

CHARTER TOWNSHIP OF GARFIELD

TOWNSHIP BOARD MEETING

Tuesday, August 23, 2022 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 – August 9, 2022 (Recommend Approval)

b. Bills -

(i) General Fund	\$108,520.77
(Recommend Approval)	

(ii) Gourdie-Fraser

Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,	
Oversight & Closeout	\$15,421.50

General Utilities	20,093.02
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Park Funds / DNR Trust Fund	2,477.70
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Total	\$37,992.22
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(Recommend Approval)

- c. Consideration of Hammond Road Apartments R-3 Rezoning – Introduction and set Public Hearing for the September 13, 2022 Township Board meeting (Recommend Approval)
- d. Consideration of Zoning Ordinance Amendments Package – Introduction and set Public Hearing for the September 13, 2022 Township Board meeting (Recommend Approval)
- 4. **Items removed from the Consent Calendar**
- 5. **Correspondence**
- 6. **Reports**
 - a. Construction Report
 - b. GT Metro Fire Report
 - c. MMR Report
 - d. County Commissioner's Report
 - e. Supervisor's Report
- 7. **Unfinished Business**
 - a. Consideration of Grand Traverse Metro Emergency Services Authority 2023 Budget Proposal, Resolution 2022-15-T
 - b. Consideration of Resolution 2022-14-T(a) to create a Blue Star Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll
 - c. Consideration of Long Lake Water Franchise Agreement
 - d. Discussion of Payments in Lieu of Taxes
- 8. **New Business**
 - a. Consideration of Letter of Recommendation for River East Recreation Area Improvements – Phase II
 - b. Consideration of Resolution 2022-16-T, a resolution recommending approval of Traverse City Curling Club, Inc.'s application for a Club Liquor License and Sunday PM Sales License
- 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
August 9, 2022**

The Town Board Meeting was called to order at the Garfield Township Hall on August 9, 2022 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Absent and Excused: Chuck Korn

Staff Present: Planning Director John Sych

Schmuckal moved and Barsheff seconded to elect Steve Duell as Chair for the meeting.

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

Nays: None

1. Public Comment (6:01)

None

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

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

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

Nays: None

3. Consent Calendar (6:02)

a. Minutes

July 26, 2022 Regular Board Meeting
(Recommend Approval)

b. Bills

General Fund \$27,444.66
(Recommend Approval)

c. Payments in Lieu of Taxes Report (Receive and File)

**d. Consideration of Contractor's Application for Payment No. 3 from
Grand Traverse Construction for Township Roof (Recommend
Approval)**

- e. **Consideration of Contractor's Application for Payment No. 4 from Grand Traverse Construction for Township Roof (Recommend Approval)**
- f. **Schedule a Public Hearing for September 13, 2022 to establish the property tax millage rate to be levied to support the Township's 2023 General and Fire Fund accounts (Recommend Approval)**

Trustees removed items b and c from the consent calendar and placed them under agenda item #4.

Schmuckal moved and Barsheff seconded to approve the consent calendar as amended removing consent items b and c.

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

Nays: None

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

a. Bills

General Fund	\$27,444.66
(Recommend Approval)	

Schmuckal moved and Agostinelli seconded to approve the bills in the amount of \$27,444.66.

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

Nays: None

b. Payments in Lieu of Taxes Report (Receive and File)

Board members discussed and asked questions about the PILT's in the township.

Agostinelli moved and Schmuckal seconded to receive and file the report and place the item on the agenda for the next meeting for further discussion.

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

Nays: None

5. Correspondence (6:06)

None

6. Reports**a. County Commissioner's Report (6:06)**

Commissioner Brad Jewett stated that the Board of Commissioners discussed ballot language for several millage renewals coming in November.

b. Sheriff's Report (6:09)

Lt. Brinks reviewed statistics in the township for July and added that there have been several community events. The CPO's in Garfield are very busy with calls and outreach projects.

c. GT Metro Emergency Services Authority 2023 Budget Proposal, Resolution 2022-15-T (6:12)

Metro Fire Chief Pat Parker presented the 2023 Emergency Services budget and reviewed major expenses with trustees. The budget was approved by the Fire Board and East Bay Township. Trustees discussed ambulance service in the township.

