

CHARTER TOWNSHIP OF GARFIELD TOWNSHIP BOARD MEETING

Tuesday, January 10, 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 – December 13, 2022, Regular Board Meeting
(Recommend Approval)

b. Bills -

General Fund

(Recommend Approval)

\$199,588.11

c. MTT Update (Receive and File)

d. Veteran's Exemptions Report (Receive and File)

e. Building Department 2022 Statement of Operations and Annual Report
(Receive and File)

- f. Zoning Department 2022 Activities (Receive and File)
- g. Parks and Recreation 2022 Annual Report (Receive and File)
- 4. **Items removed from the Consent Calendar**
- 5. **Correspondence**
- 6. **Reports**
 - a. County Commissioner's Report
 - b. Sheriff's Report
 - c. Planning Department Report for January 2023
 - d. Parks and Rec Report
 - e. Clerk's Report
 - f. Supervisor's Report
- 7. **Unfinished Business**
 - a. Public Hearing - Consideration of Resolution 2023-01-T, a resolution adopting the Garfield Township 2023-2027 Parks and Recreation Master Plan
 - b. Consideration of Resolution 2023-02-T, a resolution adopting Ordinance 77 – Transitional Housing Facilities
 - c. Consideration of Resolution 2023-03-T, a resolution updating the existing fee schedule
- 8. **New Business**
 - a. Consideration of application SPR 2022-16 for Birmley Hills Site Condominium development
 - b. Consideration of submitting Ordinance 78 - Soil Erosion Sedimentation Control to EGLE / DEQ
- 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
December 13, 2022

The Town Board Meeting was called to order at the Garfield Township Hall on December 13, 2022 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: John Sych, Planning Director

1. Public Comment (6:02)

None

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

Agostinelli moved and Schmuckal seconded to approve the amended agenda as presented.

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

Nays: None

3. Consent Calendar (6:05)

a. Minutes

November 15, 2022 Regular Board Meeting
 November 29, 2022 Special Budget Meeting
 (Recommend Approval)

b. Bills

i. General Fund \$457,930.23

ii. Gourdie-Fraser
 Developer's Escrow Fund – Storm Water Reviews,
 Utility Plan Review, Oversight and Closeout
 \$ 11,015.00

General Utilities 3,095.00

Total \$ 14,110.00

(Recommend Approval)

c. Consideration of Resolution 2022-29-T – A Resolution for Adoption of Poverty/Hardship Exemption Policy (Recommend Approval)

- d. **Consideration of proposed new road name of Lunatic Lane (Recommend Approval)**
- e. **Consideration of setting a public hearing on the Five-Year Parks and Recreation Master Plan on January 10, 2023 (Recommend Approval)**
- f. **Consideration of Contractor's Application for Payment No. 9 to Grand Traverse Construction for Township Roof (Recommend Approval)**
- g. **Consideration of Garfield Township Roof Repair – close-out and turnover documents (Recommend Approval)**
- h. **Consideration of Resolution 2022-43-T, a budget amendment to increase Community Promotions line item in the General Fund by \$5,000 (Recommend Approval)**
- i. **Consideration of Resolution 2022-44-T, a budget amendment to increase Capital Outlay-Township Hall line item in the General Fund by \$10,000 (Recommend Approval)**

Schmuckal moved and Duell seconded to approve the consent calendar as presented.

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

4. **Items Removed from the Consent Calendar (6:06)**
None

5. **Correspondence (6:06)**
None

6. **Reports**

- a. **County Commissioner's Report (6:06)**
County Commissioner Brad Jewett reported that there are 108 applications for the ARPA funds. The BOC will have a study session for public input on the ARPA funds applications. He stated that there are five new commissioners coming on board and the BOC will be a total of nine members instead of seven.
- b. **Construction Report (6:10)**
Engineer Jennifer Graham submitted a report in writing and also stated that the Silver Lake Sewer extension permit is still coming. Graham stated that she is conducting flow monitoring near the proposed Birmley Estates project since there is growth in that area of the township. She will bring a

proposed option to add a mixer to the water tank in that area at a future meeting and has already done some work to help water pressure in that area. Graham is also working on stormwater reviews.

c. Sheriff's Report (6:08)

Lt. Brinks reviewed statistics for the month of November 2022. A fifth CPO has been added to the township and Deputy Makowski will move into the schools for support.

d. GT Metro Fire Report

Writing report submitted

e. MMR Report (6:16)

Operations Manager Amy Fairchild reported that there were 329 calls in November. She added that more people are getting trained and there are two new trucks ready to come to the township.

f. Planning Department Monthly Report for December

Township Planning Director John Sych reported on a few of the larger projects coming to Garfield in a written report. The proposed Indoor Racing Cart franchise will be reviewed by the Planning Commission at its next meeting. The Parks and Rec Master Plan is out for review.

g. Parks & Recreation Report (6:22)

Parks Steward Sean Kehoe updated board members on happenings in the Parks. They are working to create a sledding hill at Silver Lake Park and the board will discuss lawn care quotes for 2023 this evening. Parks staff has been busy clearing downed trees from trails and in Boardman Valley, there were downed trees due to beaver damage.

h. Clerk's Report (6:27)

McManus stated that her report was submitted in writing and her office is preparing for a recount for the proposals to make sure the tabulators were working correctly.

i. Supervisor's Report (6:29)

Korn reported that the city signed a new agreement with MMR and Garfield may do the same. The BATA bids are being received and are coming in at less than expected. Planning Staff and Korn met with members of the GCRC to coordinate efforts and he attended a meeting on indoor sports coalitions.

7. Unfinished Business

- a. Public Hearing – Garfield Township Budgets for 2023 (General Fund, Fire Fund, Public Improvement Fund, Budget Stabilization Fund,**

DPW Fund, Park System Fund, Street Light Fund and Special Assessment District Fund) (6:38)

Korn opened the public hearing at 6:39pm and seeing no one wishing to speak, closed the public hearing.

8. New Business**a. Consideration of Letter of Recommendation for the Cedar Run Water Main Extension (6:39)**

Engineer Jennifer Graham stated that this project would locate an alternate water source for an area that has high concentrations of nitrates. The area is also high density residential. Bids were sent out and a grant was received from the state. Elmer's is holding the price at this point however, there is a shortfall of nearly \$350,000. Korn asked that Garfield Township provide funds for the extension and collect the benefits from the water system. Garfield would still retain the water extension as an asset until such a time that Long Lake Township wanted to claim ownership. At that time, Long Lake Township would reimburse Garfield Township.

McManus moved and Barsheff seconded to accept the agreement for the Cedar Run Water Main Extension with changes which encompass reimbursement language if Long Lake Township should want to claim this asset at a later date.

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

Nays: None

Barsheff moved and Schmuckal seconded to accept the bid from Elmer's to complete the Cedar Run water main extension in the amount of \$1,389,275.

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

b. Consideration of bids for lawn care services for 2023-2024 summer season (7:01)

Schmuckal moved and Barsheff seconded to accept bids from Land Green Lawn Care in the amount of \$10,140 for fertilizing and from Premier Outdoors in the amount of \$18,860 for mowing and landscaping.

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

Nays: None

c. Consideration of Resolution 2022-31-T 2023 General Fund Budget (7:03)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2022-31-T 2023 General Fund Budget.

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

d. Consideration of Resolution 2022-32-T Fire Fund Budget (7:03)

Schmuckal moved and Duell seconded to adopt Resolution 2022-32-T Fire Fund Budget.

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

e. Consideration of Resolution 2022-33-T Public Improvement Road Fund Budget (7:04)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2022-33-T Public Improvement Road Fund Budget.

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

f. Consideration of Resolution 2022-34-T Budget Stabilization Fund Budget (7:04)

Schmuckal moved and McManus seconded to adopt Resolution 2022-34-T Budget Stabilization Fund Budget.

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

g. Consideration of Resolution 2022-35-T 2023 DPW Fund Budget (7:05)

Schmuckal moved and Macomber seconded to adopt Resolution 2022-35-T 2023 DPW Fund Budget.

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

h. Consideration of Resolution 2022-36-T Park System Fund Budget (7:05)

Schmuckal moved and Duell seconded to adopt Resolution 2022-36-T Park System Fund Budget.

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

i. Consideration of Resolution 2022-37-T Street Light Fund Budget (7:06)

Schmuckal moved and Barsheff seconded to adopt Resolution 2022-37-T Street Light Fund Budget.

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

Nays: None

j. Consideration of Resolution 2022-38-T 2023 Special Assessment District Fund Budget (7:06)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2022-38-T 2023 Special Assessment District Fund Budget.

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

Nays: None

k. Consideration of Resolution 2022-39-T Clerk's Salary (7:07)

Schmuckal moved and Duell seconded to adopt Resolution 2022-39-T Clerk's Salary.

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

Nays: None

l. Consideration of Resolution 2022-40-T Treasurer's Salary (7:08)

Schmuckal moved and Barsheff seconded to adopt Resolution 2022-40-T Treasurer's Salary.

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

Nays: None

m. Consideration of Resolution 2022-41-T Supervisor's Salary (7:08)

Schmuckal moved and McManus seconded to adopt Resolution 2022-41-T Supervisor's Salary.

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

Nays: None

n. Consideration of Resolution 2022-42-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act (7:09)

Schmuckal moved and Agostinelli seconded to adopt Resolution 2022-42-T Annual Exemption Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act.

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

Nays: None

o. Consideration of the Township's liability insurance renewal plan (7:09)

Schmuckal moved and Agostinelli seconded to renew the township's insurance policy through Michigan Township Par Plan for the 2023 year.

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

Nays: None

p. Consideration of 2023 Board Appointments (7:10)

Schmuckal moved and Barsheff seconded to appoint Joe McManus and Pat Cline to the Planning Commission for a three-year term.

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

Nays: None

McManus moved and Macomber seconded to appoint Barsheff to the GT Metro Fire Board for a one year term.

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

Schmuckal moved and Barsheff seconded to appoint Agostinelli as First Alternate to the GT Metro Fire Board.

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

Nays: None

McManus moved and Duell seconded to appoint Schmuckal as the second alternate to the GT Metro Fire Board

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

Nays: None

q. 2023 Township Board meeting dates (7:21)

Board members discussed the 2023 meeting dates.

r. Consideration of Resolution 2022-45-T, Trustee's Salary (7:22)

McManus moved and Barsheff seconded to adopt Resolution 2022-45-T, Trustee's Salary.

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

Nays: None

9. Public Comment: (7:23)

None

10. Other Business (7:23)

Schmuckal stated that the ad was incorrect for the Parks Master Plan and Planner Sych said that the ad would be re-run with the correct date.

Barsheff recognized *Schmuckal* on her upcoming retirement.

Schmuckal stated that the Parks and Rec Master Plan was excellent.

11. Adjournment

Korn adjourned the meeting at 7:25pm.

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

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

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION 2022-29-T

ADOPTION OF 2023 POVERTY/HARDSHIP EXEMPTION POLICY

WHEREAS, the homestead of persons who, in the judgment of the Supervisor and Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS, the Township Board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), to annually adopt guidelines for such exemptions;

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that the Charter Township of Garfield, Grand Traverse County, adopts the following 2023 Poverty/Hardship Exemption Policy (attached) for the Supervisor and Board of Review to implement.

The rules and regulations shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of, and occupy as a homestead, the property for which an exemption is requested.
- 2) File a claim with the Supervisor or Board of Review (Exhibit "A"), accompanied by federal and state income tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in the current year. Or, if applicant is not required to file income taxes, complete and file with the Supervisor or Board of Review the Poverty Exemption Affidavit (Michigan Dept of Treasury form 4988 (Exhibit "B")).
- 3) Produce a valid drivers' license or other form of identification if requested.
- 4) Produce a deed, land contract, or other evidence of ownership of the property for which and exemption is requested, *if requested*.
- 5) Annually complete an Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (from 5739 – Exhibit "C").
- 6) Meet Garfield Township's Income Guidelines, as stated in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").
- 7) Meet additional eligibility requirements as determined by the Township Board.

BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and Garfield Township Poverty Income guidelines in granting or denying an exemption. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

The foregoing resolution offered by Board Member Denise Schmuckal and supported by Board Member Steve Duell.

Upon roll call vote, the following voted:

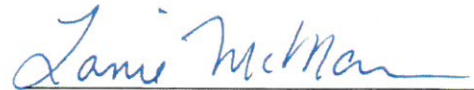
Yeas: Schmuckal, Duell, Agostinelli, Macomber, McManus, Barsheff, Korn

Nays: None

Abstain: None

Absent and Excused: None

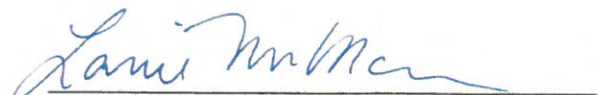
The Chairman declared the motion carried, and Resolution 2022-29-T duly adopted.


Lanie McManus, Township Clerk

CERTIFICATE

I, Lanie McManus, the duly appointed Township Clerk, hereby certify that the foregoing constitutes a true copy of a Resolution of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Charter Township of Garfield Township Board, Grand Traverse County, Michigan, held on December 13, 2022, at which meeting (7) seven members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the Minutes of said Meeting were kept and will be and have been available as required by said Act.

Date: 12-14-2022


Lanie McManus, Township Clerk

CHARTER TOWNSHIP OF GARFIELD POVERTY/HARDSHIP EXEMPTION POLICY

The Charter Township of Garfield Board of Review will accept and evaluate applications for a principal residence (homestead) property tax exemption based on the taxpayer's inability to pay or poverty, pursuant to PA 390, 1994 (MCL 211.7u) and Garfield Township Board Resolution #2022-39-T. The applicant shall comply with the following as part of the application (attached):

- Be an owner of, and occupant of, the principal residence for which an exemption is requested.
- Complete an application (Exhibit "A") annually with the Township for a current year poverty exemption request and submit it to the Garfield Township Board of Review AFTER January 1 but before the Thursday prior to the last day of the Board of Review (by law, this is the 2nd Tuesday in December).
- Federal and state income tax returns for all persons residing in the principal residence INCLUDING the Michigan homestead property tax credit claim form, proof of ownership of the homestead (*if requested by the Township*) for the preceding calendar tax year MUST be provided to the Board of Review prior to its poverty exemption determination for the current tax year. If applicant is not required to file income taxes, the Poverty Exemption Affidavit (Michigan Dept. of Treasury form 4988) MUST be completed, signed and attached to the application (Exhibit "B").
- Produce a valid drivers' license or other form of official identification, if requested.
- Annually complete Michigan Department of Treasury form 5739, Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty (Exhibit "C").

The Board of Review will objectively evaluate poverty reduction applications utilizing all available information, including statements, under oath by the applicant upon appearance before the Board of Review. An applicant must apply for a poverty exemption on an annual basis.

In order to qualify for the poverty exemption, an applicant must satisfy a two-part test:

Part One requires the applicant household to satisfy the Garfield Township poverty income guidelines, which are updated annually by Township Board resolution, through its review of the Federal Poverty Guidelines of the US Department of Health and Human Services, incorporated by reference in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test (Exhibit "D").

Part Two requires the applicant to satisfy an Asset Test based upon the total amount of household assets. An applicant may qualify for the poverty exemption provided the applicant has no more than \$20,500 in total aggregate household assets as listed in the attached Poverty/Hardship Exemption Rules, Regulations and Asset Test.

In the event the applicant meets the foregoing two-part test, as well as all of the general guidelines of Township Board Resolution 2022-39-T and PA 390 of 1994, the applicant shall be exempted from all property taxes for the tax year in question by the Board of Review. If the Board of Review denies a Poverty/Hardship reduction, it must provide a written decision specifying the reasons for the denial to the applicant.

Adopted: December 13, 2022

Effective immediately. This policy and procedures are in force and effect until amended by the Charter Township of Garfield Township Board by resolution.

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents		
Property Address of Principal Residence		City	State	ZIP Code	
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit			
PART 2: REAL ESTATE INFORMATION					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number		Name of Mortgage Company			
Unpaid Balance Owed on Principal Residence	Monthly Payment		Length of Time at this Residence		
Property Description					
PART 3: ADDITIONAL PROPERTY INFORMATION					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	
2	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	

Continue on Page 2

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

Continue on Page 3

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

Continue and sign on Page 4

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893, MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.

Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code

PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)

Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code

PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.

City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code

PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)

- ☐ I own the property in which the exemption is being claimed.
- ☐ The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.
- ☐ After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.

PART 5: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.

Owner or Legal Designee Name (print)	Signature of Owner or Legal Designee	Date
--------------------------------------	--------------------------------------	------

Designee must attach a letter of authority.

LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)

<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)	Tax Year(s) exemption will be posted to tax roll
--	--

CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.

