills – Site Condominium

- *Location:* South of existing Birmley Hills Estates subdivision, south of Birmley Road
- *Development Description:* Proposed 35-lot single-family residential site condominium
- *Status:* The application was introduced at the Planning Commission meeting on 10/26/2022, the public hearing was held on 11/9/2022, and the Planning Commission approved the Findings of Fact and recommended approval to the Township Board on 12/14/2022. The Township Board approved the application with conditions at the meeting on 1/10/2023.

Northern Lakes Community Church / Loving Neighbors Preschool – Special Use Permit

- *Location:* 5444 Herkner Road, near intersection with North Long Lake Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application was introduced at the Planning Commission meeting on 11/9/2022 and a public hearing was held at the 12/14/2022 meeting. The Planning Commission approved Findings of Fact and approved the application with conditions at its 1/11/2023 meeting.

Church of the Living God / Traverse City Christian School ELC – Special Use Permit

- *Location:* 1514 Birmley Road, north side of Birmley Road
- *Development Description:* Proposed childcare center in existing church building
- *Status:* The application was introduced at the Planning Commission meeting on 12/14/2022 and a public hearing was scheduled for 1/11/2023. However, the applicant indicated they encountered some challenges with costs and that they may not be going forward with the project at this location. The Planning Commission did not hold the public hearing and tabled the application to allow the applicant to determine their next steps.

Oleson Foundation Development Plan – Conceptual Review

- *Location:* North US 31 South, north of Rennie School Road
- *Development Description:* Future mixed-use zoning plan for undeveloped 190-acre parcel
- *Status:* The Planning Commission reviewed and discussed a conceptual zoning plan for the Oleson Foundation property at its 1/11/2023 meeting.

Chelsea Park PUD / Chelsea Park West Apartments – Minor Amendment

- *Location:* Chelsea Lane, north of Hartman Road, east of US 31
- *Development Description:* Construction of the previously approved Chelsea Park West apartments is near completion; however, there are minor changes and issues to be addressed.

- *Status:* The Planning Commission reviewed a proposed amendment to the Chelsea Park Planned Unit Development (PUD) to consider several minor changes to the Chelsea Park West apartments at its meeting on 1/11/2023. Several issues with the site plan still need to be resolved, therefore the Planning Commission tabled the application to allow time for the applicant to resolve these issues.

NEW APPLICATIONS:

The Planning Department has received the following applications for development review:

Pine Grove Homes – Special Use Permit

- *Location:* 4030 Meadow Lane Drive, at intersection of Meadow Lane Drive and US 31 South
- *Development Description:* Proposed site for mobile home sales (sale of prefabricated structures)
- *Status:* Currently being reviewed for completeness by Staff

Ligon Bed and Breakfast – Special Use Permit Amendment

- *Location:* 5876 Hailey Lane, near the intersection of Gray Road and Cedar Run Road
- *Development Description:* Proposed expansion of existing bed and breakfast operation
- *Status:* Currently being reviewed for completeness by Staff

Hickory Forest / Hickory Meadows – Zoning Map Amendment (Rezoning)

- *Location:* Portions on Barney Road, East Traverse Highway (M-72), and Randolph Street
- *Development Description:* Proposed rezoning of properties to P-R Park-Recreation zoning district
- *Status:* Currently being reviewed for completeness by Staff

PLANNING:

Other Planning Department activities include the following:

- The 30-day public review period for the Township's 2023-2027 Five-Year Parks and Recreation Master Plan concluded on 1/10/2023. The public hearing on the Plan was also held at the Township Board meeting on 1/10/2023, and the Board adopted the Plan following the public hearing. Staff compiled the complete adopted Plan, including all appendices, and submitted the Plan online to the Michigan Department of Natural Resources (DNR) for their review and acceptance.

The updated Plan allows the Township to maintain eligibility for DNR grant programs such as the Michigan Natural Resources Trust Fund (MNRTF) and others. Staff and the Parks and Recreation Commission will be working on preparing grant applications, including for the MNRTF. The Five-Year Parks and Recreation Master Plan includes the Grand Traverse Commons Natural Area Design Plan. Several of the priority projects from the Design Plan will be the focus for upcoming grant applications. The Parks and Recreation Commission also agreed to form a subcommittee to help guide the next steps for the mountain biking portion of the Commons Natural Area.

- The Planning Commission reviewed their 2022 Annual Report and 2023 Priorities / Master Plan Implementation Matrix at their study session on 1/25/2023. The Master Plan update is the main project for 2023. The Township Board and the Planning Commission will hold a joint meeting on Tuesday, February 28; topics will include the Master Plan update process and a presentation from the Grand Traverse County Road Commission.

STAFF:

John Sych, AICP, Planning Director
Email: jsych@garfield-twp.com
Direct Line: (231) 225-3155

Stephen Hannon, AICP, Deputy Planning Director
Email: shannon@garfield-twp.com
Direct Line: (231) 225-3156



Charter Township of Garfield
Parks Report

Silver Lake Recreation Area

Status quo

Working on new countertop in men's room.

Staking off drive better so vehicles stay on drive.

Researching filling blocks in restrooms for better heating.

Commons

Drone flyover with Sheriff's Dept. Located two old encampments. Nothing current.

No rogue trail building to date. Working with Mountain Bike Groups.

River East

Status quo at River East. Seems to be more users even in the winter.

Returned the remaining crates to Human Society to make room for tree cages and stakes from CRA.

Boardman Valley

Still keep an eye on beaver problem. No new trees dropped since last go around, but more lodges popping up.

Repaired a couple boards on boardwalk.

Looking to extend the crush gravel in the Spring to get over wet area just north of boardwalk.

Miller Creek

Removed a few smaller trees down across trail.

Experimented with spreading pine shaving during the wet and icy periods on the boardwalks. Seems to provide grip and less slipping.

Kid's Creek

Walked area with Ecoseds & CRA.

Status quo on trails.