d. Planning Department Report for August 2022 (6:35)

Planning Director John Sych said that he submitted a written report and added that there will be a Commons Area Open house to gain feedback on the proposed plan. The community survey for the Master Plan was mailed out to 4,200 residents and feedback should be forthcoming.

e. Parks & Rec Report (6:38)

Parks Steward Derek Morton submitted a report in writing and added that tennis courts will be done next week and reservation boxes were installed near pavilions in the Silver Lake Recreation Area. The Parks Department purchased a trailer to haul large equipment.

f. Treasurer's Report (6:49)

An account has been opened for the ARPA funds and the second APRA payment has been received.

g. Clerk's Report (6:53)

Clerk McManus submitted her report in writing and said that there were many absentee ballots.

h. Supervisor's Report

No report

7. Unfinished Business**a. Public Hearing – Consideration of Resolution 2022-14-T(a) to create a Blue Star Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll (6:54)**

Assessor Amy DeHaan reviewed details of the proposed Special Assessment and said that 65% of the frontage owners were in favor of the improvements. The estimated cost to property owners will be \$163,021.81.

Chair Duell opened the public hearing at 7:01

Suzanne Weiss a business owner commented on the SAD.

Mike Orth the owner of two lots in the proposed SAD is in favor of the road reconstruction.

Duell closed the public hearing at 7:04pm.

Trustees discussed the cost and whether it would be charged by the frontage or by the lot.

Schmuckal moved and Barsheff seconded to continue the Public Hearing – Consideration of Resolution 2022-14-T(a) to create a Blue Star Road Improvement Special Assessment District and Order Preparation of Special Assessment Roll in two weeks as long as the proper notice is given.

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

b. Consideration of Long Lake Water Franchise Agreement

Schmuckal moved and Barsheff seconded to postpone action on this item until the next regular meeting.

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

8. New Business

a. Public Hearing - Consideration of Traverse Bay Siding's Bid for finishing the pavilion ceiling at the River East Recreation Area (7:20)

Derek Morton stated that the bids were in to finish the pavilion roof. Morton recommended the bid from Traverse Bay Siding for \$3,120.

Schmuckal moved and Agostinelli seconded to accept the bid from Traverse Bay Siding for \$3,120 to finish the ceiling at the pavilion at River East Recreation Area.

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

b. Review of the Liquor License applications and Committee recommendation (7:25)

Three applicants applied for the Class C liquor license. Supervisor Korn asked trustees to deny all three applications at this time.

Agostinelli moved and Schmuckal seconded to deny all three applications as presented.

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

9. **Public Comment: (7:30)**

None

10. **Other Business (7:30)**

Barsheff commented on the light at Barnes and North Long Lake Roads.
McManus asked to start budget discussions.

11. **Adjournment**

Duell adjourned the meeting at 7:36pm.