Assessor Signature	Date Certified by Assessor
--------------------	----------------------------

Charter Township of Garfield Poverty/Hardship Exemption Rules, Regulations and Asset Test

EXHIBIT D

Poverty Exemption Information: MCL 211.7u (1) The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. [Excerpt]				
Test 1: Poverty Income Guidelines			Test 2: Asset Test (if the applicant meets the Poverty Income Guidelines)	
What's involved:	"Table 1" How much <u>INCOME</u> a person can receive per year and be eligible for the Poverty Exemption		"Table 2" Things of <u>Value</u> that a person can own and still be granted a Poverty Exemption	"Table 3" Things of Value that the BOR can consider to decide what percent exemption to grant
What the Law says:	2023 Federal Poverty Income Guidelines		The law protects the applicant's residence. The home, or up to a specified amount of equity in the home, is not considered in determining the percent of the exemption the applicant may receive.	Every township must adopt an asset test, but no specific test is mandated by law. The township board should set a <u>maximum asset amount</u> - in other words, a total value of assets that will likely result in receiving a 0% exemption. This can either be a dollar amount or a percentage of total income.
	<u>Garfield Township Income Guidelines for 2023 Poverty Exemptions *</u>			
	Size of Family/ Household	Maximum Total Income		
	1	\$13,590		
	2	\$18,310		
	3	\$23,030		
	4	\$27,750		
	5	\$32,470		
	6	\$37,190		
	7	\$41,910		
	8	\$46,630		
	each additional person:	\$4,720		
* Garfield Township's Income limits are based on census data of the Median Household Income (2021 American Community Survey) for Grand Traverse County of \$65,651 divided by 2.34 (number of people per household) = \$28,056 Avg Income per person x 60% (low income guidelines for housing in Grand Traverse County)		Based on the assets listed on a poverty exemption application, the Board of Review may grant the applicant a 0% or 100% exemption.		
Note: The township board can adopt maximum income levels <u>higher</u> than the federal poverty guidelines. A township board can make it easier for a person to be eligible for the poverty exemption, but it cannot make it <u>harder</u> (by adopting lower income levels).		A township can consider the homestead property tax credit that the applicant is eligible for to calculate the the percentage of poverty exemption to be granted.		
		----- MCL 211.7u(5): "The board of review shall follow the <u>policy and guidelines of the local assessment unit</u> in granting or denying an exemption under this section .		

Charter Township of Garfield Poverty/Hardship Exemption Rules, Regulations and Asset Test

EXHIBIT D	
Test 1: Poverty Income Guidelines	Test 2: Asset Test (if the applicant meets the Poverty Income Guidelines)
<p>Examples:</p> <p>According to the US Census Bureau, "income" includes:</p> <ul style="list-style-type: none"> * Money, wages and salaries before any deductions * Net receipts from nonfarm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for self-employment. * Net receipts from farm self employment. (With the same provisions as above for self-employment.) * Regular payments from social security, railroad retirement, unemployment, workers' compensation, veterans' payments and public assistance. * Alimony, child support, and military family allotments. * Private pensions, government pensions, and regular insurance or annuity payments. * College or university scholarships, grants, fellowships, and assistantships. * Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings. 	<p>The township may ask applicants to list all of the following types of assets to apply for a poverty exemption (list is not exhaustive):</p> <ul style="list-style-type: none"> * A second home * Land * Vehicles * Recreational vehicles (campers, motor homes, boats, ATVs, etc.) * Buildings other than residence. * Equity in the residence above a specified amount. * Jewelry * Antiques * Artwork * Equipment * Other personal property of value. * Bank accounts over a specific amount. * Stocks * Money received from sale of property such as stocks, bonds, a house or a car unless a person is in the business of selling such property. * Withdrawals of bank deposits and borrowed money. * Tax refunds, gifts, loans, lump-sum inheritances, one-time insurance pymts. * Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. * Federal noncash benefit programs such as Medicare, Medicaid, food stamps, & school lunches.
<p>The township may allow a person to own other things, besides the home, and still receive a poverty exemption.</p> <p>Garfield Township, in addition to the principal residence, allows an applicant to own:</p> <ul style="list-style-type: none"> * Savings, checking accounts, stocks, bonds or other liquid accounts with a combined balance or value of \$6,000 or less. * One vehicle for each household member of driving age. * Tools and other household furnishings, equipment and clothes. * One recreational vehicle or boat with a market value of \$10,000 or less. * Jewelry of a value less than \$2,000, not including wedding and engagement rings. * Coin collections, firearm collections, stamp collections, rock collections, or similar collections, where the value of each collection does not exceed \$2,500. * The TOTAL value of these assets cannot exceed \$20,500. 	

CHARTER TOWNSHIP OF GARFIELD

2023 GENERAL FUND BUDGET - RESOLUTION 2022-31-T

WHEREAS, a hearing was held on December 13, 2022 on the General Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 General Fund Budget of the Charter Township of Garfield of \$5,079,579.36 revenues and \$5,079,579.36 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2022-31-T, adopting the 2023 General Fund Budget of \$5,079,579.36 revenues and \$5,079,579.36 expenditures as appropriated.

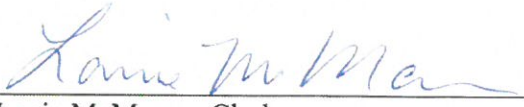
Roll call vote:

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

Nays: None

Absent and excused: None

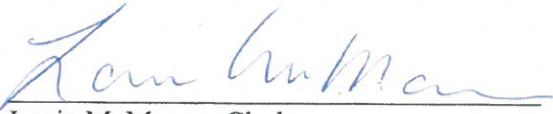
The Chairman declared the motion carried and Resolution 2022-31-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-31-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 FIRE FUND BUDGET - RESOLUTION 2022-32-T

WHEREAS, a hearing was held on December 13, 2022 on the Fire Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Fire Fund Budget of the Charter Township of Garfield of \$2,802,160 revenues and \$2,802,160 expenditures be approved.

Moved: Denise Schmuckal

Supported: Steve Duell

to approve Resolution 2022-32-T, adopting the 2023 Fire Fund Budget of \$2,802,160 revenues and \$2,802,160 expenditures as appropriated.

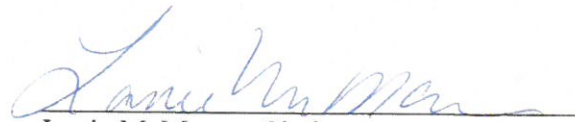
Roll call vote:

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

Nays: None

Absent and excused: None

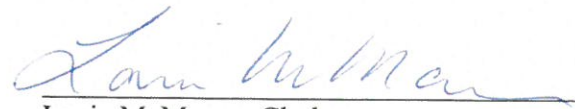
The Chairman declared the motion carried and Resolution 2022-32-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-32-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 PUBLIC IMPROVEMENT ROAD FUND BUDGET - RESOLUTION 2022-33-T

WHEREAS, a hearing was held on December 13, 2022 on the Public Improvement Road Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Public Improvement Road Fund Budget of the Charter Township of Garfield of \$100,000 revenues and \$100,000 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2022-33-T, adopting the 2023 Public Improvement Road Fund Budget of \$100,000 revenues and \$100,000 expenditures as appropriated.

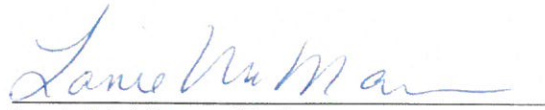
Roll call vote:

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

Nays: None

Absent and excused: None

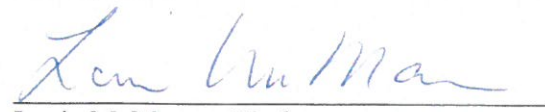
The Chairman declared the motion carried and Resolution 2022-33-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-33-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 BUDGET STABILIZATION FUND BUDGET - RESOLUTION 2022-34-T

WHEREAS, a hearing was held on December 13, 2022 on the Budget Stabilization Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Budget Stabilization Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved: Denise Schmuckal

Supported: Lanie McManus

to approve Resolution 2022-34-T, adopting the 2023 Budget Stabilization Fund Budget of \$ 0.00 revenues and \$ 0.00 expenditures as appropriated.

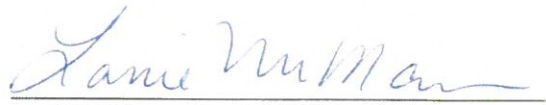
Roll call vote:

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

Nays: None

Absent and excused: None

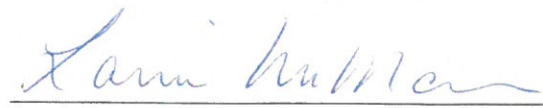
The Chairman declared the motion carried and Resolution 2022-34-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-34-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 DPW FUND BUDGET - RESOLUTION 2022-35-T

WHEREAS, a hearing was held on December 13, 2022 on the DPW Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 DPW Fund Budget of the Charter Township of Garfield of \$ 0.00 revenues and \$ 0.00 expenditures be approved.

Moved: Denise Schmuckal

Supported: Chloe Macomber

to approve Resolution 2022-35-T, adopting the 2023 DPW Fund Budget of \$ 0.00 revenues and \$0.00 expenditures as appropriated.


Roll call vote:

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

Nays: None

Absent and excused: None

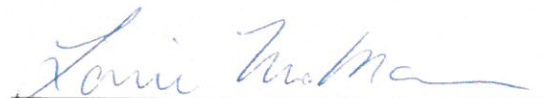
The Chairman declared the motion carried and Resolution 2022-35-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-35-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 PARK SYSTEM FUND BUDGET - RESOLUTION 2022-36-T

WHEREAS, a hearing was held on December 13, 2022 on the Park System Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Park System Fund Budget of the Charter Township of Garfield of \$643,503.91 revenues and \$643,503.91 expenditures be approved.

Moved: Denise Schmuckal

Supported: Steve Duell

to approve Resolution 2022-36-T, adopting the 2023 Park System Fund Budget of \$643,503.91 revenues and \$643,503.91 expenditures as appropriated.

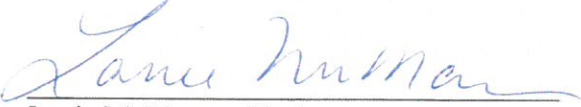
Roll call vote:

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

Nays: None

Absent and excused: None

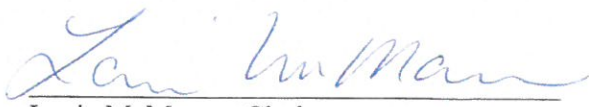
The Chairman declared the motion carried and Resolution 2022-36-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-36-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 STREET LIGHT FUND BUDGET - RESOLUTION 2022-37-T

WHEREAS, a hearing was held on December 13, 2022 on the Street Light Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Street Light Fund Budget of the Charter Township of Garfield of \$29,955 revenues and \$29,955 expenditures be approved.

Moved: Denise Schmuckal

Supported: Chris Barsheff

to approve Resolution 2022-37-T, adopting the 2023 Street Light Fund Budget of \$29,955 revenues and \$29,955 expenditures as appropriated.

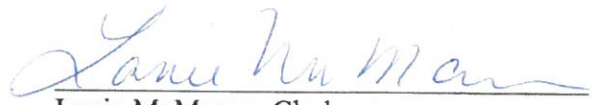
Roll call vote:

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

Nays: None

Absent and excused: None

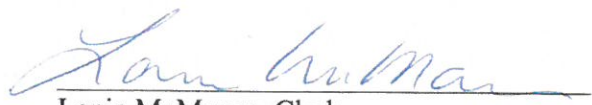
The Chairman declared the motion carried and Resolution 2022-37-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-37-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

CHARTER TOWNSHIP OF GARFIELD

2023 SPECIAL ASSESSMENT DISTRICT FUND BUDGET - RESOLUTION 2022-38-T

WHEREAS, a hearing was held on December 13, 2022 on the Special Assessment District Fund Budget for the fiscal year 2023 for the Charter Township of Garfield.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the 2023 Special Assessment District Fund Budget of the Charter Township of Garfield of \$65,000 revenues and \$65,000 expenditures be approved.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

to approve Resolution 2022-38-T, adopting the 2023 Special Assessment District Fund Budget of \$65,000 revenues and \$65,000 expenditures as appropriated.

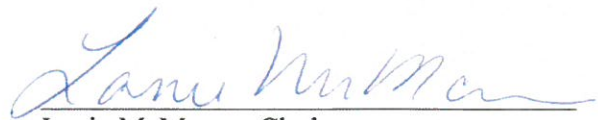
Roll call vote:

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

Nays: None

Absent and excused: None

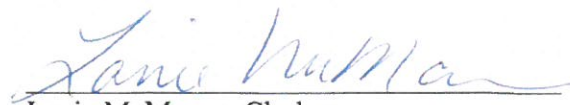
The Chairman declared the motion carried and Resolution 2022-38-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-38-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

12-14-2022
Date


Lanie McManus, Clerk

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

RESOLUTION #2022-39-T

RESOLUTION ADOPTING TOWNSHIP CLERK'S SALARY

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

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

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Clerk shall be as follows: \$90,610.39.

Moved: Denise Schmuckal

Supported: Steve Duell

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

Nays: None

Absent and Excused: None

RESOLUTION 2022-39-T DECLARED ADOPTED.

By:



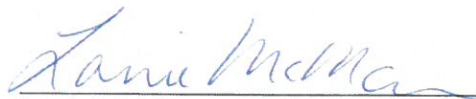
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated:

12-14-2022



Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2022-40-T

RESOLUTION ADOPTING TOWNSHIP TREASURER'S SALARY

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

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

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Treasurer shall be as follows: \$90,610.39.

Moved: Denise Schmuckal

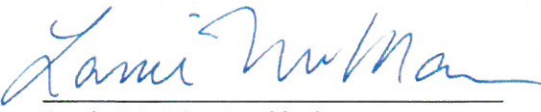
Supported: Chris Barsheff

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

Nays: None

Absent and Excused: None

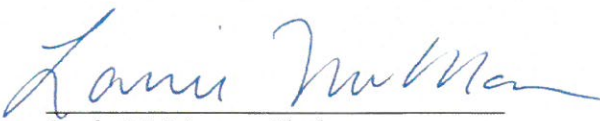
RESOLUTION 2022-40-T DECLARED ADOPTED.

By: 
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated: 12-14-2022


Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2022-41-T

RESOLUTION ADOPTING TOWNSHIP SUPERVISOR'S SALARY

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

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

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Township Supervisor shall be as follows: \$90,610.39.

Moved: Denise Schmuckal

Supported: Lanie McManus

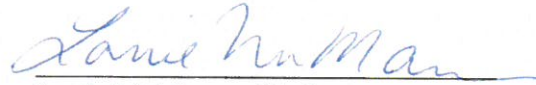
Ayes: Schmuckal, McManus, Macomber, Barsheff, Agostinelli, Duell, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2022-41-T DECLARED ADOPTED.

By:



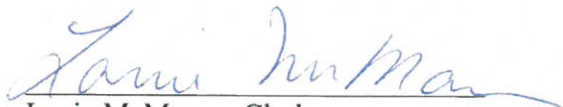
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated:

12-14-2022



Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION #2022-42-T

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – "Hard Caps" Option – limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 – "80%/20%" Option – limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 – "Exemption" Option – a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the Charter Township of Garfield Board of Trustees has decided to adopt the annual Exemption Option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED that Board of Trustees of the Charter Township of Garfield elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption Option for the medical benefit plan coverage year January 1, 2023 through December 31, 2023.

Moved: Denise Schmuckal

Supported: Molly Agostinelli

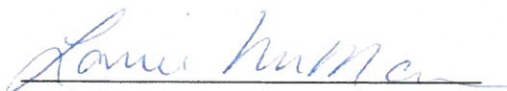
Ayes: Schmuckal, Agostinelli, McManus, Duell, Macomber, Barsheff, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2022-42-T DECLARED ADOPTED.

By:



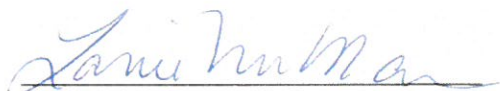
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution 2022-42-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated: _____

12-14-2022



Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION TO AMEND THE BUDGET

RESOLUTION #2022-43-T

BE IT HEREBY RESOLVED, THAT budget amendment to increase line item 101-747-880.003 Community Promotions in General Fund (101) by \$5,000 and take it from General Fund (101) line item 101-000-695.100 be approved.

Moved: Denise Schmuckal

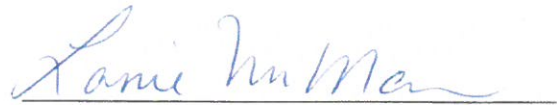
Supported: Steve Duell

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

Nays: None

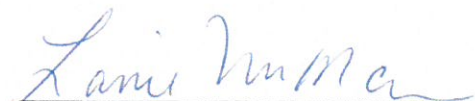
Absent and excused: None

The Chairman, Chuck Korn, declared the motion carried and Resolution 2022-43-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-43-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.