Buffalo Ridge Trail

Contractor doing a good job clearing the trail for 'safe routes to school.'

Additional Information

Met with Planning, & Jennifer Graham in regards to prioritizing park projects for 2023 and 2024.

Submitted February 1, 2023

Derek Morton

Sean Kehoe



**Charter Township of Garfield
Treasurer's Report
Ending December 31st, 2022**

ACCT.	UNRESTRICTED FUNDS	TYPE	09/30/22	12/31/22	DIFFERENCE	MATURITY	RATE
7118	General Fund	Checking	\$ 4,231,333	\$ 3,298,249	\$ (933,084)	N/A	
0001	General Fund - MI CLASS	Invest.Pool	\$ -	\$ 1,008,516	\$ 1,008,516	N/A	4.53%
401	ARPA Fund - State Savings Bank	MM/ICS	\$ 1,866,405	\$ 1,871,080	\$ 4,676	N/A	1.55%
* 4670	Managed Account - General Fund	Invest	\$ 2,879,077	\$ 2,915,680	\$ 36,604	N/A	
1330	Huntington - TCF Bank	CD	\$ 199,503	\$ 199,652	\$ 149	6/4/23	0.30%
330	TBA Credit Union - Budget Stab.	CD	\$ 83,635	\$ 83,776	\$ 141	11/18/23	0.25%
604	Nicolet National Bank (Mbank)	CD	\$ 100,626	\$ 101,131	\$ 505	9/24/23	0.50%
605	Nicolet National Bank (Mbank)	CD	\$ 100,626	\$ 101,131	\$ 505	9/24/23	0.50%
606	Nicolet National Bank (Mbank)	CD	\$ 40,067	\$ 40,267	\$ 200	9/24/23	0.50%
2316	4-Front Credit Union	CD	\$ 220,494	\$ 221,043	\$ 550	7/8/23	1.00%
301	NW Consumers CU	CD	\$ 174,115	\$ 174,267	\$ 152	8/28/23	0.35%
302	NW Consumers CU	CD	\$ 64,765	\$ 65,032	\$ 267	9/28/24	1.65%
662	Independent	CD	\$ 281,793	\$ 282,039	\$ 246	3/12/24	0.35%
55	1st Community Bank	CD	\$ 226,494	\$ 226,947	\$ 453	8/2/24	2.00%
1864	West Shore Bank	CD	\$ 245,000	\$ 245,497	\$ 497	5/23/25	0.40%
6015	First National Bank of America	CD	\$ 241,926	\$ 242,414	\$ 488	7/14/24	0.80%
1002	Team One Credit Union	CD	\$ 266,420	\$ 266,890	\$ 470	3/2/24	0.70%
212	Credit Union One	CD	\$ 262,005	\$ 262,332	\$ 328	2/26/24	0.50%
206	Honor Bank	CD	\$ 258,457	\$ 262,987	\$ 4,530	12/2/25	0.20%
41	Lake Michigan Credit Union	CD	\$ 274,877	\$ 276,271	\$ 1,394	1/17/23	2.05%
115	State Savings Bank	CD	\$ 245,186	\$ 245,308	\$ 123	7/3/25	0.20%
147	MSU Credit Union	CD	\$ 244,895	\$ 245,542	\$ 647	10/29/25	1.05%
Total Unrestricted Funds - Available for Spending			\$ 12,507,696	\$ 12,636,051	\$ 128,355		

ACCT.	RESTRICTED FUNDS	TYPE	09/30/22	12/31/22	DIFFERENCE	MATURITY	RATE
7118	Park Fund	Checking	\$ 470,376	\$ 424,860	\$ (45,516)		
7118	Roads	Checking	\$ 450,125	\$ 450,125	\$ -		
8728	Fire Fund	Checking	\$ 279,104	\$ 279,347	\$ 243		
* 4654	Managed Account - Fire Fund	Invest	\$ 757,080	\$ 766,640	\$ 9,560		
7134	Receiving Fund - Water/Sewer	Checking	\$ 5,923,029	\$ 4,285,133	\$ (1,637,895)		
0002	Receiving Fund - Water - MI CLASS	Invest.Pool	\$ -	\$ 1,008,516	\$ 1,008,516		4.53%
0003	Receiving Fund - Sewer - MI CLASS	Invest.Pool	\$ -	\$ 1,008,516	\$ 1,008,516		4.53%
* 4662	Managed Account - Receiving Fund	Invest	\$ 14,315,533	\$ 14,513,443	\$ 197,910		
* 7940	Managed Account - DPW Fund	Invest	\$ 116,126	\$ 116,940	\$ 813		
7126	Tax Fund	Checking	\$ 1,142,056	\$ 2,300,801	\$ 1,158,745		
4750	General Employee Flex (H.S.A)	Checking	\$ 4,566	\$ 94,570	\$ 90,004		
3734	Retirement Rec Fund	Checking	\$ 50,987	\$ 50,719	\$ (268)		
8681	Trust & Agency	Checking	\$ 333,462	\$ 357,125	\$ 23,662		
1726	Specials Lights	Checking	\$ 6,280	\$ 6,280	\$ -		
1073	Specials (Milfoil, Roads, Water, Sewer)	Checking	\$ 47,722	\$ 55,579	\$ 7,856		
Total Restricted Funds - Restricted Use			\$ 23,896,447	\$ 25,718,594	\$ 1,822,147		

TOTAL			\$ 36,404,143	\$ 38,354,645	\$ 1,950,502		
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* 5/3 Managed Accounts - See full breakdown of investments on the page (2) of report

Respectfully Submitted By:

Chloe Macomber

Chloe Macomber, Treasurer

Email: cmacomber@garfield-twp.com

Phone: (231) 225-3043

FIRE FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 246,794	\$ 246,794	\$ -
3130AJN54	\$ 600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 600,000	\$ 519,846	\$ (80,154)
TOTAL										\$ 846,794	\$ 766,640	\$ (80,154)