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

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

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 08/04/2022 - 08/17/2022
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/04/2022	GEN	40739	JAMIE DOUGLASS	ELECTION PAYROLL	101-191-701.000	125.00
08/04/2022	GEN	40740	JESSICA BRUTZMAN	ELECTION PAYROLL	101-191-701.000	407.00
08/04/2022	GEN	40741	MIKE STEFFES	ELECTION PAYROLL	101-191-701.000	125.00
08/04/2022	GEN	40742	POSTMASTER	PLANNING SURVEY	101-400-900.000	500.00
08/04/2022	GEN	40743	JOE MCMANUS	ELECTION WAGES & MILEAGE	101-191-701.000	192.00
		40743		ELECTION WAGES & MILEAGE	101-191-860.000	54.41
						246.41
08/09/2022	GEN	40744	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	171.50
		40744		CONTRACTED SVCS	101-400-805.000	385.00
		40744		CONTRACTED SVCS	101-410-805.000	79.50
						636.00
08/09/2022	GEN	40745	ANNE WENDLING	CONTRACTED SVCS	308-000-935.000	53.00
08/09/2022	GEN	40746	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	304.79
		40746		ELECTRIC	101-265-920.603	1,029.29
		40746		ELECTRIC	101-448-920.005	782.33
						2,116.41
08/09/2022	GEN	40747	CHERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-935.000	371.90
08/09/2022	GEN	40748	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	38.95
08/09/2022	GEN	40749	CONSUMERS ENERGY	CASS / KEYSTONE STREETLIGHTING	101-448-920.005	535.00
08/09/2022	GEN	40750	CONSUMERS ENERGY	100018131597	101-448-920.005	29.24
08/09/2022	GEN	40751	CONSUMERS ENERGY	103043977273	308-000-935.000	14.76
08/09/2022	GEN	40752	CONSUMERS ENERGY	103033456148	101-448-920.005	1,550.74
08/09/2022	GEN	40753	CONSUMERS ENERGY	100000311801	101-000-084.861	2,299.82
		40753		100000311801	101-448-920.005	2,253.99
						4,553.81
08/09/2022	GEN	40754	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
08/09/2022	GEN	40755	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
08/09/2022	GEN	40756	DTE ENERGY	910020833133	101-265-920.601	99.15
08/09/2022	GEN	40757	DTE ENERGY	910020833257	101-265-920.601	42.91
08/09/2022	GEN	40758	ESS	DS 450 KEY	101-191-726.000	38.09
		40758		BATTERIES	101-900-970.001	3,435.72

3.b.(i)

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
 CHECK DATE FROM 08/04/2022 - 08/17/2022
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/09/2022	GEN	40759	FIFTH THIRD BANK	3637 - FRIG REPAIR / EDUCATION / SURVEY MONK 101-265-726.003		3,473.81
		40759		3637 - FRIG REPAIR / EDUCATION / SURVEY MONK 101-400-965.000		52.99
		40759		3637 - FRIG REPAIR / EDUCATION / SURVEY MONK 101-401-960.000		384.00
						827.80
08/09/2022	GEN	40760	FIFTH THIRD BANK	3637 SL PARK EGLE WATER USE	308-000-935.000	1,264.79
08/09/2022	GEN	40761	FIFTH THIRD BANK	3406 20 POCKET RACK / EDUCATION	101-265-726.003	204.00
		40761		3406 20 POCKET RACK / EDUCATION	101-401-960.000	190.37
						435.00
08/09/2022	GEN	40762	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	625.37
08/09/2022	GEN	40763	GFL ENVIRONMENTAL	002114259	101-265-935.604	523.84
		40763		002114258	308-000-935.000	108.19
						435.01
08/09/2022	GEN	40764	GILL-ROY'S HARDWARE	SCREWDRIVER	308-000-935.000	543.20
08/09/2022	GEN	40765	GMOSER'S SEPTIC SERVICE, INC	PORTABLE TOILET RENTAL 7.2022	308-000-935.000	2.99
08/09/2022	GEN	40766	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	270.00
08/09/2022	GEN	40767	GRAND TRAVERSE COUNTY DPW	5590511	308-000-935.000	311.47
08/09/2022	GEN	40768	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	16.20
08/09/2022	GEN	40769	HOME DEPOT CREDIT SERVICES	GAS CANS/LUBE/SHOCKWAVE IMPACT/PLYWOOD/PAINT	308-000-935.000	690.06
08/09/2022	GEN	40770	NORTHERN FLOOR & TILE SERVICE, INC.	CARPET INSTALLATION	101-900-970.002	205.17
08/09/2022	GEN	40771	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	12,007.75
08/09/2022	GEN	40772	PIVOT POINT PARTNERS, LLC	LICENSE FEE 22/23 CLOUD SPACE	101-171-965.000	739.54
08/09/2022	GEN	40773	POSTMASTER	PLANNING SURVEY	101-400-900.000	2,493.60
08/09/2022	GEN	40774	PREMIER OUTDOORS OF TRAVERSE CITY	CONTRACTED SVCS	101-265-935.602	500.00
08/09/2022	GEN	40775	PREMIER OUTDOORS OF TRAVERSE CITY	CONTRACTED SVCS	308-000-935.000	220.00
08/09/2022	GEN	40776	STAPLES	POSTIT/HANGING FILE/	101-101-726.000	1,920.00
		40776		POSTIT/HANGING FILE/	101-171-726.000	193.95
		40776		PENCILS/PENS/POSTIT	101-191-726.000	49.54
						162.05
						405.54
08/09/2022	GEN	40777	STATE OF MICHIGAN	BOILER INSPECTION	101-265-935.608	250.00