Lanie McManus, Clerk

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

RESOLUTION TO AMEND THE BUDGET

RESOLUTION #2022-44-T

BE IT HEREBY RESOLVED, THAT budget amendment to increase line item 101-900-970.002 Capital Outlay-Township Hall in General Fund (101) by \$10,000 and take it from General Fund (101) line item 101-000-695.100 be approved.

Moved: Denise Schmuckal


Supported: Steve Duell

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

Nays: None

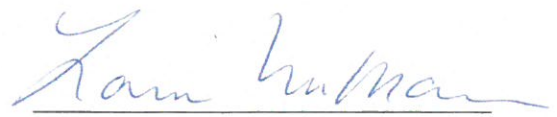
Absent and excused: None

The Chairman, Chuck Korn, declared the motion carried and Resolution 2022-44-T adopted this 13th day of December, 2022.


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, certify the above is a true and correct copy of Resolution 2022-44-T which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.


Lanie McManus, Clerk

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

RESOLUTION 2022-45-T

RESOLUTION ADOPTING TOWNSHIP TRUSTEE'S SALARY

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

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

NOW, THEREFORE, BE IT RESOLVED, that effective as of January 1, 2023, the salary of the office of Trustee shall be as follows:

\$400.00 per month with an additional \$250.00 per Town Board Meeting and \$125.00 for assigned meetings, including Personnel, Planning Commission, Joint Recreational Authority, Fire Board, Parks and Recreation Commission, Special Board Meetings, Study Sessions and Zoning Board of Appeals Meetings. Trustees attending educational, informational non decision making meetings for the benefit of the Township will receive \$50.00. \$100.00 per day for training or classes needed.

BE IT FURTHER RESOLVED, that this resolution supersedes Resolution 2021-49-T.

Moved: Lanie McManus

Supported: Chris Barsheff

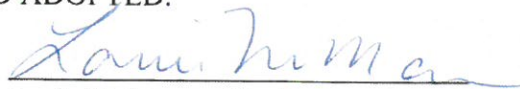
Ayes: McManus, Barsheff, Agostinelli, Schmuckal, Duell, Macomber, Korn

Nays: None

Absent and Excused: None

RESOLUTION 2022-45-T DECLARED ADOPTED.

By:



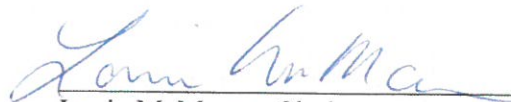
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of a Resolution which was adopted by the Township Board of the Charter Township of Garfield on the 13th day of December, 2022.

Dated:

12-14-2022



Lanie McManus, Clerk
Charter Township of Garfield

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/14/2022	GEN	41131	86TH DISTRICT COURT	S. JOHNSON ORDINANCE VIOLATIONS	101-410-801.000	70.00
12/19/2022	GEN	41132	AFLAC	AFLAC	101-000-227.001	655.23
12/19/2022	GEN	41133	CONSUMERS ENERGY	100000311801	101-000-084.861	1,538.22
		41133		100000311801	101-448-920.005	2,448.96
						3,987.18
12/19/2022	GEN	41134	CONSUMERS ENERGY	103033456148	101-448-920.005	1,841.56
12/19/2022	GEN	41135	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
12/19/2022	GEN	41136	GFL ENVIRONMENTAL	002114258	308-000-935.000	493.11
12/19/2022	GEN	41137	GFL ENVIRONMENTAL	002114259	101-265-935.604	122.80
12/19/2022	GEN	41138	GRAND TRAVERSE CONSTRUCTION	PROJECT #21091 PAYMENT #9 - ROOF	101-900-970.002	42,333.90
12/19/2022	GEN	41139	GRANITE TELECOMMUNICATIONS	POTS LINES	101-265-850.000	127.73
12/19/2022	GEN	41140	KCI	PP POSTAGE	101-191-726.001	222.00
12/19/2022	GEN	41141	NORTHWEST MICH ASSESSORS ASSOC	BOR TRAINING	101-171-960.000	20.00
12/19/2022	GEN	41142	PREMIER OUTDOORS OF TRAVERSE CITY		101-265-935.602	860.00
12/19/2022	GEN	41143	RELX INC. DBA LEXISNEXIS	LEXISNEXIS	101-101-801.002	63.65
12/19/2022	GEN	41144	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	149.98
12/19/2022	GEN	41145	UNITED WAY	UNITED WAY	101-000-238.000	90.00
12/19/2022	GEN	41146	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,390.00
12/19/2022	GEN	41147	APEX SOFTWARE	MAINT RENEWAL	101-258-935.015	705.00
12/19/2022	GEN	41148	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,670.65
12/21/2022	GEN	41149	SUPERFLEET	GAS	101-806-862.000	142.57
12/27/2022	GEN	41150	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	87,000.00
12/27/2022	GEN	41151	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	3,000.00
12/28/2022	GEN	41152	ACCIDENT FUND GROUP	RENEWAL	101-851-912.002	6,975.00
12/28/2022	GEN	41153	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	210.50
		41153		CONTRACTED SVCS	101-400-805.000	170.00
						380.50
12/28/2022	GEN	41154	ANNE WENDLING	CONTRACTED SVCS	308-000-935.000	170.00
12/28/2022	GEN	41155	CITY OF TRAVERSE CITY	00104659-5	101-448-920.005	10.61

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/28/2022	GEN	41156	ECT	GT COMMONS	308-000-970.000	350.00
12/28/2022	GEN	41157	FIFTH THIRD BANK	1319-AICP DUES/ICC BOOKS/GYP ASSOC BOOK/AWC	101-101-726.000	422.20
		41157		1319-AICP DUES/ICC BOOKS/GYP ASSOC BOOK/AWC	101-191-726.000	797.89
		41157		1319-AICP DUES/ICC BOOKS/GYP ASSOC BOOK/AWC	101-371-965.000	1,378.10
		41157		1319-AICP DUES/ICC BOOKS/GYP ASSOC BOOK/AWC	101-401-965.000	472.00
						3,070.19
12/28/2022	GEN	41158	FIFTH THIRD BANK	1319- CHAIN SHARPENING/HC -2020/SLED/SLOOP	308-000-935.000	546.63
12/28/2022	GEN	41159	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
12/28/2022	GEN	41160	GRAND TRAVERSE COUNTY	YARD WASTE	101-747-880.007	2,763.00
12/28/2022	GEN	41161	GRAND TRAVERSE COUNTY	ELECTION CODING/NOTICE/TEST DECKS	101-191-726.000	175.00
		41161		ELECTION CODING/NOTICE/TEST DECKS	101-191-901.000	80.96
		41161		ELECTION CODING/NOTICE/TEST DECKS	101-191-935.015	2,100.00
						2,355.96
12/28/2022	GEN	41162	ICC	MEMBERSHIP	101-371-965.000	145.00
12/28/2022	GEN	41163	INTEGRITY BUSINESS SOLUTIONS	BATTERIES/LEGAL PADS	101-101-726.000	28.01
12/28/2022	GEN	41164	KRAFT BUSINESS SYSTEMS	COPIERS SVC AGREEMENT	101-101-726.002	568.13
12/28/2022	GEN	41165	MICHIGAN CHAMBER SERVICES, INC.	LABOR LAW POSTERS	101-101-900.000	47.50
12/28/2022	GEN	41166	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE LIFE/DENTAL	101-851-873.030	1,605.20
		41166		EMPLOYEE LIFE/DENTAL	101-851-873.040	337.91
						1,943.11
12/28/2022	GEN	41167	PRINTING SYSTEM	TAX FORMS	101-101-726.000	138.83
12/28/2022	GEN	41168	RELX INC. DBA LEXISNEXIS	LEXISNEXIS	101-101-801.002	190.95
12/28/2022	GEN	41169	TEMPERATURE CONTROL	BACKFLOW REPAIR	101-265-935.608	1,862.71
12/28/2022	GEN	41170	UNITED WAY	UNITED WAY	101-000-238.000	90.00
12/28/2022	GEN	41171	VC3 INC.	SWITCH FOR PLOTTER	101-258-935.015	60.00
12/28/2022	GEN	41172	VERIZON	PHONES	101-265-850.000	261.10
12/28/2022	GEN	41173	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,390.00
01/04/2023	GEN	41174	CHERRYLAND ELECTRIC COOP.	4257600	101-000-084.861	300.48
		41174		4257600	101-265-920.603	(254.91)
		41174		4257600	101-448-920.005	785.38
						830.95

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/04/2023	GEN	41175	CHERRYLAND ELECTRIC COOP.	4257600	308-000-935.000	457.77
01/04/2023	GEN	41176	CHUCK KORN	MILEAGE	101-171-860.200	315.24
01/04/2023	GEN	41177	CONSUMERS ENERGY	103043977273	101-448-920.005	42.69
01/04/2023	GEN	41178	CONSUMERS ENERGY	100018131597	101-448-920.005	30.12
01/04/2023	GEN	41179	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-101-805.000	1,550.00
01/04/2023	GEN	41180	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
01/04/2023	GEN	41181	DTE ENERGY	910020833133	101-265-920.601	2,194.70
01/04/2023	GEN	41182	DTE ENERGY	910020833257	101-265-920.601	42.91
01/04/2023	GEN	41183	FIFTH THIRD BANK	3637 ADOBE / EDUCATION / DUES	101-171-960.000	20.79
		41183		3637 ADOBE / EDUCATION / DUES	101-171-965.000	286.67
		41183		3637 ADOBE / EDUCATION / DUES	101-258-935.015	863.64
						1,171.10
01/04/2023	GEN	41184	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	150.68
01/04/2023	GEN	41185	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	11.50
01/04/2023	GEN	41186	HOME DEPOT CREDIT SERVICES	SALT / TOTE / CLOG REMOVER	101-265-726.003	89.82
01/04/2023	GEN	41187	HOME DEPOT CREDIT SERVICES	PAINT	308-000-935.000	61.37
01/04/2023	GEN	41188	KCI	PP TAX STATEMENTS	101-171-726.000	37.51
		41188		PP TAX STATEMENTS	101-171-726.001	(38.36)
		41188		PP TAX STATEMENTS	101-171-900.000	457.15
						456.30
01/04/2023	GEN	41189	NMCOA	DUES - C. STUDZINSKI	101-371-965.000	100.00
01/04/2023	GEN	41190	NMCOA	DUES - R. DERKS	101-371-965.000	100.00
01/04/2023	GEN	41191	PITNEY BOWES INC	QTRLY LEASE	101-101-726.001	424.41
01/04/2023	GEN	41192	STAPLES	SCISSORS/ENVELOPES/FLASH DRIVE/CABLE/ TAPE/P	101-101-726.000	436.48
		41192		SCISSORS/ENVELOPES/FLASH DRIVE/CABLE/ TAPE/P	101-171-726.000	15.36
		41192		SCISSORS/ENVELOPES/FLASH DRIVE/CABLE/ TAPE/P	101-215-726.000	269.72
		41192		SCISSORS/ENVELOPES/FLASH DRIVE/CABLE/ TAPE/P	101-265-726.003	22.94
		41192		SCISSORS/ENVELOPES/FLASH DRIVE/CABLE/ TAPE/P	101-371-726.000	23.78
						768.28

TOTAL - ALL FUNDS

TOTAL OF 62 CHECKS

199,588.11

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-000-084.861			DUE FROM #861 STREET LIGHTS			1,838.70
101-000-227.000			DEFERRED COMP			2,780.00
101-000-227.001			AFLAC			655.23
101-000-237.000			HSA (FORMERLY FLEX)			91,047.68
101-000-238.000			UNITED WAY			180.00
101-101-726.000			SUPPLIES			1,025.52
101-101-726.001			POSTAGE			424.41
101-101-726.002			SUPPLIES - COPIER MAINTENANCE			568.13
101-101-801.002			LEGAL SERVICES - TOWNBOARD			254.60
101-101-805.000			CONTRACTED AND OTHER SERVICES			1,760.50
101-101-900.000			PRINTING & PUBLISHING			47.50
101-171-726.000			SUPPLIES			52.87
101-171-726.001			POSTAGE			(38.36)
101-171-860.200			MILEAGE - SUPERVISOR			315.24
101-171-900.000			PRINTING & PUBLISHING			457.15
101-171-960.000			EDUCATION & TRAINING			40.79
101-171-965.000			DUES & PUBLICATIONS			286.67
101-191-726.000			SUPPLIES			972.89
101-191-726.001			POSTAGE			222.00
101-191-901.000			ADVERTISING			80.96
101-191-935.015			COMPUTER SUPPORT SYSTEMS			2,100.00
101-215-726.000			SUPPLIES			269.72
101-258-935.015			COMPUTER SUPPORT SYSTEMS			1,628.64
101-258-935.016			COMPUTER NETWORK			149.98
101-265-726.003			SUPPLIES-MAINTANCE			112.76
101-265-850.000			TELEPHONE			388.83
101-265-920.601			HEATING / GAS			2,237.61
101-265-920.602			WATER / SEWER			150.68
101-265-920.603			LIGHTS BUILDING			(254.91)
101-265-935.602			LAWN MAINTENANCE			860.00
101-265-935.604			RUBBISH REMOVAL			122.80
101-265-935.608			MAINTENANCE-OTHER			1,862.71
101-371-726.000			SUPPLIES			23.78
101-371-965.000			DUES & PUBLICATIONS			1,723.10
101-400-805.000			CONTRACTED AND OTHER SERVICES			170.00
101-401-965.000			DUES & PUBLICATIONS			472.00
101-410-801.000			LEGAL SERVICES			70.00
101-448-920.005			STREET LIGHTS TOWNSHIP			5,159.32
101-747-880.007			COM. PROM. - COMMUNITY AWAREN			2,763.00
101-806-862.000			GAS & CAR WASHES			142.57
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			24,275.85
101-851-873.040			INSURANCE - EMPLOYEE LIFE			337.91
101-851-912.002			INSURANCE - WORKMENS COMP.			6,975.00
101-900-970.002			CAPITAL OUTLAY - TOWNSHIP HAL			42,333.90
308-000-935.000			MAINTENANCE - MISC, EQUIP			2,190.38
			CAPITAL OUTLAY			350.00
			TOTAL			199,588.11

By: Amy L DeHaan, MMAO(4) - Assessor
As of: December 19, 2022

Page 1 of 1

**Veteran's Exemptions
2013 - 2022**

12/13/2022

Amy L DeHaan, MMAO(4)

Garfield Twp. Assessor

Parcel Number	Name	2014 TV	2015 TV	2016 TV	2017 TV	2018 TV	2019 TV	2020 TV	2021 TV	2022 TV	
28-05-014-102-00	Weathers		\$ 45,836	\$ 45,973	\$ 46,386	\$ 47,360	\$ 48,496	\$ 49,417	\$ 50,108	\$ 51,761	
28-05-016-038-00	Tomlinson	\$ 49,354	\$ 50,144	\$ 50,294	\$ 50,746	SOLD					
28-05-017-014-00	Mead										
28-05-017-022-00	Mallard										
28-05-017-029-20	Gatzke	\$ 71,733	\$ 72,881	\$ 73,099	\$ 73,756	\$ 71,900	\$ 73,625	\$ 75,023	\$ 76,073	\$ 78,583	
28-05-018-005-00	Jackson	\$ 59,241	\$ 60,189	\$ 60,369	\$ 60,912	\$ 62,191	\$ 63,682	\$ 64,891	\$ 65,799	\$ 67,970	
28-05-019-002-00	Okorn										
28-05-019-012-10	Canfield	\$ 72,368	\$ 73,526	\$ 73,746	\$ 74,409	\$ 75,971	\$ 77,793	\$ 79,271	\$ 80,380	\$ 83,032	DBOR-Pro-rated
28-05-020-017-00	Edwardson		\$ 144,100	\$ 144,532	\$ 145,832	\$ 143,100	\$ 146,534	DID NOT FILE			
28-05-025-013-00	Ludka	\$ 60,960	\$ 61,935	\$ 62,121	\$ 62,680	\$ 63,996	\$ 65,530	\$ 66,775	SOLD	\$ 152,300	JBOR
28-05-026-015-21	Lautner										
28-05-030-034-02	Tester										
28-05-034-001-10	Erickson	\$ 28,451	\$ 101,655	\$ 101,959	\$ 102,876	\$ 105,036	\$ 107,556	\$ 109,599	\$ 111,133	\$ 114,800	
28-05-034-017-10	Pryor		\$ 82,800	\$ 83,048	\$ 83,795	\$ 82,100	\$ 84,070	\$ 64,075	MOVED		
28-05-065-021-00	LaBonte	\$ 16,764					\$ 44,995	\$ 45,849	\$ 4,204	DBOR-Passed	
28-05-065-026-00	Schichtel	\$ 15,849	\$ 16,102	\$ 16,150	\$ 16,295	\$ 16,637	\$ 17,036	\$ 17,359	\$ 17,602	\$ 18,182	
28-05-075-023-00	Burd	\$ 58,677	\$ 59,615	\$ 59,793	\$ 60,332	\$ 61,598	\$ 43,721	SOLD			
28-05-075-044-00	Dohm										
28-05-075-046-00	Fernandez										
28-05-079-004-00	Curtiss										
28-05-079-025-00	Schepers	\$ 79,552	\$ 80,824	\$ 19,712	SOLD						
28-05-099-014-00	Tornga										
28-05-099-040-00	Turnbull										
28-05-102-007-00	Nelson										
28-05-102-013-00	Concannon										
28-05-106-029-10	Walter	\$ 122,505	\$ 124,465	\$ 124,838	\$ 125,961	\$ 128,606	\$ 131,692	\$ 134,194	\$ 136,072	\$ 140,562	
28-05-106-040-00	Walters										
28-05-106-052-00	Noble										
28-05-108-002-00	Westie		\$ 68,104	\$ 68,308	\$ 68,922	\$ 70,369	\$ 72,057	\$ 73,426	SOLD	\$ 146,100	
28-05-108-027-10	Ranger										
28-05-109-013-00	Noble										
28-05-109-036-00	Tyrell										
28-05-114-047-00	Hylard										
28-05-120-022-00	Dahring/Ashman	\$ 88,087	\$ 89,496	\$ 60,334	SOLD						
28-05-122-025-00	Robinson										
28-05-122-045-00	Pasco										
28-05-125-055-00	Hiler										
28-05-132-010-00	Porter										
28-05-132-039-00	Dahl										
28-05-132-092-00	Johnson		\$ 47,304	\$ 58,900	\$ 61,246	\$ 3,940	SOLD				
28-05-140-009-00	Cravey			\$ 38,394	\$ 68,400	\$ 69,836	\$ 71,512	\$ 72,870	\$ 73,890	\$ 76,328	DBOR-Prorated
							\$ 30,718	\$ 118,600	\$ 102,200	\$ 105,572	

3.d.