RECEIVING FUND (WATER/SEWER) MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	3.99%	N/A	N/A	MM	N/A	N/A	\$ 134,678	\$ 134,678	\$ -
3130AJR68	\$ 2,684,211	FEDERAL HOME LOAN BANK	AGENCY BOND	0.92%	6/30/2026	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 2,684,211	\$ 2,373,325	\$ (310,885)
3133ELZ23	\$ 1,000,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	0.98%	4/27/2027	99.850	FIXED	3/16/2022	Anytime	\$ 998,500	\$ 865,460	\$ (133,040)
3130AJN54	\$ 5,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 5,000,000	\$ 4,332,050	\$ (667,950)
3130AJR68	\$ 649,351	FEDERAL HOME LOAN BANK	AGENCY BOND	1.05%	6/24/2027	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 649,351	\$ 555,493	\$ (93,858)
3130AMB44	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/12/2028	100.000	STEP CPN	5/12/2022	Quarterly	\$ 2,000,000	\$ 1,722,900	\$ (277,100)
3130AKNU6	\$ 1,600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	7/28/2028	100.000	FIXED	4/28/2022	Quarterly	\$ 1,600,000	\$ 1,334,224	\$ (265,776)
3130APM69	\$ 1,200,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	11/16/2029	100.000	STEP CPN	11/16/2022	Quarterly	\$ 1,200,000	\$ 1,009,008	\$ (190,992)
3130AMBF8	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/19/2036	100.000	STEP CPN	5/19/2022	Quarterly	\$ 2,000,000	\$ 1,589,700	\$ (410,300)
912796Y60	\$ 600,000	UNITED STATES TREASURY	TREASURY BILL	4.10%	2/21/2023	98.988	FIXED	N/A	N/A	\$ 593,929	\$ 596,604	\$ 2,675
TOTAL										\$ 16,860,668	\$ 14,513,442	\$ (2,347,226)

GENERAL FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 135,366	\$ 135,366	\$ -
3130AJN54	\$ 1,400,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 1,400,000	\$ 1,212,974	\$ (187,026)
3134GWNX0	\$ 2,000,000	FREDDIE MAC	AGENCY BOND	1.10%	8/27/2030	100.000	FIXED	5/27/2022	Quarterly	\$ 2,000,000	\$ 1,567,340	\$ (432,660)
TOTAL										\$ 3,535,366	\$ 2,915,680	\$ (619,686)

DPW FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	3.99%	N/A	N/A	MM	N/A	N/A	\$ 116,940	\$ 116,940	\$ -
TOTAL										\$ 116,940	\$ 116,940	\$ -

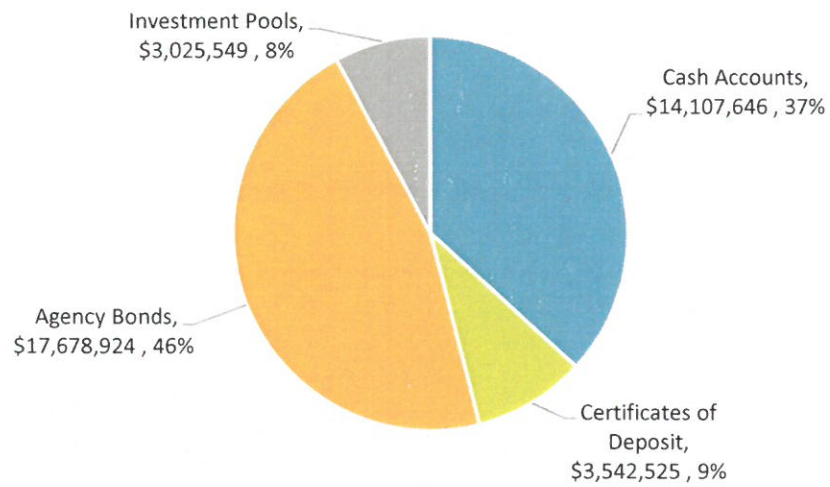
Par Value: The face value of a bond. It determines the maturity value as well as the dollar value of coupon payments. How much the issuer pays the holder at maturity.

Book Value: The par value of the bond less any discount and plus any premium.

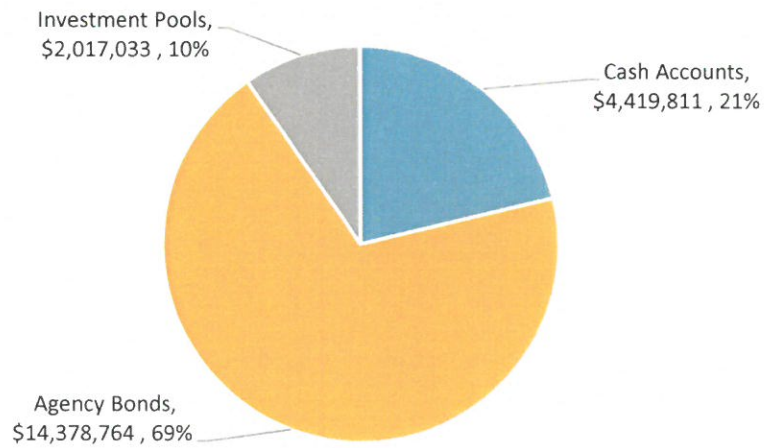
Market Value: The actual price that the bond is worth at a current point in time for trade on the market. What a bond is actually worth if sold before maturity.

Net Unrealized Gain/Loss: The Book Value - Market Value. Changes with the bond's value as it goes up and down with the market. Unrealized gains/losses are only 'realized' or occur when a bond is sold before maturity.