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
 CHECK DATE FROM 08/04/2022 - 08/17/2022
 Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/09/2022	GEN	40778	STATE SAVINGS BANK	ARPA FUNDS TRANSFER	101-000-001.001	3,737.55
08/09/2022	GEN	40779	TEMPERATURE CONTROL	MEN'S TOILET	101-265-935.608	1,574.60
08/09/2022	GEN	40780	UNITED WAY	UNITED WAY	101-000-238.000	90.00
08/09/2022	GEN	40781	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,390.00
08/17/2022	GEN	40782	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,521.80
08/17/2022	GEN	40783	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
08/17/2022	GEN	40784	ECT	GT COMMONS	308-000-970.000	2,737.50
08/17/2022	GEN	40785	FIRST CHRISTIAN CHURCH	FACILITY USE FOR ELECTION	101-191-726.000	300.00
08/17/2022	GEN	40786	GRANITE TELECOMMUNICATIONS	POTS LINES	101-265-850.000	126.81
08/17/2022	GEN	40787	INTEGRITY BUSINESS SOLUTIONS	PAPER TOWELS / LABEL TAPE	101-101-726.000	57.48
		40787		ENVELOPES	101-253-726.000	169.02
						226.50
08/17/2022	GEN	40788	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT AND HOSTING	101-101-960.000	586.00
		40788		PEG FEES 7-9.2022	101-747-880.011	20,814.29
						21,400.29
08/17/2022	GEN	40789	NORTHERN FLOOR & TILE SERVICE, INC.	CARPET REMOVAL	101-900-970.002	11,367.04
08/17/2022	GEN	40790	PRINTING SYSTEM	SECRECY SLEEVE POUCHES	101-191-726.000	168.34
08/17/2022	GEN	40791	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	149.98
08/17/2022	GEN	40792	TEMPERATURE CONTROL	SPRING MAINTENANCE	101-265-935.608	1,425.00
08/17/2022	GEN	40793	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	688.00
		40793		ADVERTISING	101-191-901.000	93.10
		40793		ADVERTISING	101-400-901.000	241.85
		40793		ADVERTISING	101-410-901.000	142.95
						1,165.90
08/17/2022	GEN	40794	VC3 INC.	SSL CERTIFICATE	101-258-935.015	216.24
TOTAL - ALL FUNDS						108,520.77
CASH-CHECKING						3,737.55
DUE FROM #861 STREET LIGHTS						2,604.61
DEFERRED COMP						1,390.00
HSA (FORMERLY FLEX)						523.84
UNITED WAY						90.00
SUPPLIES						251.43
--- GL TOTALS ---						
101-000-001.001						
101-000-084.861						
101-000-227.000						
101-000-237.000						
101-000-238.000						
101-101-726.000						