Parcel Number	Name	2014	2015	2016	2017	2018	2019	2020	2021	2022
28-05- 146-080-00	McFadden	TV \$ 56,971	TV \$ 57,883	TV \$ 58,056	TV \$ 58,578	TV \$ 59,808	TV \$ 61,242	TV \$ 62,405	TV \$ 63,278	TV \$ 65,366
28-05- 146-092-00	Potter	\$ 61,954	\$ 62,945	\$ 73,633	\$ 74,295	\$ 75,855	\$ 77,675	\$ 79,150	\$ 80,258	\$ 82,906
28-05- 149-035-00	Lambert		\$ 103,121	\$ 80,823	SOLD					
28-05- 149-049-00	Anderson			\$ 92,977	\$ 93,813	\$ 95,783	\$ 98,081	\$ 99,944	\$ 101,343	\$ 104,687
28-05- 154-135-00	Maslowski						NEW Build			DBOR-Moved
28-05- 154-170-00	Chesney									DBOR
28-05- 155-015-00	Stricker	\$ 93,675	\$ 95,174	\$ 95,459	\$ 96,318	\$ 98,340	\$ 100,699	\$ 102,612	\$ 104,048	\$ 107,481
28-05- 165-067-00	Smith					\$ 50,645	\$ 51,860	\$ 52,845	\$ 53,584	\$ 55,352
28-05- 176-090-00	Block	\$ 55,059	\$ 77,048	\$ 77,279	\$ 77,974	\$ 79,611	\$ 81,521	\$ 83,069	\$ 84,231	\$ 87,010
28-05- 188-036-00	Mendez	\$ 71,932	\$ 73,083	\$ 73,302	\$ 73,961	\$ 75,514	\$ 77,325	\$ 78,794	\$ 79,897	\$ 82,533
28-05- 190-017-00	Detzler	\$ 34,400	\$ 34,950	\$ 35,054	\$ 35,369	\$ 36,111	\$ 36,977	\$ 37,679	\$ 38,206	\$ 39,466
28-05- 223-005-00	Torney							\$ 49,636	\$ 160,700	\$ 166,003
28-05- 224-069-00	Gnepper				\$ 13,398	\$ 182,485	\$ 186,864	\$ 184,500	\$ 187,083	\$ 193,256
28-05- 235-037-00	Reed	SOLD								
28-05- 280-008-00	Cronin						\$ 49,034	\$ 83,700	\$ 67,600	\$ 69,830
28-05- 283-053-00	Lampman				\$ 91,094	\$ 93,006	DID NOT FILE	\$ 97,047	\$ 98,405	\$ 101,652
28-05- 283-056-00	Johnson							\$ 95,200	\$ 96,532	\$ 99,717
28-05- 285-012-00	Sonderregger									JBOR
28-05- 300-026-00	Ray					\$ 27,277	\$ 44,454	\$ 45,298	\$ 45,932	\$ 47,447
28-05- 305-040-00	Hiner						\$ 54,520	\$ 55,555	\$ 56,332	\$ 58,190
28-05- 306-046-00	Alarcon						Pro-rated to 6/1/21	\$ 103,390	\$ 182,162	\$ 182,162
28-05- 306-047-00	Warren							Pro-rated to 10/1/22	\$ 48,994	DBOR
28-05- 308-114-00	Luster								\$ 212,737	\$ 219,757
28-05- 308-126-00	Popp	\$ 112,048	\$ 113,841	\$ 114,182	\$ 115,209	\$ 117,628	\$ 120,450	\$ 122,738	\$ 124,456	\$ 128,563
28-05- 316-026-00	Crandall	\$ 62,825	\$ 63,830	\$ 64,021	\$ 64,597	\$ 65,953	\$ 67,535	\$ 68,818	\$ 69,781	\$ 72,083
28-05- 319-013-00	Kline	\$ 84,166	\$ 85,512	\$ 85,768	\$ 86,539	\$ 88,356	\$ 90,476	\$ 92,195	\$ 93,485	\$ 96,570
28-05- 319-030-00	Petticolas					\$ 86,700	\$ 91,700	\$ 93,442	\$ 94,750	\$ 25,474
28-05- 332-012-00	Whipple					\$ 119,100	\$ 124,313	\$ 126,674	\$ 128,447	\$ 143,385
28-05- 351-032-00	Daugherty		\$ 80,298	\$ 132,418	\$ 133,609	\$ 136,414	\$ 139,687	\$ 142,341	\$ 144,333	\$ 149,095
28-05- 356-008-00	Sonnenberg			\$ 74,977	\$ 167,900	\$ 158,700	\$ 131,848	SOLD		
28-05- 356-017-00	McCall	\$ 133,116	\$ 135,246	\$ 135,651	\$ 136,871	\$ 139,745	\$ 143,097	\$ 145,815	\$ 147,856	\$ 152,735
# of Vet Exemptions Granted:		23	29	32	34	38	42	47	52	59
Taxable Value Reduction:		\$ 1,491,724	\$ 2,163,951	\$ 2,337,218	\$ 2,609,460	\$ 3,205,944	\$ 3,486,832	\$ 4,155,551	\$ 5,011,527	\$ 5,993,338
Loss to Garfield:		2,3372	2,0000	2,0000	2,0000	2,0000	2,0000	2,0000	2,0000	2,0000
		\$ 3,486.46	\$ 4,327.90	\$ 4,674.44	\$ 5,218.92	\$ 6,411.89	\$ 6,973.66	\$ 8,311.10	\$ 10,023.05	\$ 11,986.68
TOTAL Tax Loss:		28,5667	27,6502	27,7619	27,4810	27,7135	27,7027	27,1276	26,9863	27,0226
		\$ 42,613.64	\$ 59,833.68	\$ 64,885.61	\$ 71,710.57	\$ 88,847.93	\$ 96,594.66	\$ 112,730.13	\$ 135,242.57	\$ 161,955.58
TO DATE TOTALS: Garfield		\$ 6,278.75	\$ 10,606.65	\$ 15,281.09	\$ 20,500.01	\$ 26,911.90	\$ 33,885.56	\$ 42,196.66	\$ 52,219.72	\$ 64,206.39
All Jurisdictions		\$ 76,629.03	\$ 136,462.71	\$ 201,348.32	\$ 273,058.89	\$ 361,906.82	\$ 458,501.48	\$ 571,231.60	\$ 706,474.17	\$ 868,429.75

* In May, 2022, the Michigan Court of Appeals ruled that an unmarried surviving spouse is NOT eligible for the Disabled Veterans Exemption IF the disabled veteran had not owned or used the property as a homestead prior to their death. As such, Garfield Township has four (4) widows who no longer qualify for the exemption (beg 2023)

Charter Township of Garfield

Building Department

**3848 Veterans Drive
Traverse City, MI 49684
Telephone (231) 941-1620 FAX (231) 941-5783**

2022 STATEMENT OF OPERATIONS

Construction activity in 2022 was robust to say the least. In fact, it was a record setting year shattering all previous years since the Building Department was established in 1972. Construction remained steady throughout 2022 and concluded with a total construction value of over \$100 million. As always, commercial activity was the catalyst in construction value.

During 2022, the Building Department reviewed plans for and issued 241 permits, while performing over 800 inspections. If you would like more information regarding yearly comparisons, historical data, or a more detailed permit by category report please come in and see me.

It has come to my attention that there may be some confusion regarding building classifications related to new residential construction. It should be noted that zoning and building departments don't classify residential uses the same. For example, a 24 unit apartment building would be classified as one new commercial building, even though it has 24 individual living units. Conversely, a 10 unit townhouse building is not considered commercial, but multi-family because of individual ownership. Hopefully, this clears up any confusion. As always, if you have any questions regarding use and occupancy classifications, feel free to contact me or Mike.

Mandated Property Maintenance inspections continue as always, and the good news is we are finally caught up. Complaints are responded to immediately. Sean, Jamie, and Derek handle the bulk of the inspections and administration duties, with Mike, Myself, and Rich providing occasional assistance.

Despite that construction investment in Garfield Township should remain relatively strong in 2023, we cannot predict where the economy is headed, or predict any revenue projections. It should be noted that homebuilder sentiment has been dropping for months. However, based on our history, I am quite confident that construction activity in 2023 should be good again. However, we will probably return to our historical average as a year like 2022 will be difficult to replicate. Regardless, we will continue to keep trying our best. If you have any questions, concerns, or comments regarding this report, please feel free to stop in and see me at anytime.

Respectfully,



Carl Studzinski
Building Official

attachment



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE

TRAVERSE CITY, MICHIGAN 49684

PH: (231) 941-1620 • FAX: (231) 941-1588

ANNUAL REPORT- 2022

Building Permits Issued.....	241
Value of Construction.....	\$101,747,577
Building Permit Fees Collected.....	\$454,179
Property Maintenance Inspection Fees Collected.....	\$2,030
Miscellaneous Invoices: (See Note).....	\$573
Total Permit Revenue.....	\$456,782

Item	# Of Permits	Construction Value
Single Family Homes	50	\$16,786,145
New Commercial Buildings	16	\$44,768,591
Commercial Alterations	30	\$22,648,132
Residential Alterations	34	\$ 2,081,483
Misc. Permits (See Note)	106	\$ 2,970,551
Multi-Family Permits (See Note)	5	\$12,492,675

Note:

Miscellaneous permits include residential garages, demos, decks, mobile homes, pole barns, extensions, solar panels, carports, swimming pools, commercial utility, paint booths, footings and foundation, foundation repair, shell only, and change of use permits.

Miscellaneous invoices include addendums /additions to existing permits, temporary occupancy fees, preliminary and additional plan review fees, re-inspection fees and copy fees.

Multi-Family permits include attached single family residential homes, such as Town Homes. 5 Town House buildings were built with 10 units each, meaning an additional 50 single family homes, for a total of 100.



Charter Township of Garfield

Grand Traverse County

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

To: Charter Township of Garfield Board of Trustees

From: Michael Green, Zoning Administrator
Derek Morton & Sean Kehoe, Township Enforcement Officers
Jamie Douglass, Building & Land Use Assistant

2022 Zoning Department Activities

Please find below the Zoning Department's 2022 activities. These activities include permits and enforcement, as well as administrative site plan reviews, storm water reviews, and Zoning Board of Appeals cases.

Permit Activity

	2022	2021	2020	2019	2018	2017	2016
Land Use (<i>see table below</i>)	172	199	136	169	163	183	195
Outdoor Sale	7	4	3	10	19	20	27
Sign	90	97	72	95	145	139	133
Total Permits Issued	269	300	211	274	328	342	355

LAND USE PERMIT type	2022	2021	2020	2019	2018	2017	2016
Accessory Bldgs./Structures	38	41	30	9	15	22	38
Change of Use	4	1	0	3	6	3	8
Commercial/Industrial New	18	13	11	12	12	11	11
Com/Ind Repair/Add/Alter	4	23	10	10	11	19	18
Decks	12	9	5	8	3	11	16
Earth Change/Mass Grading	7	2	0	8	7	5	2
Misc.	5	6	6	11	17	23	14
Multi Family Bldg.(inc. Duplexes)	0	11	7	8	3	4	20
Res Add/Alter/Repair	19	25	11	17	16	14	12
Single Family Dwelling	59	63	56	80	73	70	54
Agricultural Bldg.	6	3	0	3	0	1	2

The number of permits issued in 2022 was down from 2021 but up from 2020. Significant projects this year included Biggby Coffee, Wellnow Urgent Care, Once Upon A Child, UHaul, Meadow Valley Assisted Living, Meijer renovations, and other commercial/industrial projects throughout the township. Please keep in mind when reviewing this report and the Building Department report that zoning and building use classifications are not always similar. As a result, it may appear that there are discrepancies between the two reports.

Ordinance Enforcement

This office responded to eighty-three (83) complaints in 2022, down from eighty-seven (87) complaints in 2021. In addition to the activity enumerated in this report, our Enforcement Officers routinely remove signs improperly placed in public road right-of-way and work with property owners to obtain voluntary compliance prior to any formal enforcement actions. This office will continue to take the necessary actions in 2023 to resolve any remaining violations.

Storm Water Review

There were eighteen (18) storm water reviews conducted in 2022 by our Engineer on behalf of the department, which is up from eighteen (13) in 2021 and equal with the eighteen (18) reviews performed in 2020. The Zoning and Storm Water Ordinances require that all storm water must be maintained on the site to prevent runoff onto adjacent sites. For this review, the Township collects money in an escrow account from the developer and the Township sends the review to an engineer to verify compliance with the Ordinances. The fees charged to the Township for the review are paid out of the escrow account related to the project.

Zoning Board of Appeals (ZBA)


ZBA ACTIVITY	2022	2021	2020	2019	2018	2017	2016
Cases (Interpretations, Variances, Appeals)	2	1	0	5	2	6	6
No. of Meetings Held	3	2	1	5	4	4	6

The Zoning Board of Appeals (ZBA) considered two variance requests in 2022. As shown in the table above, ZBA cases have seen an overall decrease since 2016. The purpose of the Zoning Board of Appeals is to consider all applications for interpretations, variances, and appeals and to take testimony and evidence as they may arise in the administration of the Zoning Ordinance.

Other Activities

The Zoning Office also provided nineteen (19) Zoning Compliance Letters to owners or their representatives requesting information on the zoning district, permitting information, and approval process in writing related to their properties, an increase from fourteen (14) in 2021. In addition to Zoning Compliance Letters, this office also provides zoning information as needed to fulfill Freedom of Information Requests received by the Township Clerk.

If you have any questions or would like more information, please feel free to contact me.

 Charter Township of Garfield Planning Department Report No. 2023-1			
Prepared:	December 27, 2022	Pages:	5
Meeting:	January 3, 2023 Parks and Recreation Commission	Attachments:	<input type="checkbox"/>
Subject:	Parks and Recreation Commission 2022 Annual Report		

PURPOSE OF THIS REPORT:

The Garfield Township Parks and Recreation Commission is required to submit an annual written report to the Township Board concerning its operations and the status of parks and recreation activities.

PARKLANDS OVERVIEW:**SILVER LAKE RECREATION AREA (SLRA):**

Dog Park: The dog park continues to be an extremely popular amenity, drawing dog owners from around the region. The Facebook group “East Silver Lake Dog Park” includes almost 1,100 members as of this writing, up from almost 1,000 members as of last year’s report.

Tennis Court Resurfacing: The resurfacing of the tennis courts was first anticipated in 2020, but this was delayed for two years because of other projects which had taken higher priority, and issues with acquiring needed materials. This project was completed in 2022.



Tennis court resurfacing project at Silver Lake Recreation Area

Well House: Commissioners had previously identified a project to construct a well house surrounding the existing well. The well house was built in late 2020, but there were some delays in acquiring the gate for the well house. The gate was installed in 2022 to complete this project.

Pavilion and Multi-Purpose Athletic Field Reservations:

The SLRA pavilions are a popular amenity. The total number of reservations in the past four years is shown in the table on the right. There were 161 total reservations in 2022, generating a total of \$6,860 in reservation fees. The baseball field continues to be used for tee-ball in the summer months.