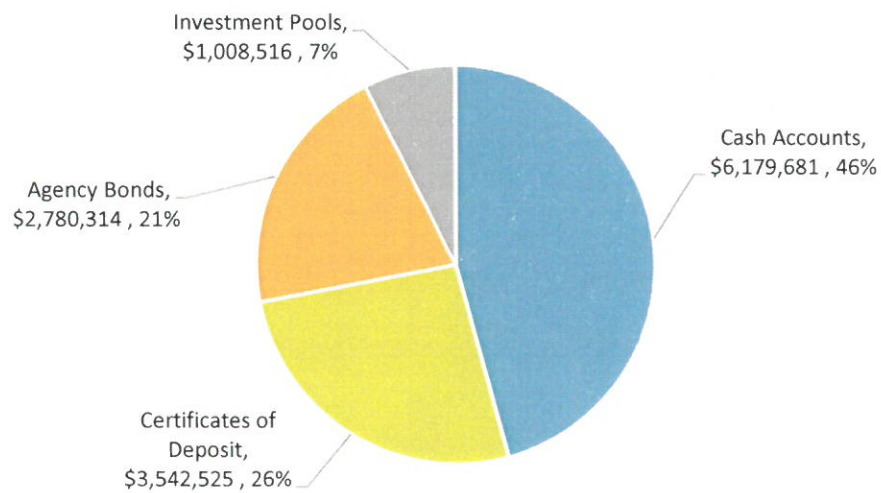
Total of All Accounts by Type



Receiving Fund by Type



General Fund by Type



Clerk's Report

For January 31, 2023

Submitted 2/8/2023

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 if the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of January in the General Fund, you will find that we had a total of \$784,081.83 Revenues and \$182,938.24 Expenditures. For the year we have a total of \$784,081.83 Revenues and 182,938.24 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 01/31/2023

2023

2023

ACTIVITY FOR

MONTH

AVAILABLE

BALANCE

GL NUMBER DESCRIPTION

YTD BALANCE

01/31/2023

Fund 101 - GENERAL OPERATING FUND

Revenues

Dept 000

101-000-403.000	CURRENT REAL PROPERTY TAXES	2,294,418.00	759,054.03	759,054.03	1,535,363.97
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	0.00	0.00	500.00
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	1,000.00	0.00	0.00	1,000.00
101-000-423.000	TRAILER PARK FEES	9,000.00	761.50	761.50	8,238.50
101-000-441.000	Local Community Stabilization Share Tax	45,000.00	0.00	0.00	45,000.00
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	0.00	0.00	4,000.00
101-000-476.000	BUILDING PERMITS	200,000.00	19,288.00	19,288.00	180,712.00
101-000-476.001	PLANNING FEES	10,000.00	1,600.00	1,600.00	8,400.00
101-000-476.002	MAINT INSPECTION FEES	5,000.00	0.00	0.00	5,000.00
101-000-476.003	TREASURER FEES	100.00	0.00	0.00	100.00
101-000-476.004	PARK USE FEES	0.00	175.00	175.00	(175.00)
101-000-476.005	ZONING FEES	15,000.00	900.00	900.00	14,100.00
101-000-574.000	STATE SHARED REVENUE	2,011,454.00	0.00	0.00	2,011,454.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	18,500.00	192.50	192.50	18,307.50
101-000-574.002	EVIP DISTRIBUTION	62,144.00	0.00	0.00	62,144.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	3,500.00	0.00	0.00	3,500.00
101-000-627.000	TAX COLLECTION FEES	18,000.00	0.00	0.00	18,000.00
101-000-656.000	Ordinance Enforcement Fees	500.00	0.00	0.00	500.00
101-000-664.000	EARNED INTEREST	40,000.00	1,810.80	1,810.80	38,189.20
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	0.00	0.00	250,000.00
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	0.00	0.00	22,000.00
101-000-673.000	SALE OF FIXED ASSETS	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	300.00	300.00	(200.00)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	0.00	0.00	100.00
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	0.00	0.00	17,000.00
101-000-695.100	ALLOCATED FUND BALANCE	51,163.36	0.00	0.00	51,163.36
Total Dept 000		5,078,579.36	784,081.83	784,081.83	4,294,497.53
TOTAL REVENUES		5,078,579.36	784,081.83	784,081.83	4,294,497.53

Fund 101 - GENERAL OPERATING FUND:

TOTAL REVENUES

5,078,579.36	784,081.83	784,081.83	4,294,497.53
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PERIOD ENDING 01/31/2023

2023

2023

ACTIVITY FOR

YTD BALANCE

AVAILABLE

% BDDT

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2023	MONTH 01/31/23	BALANCE	USED
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Fund 101 - GENERAL OPERATING FUND

Expenditures

Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,750.00	13,750.00	850.00	850.00	12,900.00	6.18
101-101-701.101	WAGES - FILE CLERK	44,925.89	44,925.89	3,456.00	3,456.00	41,469.89	7.69
101-101-701.102	WAGES - TRUSTEE	13,750.00	13,750.00	600.00	600.00	13,150.00	4.36
101-101-701.103	WAGES - TRUSTEE	13,750.00	13,750.00	600.00	600.00	13,150.00	4.36
101-101-701.104	WAGES - TRUSTEE	13,750.00	13,750.00	600.00	600.00	13,150.00	4.36
101-101-701.105	WAGES - OFFICE COORDINATOR	41,835.49	41,835.49	3,217.61	3,217.61	38,617.88	7.69
101-101-726.000	SUPPLIES	6,000.00	6,000.00	138.83	138.83	5,861.17	2.31
101-101-726.001	POSTAGE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	408.28	408.28	7,091.72	5.44
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-802.000	AUDIT AND ACCOUNTING	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	99.00	99.00	7,401.00	1.32
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	47.50	47.50	3,452.50	1.36
101-101-901.000	ADVERTISING	7,500.00	7,500.00	588.75	588.75	6,911.25	7.85
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	3,000.00	3,000.00	263.23	263.23	2,736.77	8.77
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 101 - TOWNBOARD		248,261.38	248,261.38	10,869.20	10,869.20	237,392.18	4.38