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 08/04/2022 - 08/17/2022
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-101-726.002			SUPPLIES - COPIER MAINTENANCE			739.54
101-101-805.000			CONTRACTED AND OTHER SERVICES			171.50
101-101-901.000			ADVERTISING			688.00
101-101-960.000			EDUCATION & TRAINING			586.00
101-171-726.000			SUPPLIES			49.54
101-171-965.000			DUES & PUBLICATIONS			2,493.60
101-191-701.000			WAGES			849.00
101-191-726.000			SUPPLIES			668.48
101-191-860.000			MILEAGE			54.41
101-191-901.000			ADVERTISING			93.10
101-253-726.000			SUPPLIES			169.02
101-258-935.015			COMPUTER SUPPORT SYSTEMS			216.24
101-258-935.016			COMPUTER NETWORK			149.98
101-265-726.003			SUPPLIES-MAINTANCE			243.36
101-265-850.000			TELEPHONE			816.87
101-265-920.601			HEATING / GAS			142.06
101-265-920.602			WATER / SEWER			311.47
101-265-920.603			LIGHTS BUILDING			1,029.29
101-265-935.602			LAWN MAINTENANCE			220.00
101-265-935.603			CLEANING SERVICE			1,350.00
101-265-935.604			RUBBISH REMOVAL			108.19
101-265-935.608			MAINTENANCE-OTHER			3,249.60
101-400-805.000			CONTRACTED AND OTHER SERVICES			385.00
101-400-900.000			PRINTING & PUBLISHING			1,000.00
101-400-901.000			ADVERTISING			241.85
101-400-965.000			DUES & PUBLICATIONS			384.00
101-401-960.000			EDUCATION & TRAINING			1,262.80
101-410-805.000			CONTRACTED AND OTHER SERVICES			79.50
101-410-901.000			ADVERTISING			142.95
101-448-920.005			STREET LIGHTS TOWNSHIP			5,200.86
101-747-880.011			COM. PROM. - P.E.G.			20,814.29
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			22,521.80
101-900-970.001			CAPITAL OUTLAY - ELECTIONS			3,435.72
101-900-970.002			CAPITAL OUTLAY - TOWNSHIP HAL			23,374.79
308-000-935.000			MAINTENANCE - MISC, EQUIP			3,943.03
308-000-970.000			CAPITAL OUTLAY			2,737.50
			TOTAL			108,520.77



123 West Front Street
 Traverse City, Michigan 49684
 231.946.5874
 231.946.3703

August 17, 2022

**SUMMARY OF BILLINGS FOR APPROVAL
 FROM GARFIELD TOWNSHIP**

I. Developer's Escrow Fund

A. Storm Water Reviews

1. Engineering consulting services for storm water plan review. Action Water Sports, Escrow No. 701-000-214.867	
Project# 21377 Invoice No. 2317702	1,523.75
2. Engineering consulting services for storm water plan review. Brocombe LLC, Escrow No. 214.803	
Project# 22034 Invoice No. 2203402	488.75
3. Engineering consulting services for storm water plan review. Meijer Storm Water Improvements	
Project# 22098 Invoice No. 2209802	402.50
4. Engineering consulting services for storm water plan review. Escrow No. 701-000-214.816 U-Haul of Garfield	
Project# 22100 Invoice No. 2210001	2,270.00
5. Engineering consulting services for storm water plan review. Marsh Hyundai Service Garage	
Project# 22147 Invoice No. 2214702	258.75
6. Engineering consulting services for storm water plan review. Kensington Park, Phase II	
Project# 22205 Invoice No. 22205	742.50
7. Engineering consulting services for storm water plan review. Escrow No. 701-000-214.811 Premier Place	
Project# 22238 Invoice No. 2223801	1,006.25
Total A	6,692.50

B. Utility Plan Review, Oversight & Closeout

1. Engineering consulting services for plan review, construction services and Project Turnover Village at Lafranier Woods SUP, Phase I	
Project# 20068 Invoice No. 2006809	7,245.00
2. Engineering consulting services for plan review, construction services and Project Turnover Oakleaf Village, Phase I Water/Sewer	
Project# 20321 Invoice No. 2032107	1,484.00
Total B	8,729.00

Total Developer's Escrow Fund 15,421.50

II. General Utilities

1. Engineering design, permitting, bidding, construction services for water main extension Garfield to Long lake Township Consolidation, Water Main Extension	
Project# 21391 Invoice No. 2139105	10,951.27
2. Engineering and survey services for design, construction documents, administration for roof improvements Township Hall Roof	
Project# 21091 Invoice No. 2109105	2,277.00
3. Engineering services for review, research and tabulations of assets including quantity and value Asset Value/Rate Analysis	
Project# 22029C Invoice No. 22029304	300.00
4. Engineering and survey services for design, permitting and construction engineering for sewer extension NW Silver Lake Road Sewer Extension	
Project# 22230 Invoice No. 2223001	6,564.75

Total Utility Receiving Fund 20,093.02

III. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase II	
Project# 22070 Invoice No. 2207004	2,477.70

Total Park Funds / DNR Trust Fund 2,477.70

GRAND TOTAL \$37,992.22

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 21377
Invoice No: 2137702

Re: Action Water Sports, Storm Water and Private Road Review, Escrow No. 701-000-214.867
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review (1st and 2nd submittal due to revisions), communication with applicant / engineer and correspondence letter of findings.