Year	No. of Reservations
2022	161
2021	151
2020	113
2019	75
2018	101

GRAND TRAVERSE COMMONS NATURAL AREA:

Design Plan: In January 2022, the Township Board approved a consultant agreement with Environmental Consulting & Technology, Inc. (ECT) for the Grand Traverse Commons Natural Area Design Plan. The planning process included extensive outreach to a wide range of stakeholders and three public open house events. The first open house provided an overview of the existing conditions and two conceptual designs, and people indicated a preference for more trail separation by use type. The second open house showed the concept plans for trails, trailheads, hubs, and amenities. The third open house presented the preferred design concept and explained the next steps of the process, including potential project timelines.



First open house public engagement event for the Grand Traverse Commons Natural Area Design Plan at the Cathedral Barn, Historic Barns Park on May 11, 2022

The preferred design scenario envisions three main trailheads: Red Drive, Copper Ridge, and North Long Lake Road, with additional access enabled to other neighboring sites. The trail system design envisions four trail types to provide different experiences to different users, with trails primarily separated and hubs providing clear connection points between the different trails. The next steps to implement the preferred design are to develop detailed and fully engineered projects, to prepare applications for grant funding, and to determine additional funding sources.

RIVER EAST RECREATION AREA:

Development of River East Recreation Area continued in 2022. Construction of a new pavilion finished in fall 2022 and a fee schedule was established for it which matches the similarly sized Dog Park Pavilion at Silver Lake Recreation Area. Staff also constructed picnic tables for the pavilion. Bids were awarded for the next phase of projects including clearing and grubbing, a dog park, and irrigation.



New pavilion completed at River East Recreation Area

Development of this park has been identified as a major near-term priority. Further discussion and public engagement in 2023 will determine the direction and scope of any future improvements at this park.

KIDS CREEK PARK:

Oleson Pond: A project for dredging and fish restocking was included in the list of 2022 priority projects. Although the pond was not dredged in 2022, it was stocked with about 200 trout in the spring. The pond was frequented by many users fishing throughout the spring and summer. The pond was also raked to cut back on algae growth.

BOARDMAN VALLEY NATURE PRESERVE (BVNP):

No major projects occurred at this park in 2022, but the park continues to be a popular destination for the community, especially the pickleball courts. Staff have also managed an issue with beavers in the park dropping trees, some of which have damaged the kiosk at the entrance to the Peace Trail.

Staff have met with the Grand Traverse Conservation District, Grand Traverse County Parks Department, and others to coordinate on a consistent wayfinding system between BVNP, the Grand Traverse County Natural Education Reserve, and the Boardman River Trail.

MILLER CREEK NATURE RESERVE:

No major projects occurred at this park in 2022, but the park and hiking trail system continues to be well-used, especially by the nearby residents. Staff have replaced several boards on the boardwalks within the park and cleaned up several areas of graffiti.

PARKS PLANNING ACTIVITIES:

Grand Traverse Commons Natural Area Design Plan: This planning process took place throughout 2022 and is summarized in an earlier section of this report. The Design Plan was ultimately included as part of the 2023-2027 Five-Year Parks and Recreation Master Plan.

2023-2027 Five-Year Parks and Recreation Master Plan: The Township's previous five-year Parks and Recreation Plan made the Township eligible for the Michigan Department of Natural Resources (MDNR) grant programs through December 31, 2022. The Parks and Recreation Commission and Staff worked on an update to this Plan in Fall 2022. Public input was gathered including from the Commons Natural Area Design Plan process and from the 2021 Park User Survey. The Plan is scheduled for public hearing at the Township Board of Trustees meeting on January 10, 2023 and is anticipated to be submitted to MDNR by February 1, 2023.

Michigan State University (MSU) Urban Planning Practicum: In early 2022, a team of students from the MSU urban planning program completed a project on the sidewalk and trail system in Garfield Township. This included analyzing which neighborhoods would benefit the most from investments in sidewalks and trails and developing a methodology for determining future priorities. Priority areas identified for future sidewalk and trail investments included along South Airport Road from the Mall Trail to the Miller Creek Nature Reserve, South Airport Road from the Boardman Lake Loop Trail to the Barlow / LaFranier Road intersection, and LaFranier Road from South Airport Road to Hammond Road.

PARKS AND RECREATION COMMISSION MEETINGS:

The Parks and Recreation Commission held eight meetings in 2022 on the dates listed below. The Parks and Recreation Commission has adopted a bi-monthly meeting schedule to ensure that they meet at least six times per year. This scheduling format will continue in 2023.

- February 7, 2022
- April 4, 2022
- June 6, 2022
- August 1, 2022
- September 12, 2022
- October 3, 2022
- November 7, 2022
- December 5, 2022

PARKLAND ORDINANCE (TOWNSHIP ORDINANCE NO. 50):

The Parkland Ordinance (Township Ordinance No. 50) provides for operating rules and regulations for, and to apply to, all Parkland under the jurisdiction of the Charter Township of Garfield. The most recent amendment to the Parkland Ordinance was adopted on June 23, 2020. No amendments to this Ordinance were considered or adopted in 2022.

HUNTING ON TOWNSHIP PARKLAND:

The Township issued 25 hunting permits for 16 different people in 2022. Hunting is currently allowed at Boardman Valley Nature Preserve, Miller Creek Nature Reserve, and River East Recreation Area with a Township permit during hunting season.

Year	No. of Hunting Permits	No. of Hunters
2022	25	16
2021	27	15
2020	18	12

OTHER:

Boardman Lake Loop Trail: Garfield Township has partnered with the TART, the City of Traverse City, and Grand Traverse County over the past several years to complete this loop trail around Boardman Lake. The final segment of this trail from Northwestern Michigan College (NMC) University Center to Logan's Landing and Medalie Park was completed in July 2022. Future trails are anticipated to connect with this loop and the broader regional trail network.

Tree Planting on Buffalo Ridge Trail: On October 7, 2022, the Township led a tree planting event on the Buffalo Ridge Trail behind the West YMCA, in collaboration with ReLeaf Michigan and funding support from the DTE foundation. Over a dozen volunteers planted 20 trees to provide additional tree canopy and shade cover for the trail.



Volunteers planting trees along the Buffalo Ridge Trail

Updated Kiosks, Drone Flyovers, and Park Maps and Handouts: Staff worked to update the posters for all park kiosks with new photos and information, and the new posters were installed throughout the year. Most of these posters included aerial photography from drone flyovers which were performed over all the parks. Staff also developed updated individual maps and informational handouts for each park, which are available on the Township website and at Township Hall.

Equipment: The Township has acquired several pieces of equipment including a trailer and mower. The additional equipment allows Staff to operate efficiently in maintaining the parks and to respond quickly to any emergency situations.

CONCLUSION:

Looking ahead to 2023, key projects will include implementation of the 2023-2027 Parks and Recreation Master Plan including the Grand Traverse Commons Natural Area Design Plan. The Plan will guide the annual parks priority project list as recommended by the Parks and Recreation Commission and approved by the Township Board of Trustees.

ACTION REQUESTED:

That the Parks and Recreation Commission review this report and request any changes prior to directing Staff to forward it to the Board of Trustees. If the Commissioners are satisfied with this report, then the following motion is suggested:

THAT THE Parks and Recreation Commission 2022 Annual Report as presented in Planning Department Report 2023-1 BE RECEIVED and FILED and FORWARDED to the Township Board.

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

December 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	15	0	0	14	1	3	14
02 Blair	18	1	0	30	2	26	31
03 East Bay	12	0	13	43	6	10	56
04 Fife Lake	2	0	0	5	2	0	5
05 Garfield	49	0	15	64	12	44	79
06 Grant	1	0	0	6	1	1	6
07 Green Lake	5	1	2	15	0	12	18
08 Long Lake	3	1	2	17	2	2	20
09 Mayfield	3	0	3	6	0	4	9
10 Peninsula	4	0	1	2	0	0	3
11 Paradise	2	0	1	13	0	4	14
12 Union	0	0	0	1	0	0	1
13 Whitewater	12	0	1	10	0	1	11
29 Fife Lake Vlg	2	0	0	1	0	0	1
30 Kingsley Vlg	3	0	0	2	1	2	2
66 Traverse City	2	0	0	1	1	41	1
84 Out of County	0	0	0	0	0	9	0
Totals	133	3	38	230	28	159	271
Garfield Twp %	36.8%	0.0%	39.5%	27.8%	42.9%	27.7%	29.2%


Arrest stats are as of 1/01/23.

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

Fourth Quarter Totals October - December 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	23	0	8	68	2	8	76
02 Blair	67	2	3	94	9	64	99
03 East Bay	44	0	26	135	10	28	161
04 Fife Lake	10	0	0	21	2	1	21
05 Garfield	146	0	41	270	28	132	311
06 Grant	3	0	1	14	1	3	15
07 Green Lake	25	1	6	45	0	28	52
08 Long Lake	5	1	4	44	3	4	49
09 Mayfield	6	0	6	24	1	5	30
10 Peninsula	11	1	3	23	0	1	27
11 Paradise	13	0	8	39	0	6	47
12 Union	0	0	0	7	1	0	7
13 Whitewater	14	0	1	42	1	3	43
29 Fife Lake Vlg	2	0	1	6	0	0	7
30 Kingsley Vlg	5	0	0	6	1	3	6
66 Traverse City	11	0	2	7	3	110	9
84 Out of County	0	0	0	0	0	30	0
Totals	385	5	110	845	62	426	960
Garfield Twp %	37.9%	0.0%	37.3%	32.0%	45.2%	31.0%	32.4%

Arrest stats are as of 1/01/23.

 Charter Township of Garfield Planning Department Report No. 2023-3		
Prepared:	January 3, 2023	Pages: 2
Meeting:	January 10, 2023 Township Board	Attachments: <input type="checkbox"/>
Subject:	Planning Department Monthly Report for January 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:

K1 Speed Indoor Kart Racing Center – Site Plan Review

- *Location:* 1212 South Airport Road, former Sears at Cherryland Center
- *Development Description:* Proposed kart racing indoor recreation facility
- *Status:* The application was approved with conditions by the Planning Commission on 12/14/2022.

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, and a public hearing was held on 11/9/2022. At its meeting on 12/14/2022, the Planning Commission approved Findings of Fact and recommended approval to the Township Board.

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 directed staff to prepare Findings of Fact for its meeting on 1/11/2023.

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 Planning Commission accepted the application on 12/14/2022 and scheduled a public hearing for its meeting on 1/11/2023.

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 will review and discuss a conceptual zoning plan for the Oleson Foundation property at its meeting on 1/11/2023.

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 will review an amendment to the Chelsea Park Planned Unit Development (PUD) to consider minor changes to the Chelsea Park West apartments at its meeting on 1/11/2023.

PLANNING:

Other Planning Department activities include the following:

- At its 12/5/2022 meeting, the Parks and Recreation Commission reviewed and recommended approval of the update to the Township's 5-Year Parks and Recreation Master Plan. The Commission also motioned to the required 30-day public review period. The Michigan Department of Natural Resources (DNR) requires an up-to-date Parks and Recreation Plan to be submitted by February 1 to be eligible for grants; the current Plan expired with the DNR on 12/31/2022. The Parks and Recreation Commission recommended adoption of the Plan at the 12/5/2022 meeting and motioned to notice the required 30-day public review period. The rest of the anticipated timeline is as follows:
 - 1/10/2023 – End of 30-day public review period
 - 1/10/2023 – Township Board to hold a public hearing on the Plan and adopt the Plan
 - 2/1/2023 – Deadline to submit final Plan to DNR

The 5-Year Parks and Recreation Master Plan includes the Grand Traverse Commons Natural Area Design Plan. The Parks and Recreation Commission met on 1/3/2023 to discuss the next steps to implement the projects from this Plan.

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

Checking cameras. Nightly activity again. CPO's aware.

Everything is winterized.

Lawn care quotes finalized.

Need to replace men's countertop.

Roped off parking lots.

Contacted contractors of drop site for snow and sledding hill.

Commons

Pulled trail cameras

Pruned a few trails back.

Cleared down trees weekly from winds and rain.

More graffiti.

Trash Tote stolen again. GFL notified.

Walked property listed off N. Long Lake Rd.

Assisting with Master Plan and Planning Dept.

River East

Status quo and River East. More dog walkers getting the word out of the trails there.

Boardman Valley

Cleared multiple trees.

Repaired board walk boards.

Managing a beaver problem dropping trees.

Damaged kiosk roof. May relocate kiosk closer to trail head off parking lot.

Wintered pickleball courts.

Miller Creek

More trees down. Cleared trees and fixed boardwalks.

Cleaned wind-blown trash after thaw.

Moved along an over night camper near trail head in vehicle.

Kid's Creek

More trees down on trails. Cleared trees.

Walked with Ecosseeds for tree planting in Spring.

Buffalo Ridge Trail

Further talks with Ecosseeds and tree plantings in Spring along trail.

Submitted January 3, 2023

Derek Morton

Sean Kehoe

Clerk's Report

For December 31, 2022

Submitted 1/4/2023

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 month, along with what has happened for the whole year. It also compares what has happened for the year with the Budget and gives you a final figure of what is left in that budgeted line item. The Budget is a tool to go by for that year. Nothing is guaranteed in the Budget, it is your best estimate. The Township's Budget is also a Cost Center Budget not a Line Item Budget, which means that what is important is the final figure. Some line items may run over as long as the final cost center total is not over. On this Report you will find the following captions on the top: Original and Amended Budget, Annual and Current Month, and finally Balance.

For the month of December in the General Fund, you will find that we had a total of \$658,986.77 Revenues and \$244,482.12 Expenditures. For the year we have a total of \$6,466,488.58 Revenues and 4,734,452.03 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

GL NUMBER	DESCRIPTION	2022	2022	YTD BALANCE	ACTIVITY FOR	AVAILABLE
		ORIGINAL BUDGET	AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,063,466.84	2,063,466.84	2,099,002.68	277,324.69	(35,535.84)
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	4,808.48	0.00	(4,308.48)
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	1.11	1.11	48.89
101-000-414.000	Protested PRE Interest	500.00	500.00	1,628.42	0.00	(1,128.42)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	9,886.00	762.00	(886.00)
101-000-441.000	Local Community Stabilization Share Tax	35,000.00	35,000.00	47,169.98	0.00	(12,169.98)
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	9,173.37	0.00	(5,173.37)
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	445,221.00	6,717.00	(295,221.00)
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	20,950.00	500.00	(10,950.00)
101-000-476.002	MAINT INSPECTION FEES	50.00	50.00	7,714.00	0.00	(7,664.00)
101-000-476.003	TREASURER FEES	900.00	900.00	87.50	0.00	812.50
101-000-476.004	PARK USE FEES	0.00	0.00	0.00	(6,685.00)	0.00
101-000-476.005	ZONING FEES	15,000.00	15,000.00	19,394.90	350.00	(4,394.90)
101-000-528.000	OTHER FEDERAL GRANTS	922,410.00	922,410.00	935,863.88	0.00	(13,453.88)
101-000-574.000	STATE SHARED REVENUE	1,504,000.00	1,504,000.00	2,516,809.00	368,810.00	(1,012,809.00)
101-000-574.001	STATE SHARED REV. - LIQUOR LA	22,000.00	22,000.00	23,505.90	0.00	(1,505.90)
101-000-574.002	EVIP DISTRIBUTION	58,600.00	58,600.00	59,799.00	10,357.00	(1,199.00)
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	3,667.09	520.00	1,332.91
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	18,087.50	0.00	6,912.50
101-000-656.000	Ordinance Enforcement Fees	700.00	700.00	266.68	66.67	433.32
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	64,986.32	263.30	(24,986.32)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	261,378.10	0.00	(11,378.10)
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	25,092.30	0.00	(3,092.30)
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(485,176.00)	0.00	485,176.00
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	359,980.15	0.00	(359,880.15)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	70.60	0.00	29.40
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	17,120.62	0.00	(120.62)
Total Dept 000		5,155,426.84	5,155,426.84	6,466,488.58	658,986.77	(1,311,061.74)
TOTAL REVENUES						
		5,155,426.84	5,155,426.84	6,466,488.58	658,986.77	(1,311,061.74)
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES						
		5,155,426.84	5,155,426.84	6,466,488.58	658,986.77	(1,311,061.74)