Dept 171 - TOWNSHIP SUPERVISOR

101-171-701.201	WAGES - SUPERVISOR	90,610.39	90,610.39	6,970.04	6,970.04	83,640.35	7.69
101-171-701.202	WAGES - APPRAISER II	47,716.86	47,716.86	3,670.40	3,670.40	44,046.46	7.69
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	645.00	645.00	4,355.00	12.90
101-171-701.204	WAGES - APPRAISER III	63,103.21	63,103.21	4,862.41	4,862.41	58,240.80	7.71
101-171-701.205	WAGES - ASSESSOR	111,875.11	111,875.11	8,605.78	8,605.78	103,269.33	7.69
101-171-726.000	SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-171-726.001	POSTAGE	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	0.00	0.00	32,500.00	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	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-171-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	0.00	0.00	7,750.00	0.00
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 171 - TOWNSHIP SUPERVISOR		374,555.57	374,555.57	24,753.63	24,753.63	349,801.94	6.61

Dept 191 - ELECTIONS

101-191-701.000	WAGES	40,000.00	40,000.00	435.75	435.75	39,564.25	1.09
101-191-726.000	SUPPLIES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-191-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-191-860.000	MILEAGE	200.00	200.00	0.00	0.00	200.00	0.00
101-191-901.000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	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

		64,500.00	64,500.00	435.75	435.75	64,064.25	0.68
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PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023 ORIGINAL BUDGET	2023 AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/23	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	90,610.39	90,610.39	6,970.04	6,970.04	83,640.35	7.69
101-215-701.302	WAGES - DEPUTY CLERK	58,521.51	58,521.51	4,501.66	4,501.66	54,019.85	7.69
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	0.00	0.00	700.00	0.00
Total Dept 215 - TOWNSHIP CLERK		164,631.90	164,631.90	11,471.70	11,471.70	153,160.20	6.97
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	0.00	0.00	6,200.00	0.00
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	90,610.69	90,610.69	6,970.04	6,970.04	83,640.65	7.69
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	58,521.51	58,521.51	4,501.66	4,501.66	54,019.85	7.69
101-253-726.000	SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-253-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	0.00	0.00	500.00	0.00
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	20.00	20.00	4,480.00	0.44
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00

PERIOD ENDING 01/31/2023

2023		2023		ACTIVITY FOR		% BDDG USED
ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE 01/31/2023	MONTH 01/31/23	AVAILABLE BALANCE		
GL NUMBER	DESCRIPTION					
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	0.00	0.00	0.00
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	0.00	0.00	0.00
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	0.00	0.00	0.00
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	0.00	0.00	0.00
101-265-935.603	CLEANING SERVICE	28,000.00	28,000.00	0.00	0.00	0.00
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	122.80	122.80	10.23
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	376.38	376.38	25.09
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	0.00	0.00	0.00
Total Dept 265 - TOWNSHIP HALL		134,800.00	134,800.00	1,587.54	1,587.54	1.18
Dept 301 - POLICE SERVICES						
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	0.00	0.00	0.00
Total Dept 301 - POLICE SERVICES		1,600,000.00	1,600,000.00	0.00	0.00	0.00
Dept 371 - TOWNSHIP BUILDING INSPECTOR						
101-371-701.702	WAGES BUILDING ASSISTANT	18,926.50	18,926.50	1,486.09	1,486.09	7.85
101-371-701.703	WAGES - BUILDING OFFICIAL	93,634.42	93,634.42	7,202.64	7,202.64	7.69
101-371-701.704	WAGES - BUILDING INSPECTOR	27,552.50	27,552.50	1,376.56	1,376.56	5.00
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	10,000.00	10,000.00	0.00	0.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	1,000.00	1,000.00	0.00	0.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	0.00
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	345.00	34.50
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		155,113.42	155,113.42	10,410.29	10,410.29	6.71
Dept 400 - PLANNING COMMISSION						
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	125.00	125.00	3.91
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	0.00	0.00	0.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	0.00	0.00	0.00
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	0.00
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	0.00
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	0.00
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	875.00	875.00	1.47

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/23	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2023 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 401 - TOWNSHIP PLANNER		181,063.28	181,063.28	12,630.81	12,630.81	168,432.47	6.98
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	32.96	32.96	9,967.04	0.33
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-410-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	32.96	32.96	19,967.04	0.16
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	63,203.23	63,203.23	4,861.78	4,861.78	58,341.45	7.69
101-412-701.602	WAGES - ZONING CODE ENFORCER	29,756.27	29,756.27	2,288.81	2,288.81	27,467.46	7.69
101-412-701.603	WAGES ZONING ASSISTANT	14,684.23	14,684.23	1,114.56	1,114.56	13,569.67	7.59
101-412-701.604	WAGES -ZONING CODE ENFORCER	23,635.87	23,635.87	1,818.40	1,818.40	21,817.47	7.69
101-412-701.606	WAGES -ZONING INTERN	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		140,079.60	140,079.60	10,083.55	10,083.55	129,996.05	7.20
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	0.00	0.00	96,000.00	0.00
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	0.00	0.00	96,000.00	0.00
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	0.00	0.00	125,050.00	0.00