Project Location: 611 Oleson's Commerce Drive, Traverse City

Professional Services from June 5, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount
Project Engineer II	13.25	115.00	1,523.75
Totals	13.25		1,523.75
Total Labor			1,523.75
Total this Invoice			\$1,523.75

Billings to Date

	Current	Prior	Total
Labor	1,523.75	880.00	2,403.75
Totals	1,523.75	880.00	2,403.75

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22034
Invoice No: 2203402

Re: Brocombe LLC, Storm Water Review, Escrow #214.803

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 1416 Industry Drive, Traverse City

Professional Services from June 5, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	4.25	115.00	488.75	
Totals	4.25		488.75	
Total Labor				488.75
		Total this Invoice		\$488.75

Billings to Date

	Current	Prior	Total
Labor	488.75	1,248.75	1,737.50
Totals	488.75	1,248.75	1,737.50

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22098
Invoice No: 2209802

Re: Meijer Storm Water Improvements, Storm Water Review, Escrow# 701-000-214.813
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer, multiple reviews due to plan revisions and correspondence letter of final acceptance.

Project Location: 3955 US-31 South, Traverse City

Professional Services from July 10, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	3.50	115.00	402.50	
Totals	3.50		402.50	
Total Labor				402.50
		Total this Invoice		\$402.50

Billings to Date

	Current	Prior	Total
Labor	402.50	4,655.00	5,057.50
Totals	402.50	4,655.00	5,057.50

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22100
Invoice No: 2210001

Re: Uhaul of Garfield, Storm Water Review, Escrow No. 701-000-214.816

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 981 N. US-31 South, Traverse City

Professional Services from March 27, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	2.00	150.00	300.00	
Project Engineer II	16.00	115.00	1,840.00	
Project Manager	1.00	130.00	130.00	
Totals	19.00		2,270.00	
Total Labor				2,270.00
		Total this Invoice		\$2,270.00

Billings to Date

	Current	Prior	Total
Labor	2,270.00	0.00	2,270.00
Totals	2,270.00	0.00	2,270.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22147
Invoice No: 2214702

Re: Marsh Hyundai Service Garage, Storm Water Review, Escrow 700-000-214.842

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services include plan and computation review (1st and 2nd reviews due to plan revisions), communication with applicant / engineer and correspondence letter of final acceptance.

Project Location: 1707 S. Garfield Ave., Traverse City, MI 49684

Professional Services from July 10, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	2.25	115.00	258.75	
Totals	2.25		258.75	
Total Labor				258.75
		Total this Invoice		\$258.75

Billings to Date

	Current	Prior	Total
Labor	258.75	1,616.25	1,875.00
Totals	258.75	1,616.25	1,875.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22205
Invoice No: 2220501

Re: Kensington Park, Phase II, Storm Water Review, Escrow No.
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and final correspondence letter of initial review.

Project Location: Traverse City

Professional Services from July 10, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	4.50	115.00	517.50	
Design Engineer I	2.50	90.00	225.00	
Totals	7.00		742.50	
Total Labor				742.50
		Total this Invoice		\$742.50

Billings to Date

	Current	Prior	Total
Labor	742.50	0.00	742.50
Totals	742.50	0.00	742.50

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22238
Invoice No: 2223801

Re: Premier Place, Storm Water Review, Escrow No. 701-000-214.811

Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and final correspondence letter of findings.

Project Location: Traverse City

Professional Services from July 10, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	8.75	115.00	1,006.25	
Totals	8.75		1,006.25	
Total Labor				1,006.25
		Total this Invoice		\$1,006.25

Billings to Date

	Current	Prior	Total
Labor	1,006.25	0.00	1,006.25
Totals	1,006.25	0.00	1,006.25

Invoice

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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022

Project No: 20068

Invoice No: 2006809

Re: Village at Lafranier Woods SUP, Phase I

Services Performed: Provide plan review, construction oversight and project close out for water main and sanitary sewer extension to service a residential housing complex located along Lafranier Road north of the intersection of Hammond Road at the intersection of Lone Tree and Zimmerman Road. Phase I includes six (6) outbuildings and one (1) main building providing 20 cottage units and 115 congregate units.

1. Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and ability to services. Scope also include Act 399 and Part 41 permit assistance for the water main and sewer main extension.
2. Full time construction observation, water main and sanitary sewer including services, testing and walk through with DPW. Estimated services for approximately 30 days of construction, 260 hours to conduct site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review.
3. Project Turnover - Review of drawing, easements and close out. Turnover documentation to township, updates to GIS and overall utility maps.

Additional Services:

1. Construction observation for water main and sanitary sewer.

Professional Services from July 10, 2022 to August 13, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Observation	19,500.00	100.00	19,500.00	16,575.00	2,925.00
Proj. Turnover, Close Out	1,750.00	0.00	0.00	0.00	0.00
Add'l Construction Observation	7,200.00	60.00	4,320.00	0.00	4,320.00
Total Fee	32,450.00		27,820.00	20,575.00	7,245.00
			Total Fee		7,245.00
				Total this Invoice	\$7,245.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 20321
Invoice No: 2032107

Re: Oakleaf Village, Phase I Water/ Sewer Extension

Services Performed:

A-1 Engineering Review - Plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Act 399 Permit assistance for water main extension and Part 41 Permit assistance for sanitary sewer main.

A-2 Construction Observation - Full time water main and sanitary sewer observation, site visits, witness testing and DPW walk through. Developer is responsible to provide record drawings and provide documentation to GFA for review..

A-3 Project Turnover - Review drawing and easements, close out and turnover documentation to township updates to GIS and overall utility maps.

B. Storm water review.

C. Private road review.

*Additional Services:

1. Construction observation \$9,600 as detailed in Escrow letter dated February 16, 2022
Project Location: N. Long Lake Road, Traverse City

Professional Services from July 10, 2022 to August 13, 2022
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A. UTILITY REVIEW	0.00	0.00	0.00	0.00	0.00
1. Engineer Review	4,500.00	100.00	4,500.00	4,500.00	0.00
2. Construction Observation	28,500.00	100.00	28,500.00	28,500.00	0.00
3. Proj. Turnover, Close Out	2,500.00	0.00	0.00	0.00	0.00
*1. Add'l Const. Observation	9,600.00	87.4583	8,396.00	6,912.00	1,484.00
	0.00	0.00	0.00	0.00	0.00
B. Storm Water Review	1,800.00	100.00	1,800.00	1,800.00	0.00
C. Private Road Review	500.00	100.00	500.00	500.00	0.00
Total Fee	47,400.00		43,696.00	42,212.00	1,484.00

Project	20321	GARFIELD/PLN REV,CO OB,CO/OAKLEAF VIL/GT	Invoice	2032107
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Total Fee

1,484.00

Total this Invoice

\$1,484.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 21391
Invoice No: 2139105

Re: Garfield to Long Lake Township Consolidation, Water Main Extension

Services Performed: Professional engineering services for preliminary design, permitting, final design, bidding, construction administration, construction observation, project close out and turn over for the water main extension intended to consolidate Garfield and Long lake Townships to facilitate the connection of Black Bear Farms development and future as detailed in Proposal No. 19-220 dated January 12, 2021.

Project Location: Along Cedar Run Road from Gray Road to new water storage tank.

Professional Services from July 10, 2022 to August 13, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	33,000.00	100.00	33,000.00	33,000.00	0.00
Final Design	37,800.00	100.00	37,800.00	32,130.00	5,670.00
Bidding Services	5,000.00	100.00	5,000.00	0.00	5,000.00
Construction Admin.	38,500.00	0.00	0.00	0.00	0.00
Construction Observation	75,000.00	0.00	0.00	0.00	0.00
Project Closeout & Turnover	5,000.00	0.00	0.00	0.00	0.00
Total Fee	194,300.00		75,800.00	65,130.00	10,670.00
Total Fee					10,670.00