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BDG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,000.00	13,000.00	10,650.00	975.00	2,350.00	81.92
101-101-701.101	WAGES - FILE CLERK	41,986.81	41,986.81	41,995.23	4,845.60	(8.42)	100.02
101-101-701.102	WAGES - TRUSTEE	13,000.00	13,000.00	8,850.00	850.00	4,150.00	68.08
101-101-701.103	WAGES - TRUSTEE	13,000.00	13,000.00	8,975.00	850.00	4,025.00	69.04
101-101-701.104	WAGES - TRUSTEE	13,000.00	13,000.00	8,700.00	975.00	4,300.00	66.92
101-101-701.105	WAGES - OFFICE COORDINATOR	39,098.59	39,098.59	39,104.00	4,512.00	(5.41)	100.01
101-101-726.000	SUPPLIES	6,000.00	6,000.00	7,873.01	1,174.25	(1,873.01)	131.22
101-101-726.001	POSTAGE	10,000.00	10,000.00	9,907.08	424.41	92.92	99.07
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	4,564.83	568.13	2,935.17	60.86
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	6,035.17	254.60	3,964.83	60.35
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	25.00	0.00	9,975.00	0.25
101-101-802.000	AUDIT AND ACCOUNTING	23,100.00	23,100.00	22,010.00	0.00	1,090.00	95.28
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	5,463.50	1,760.50	2,036.50	72.85
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	4,719.55	1,970.69	(1,219.55)	134.84
101-101-901.000	ADVERTISING	7,500.00	7,500.00	3,540.80	88.85	3,959.20	47.21
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	586.00	0.00	3,414.00	14.65
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	757.05	0.00	2,242.95	25.24
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	6,853.00	0.00	147.00	97.90
Total Dept 101 - TOWNBOARD		232,685.40	232,685.40	190,609.22	19,249.03	42,076.18	81.92
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	84,682.61	84,682.61	84,682.52	9,771.06	0.09	100.00
101-171-701.202	WAGES - APPRAISER II	44,595.20	44,595.20	39,020.80	5,145.60	5,574.40	87.50
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	15,390.00	2,010.00	(10,390.00)	307.80
101-171-701.204	WAGES - APPRAISER III	58,974.96	58,974.96	58,968.11	6,804.03	6.85	99.99
101-171-701.205	WAGES - ASSESSOR	104,556.18	104,556.18	104,556.14	12,064.17	0.04	100.00
101-171-726.000	SUPPLIES	2,000.00	2,000.00	503.27	90.42	1,496.73	25.16
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,125.32	(38.36)	374.68	89.29
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	14,069.29	0.00	18,430.71	43.29
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	315.24	315.24	684.76	31.52
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	334.36	0.00	665.64	33.44
101-171-900.000	PRINTING & PUBLISHING	2,850.00	2,850.00	2,805.31	457.15	44.69	98.43
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	5,776.64	40.79	1,973.36	74.54
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	4,715.36	286.67	(1,715.36)	157.18
Total Dept 171 - TOWNSHIP SUPERVISOR		352,908.95	352,908.95	334,262.36	36,946.77	18,646.59	94.72
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	80,000.00	80,000.00	61,761.70	1,992.00	18,238.30	77.20
101-191-726.000	SUPPLIES	16,000.00	16,000.00	12,342.76	1,074.94	3,657.24	77.14
101-191-726.001	POSTAGE	10,500.00	10,500.00	16,413.13	222.00	(5,913.13)	156.32
101-191-860.000	MILEAGE	400.00	400.00	135.67	0.00	264.33	33.92
101-191-860.000	MILEAGE	600.00	600.00	406.66	80.96	193.34	67.78
101-191-901.000	ADVERTISING	3,000.00	3,000.00	3,435.72	0.00	(435.72)	114.52
101-191-935.010	MACHINE MAINTENANCE	5,000.00	5,000.00	4,200.00	2,100.00	800.00	84.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS						
Total Dept 191 - ELECTIONS		115,500.00	115,500.00	98,695.64	5,469.90	16,804.36	85.45

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BDDG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	84,682.61	84,682.61	84,682.52	9,771.06	0.09	100.00
101-215-701.302	WAGES - DEPUTY CLERK	54,693.00	54,693.00	54,693.08	6,310.74	(0.08)	100.00
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	5,630.00	0.00	(630.00)	112.60
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	544.79	286.33	955.21	36.32
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	2,106.09	0.00	3,893.91	35.10
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	490.00	0.00	210.00	70.00
Total Dept 215 - TOWNSHIP CLERK		154,875.61	154,875.61	148,146.48	16,368.13	6,729.13	95.66
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	625.00	0.00	875.00	41.67
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	1,500.00	0.00	0.00	100.00
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	2,125.00	0.00	4,075.00	34.27
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	84,682.61	84,682.61	84,682.52	9,771.06	0.09	100.00
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	54,693.00	54,693.00	54,693.08	6,310.74	(0.08)	100.00
101-253-726.000	SUPPLIES	2,500.00	2,500.00	540.04	66.67	1,959.96	21.60
101-253-726.001	POSTAGE	6,000.00	6,000.00	6,664.50	(121.85)	(664.50)	111.08
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	205.00	0.00	2,795.00	6.83
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	195.86	0.00	504.14	27.98
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	208.96	0.00	291.04	41.79
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	2,214.01	1,473.83	(214.01)	110.70
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	4,042.15	0.00	457.85	89.83
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	722.00	175.00	(222.00)	144.40

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	2,371.73	293.85	3,628.27	39.53
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	10,700.01	762.34	3,299.99	76.43
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	2,875.00	225.00	7,125.00	28.75
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	7,697.70	860.00	2,302.30	76.98
101-265-935.603	CLEANING SERVICE	27,381.02	27,381.02	16,750.00	1,550.00	10,631.02	61.17
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	1,303.14	122.80	(103.14)	108.60
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	686.97	0.00	9,313.03	6.87
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,483.56	0.00	16.44	98.90
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	11,709.23	1,862.71	8,290.77	58.55
Total Dept 265 - TOWNSHIP HALL		136,081.02	136,081.02	86,398.24	10,580.74	49,682.78	63.49
Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	1,278,394.23	0.00	121,605.77	91.31
101-301-830.000 POLICE CONTRACT							
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	1,278,394.23	0.00	121,605.77	91.31
Dept 371 - TOWNSHIP BUILDING INSPECTOR		17,688.32	17,688.32	17,704.68	2,042.86	(16.36)	100.09
101-371-701.702	WAGES BUILDING ASSISTANT	87,508.80	87,508.80	87,508.72	10,097.16	0.08	100.00
101-371-701.703	WAGES - BUILDING OFFICIAL	25,750.00	25,750.00	21,188.50	2,542.00	4,561.50	82.29
101-371-701.704	WAGES - BUILDING INSPECTOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.705	WAGES - CONSTRUCTION BOARD	5,000.00	5,000.00	8,300.00	0.00	(3,300.00)	166.00
101-371-701.706	WAGES - BUILDING INTERN	1,000.00	1,000.00	567.25	107.92	432.75	56.73
101-371-726.000	SUPPLIES	1,000.00	1,000.00	62.00	0.00	938.00	6.20
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	1,723.10	1,378.10	(723.10)	172.31
101-371-965.000	DUES & PUBLICATIONS						
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		139,947.12	139,947.12	137,054.25	16,168.04	2,892.87	97.93
Dept 400 - PLANNING COMMISSION		3,200.00	3,200.00	2,375.00	125.00	825.00	74.22
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	2,625.00	125.00	575.00	82.03
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	2,250.00	125.00	950.00	70.31
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	2,500.00	125.00	700.00	78.13
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	2,375.00	125.00	825.00	74.22
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	2,625.00	0.00	575.00	82.03
101-400-701.808	WAGES - PLANNING	25,000.00	25,000.00	99.00	0.00	24,901.00	0.40
101-400-801.000	LEGAL SERVICES	6,000.00	6,000.00	5,236.38	170.00	763.62	87.27
101-400-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	1,127.80	0.00	(127.80)	112.78
101-400-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	1,289.10	142.95	710.90	64.46
101-400-901.000	ADVERTISING	2,000.00	2,000.00	467.75	0.00	1,532.25	23.39
101-400-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	384.00	0.00	616.00	38.40
101-400-965.000	DUES & PUBLICATIONS						
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	25,604.03	1,062.95	33,795.97	43.10
Dept 401 - TOWNSHIP PLANNER		82,781.14	82,781.14	82,781.14	9,551.67	0.00	100.00
101-401-701.900	WAGES - DIRECTOR OF PLANNING	59,068.44	59,068.44	59,068.10	6,815.55	0.34	100.00
101-401-701.901	WAGES - DEPUTY PLANNER	13,723.58	13,723.58	13,278.87	1,532.17	444.71	96.76
101-401-701.902	WAGES -PLANNER ASSISTANT	1,000.00	1,000.00	310.25	73.54	689.75	31.03
101-401-726.000	SUPPLIES	300.00	300.00	126.25	0.00	173.75	42.08
101-401-860.900	MILEAGE - TOWNSHIP PLANNER						

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2022 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
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	775.00	0.00	1,225.00	38.75
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	2,157.89	0.00	2,842.11	43.16
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	1,239.89	472.00	(239.89)	123.99
Total Dept 401 - TOWNSHIP PLANNER		165,173.16	165,173.16	159,737.39	18,444.93	5,435.77	96.71
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	500.00	0.00	700.00	41.67
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	475.00	0.00	725.00	39.58
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	70.00	70.00	9,930.00	0.70
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	185.50	0.00	814.50	18.55
101-410-901.000	ADVERTISING	2,000.00	2,000.00	279.65	0.00	1,720.35	13.98
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	2,260.15	70.00	17,739.85	11.30
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	59,068.44	59,068.44	59,068.36	6,815.58	0.08	100.00
101-412-701.602	WAGES - ZONING CODE ENFORCER	27,809.60	27,809.60	29,466.32	3,315.00	(1,656.72)	105.96
101-412-701.603	WAGES ZONING ASSISTANT	13,723.05	13,723.05	13,278.85	1,532.17	444.20	96.76
101-412-701.604	WAGES -ZONING CODE ENFORCER	22,089.60	22,089.60	20,358.54	2,442.60	1,731.06	92.16
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	318.08	11.08	681.92	31.81
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	281.25	0.00	1,718.75	14.06
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		131,490.69	131,490.69	122,771.40	14,116.43	8,719.29	93.37
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	56,489.45	9,534.18	39,510.55	58.84
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	56,489.45	9,534.18	39,510.55	58.84
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	6,000.00	30,000.00	0.00	(24,000.00)	500.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	13,546.63	2,763.00	6,453.37	67.73
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	85,759.76	21,814.21	14,240.24	85.76
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	130,050.00	132,306.39	24,577.21	(2,256.39)	101.74
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	3,206.85	142.57	(706.85)	128.27

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP


PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BDTG USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-806-863.000	OIL CHANGES	500.00	500.00	82.03	0.00	417.97	16.41
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							
		4,500.00	4,500.00	3,288.88	142.57	1,211.12	73.09
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	2,000.00	2,000.00	8,251.32	750.12	(6,251.32)	412.57
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	106,000.00	106,000.00	109,805.18	0.00	(3,805.18)	103.59
101-851-873.010	SOCIAL SECURITY - EMPLOYER	85,000.00	85,000.00	88,021.51	9,918.15	(3,021.51)	103.55
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	426,000.00	426,000.00	380,389.90	0.00	45,610.10	89.29
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	4,051.36	0.00	5,948.64	40.51
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	14,086.00	0.00	(86.00)	100.61
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	9,403.00	0.00	(1,403.00)	117.54
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
		656,000.00	656,000.00	614,008.27	10,668.27	41,991.73	93.60
Dept 890 - CONTINGENCIES							
101-890-890.000	CONTINGENCIES	11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Total Dept 890 - CONTINGENCIES							
		11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	400,000.00	410,000.00	449,243.80	42,333.90	(39,243.80)	109.57
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	6,895.52	0.00	8,104.48	45.97
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY							
		447,050.00	457,050.00	456,139.32	42,333.90	910.68	99.80
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.206	TRANSFER TO #206 FIRE FUND	141,750.00	141,750.00	141,750.00	0.00	0.00	100.00
101-965-990.308	TRANSFERS TO #308 PARK SYS	549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS							
		691,226.70	691,226.70	691,226.70	0.00	0.00	100.00
TOTAL EXPENDITURES							
		5,155,426.84	5,170,426.84	4,734,452.03	244,482.12	435,974.81	91.57
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES							
		5,155,426.84	5,170,426.84	4,734,452.03	244,482.12	435,974.81	91.57

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 12/31/2022	ACTIVITY FOR MONTH 12/31/22	AVAILABLE BALANCE	% BGDG 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	4,375.00	500.00	825.00	84.13
308-000-701.906	Parks Steward	27,809.60	27,809.60	27,809.60	3,208.80	0.00	100.00
308-000-701.907	Park Steward 2	22,089.60	22,089.60	22,015.26	2,548.80	74.34	99.66
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	400.00	400.00	419.83	0.00	(19.83)	104.96
308-000-825.000	Const.& Land (Grant, Equip)	0.00	0.00	68.40	0.00	(68.40)	100.00
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	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	15,000.00	15,000.00	0.00	0.00	15,000.00	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	9,503.30	9,503.30	0.00	0.00	9,503.30	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	97,190.00	97,190.00	65,179.53	3,840.03	32,010.47	67.06
308-000-970.000	CAPITAL OUTLAY	460,000.00	460,000.00	151,672.14	350.00	308,327.86	32.97
Total Dept 000		639,692.50	639,692.50	271,539.76	10,447.63	368,152.74	42.45
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	4,784.20	4,784.20	4,096.45	472.96	687.75	85.62
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		4,784.20	4,784.20	4,096.45	472.96	687.75	85.62
TOTAL EXPENDITURES							
		644,476.70	644,476.70	275,636.21	10,920.59	368,840.49	42.77
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		644,476.70	644,476.70	275,636.21	10,920.59	368,840.49	42.77

 Charter Township of Garfield Planning Department Report No. 2023-4		
Prepared:	January 3, 2023	Pages: 2
Meeting:	January 10, 2023 Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	2023-2027 Parks and Recreation Master Plan – Public Hearing and Adoption	

BACKGROUND:

Garfield Township has adopted the Parks and Recreation Master Plan to guide future improvements and investments in parks and recreation, and to make the Township eligible to apply for certain grant funding programs to help finance parks improvement projects. To be eligible for Michigan Department of Natural Resources (MDNR) grant programs starting in 2023, the Township will need to submit an updated Plan to MDNR by February 1, 2023.

The Township adopted the previous Parks and Recreation Master Plan on January 22, 2018 and adopted an amendment to this Plan on May 14, 2019. The previous Plan was on file with MDNR and expired on December 31, 2022 for its eligibility for MDNR grant programs.

2023-2027 FIVE-YEAR PARKS AND RECREATION MASTER PLAN:

Staff and the Parks and Recreation Commission developed the updated 2023-2027 Parks and Recreation Master Plan over the past few months. The updated Plan covers potential projects over the next five years such as capital improvements, trail projects, potential property acquisitions, and other topics. The Grand Traverse Commons Natural Area Design Plan is also included as part of the Plan, which will guide future projects to implement the preferred design for the Commons Natural Area.

At their December 5, 2022 meeting, the Parks and Recreation Commission recommended adoption of the Parks and Recreation Master Plan to the Township Board following a 30-day public review period, which is required by MDNR. This 30-day public review period commenced on December 11, 2022 lasting until January 10, 2023 with the full draft of the Plan, including all appendices, available during this period for review both at Township Hall and on the Township website.

At their December 13, 2022 meeting, the Township Board set the public hearing for the 2023-2027 Parks and Recreation Master Plan for January 10, 2023. The Township Board also received a hard copy of the full draft Plan at this meeting.

NEXT STEPS:

The 2023-2027 Parks and Recreation Master Plan is on the agenda for a public hearing, which follows the 30-day public review period. Following the public hearing, the Township Board should consider any of the input received at the public hearing or public review, and any other potential changes to the draft Plan, before considering the attached Resolution #2023-01-T to adopt the Plan.

Once this Resolution is adopted, Staff will forward the Plan to MDNR for review and approval. Once the Plan is approved by MDNR, the Township will then be eligible to apply for MDNR grant programs until December 31, 2027.

ACTION REQUESTED:

If, following discussion, the Township Board is satisfied with the 2023-2027 Parks and Recreation Master Plan and is prepared to adopt the Plan, then the following motion is suggested:

MOTION THAT Resolution #2023-01-T, attached to Planning Department Report 2023-4, adopting the Charter Township of Garfield 2023-2027 Parks and Recreation Master Plan, BE ADOPTED.

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

Attachments:

1. Resolution #2023-01-T

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

RESOLUTION# 2023-01-T

**RESOLUTION ADOPTING A FIVE-YEAR
PARKS AND RECREATION MASTER PLAN**

WHEREAS, the Charter Township of Garfield has prepared a Five-Year Parks and Recreation Master Plan which describes the physical features, existing recreational facilities, and the desired actions to be taken to improve and maintain park facilities during the period between January 1, 2023 and December 31, 2027; and

WHEREAS, the Charter Township of Garfield has developed the Plan in a manner to qualify for and receive grants awarded by the State of Michigan to acquire land and develop parks and recreational properties within our community; and

WHEREAS, the Charter Township of Garfield Parks and Recreation Commission has approved Resolution# 2022-01-PR unanimously recommending adoption of the Plan by the Charter Township of Garfield Board of Trustees; and

WHEREAS, a 30-day public review and comment period was conducted, and a public hearing was held at the Garfield Township Hall on January 10, 2023, at a Regular Meeting of the Charter Township Board of Trustees to provide an opportunity for citizens to express opinions on the Plan.