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 01/31/2023

2023

2023

ACTIVITY FOR

AVAILABLE

BALANCE

% BDT


USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/23	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-806-863.000	OIL CHANGES	500.00	500.00	87.72	87.72	412.28	17.54
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES		5,000.00	5,000.00	87.72	87.72	4,912.28	1.75
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	750.12	750.12	8,349.88	8.24
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	130,000.00	130,000.00	0.00	0.00	130,000.00	0.00
101-851-873.010	SOCIAL SECURITY - EMPLOYER	95,000.00	95,000.00	7,029.54	7,029.54	87,970.46	7.40
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	1,156.15	1,156.15	(156.15)	115.62
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	430,000.00	430,000.00	48,551.78	48,551.78	381,448.22	11.29
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	675.82	675.82	9,324.18	6.76
101-851-912.001	INSURANCE - LIABILITY	16,743.00	16,743.00	16,743.00	16,743.00	0.00	100.00
101-851-912.002	INSURANCE - WORKMENS COMP.	10,000.00	10,000.00	6,975.00	6,975.00	3,025.00	69.75
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		705,843.00	705,843.00	81,881.41	81,881.41	623,961.59	11.60
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	100,000.00	100,000.00	0.00	0.00	100,000.00	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	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		147,500.00	147,500.00	0.00	0.00	147,500.00	0.00
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.206	TRANSFER TO #206 FIRE FUND	153,845.10	153,845.10	0.00	0.00	153,845.10	0.00
101-965-990.308	TRANSFERS TO #308 PARK SYS	478,503.91	478,503.91	0.00	0.00	478,503.91	0.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		632,349.01	632,349.01	0.00	0.00	632,349.01	0.00
TOTAL EXPENDITURES		5,079,579.36	5,079,579.36	182,938.24	182,938.24	4,896,641.12	3.60
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		5,079,579.36	5,079,579.36	182,938.24	182,938.24	4,896,641.12	3.60

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 01/31/2023

GL NUMBER	DESCRIPTION	2023		YTD BALANCE 01/31/2023	ACTIVITY FOR MONTH 01/31/23	AVAILABLE BALANCE	% BDBG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	625.00	625.00	4,575.00	12.02
308-000-701.906	Parks Steward	29,765.27	29,765.27	2,288.81	2,288.81	27,476.46	7.69
308-000-701.907	Park Steward 2	23,635.87	23,635.87	1,818.40	1,818.40	21,817.47	7.69
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	71,080.00	71,080.00	493.11	493.11	70,586.89	0.69
308-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	2,872.77	2,872.77	0.00	0.00	2,872.77	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	1,398.10	1,398.10	23,601.90	5.59
308-000-970.000	CAPITAL OUTLAY	474,000.00	474,000.00	2,337.00	2,337.00	471,663.00	0.49
Total Dept 000		638,353.91	638,353.91	8,960.42	8,960.42	629,393.49	1.40
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	5,150.00	5,150.00	357.48	357.48	4,792.52	6.94
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,150.00	5,150.00	357.48	357.48	4,792.52	6.94
TOTAL EXPENDITURES		643,503.91	643,503.91	9,317.90	9,317.90	634,186.01	1.45
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		643,503.91	643,503.91	9,317.90	9,317.90	634,186.01	1.45

 Charter Township of Garfield Planning Department Report No. 2023-22			
Prepared:	February 7, 2023	Pages:	1
Meeting:	February 14, 2023 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Amendment to the Floodplain Management Ordinance – Public Hearing		

BACKGROUND:

Participation in the National Flood Insurance Program (NFIP) provides residents the opportunity to purchase flood insurance. Garfield Township has participated in the Program since 1986. Acme, Blair, East Bay, Long Lake, Paradise, Peninsula, Union, and Whitewater Townships all are currently enrolled in the NFIP.

The Floodplain Management Ordinance (Ordinance No. 72) was adopted by the Township Board in 2018 to ensure participation in the NFIP. Under the Ordinance, the Township Building Official has the authority to enforce the floodplain provisions of the Michigan Construction Code with the adopted maps serving as the basis for that enforcement. In practice, the Building Official can require landowners to meet certain code requirements depending upon their location with regard to flood-prone areas.

Recently, the Federal Emergency Management Agency (FEMA) completed new Flood Insurance Rate Maps (FIRMs) for Grand Traverse County, including Garfield Township. These maps must now be included and referenced in Ordinance No. 72. Therefore, an amendment to Ordinance No. 72 is required.

At its meeting on January 24, 2023, the Township Board scheduled a public hearing for consideration of a proposed amendment to the Township's Floodplain Management Ordinance (Ordinance No. 72).

ACTION REQUESTED:

After a public hearing, if the presented material is acceptable to the Township Board, then the following action is recommended:

MOTION THAT Resolution 2023-04-T, to amend Ordinance No. 72, Floodplain Management Ordinance, BE ADOPTED.

Any additional information that the Township Board determines to be necessary should be added to this motion.

Attachments:

1. Current Ordinance No. 72 (adopted 2018)
2. Draft Resolution 2023-04-T to Amend Ordinance No. 72 Floodplain Management

**ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS
OF THE STATE CONSTRUCTION CODE**

CHARTER TOWNSHIP OF GARFIELD

GRAND TRAVERSE COUNTY

Amendment One to Ordinance No. 72

An Ordinance to designate an enforcing agency to discharge the responsibility of the Charter Township of Garfield located in Grand Traverse County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The Charter Township of Garfield:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the Charter Township of Garfield is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Garfield under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Charter Township of Garfield assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Grand Traverse County, Michigan" (All Jurisdictions) and dated August 28, 2018 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of: 26055CIND0A, 26055C0094C, 26055C0207C, 26055C0225C, 26055C0226C, 26055C0228C, 6055C0250C, dated August 28, 2018 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3

of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this 9th day of October, 2018.

This ordinance duly adopted on October 9, 2018 at a regular meeting of the Charter Township of Garfield Board of Trustees and will become effective October 14, 2018.

Signed on 10-9-18 by Lanie McManus

Lanie McManus, Clerk

Garfield Township

Attested on 10-16-18 by Chuck Korn

Chuck Korn, Supervisor

Garfield Township

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

ORDINANCE NO. 72: AMENDMENT NO. 2

RESOLUTION #2023-04-T

A RESOLUTION TO AMEND GARFIELD ORDINANCE NO. 72 (“An Ordinance Addressing Floodplain Management Provisions of the State Construction Code”):

WHEREAS, the Charter Township of Garfield recognizes that certain land and waters within the governmental boundaries of the Township are identified as regulated flood prone hazard areas and have been identified on maps entitled The Flood Insurance Study for Grand Traverse County, all Jurisdictions, effective April 19, 2023, and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) included on index panel, 26055CIND0B, effective April 19, 2023; and,

WHEREAS, the Township has authority to administer and enforce the state construction code, comprised of the Michigan Residential Code and the Michigan Building Code and its appendices, specifically Appendix G pursuant to the Stille-Derossett-Hale Single State Construction Code Act, 1972 P.A. 230 as amended, MCL 125.1501, et seq. and in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended; and,

WHEREAS, the Building Official of the Charter Township of Garfield is designated as the enforcing agency to discharge the responsibility of the Township under Act 230, of the Public Acts of 1972, as amended, State of Michigan; and Appendix G of the Michigan Building Code; and,

WHEREAS, the Township adopted Ordinance No. 72, “An Ordinance Addressing Floodplain Management Provisions of the State Construction Code.”