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

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 Board of Trustees, do hereby certify that the above is a true and correct copy of Resolution# 2023-01-T which was adopted by the Board of Trustees of the Charter Township of Garfield at a Regular Meeting on the 10th day of January, 2023.

Dated: _____

By: _____

Lanie McManus, Clerk
Charter Township of Garfield



Charter Township of Garfield

Grand Traverse County

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

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

Re: Proposed Ordinance No. 77, entitled "Transitional Housing Licensing Ordinance"

Date: Wednesday, January 4, 2023

BACKGROUND:

Staff has prepared Charter Township of Garfield Ordinance No. 77 – Transitional Housing Licensing Ordinance. Staff recommends adoption of the Transitional Housing Licensing Ordinance to ensure that such facilities are maintained and operated in compliance with this Ordinance and other applicable laws and ordinances. Section 42.5 of the Charter Township Act (Michigan Public Act 359 of 1947) authorizes a Charter Township to adopt licensing ordinances "considered necessary to provide for the public peace and health and for the safety of persons and property in the charter township, and may...by ordinance prescribe the terms and conditions upon which licenses may be granted, suspended, or revoked." The full Ordinance with revisions based on Board feedback at previous meetings is included.

SUMMARY OF REVISIONS BASED ON FEEDBACK:

The purpose of this section is to outline key changes made to this Ordinance based on feedback received at the May 10 and June 14, 2022 Board meetings and additional correspondence received since then. The changes include the following:

- **Section 1. Purpose.**
 - *Removed reference to the establishment of a Township registry intended for public information. A citizen may request licensing information through a Freedom of Information Act (FOIA) Request.*
- **Section 2. Definitions.**
 - *Removed "Licensing Agent" and replaced with "Authorized Township Official" in line with language found in our Property Maintenance Ordinance.*
- **Section 8. Conditions of Issuance; Issuance.**
 - *Modified this section to state that a facility must comply with all applicable Township Ordinances, including the Property Maintenance, Zoning, and Dangerous Buildings Ordinances.*
- **Section 12. Certificate of Other Governmental Agencies.**
 - *Removed reference to the Grand Traverse County Health Department as an example of an outside agency.*
- **Section 13. Law Enforcement Certificate.**

- *Removed this section to eliminate specific law enforcement certificate requirements consistent with other Township licensing ordinances. Consecutive Sections will be renumbered if this section is eliminated.*
- **Section 14. Fire Inspection Certificate.**
 - *Removed this section to eliminate specific fire inspection certificate requirements consistent with other Township licensing ordinances. Consecutive Sections will be renumbered if this section is eliminated.*
- **Section 16. Inspection Required.**
 - *Reworded this section based on concerns that the previous language required a facility to submit to inspections. The proposed language doesn't require a facility to submit to inspections but allows the Township the right to refuse a license if a facility refuses to allow inspections.*
 - *Removed specific reference to inspections by other agencies. All inspections under this Ordinance would be performed by Township staff. This language is also consistent with other Township licensing ordinances.*
- **Section 23-25, 27.**
 - *Added reference to the "Township Clerk or his/her designee" throughout these sections. This change was based on feedback that an elected official should oversee the license. The intent of this language is to give the Clerk authority to appoint a designee to administer licenses.*
 - *Removed specific reference to enforcement by any outside agencies. All enforcement would be handled by Township staff and would not directly involve outside agencies.*
- **Section 27. Renewal of Transitional Housing Facility License.**
 - *Reworded this section to place responsibility to inspect facilities on an Authorized Township Official to verify that all applicable Ordinance requirements are met prior to license renewal.*
- **Section 28. Applicability of Regulations to Existing Businesses.**
 - *Added notification requirement on the Township to ensure that any known facilities are provided written notice upon adoption of this Ordinance.*

FEE SCHEDULE:

A resolution to amend the Charter Township of Garfield Fee Schedule has been prepared and will be considered for adoption under New Business. The revised schedule would add a one-time Initial License Fee and an annual License Renewal Fee.

PROCESS TIMELINE:

The Transitional Housing Licensing Ordinance would become Ordinance No. 77 in the Charter Township of Garfield Ordinances; adopting this Ordinance will consist of the following steps:

- Township Board introduction and scheduling a public hearing for the next Township Board meeting (*completed on May 10, 2022 Township Board meeting*)
- Township Board public hearing and action / resolution on Ordinance adoption (*Public hearing held on June 14, 2022 Township Board Meeting; the Ordinance was referred to staff for revisions*)
- Township Board review and action on revised Ordinance No. 77 – January 10, 2023.

ACTION REQUESTED:

The purpose of bringing this item before the Township Board is to consider adoption of the proposed Ordinance at their January 10, 2023, Meeting. Following discussion, if the Township Board is comfortable with the proposed Ordinance, then the following motion is suggested:

MOTION THAT Resolution 2023-02-T, to establish ordinance No. 77, An Ordinance to License Transitional Housing Facilities, BE ADOPTED.

Any additional information the Commissioners feel is necessary should be added to this motion.

Attachments:

1. A Resolution to Establish Ordinance No. 77

**CHARTER TOWNSHIP OF GARFIELD
COUNTY OF GRAND TRAVERSE, MICHIGAN
RESOLUTION 2023-02-T**

RESOLUTION REGARDING TRANSITIONAL HOUSING FACILITIES

WHEREAS, Section 42.5 of the Charter Township Act (Michigan Public Act 359 of 1947) authorizes a Charter Township to adopt licensing ordinances “considered necessary to provide for the public peace and health and for the safety of persons and property in the charter township, and may...by ordinance prescribe the terms and conditions upon which licenses may be granted, suspended, or revoked.”

WHEREAS, the Township Board recommends adoption of the Transitional Housing Licensing Ordinance to ensure that such facilities are maintained and operated in compliance with this Ordinance and other applicable laws and ordinances.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD

ORDAINS: CHARTER TOWNSHIP OF GARFIELD ORDINANCE NO. 77
THAT **Ordinance No. 77** BE ADOPTED to read in its entirety as follows:

**Charter Township of Garfield
Grand Traverse County, Michigan
TRANSITIONAL HOUSING LICENSING ORDINANCE
Ordinance No. 77**

**AN ORDINANCE REGULATING THE LICENSING AND OPERATION OF
TRANSITIONAL HOUSING FACILITIES WITHIN GARFIELD TOWNSHIP TO
PROTECT THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE RESIDENTS
AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF**

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Purpose

The purpose of this Ordinance is to ensure the habitability of dwelling units and structures being leased to others or otherwise being occupied by others than the owner and/or persons related to the owner; ~~to establish a registry of transitional housing facilities operating within the Township for the general information of the public;~~ and for the promotion of the health, safety and welfare of the residents of the Township and the residents of the transitional housing facilities; to assist the Township with information to provide more adequate police, fire and emergency protection; more equal and equitable real and personal property taxation; better efficiency and economy in furnishing public utility services; and more comprehensive and informed planning and zoning for uses of land and structures within the Township.

Section 2. Definitions

As used in this ordinance, the following terms have the following meanings:

"Authorized Township Official" refers to the Charter Township of Garfield Building Official and Building Inspectors, Code Enforcement Officers, Zoning Administrator and any such other departments or agencies authorized by the Township Board.

"Licensing agent" means the Township Clerk or, in the absence of the acting Clerk or other such Township official or employee as may be designated by Resolution of the Township Board of Trustees.

"Person" means an individual, partnership, association, limited liability company or corporation.

"Residential care facilities"— are those facilities licensed by the State of Michigan pursuant to the Adult Foster Care Licensing Act, MCL 400.701 et. seq., where care, services, or treatment is provided to persons living in a supportive community residential setting.

"Township Clerk" and **"Township Board"** mean, respectively, the Charter Township of Garfield Township Clerk and the Board of Trustees.

For purposes of this Licensing Ordinance, a "Transitional housing facility" is a type of institutional use with administrative supervision that provides, through permanent facilities and guidance personnel, resident beds, structured or supervised peer group living and limited programming emphasizing social rehabilitation with support and guidance toward the goals of independent living as they transition from institutional living. A transitional housing facility also includes emergency shelter housing which is safe housing provided for those who are homeless or those who are fleeing situations of domestic or sexual violence. In these situations, the housing is treated as the individuals' home with staffing and services available. A transitional housing facility may include provision of food and clothing and support services such as counseling, education, and transportation. A transitional housing facility includes but is not limited to homeless shelters, halfway houses, missions, religious organizations with overnight stay, other forms of temporary emergency housing or shelter, and similar facilities. A transitional housing facility does not include: (1) a "family" under Article Two, Section 201 of the Charter Township of Garfield Zoning Ordinance, whether licensed by the state, county or otherwise; (2) any facility owned and operated directly by the Federal Bureau of Prisons; or (3) an adult foster care home of twelve (12) persons or less, licensed under the Michigan Adult Foster Care Licensing Facilities Act, MCL 400.701 et. seq.

Section 3. License Required

No person shall engage, or be engaged, in the operation, rental or leasing of a transitional housing facility for which a license is required by any provision of this Ordinance without first obtaining a license from the Township in the manner provided herein.

Section 4. Multiple Transitional Housing Facilities

No person operating, renting, or leasing any transitional housing facility shall obtain an individual license for each transitional housing facility. The grant of a license for one transitional housing facility shall not relieve the person from the necessity of securing individual licenses or permits for each transitional housing facility. In the event the transitional housing facility is a building containing more than one dwelling unit, only one license is required for each individual transitional housing facility or even though multiple dwelling units occupied by multiple individuals may be contained within the building.

Section 5. Exemption Where Other Governmental Licenses; Notice

In the event a transitional housing facility has obtained a license from the State of Michigan, Grand Traverse County, or a federal agency, for operation of the facility, said transitional housing facility shall be exempt from the requirement to obtain a license herein. However, the owner and operator of the transitional housing facility shall be required to provide a copy of any license issued by the State of Michigan, Grand Traverse County, or federal agency to the Township within sixty (60) days of adoption of this Ordinance, and thereafter on an annual basis in January. Failure to provide current copies of licenses to the Township shall be a violation of this Ordinance punishable in accordance with Section 30 herein.

Section 6. License Application

Unless otherwise provided in this Ordinance, every person required to obtain a license from the Township to engage in the operation, rental, or leasing of any transitional housing facility home shall apply for said license to the Township Clerk upon forms provided by the Township Clerk and shall state under oath or affirmation such facts, as may be required for, or applicable to, the granting of such license.

Section 7. License Year

Except as otherwise herein provided as to certain licenses, the license year shall begin January 1st of each year and shall terminate at midnight on December 31st of that year. Original licenses shall be issued for the balance of the license year at the full license fee. License applications for license renewals shall be applied for sixty (60) days prior to the annual expiration date and issued at least fifteen (15) days prior to the annual expiration date.

Section 8. Conditions of Issuance; Issuance

No license shall be granted to any applicant until such applicant has complied with all the provisions of this Ordinance and all other applicable Garfield Township ordinances, including but not limited to the Garfield Township Property Maintenance Ordinance, Dangerous Buildings Ordinance and the Garfield Township Zoning Ordinance.

Section 9. Approval or Denial of Application

All transitional housing facilities licenses shall be issued by the Township Clerk or his/her designee after certification of the Grand Traverse County Sheriff Department, Grand Traverse Metro Fire Department, Township Building Official, and any other Township Official who shall be responsible for the investigation of any transitional housing facility license application. The Township Clerk shall act to approve or deny an application for a license within a reasonable period and in no event will he/she act to approve or deny said license later than sixty (60) days from the date of a technically complete application to the Township Clerk's office. In determining whether the license should be granted, the Township Clerk or his/her designee will determine whether the applicant has met the standards of this Ordinance and all other Charter Township of Garfield Ordinances and other applicable codes regulations of the State of Michigan, County of Grand Traverse, other applicable regulatory agencies, and of the Township, including deciding of whether granting the application would result in an excessive concentration of such transitional housing in a particular area.

Section 10. License Denial

Any person whose initial request for a license is denied shall have a right to a hearing before the Township Board, provided a written request therefore is filed with the Township Supervisor within (10) days following such denial. The Township Board shall have the right to affirm a denial of a license, or the Township Board may grant any license, with or without conditions. In reviewing the applicant's request, the Township Board will consider whether the applicant has met the standards of this Ordinance and all Charter Township of Garfield Ordinances and other applicable codes regulations of the State of Michigan, County of Grand Traverse, other applicable regulatory agencies, and of the Township as required prior to the granting of the license.

Section 11. Where Certification Required

No license shall be granted where the certification of any office of the Township is required prior to the issuance thereof until such certification is made.

Section 12. Certificate of Other Governmental Agencies

In all cases where the certification of any other governmental agency (~~for example, the Grand Traverse County Health Department~~), is required prior to the issuance of any license by the Township Clerk, such certification shall be submitted at the time of application for a license to the Township. The application will not be considered technically complete until the certification is submitted. No license shall be issued by the Township until other required governmental approvals are obtained, and proof of such approvals presented to the Township Clerk.

~~Section 13. Police Chief's Certificate~~

~~Certification of the Grand Traverse County Sheriff's Department is required prior to the issuance of any license by the Township Clerk. Such certification shall be based upon an actual inspection of the premises and a background check of the applicant to verify compliance with all applicable regulations of the State of Michigan, County of Grand Traverse, other applicable regulatory agencies, and of the Township.~~

Section 14. — Fire Chief's Certificate

~~Certification of the Grand Traverse Metro Fire Chief is required prior to the issuance of any license by the Township Clerk. Such certification shall be based upon an actual inspection and a finding that the premises in which the person making application for such licenses complies with all the fire regulations and other applicable regulations of the State of Michigan, County of Grand Traverse, other applicable regulatory agencies, and of the Township.~~

Section 15. — Building Official's Certificate

~~Certification of the Building Official is required prior to the issuance of any license by the Township Clerk. Such certification shall be based upon an actual inspection of the transitional housing facility and a finding that the premises complies with all Charter Township of Garfield Ordinances and other applicable codes regulations of the State of Michigan, County of Grand Traverse, other applicable regulatory agencies, and of the Township.~~

Section 16. Inspection Required

~~The licensee will be required to submit to lawful inspections by The Grand Traverse County Sheriff's Department, Grand Traverse Metro Fire Department, Grand Traverse County Health Department, Building Official, Ordinance enforcement officers, or other authorized Authorized Township Officials. inspectors from the Township The Township Clerk or his or her designee may refuse to issue a license or permit to any applicant until he or she has a report from any department he or she deems necessary to make an inspection that the applicant or the premises comply with all ordinances and regulations. Persons inspecting licensees, their businesses or premises as herein authorized shall report all violations of this chapter or of other laws or ordinances to the licensing officer and shall submit such other reports as the licensing officer shall order. shall have the right from time to time, during reasonable business hours, to make inspection of a transitional housing facility for the purposes of determining that the provisions of this Ordinance are fully complied with. It shall be unlawful for any licensee to fail to allow such inspection officer access to the premises or hinder such officer in any manner.~~

Section 17. License Fees

~~The~~ Any license fees required by this Ordinance shall be paid at the Treasurer's Office before the granting of said license. License Fees shall be those set by Resolution of the Township Board. In the event the transitional housing facility contains more than one dwelling unit, even though only one license is required for each individual building, a fee shall be paid for each individual dwelling unit contained within each licensed building to cover the costs associated with the inspection of each individual dwelling unit.

Section 18. Late Renewals

All fees for the renewal of any license which are not paid at the time they are due shall be paid as "late fees" with an additional twenty-five (25%) percent of the license fee required for such licenses for the first fifteen (15) days that such license fee remains unpaid, and after 15 days, the initial license fee with an additional fifty (50%) percent of such fee.

Section 19. Exhibition of License

The transitional housing facility license shall always be exhibited in a conspicuous place on the premises. Every licensee shall produce its/his/her license for examination when applying for a renewal thereof or when requested to do so by a Township police officer or by any person representing the Township.

Section 20. Displaying Invalid License

No person shall display any expired license or any license for which a duplicate has been issued.

Section 21. Transferability; Misuse.

No license issued under the provisions of this Ordinance shall be transferable unless specifically authorized by the provisions of this Ordinance. Unless specifically authorized by this Ordinance, no licensee shall transfer or attempt to transfer its/his/her license to another or make any improper use of the same.

Section 22. Misuse; Automatic Revocation

Unless specifically authorized by this Ordinance, in addition to the general penalty provision for violation of this Ordinance under Section 29, any attempt by a licensee to transfer its/his/her license to another or to use the same improperly shall result in the automatic revocation of such license or permit.

Section 23. Suspension or Revocation of License; Notice of Hearing

- (a) When any of the provisions of this Ordinance are violated by the licensee, an employee, or independent contractor of the licensee, or individuals residing in the transitional housing facility, and/or when any licensee, employee or independent contractor, or individuals residing in the transitional housing facility are engaged in any conduct which violates any State law or Township ordinance, or for any good "cause," the Township may suspend or revoke the license after notice and a hearing. The term "cause" as used in this Ordinance includes the doing or omitting of any act or permitting any condition to exist in connection with the transitional housing facility, which act, omission or condition is contrary to the health, safety and welfare of the public; is unlawful, irregular or fraudulent in nature, is unauthorized or beyond the scope of the license issued, or is forbidden by this Ordinance or any other law. "Cause" shall include, but not be limited to:
- (1) Acts, omissions or conditions that are contrary to the health, morals, safety or welfare of the public;
 - (2) Acts, omissions or conditions that are unlawful, irregular or fraudulent in nature.
 - (3) The arrest and conviction of the licensee for any crime involving moral turpitude.
 - (4) Acts, omissions, or conditions that are unauthorized or beyond the scope of the license granted.

- (5) Acts, omissions or conditions that are forbidden by the provisions of this Ordinance or any other duly established rule or regulation of the Township applicable to the business;
- (6) Maintenance of a nuisance upon or in connection with the licensed premises, including, but not limited to, any of the following:
 - A. An existing violation(s) of building, electrical, mechanical, plumbing, zoning, health, fire or other applicable regulatory laws or ordinances,
 - B. A pattern of patron conduct in the neighborhood of licensed premises which is in violation of the law and/or disturbs the peace, order and tranquility of the neighborhood,
 - C. Failure to maintain the grounds and exterior of the licensed premises free from litter, debris or refuse blowing or being deposited upon adjoining properties.
 - D. Failure to maintain the grounds and exterior of the licensed premises in accordance with an approved site plan.
 - E. Failure to maintain the business or premises in compliance with any approved site plan or other approval granted by the Township, including but not limited to, a special land use approval and any conditions attached thereto.
 - F. Conducting the business in an unlawful manner or in such a manner as to constitute a breach of the peace or a menace to the health, morals, safety, or welfare of the public.
- (7) Failure by the licensee to permit the inspection of the licensed premises by the Township's independent contractors or employees in connection with the enforcement of this Ordinance.
- (8) Fraud or material misrepresentation in the application for a license or in the operation of the licensed business.
- (9) "Cause" shall also include the nonpayment of personal property taxes, real property taxes or any other obligation due and payable to the Township relating to the licensed premises.
- (b) For conditions posing an imminent threat to the public health, safety and welfare of the community, transitional housing facility residents, employees or others, ~~a compliance officer of the Grand Traverse County Health Department, Grand Traverse County Sheriff's Department, Grand Traverse Metro Fire Department, or the Township Building Official, Ordinance enforcement officer, Fire Chief or a police officer~~ an Authorized Township Official, with the approval of the Township Supervisor or his/her designee, is hereby granted the authority to suspend immediately, without notice or a hearing, any license granted hereunder. However, notice of the suspension shall be given to the licensee within seventy-two (72) hours from the time and date of suspension and the notice shall include the reason for the action. The

notice of suspension to the licensee shall contain the effective date and time of such suspension. Notice shall be hand-delivered to the licensee, manager, person in charge, or a resident of the transitional housing facility and sent by first class mail to the licensee's last known address. A copy of the notice shall be posted on the front of the transitional housing facility.

- (c) If ~~the Building Official, Ordinance Enforcement Officer, Grand Traverse County Sheriff, Grand Traverse Metro Fire Chief or a police officer, and/or other Township, State or County official or employee~~ an Authorized Township Official, determines that any licensee, employee or independent contractor, or individual residing in the transitional housing facility is engaged in any conduct which violates any State law or Township ordinance, or is in violation of this Ordinance, the respective official shall prepare a report in writing specifying (1) the specific factual details of such violation(s), and (2) the particular Ordinance subsection(s) violated. The original report shall be filed with the Township Supervisor, who shall provide a copy to the Township Board, and serve a copy of such report upon the licensee or its authorized agent or employee personally or by registered mail.
- (d) Within twenty (20) days from the date the report has been filed with the Township Board, the Township Clerk shall set a date for a hearing before the Township Board on the alleged violations(s) for a determination by the Township Board as to whether the Township Board shall suspend or revoke the license. Notice of the hearing shall be served by the Township Clerk or his/her designee upon the licensee, manager, or person in charge personally or by registered mail not less than seven (7) days before a scheduled hearing date. The notice shall advise the licensee of its right to be represented by legal counsel at the hearing before the Township Board. Additionally, a copy of the notice shall be posted on the front of the transitional housing facility. The notice shall indicate that the Township has initiated suspension and/or revocation proceedings before the Township Board and state the reason(s) why the Township is requesting a suspension or revocation. The notice shall state the location of the hearing and the date and time that the licensee may appear before the Township Board to give testimony and show cause why the transitional housing facility license should not be suspended or revoked.
- (e) At all such hearings, the licensee shall have the legal right to defend against the allegations made by way of confronting any adverse witnesses, by being able to present witnesses in its own behalf, by being allowed to present arguments, personally or through legal counsel in its own behalf.
- (f) The Township Board shall hear evidence and testimony by Township Departments and other concerned individuals regarding the request for suspension or revocation. The licensee shall be allowed to present evidence and testimony at the hearing as to why the license should not be suspended or revoked. After the hearing, the Township Board can revoke the transitional housing facility license, deny the suspension or revocation of the license, or suspend the license for a specific period to require the licensee to take corrective actions as set out in a Resolution of the Township Board before the license will be restored.
- (g) The Township Board shall prepare a written statement of its findings within thirty (30) days of the conclusion of all such hearings and shall serve such findings with the licensee either

personally or by registered mail. If the Township Board decides that the license shall be suspended or revoked, the licensee shall forthwith surrender the same to the Township Clerk and shall not thereafter conduct, operate, rent, or lease the transitional housing facility for which the license was granted unless and until the license is restored and a new license issued to him/her/it.

- (h) If the licensee fails to take corrective action by the date specified by Resolution of the Township Board, the license shall be revoked. Upon suspension or revocation of any license, the Township Clerk shall not issue a new license to the licensee without prior approval of the Township Board.
- (i) The licensee may appeal the final decision of the Township Board to the Grand Traverse County Circuit Court.

Section 24. Sale, Transfer, or Change of Location

Upon sale of a transitional housing facility, the license issued therefore shall become null and void. A new application shall be filed as provided in this Ordinance prior to the leasing, renting, operating, or occupying of the transitional housing facility. It shall be the duty of all licensees having knowledge of the sale of a transitional housing facility to immediately report such sale to the Township Clerk's office or his/her designee. The failure to do so shall be a violation of this Ordinance punishable as set forth in Section 30 and shall result in an immediate suspension of the transitional housing facility license.

Section 25. Financial Assurances

Where the provisions of this Ordinance require that the applicant for any license furnish a financial assurance, such financial assurance shall be furnished in an amount deemed adequate by the Township Clerk or his/her designee, or where the amount thereof is specified in this Ordinance or by Resolution of Township Board, in the amount so required. The form of such financial assurance shall be acceptable to and approved by the Township attorney.

Section 26. Expiration of Transitional Housing Facility License

All licenses issued under this Ordinance shall expire either:

- (a) One (1) year from the date of issuance; or
- (b) Any time the ownership of the premises changes; or
- (c) Any time the license is suspended or revoked, whichever occurs first.

Section 27. Renewal of Transitional Housing Facility License

Unless otherwise provided in this Ordinance, an application for renewal of a license shall be considered in the same manner as an original application. Should an application for renewal of an

existing license be denied by the Township, the denied applicant may appeal said decision by filing with the Township Clerk a written request for a hearing before the Township Board. Such request must be served upon the Township Clerk within two (10) days of the applicant's receipt of the denial notice. To obtain renewal of a business license:

- (a) The applicant(s) shall present the following information to the Township Clerk's ~~office~~ or his/her designee.
 - (1) A sworn affidavit by the applicant(s) stating that the matters contained in the original application have not changed, or if they have changed, specifically stating the changes that have occurred.
 - (2) The names, addresses, birth dates and driver's license numbers of each owner and individual who will be a manager, acting manager or in charge of each facility.
- (b) ~~The application shall be referred to the Grand Traverse County Sheriff's Department, who shall investigate the criminal history of the applicant(s). Inspections shall be conducted by appropriate departments of the~~ Authorized Township Officials to verify that ~~all building, mechanical, plumbing, electrical and fire~~ the requirements of all applicable Township Ordinances are being met prior to renewal of the license.

Section 28. Applicability of Regulations to Existing Businesses

The provision of this Ordinance shall be applicable to all transitional housing facilities, whether the transitional housing facility or was established before or after the effective date of this Ordinance. However, those transitional housing facilities existing prior to the date of adoption of this Ordinance will have a 60-day grace period from the date of adoption within which to comply with all the conditions and requirements of this Ordinance set forth herein. The Township shall send written notice to all known transitional housing facilities operating in the Township when this Ordinance is adopted. Such notice shall be sent by certified mail to the property owner of record and to each occupant located on the property.

Section 29. Exemptions

The provisions of this Ordinance shall not apply to any agency of the United States of America, the State of Michigan, or any political subdivision thereof.

Section 30. Violation and Penalty

Violation of a provision of this Ordinance is a municipal civil infraction. In addition, a violation of this Ordinance is hereby declared to be a *nuisance per se* and the Township specifically reserves the right to proceed in any court of competent jurisdiction to obtain an injunction, restraining order or other appropriate remedy to compel compliance with this Ordinance. Every day on which any violation of this Ordinance continues constitutes a separate offense and shall be subject to penalties and sanctions as a separate offense.

Section 31. All Ordinances inconsistent herewith are hereby repealed.

Section 32. Effective Date.

This Ordinance will become effective seven (7) days following its publication in a newspaper in general circulation within the Township as provided by law.

Introduced: May 10, 2022
Adopted: January 10, 2023
Published: January 15, 2023
Effective: January 22, 2023

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

The Chairman, Chuck Korn, declared the motion carried and Resolution 2023-02-T adopted this 10th day of January 2023.

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 2023-02-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of January 2023. Garfield Township Ordinance No. 77 shall take effect upon the expiration of seven (7) days following publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

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

RESOLUTION # 2023-03-T

**RESOLUTION ADOPTING A REVISED FEE SCHEDULE COVERING VARIOUS PLANNING,
ZONING, LAND USE, MAPPING AND LICENSE FEES**

WHEREAS, the Charter Township of Garfield has an adopted fee schedule; and

WHEREAS, the Charter Township of Garfield has reviewed the adopted Fee Schedule and has determined that a revised Fee Schedule is necessary and appropriate; and

WHEREAS, the Charter Township of Garfield has determined that it is in the best interests of the Township and its residents to adopt a revised Fee Schedule;

NOW, THEREFORE, BE IT RESOLVED:

1. **THAT** the revised Charter Township of Garfield Fee Schedule, attached hereto as Exhibit "A" and made a part of this resolution, is hereby adopted by the Charter Township of Garfield.
2. **THAT** the previous Charter Township of Garfield Fee Schedule, adopted by resolution 2022-02-T, is hereby repealed.
3. **THAT** this resolution and the Fee Schedule attached hereto shall be in full force and effect from and after its approval.

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 #2023-03-T which was adopted by the Township Board of the Charter Township of Garfield on the 10th day of January 2023.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Charter Township of Garfield Fee Schedule

Proposed - January 10, 2023

Exhibit A

PLANNING COMMISSION/DEPARTMENT APPLICATION FEES	
Site Plan Reviews	
Site Diagram	\$50*
Administrative Site Plan	\$400
Site Development Plan	\$400**
Special Use Permits (SUP), Planned Unit Developments (PUD), and Planned Unit Residential Developments (PURD)	
New Application	\$1,000
Major Amendment	\$800
Minor Amendment	\$600
Administrative Amendment	\$400
Request for Extension of Approval	\$100
Condominium Development / Site Condominium Subdivision / Platted Subdivision	
New Application or Major Amendment	\$1,000 + \$30 per lot/unit
Minor Amendment	\$400
Conceptual Reviews	
With no notice	\$100
With direct mail notice only	\$150
With full public notice	\$300
Petitions for Zoning Ordinance Amendments	
Map Amendment (Rezoning)	\$800
Text Amendment	\$1,200
Conditional Rezoning	\$1,200
Other Fees	
Completeness Review (after the first 2)	\$150
Petition for Master Plan Amendment	\$1,200
Medical Marijuana Cultivation	\$250
Child Care, Small Group Home (7-12) Review	\$200
Planned Development / C-P Sign Review	\$400
*waived when submitted with a Land Use Permit application	
**waived when submitted with a Special Use Permit application	

RESIDENTIAL LAND USE PERMITS	
Single Family Dwelling	\$50
Residential Additions	\$50
Residential Garages	\$50
Accessory Uses	\$50
Two Family (Duplex) Dwelling	\$50 per unit
Multi-Family Dwelling	\$50 + \$20 per unit / per structure
Manufactured Home Park	\$50 + \$20 per site

OTHER LAND USE PERMITS	
Agricultural Buildings	\$50
Structures up to 1,000 sf	\$50
1,001 to 5,000 sf	\$100
5,001 to 7,500 sf	\$150
7,501 to 10,000 sf	\$200
10,001 sf +	\$250
No structure yet uses that require a permit	\$50

PARK FACILITY RESERVATIONS		
Silver Lake Recreation Area	Resident	Non-Resident
Playground Pavilion - 4-Hour	\$15	\$20
Playground Pavilion - All Day	\$25	\$35
Dog Park Pavilion - 4 Hour	\$20	\$35
Dog Park Pavilion - All Day	\$40	\$50
Bill's Pavilion - 4-Hour	\$25	\$40
Bill's Pavilion - All Day	\$45	\$60
Multi-Purpose Fields - 4-Hour	\$50	\$65
Multi-Purpose Fields - All Day	\$85	\$100
River East Recreation Area Pavilion - 4-hour	\$20	\$35
River East Recreation Area Pavilion - All Day	\$40	\$50
Recurring Reservation	Board Approval	

DOCUMENT FEES	
Zoning Verification Letter	\$50
Zoning Determination Letter	\$100

MARIJUANA SAFETY COMPLIANCE FACILITIES	
Initial License Application	\$2,500
Annual Renewal of License	\$500
TRANSITIONAL HOUSING FACILITIES	
Initial License Application	\$2,500
Annual Renewal of License	\$1,000

ZONING BOARD OF APPEALS	
Variance / appeal / interpretation requests	
Single-family residence & Accessory uses	\$400
Two-family residence & Accessory uses	\$400
Residential Developments	\$750
Non-residential	\$750

LAND DIVISIONS AND COMBINATIONS	
Land Divisions	
2 parcels created	\$150
3-4 parcels created	\$50/parcel
5-10 parcels created	\$40/parcel
11+ parcels created	\$30/parcel
Platted Lot Combinations	\$25/lot
Metes and Bounds Lot Combinations	
With a survey	\$25/parcel
Without a survey - 2-3 parcels	\$150
Without a survey - 4+ parcels (minimum fee, dependent on project complexity)	\$25/parcel
Boundary adjustment/property transfer	\$50
Conceptual land division review/parcel	\$35

PAYMENT IN LIEU OF TAXES	
Application Fee (non-refundable)	\$1,500

OUTDOOR SALES / EVENTS / SIGNS / GATHERING	
Temporary Outdoor Sales (per ord. regs)	\$40
Non-Profit Temporary Outdoor Event (1)	\$10
Sign Permit Application (per sign)	\$50
Outdoor Gathering License	\$50
(1) Events include food drives, clothes drives and similar uses	

SPECIAL MEETINGS	
Planning Commission	\$1,500
Zoning Board of Appeals	\$1,200
Township Board	\$1,500
All special meeting fees are in addition to application fees.	

MAPS AND GIS - SPECIALTY MAPS	
Minimum Fee	\$35
Maximum Fee	\$39.75/hour
Per Parcel Fee	\$0.50

Requests for digital formats (e.g., shapefiles) of Township GIS data shall be made through a Freedom of Information Act (FOIA) request. Township GIS data includes parcels, aerial imagery, topography, zoning, utilities, future land use, environmental data, etc.

COPY REQUESTS		
Base Cost	\$26.49/hour	
Cost per Sheet	Black/White	Color
8 1/2" x 11" (Letter) or 8 1/2" x 14" (Legal)	\$0.10	\$0.15
11" x 17"	\$0.13	\$0.18
Plotter: up to 24" x 36"	\$5.00	\$20.00
Plotter: larger than 24" x 36" - custom quote based on size		

INDUSTRIAL FACILITY TAX ABATEMENTS	
New Facility & Speculative	\$750
Rehabilitation Facility	\$1,000

LATE FEES	
100% of application fee, or \$500.00, whichever is less	
Fees may be waived in whole or part by the Township Board	