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 2 TO CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 72

That the entirety of language in Section 3 BE REMOVED AND REPLACED with the following language:

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Flood Insurance Study for Grand Traverse County, all Jurisdictions, effective April 19, 2023, and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) included on index panel, 26055CIND0B, effective April 19, 2023 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the “Flood Hazards” section of Table R301.2(1) of the Michigan Residential Code.

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 #2023-04-T which was adopted by the Township Board of the Charter Township of Garfield on the 14th day of February, 2023.

Dated: _____

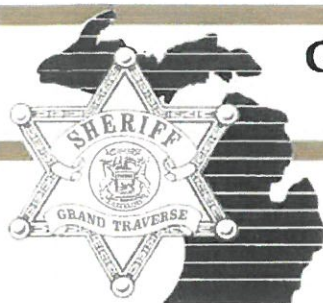
Lanie McManus, Clerk
Charter Township of Garfield

Introduced: January 24, 2023

Adopted:

Published:

Effective:



GRAND TRAVERSE COUNTY SHERIFF'S OFFICE

Thomas J. Bensley, Sheriff • Michael Shea, Undersheriff

Administration

851 Woodmere Avenue, Traverse City, MI 49686-3349 • (231) 995-5000 • FAX (231) 995-5010

Corrections

320 Washington Street, Traverse City, MI 49684-2583 • (231) 922-4530 • FAX (231) 922-4415

Dear Garfield Township Board,

First, we thank you for the opportunity to present at a previous board meeting regarding Flock Safety. As a follow up, Flock Safety had one of their technicians do a remote study of Garfield Township and provided options for consideration. U/S Shea and I, along with D/Sgt. Jarrod Bilacic and Detective Matt Holliday, had a zoom meeting with the technician and another Flock Safety representative to discuss these options.

The first implementation option from Flock Safety was for the minimum installation of ten cameras throughout Garfield Township. The second option was for twenty, with the third option, being maximum coverage at twenty-six cameras.

After discussion at the Sheriff's Office and taking into consideration the knowledge that we have as it relates to our knowledge of traffic, crime, etc. in Garfield Township, we felt that fourteen cameras would be a number that would be adequate to cover all the main thoroughfares and allow us to effectively and efficiently combat crime in Garfield Township. Therefore, we would request that the Garfield Township Board approve a leasing agreement with Flock Safety for fourteen cameras at a cost of \$2850 per camera (\$2500 camera, \$350 installation) for one year, or a two-year period, which would lock in current pricing. Obviously, the more cameras in operation, means more information is available for investigations, but we realize that cost is always taken into consideration, and we would entertain whatever amount of cameras you are willing to provide, or feel is appropriate.

I hope we, along with Flock Safety, have provided enough information to the Board, but please let us know if further is needed. We look forward to working with you on the possible implementation of Flock Safety cameras. As always, our goal in providing service to you is keeping the township residents of Garfield Township as safe as possible and providing the best law enforcement service possible.

Respectfully,

D/Captain Randy Fewless



Karen Leaver

From: Randy Fewless <rfewless@gtsheriff.org>
Sent: Monday, February 6, 2023 10:22 AM
To: Chuck Korn; Karen Leaver
Cc: Mike Shea
Subject: Flock Safety Cameras
Attachments: SDetective-23020610090.pdf

Good morning Chuck !


Flock Safety completed the study for Garfield Township. The memo in the attachment is for you and your Board and elaborates on the study and the recommendations by both Flock Safety and our agency. If possible, we would like to request that the consideration of the leasing of Flock Safety cameras be put on the agenda for your upcoming meeting. U/S Shea and I plan to be at the meeting to answer any questions if needed. I will have Laura Ann Holland available by Zoom if needed for questions as well.

Thank you. Have a great Monday Chuck!

Randy



Randy Fewless
Captain, Investigative Services Division
Grand Traverse County Sheriff's Office
851 Woodmere Avenue
Traverse City, MI 49686

 Charter Township of Garfield Planning Department Report No. 2023-12		
Prepared:	February 7, 2023	Pages: 1
Meeting:	February 14, 2023 – Township Board	Attachments: <input type="checkbox"/>
Subject:	Grand Traverse Commons Natural Area Design Plan – Next Steps / Grant Applications	

BACKGROUND:

At their January 10, 2023 meeting, the Township Board passed Resolution 2023-01-T adopting the Garfield Township 2023-2027 Parks and Recreation Master Plan, which includes the Grand Traverse Commons Natural Area Design Plan. Staff compiled the final Plan and uploaded the complete document to the Michigan Department of Natural Resources (MDNR) database for their review and acceptance. This will maintain the Township's eligibility for MDNR grant programs such as the Michigan Natural Resources Trust Fund (MNRTF).

In anticipation of the adoption of this Plan, the Parks and Recreation Commission recommended the Township Board prepare and apply for an MNRTF grant "and any other grant Staff deems appropriate" as part of the implementation of the Grand Traverse Commons Natural Area Design Plan.

STAFF COMMENT:

The following summarizes the initial next steps for implementing the Commons Natural Area Design Plan:

- The Design Plan outlines specific projects for implementation. Upon discussion between Staff and the Parks and Recreation Commission, the initial priority projects are intended to be the Red Drive Trailhead and the Conservation Recreation Trail. It is anticipated that the Red Drive Trailhead project will begin in 2023 with the Conservation Recreation Trail beginning in 2024. The Parks and Recreation budget for 2023 includes a total of \$100,000 for Design Plan implementation, which could be matched using other Township funds or other funding sources such as donations.
- MNRTF grant applications are due April 1, 2023. Staff intends on preparing and submitting this application, including preparing estimated project costs. The Conservation Recreation Trail is intended to be the main project in this application, building from the Red Drive Trailhead project in 2023.
- Other possible grant sources and programs include the MDNR Michigan Spark Grant, the National Fish and Wildlife Foundation (NFWF) Sustain Our Great Lakes program, and Rotary Charities.
- The Parks and Recreation Commission also created a mountain biking subcommittee to address the mountain biking trails on the west side of the Commons Natural Area, specifically west of the proposed Conservation Recreation Trail. Development of formal trails in this area is anticipated as another project to implement the Design Plan. Staff and the subcommittee will work to determine the design of this area in greater detail.
- Other Design Plan implementation activities will include a review by the State Historic Preservation Office (SHPO), since a portion of the eastern side of the Commons Natural Area is within a Historic Easement for the Grand Traverse Commons, and discussions on parks policies with the Parks and Recreation Commission including e-bikes/e-sports, public safety, events, and other topics.

ACTION REQUESTED:

To help initiate implementation of the Plan, Staff recommends the Township Board consider following motion:

MOTION TO direct Staff to prepare and apply for a Michigan Natural Resources Trust Fund (MNRTF) development grant for the initial implementation of the Grand Traverse Commons Natural Area Design Plan.

Any additional information deemed necessary by the Township Board should be added to this motion.

Karen Leaver

From: Chuck Korn
Sent: Wednesday, January 25, 2023 4:38 PM
To: Karen Leaver; Kathleen Roon
Subject: FW: Traverse City TSC Signal Modernization Project (JN 211992)

Follow Up Flag: Follow up
Flag Status: Flagged

New business for February 14th Town Board meeting.

Consideration of upgrading new traffic signals on State Highways.

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

From: Hammad, Mohammad (MDOT) <HammadM@michigan.gov>
Sent: Wednesday, January 25, 2023 4:31 PM
To: Chuck Korn <ckorn@garfield-twp.com>
Cc: Porath, Lucas (MDOT) <PorathL@michigan.gov>; Wagner, Dan (MDOT) <WagnerD2@michigan.gov>; Smalley, Erik (MDOT) <SmalleyE@michigan.gov>; Swanson, Victoria (MDOT) <SwansonV2@michigan.gov>; Carpenter, Jessica (MDOT) <CarpenterJ7@michigan.gov>; Mazurek, Kenneth <Ken.Mazurek@tetrattech.com>; wschoonover@gtcrc.org; Lanie McManus <lmcmamus@garfield-twp.com>
Subject: Traverse City TSC Signal Modernization Project (JN 211992)

Chuck,
 MDOT is planning to upgrade/modernize the 3 signals listed below:

- 1) US-31 at Marketplace Circle / Lowes Drive in Garfield Township, Grand Traverse County
<https://goo.gl/maps/oGtrZMPNfqV6RaZ5A>
- 2) US-31, M-37 at Meijer Drive / Walgreens Drive in Garfield Township, Grand Traverse County
<https://goo.gl/maps/PFc1eh6iYNASEhmc8>
- 3) M-72 (Traverse Highway) at Co Rd 616 / Gray Road in Garfield Township, Grand Traverse County
<https://goo.gl/maps/AnCaJqZbFYKZd1y6A>

The proposed work in this federally funded project is to modernize the signals to box span design
<https://goo.gl/maps/m3UA3iXN3oC2eovJ6and> and upgrade side-walks/ramps.

If the Township is interested, the signals can be designed with mast arms,
<https://goo.gl/maps/zTKPf3Vmfg7t5b3W6with> the understanding that the Township to pay the difference in cost between the box span and mast arm.

Currently, the difference in cost is about \$60K to \$80K for each signal.

The design is just started for this project, and currently scheduled for 2025 construction.

A response will be needed by Tuesday February 28, 2023.

Thank you,

Mohammad
 517-256-8399

www.garfield-twp.com

Fern Spence

Education

Michigan State University, School of Planning Design and Construction, East Lansing, MI
Master of Urban and Regional Planning May 2023
International Education Abroad May 2022
Bachelor of Arts, James Madison College May 1993

Experience

Beckett and Raeder, Traverse City, MI August -December 2022
Community Planner Intern

- Provided planning services, updated master plans and parks and recreation plans for client communities and assisted with planning process
- Prepared online surveys, analyzed, and summarized results
- Conducted research and analysis, and drafted census and survey data results that required process initiation and problem solving
- Participated in community engagement events

National Opinion Research Center at The University of Chicago, Traverse City, MI
Contact Tracer and Field Interviewer May 2018-September 2020

- Accurately surveyed and interviewed appropriate subjects to collect detailed and necessary data intended for health care research

Cherry Capital Foods, Traverse City, MI
Sales Representative October 2013-May 2016

- Promoted sustainable and locally grown food to exceed sales goals
- Represented local, regional, and state farmers and producers to industry leaders, retailers, and restaurants. Facilitated a greater understanding and appreciation for local food system

Novartis Pharmaceuticals Corporation, Traverse City, MI 2000-2008
Senior Sales Consultant

Volunteer

Michigan State University Extension, Traverse City, MI January 2018-Present
Master Gardener

- Managed volunteers, organized plans and budget using Excel spreadsheets. Facilitated meetings to successfully plan, implement and maintain downtown pollinator planter boxes for Traverse City's Downtown Development Authority
- Responsible for materials budget and managing expenses of a multi-seasonal project

Charter Township of Garfield, Traverse City, MI

January 2013-Present

Parks and Recreation Commissioner

- Make recommendations to Garfield Township Board of Trustees regarding improvements and uses of public recreational areas and park land
- Collaborate with public and local organizations