Reimbursable Expenses

MITA			
8/9/2022	MITA	ADVERTISEMENT FOR BIDS	86.25
TRaverse City Record Eagle			
8/9/2022	TRaverse City Record Eagle	LEGAL BID ADVERTISEMENT 08/05-08/06/22	133.98
UNITED PARCEL SERVICE			
7/25/2022	UNITED PARCEL SERVICE	EGL E CADILLAC DISTRICT OFFICE	36.31
UNITED STATES POSTAL SERVICE			
7/25/2022	UNITED STATES POSTAL SERVICE	EGL E/CADILLAC, MI	24.73
Total Reimbursables			281.27

281.27

Project	21391	GARFIELD/WTR MAIN EXT,GARFIELD-LL TWP/GT	Invoice	2139105
Total this Invoice			\$10,951.27	

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 21091
Invoice No: 2109105

Re: Township Hall Roof

Services Performed: Conceptual design, final design, construction documents and construction administration for roof improvements as detailed in memo dated March 9, 2021.

Professional Services from July 10, 2022 to August 13, 2022
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Design, Construction Administration	25,300.00	100.00	25,300.00	23,023.00	2,277.00
Total Fee	25,300.00		25,300.00	23,023.00	2,277.00
		Total Fee			2,277.00
				Total this Invoice	\$2,277.00

Invoice

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123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22029C
Invoice No: 22029304

Re: Assistance with Rate Study

Services Performed: Engineering services for review, research and tabulations of assets including quantity and value along with submission to Utility Financial Solutions, Inc, (company conducting rate study on behalf of township).

Professional Services from July 10, 2022 to August 13, 2022

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	2.00	150.00	300.00	
Totals	2.00		300.00	
Total Labor				300.00
		Total this Invoice		\$300.00

Invoice

Gourdie-Fraser, Inc.
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MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22230
Invoice No: 2223001

Re: NW Silver Lake Road Sewer Extension

Project Description: Project consists of professional engineering services for the design, permitting and construction engineering for the extension of the 8" gravity sewer along Silver Lake Road to provide sanitary to the adjacent property owners. The extension would include approximately 1,800 feet of 8" gravity sewer to be extended to the limits of the parcel providing sanitary sewer service to five (5) parcels. The engineering fees would include design, permitting, bidding, construction observation and closeout. The project would be financed by the Township with costs reimbursed by the property owners (upon connection) as a Lateral Charge with financing options offered by the Township. This project supports the Township's goals and objectives to provide municipal infrastructure, hence preserving the health and safety of the public and environment.

Professional Services from July 10, 2022 to August 13, 2022

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Design	21,850.00	30.00	6,555.00	0.00	6,555.00
Construction Staking	5,000.00	0.00	0.00	0.00	0.00
Construction Administration	5,750.00	0.00	0.00	0.00	0.00
Construction Observation	28,500.00	0.00	0.00	0.00	0.00
Project Closeout and Turnover	1,500.00	0.00	0.00	0.00	0.00
Total Fee	62,600.00		6,555.00	0.00	6,555.00
Total Fee					6,555.00

Reimbursable Expenses

UNITED STATES POSTAL SERVICE
7/14/2022 UNITED STATES POSTAL SERVICE

SILVERLAKE RD/GREEN HILL
CRT RESIDENT LETTERS 16
@ .53

9.75

Total Reimbursables

9.75

9.75

Total this Invoice

\$6,564.75

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874, Fax: 231-946-9634
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A/R email: melanie@gfa.tc

MR CHUCK KORN
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

August 16, 2022
Project No: 22070
Invoice No: 2207004

Re: River East Park Improvements, Phase II

Services Performed: Civil engineering services including design, permitting, bidding, construction oversight and project closeout services to facilitate the completion of the project. Scope of project shall be consistent with the concept drawing and cost estimate as detailed in proposal letter dated March 1, 2022.

Project Location: 2143 North Keystone Road

Professional Services from July 10, 2022 to August 13, 2022


Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	3,200.00	100.00	3,200.00	3,200.00	0.00
Site Design	12,500.00	100.00	12,500.00	11,250.00	1,250.00
RFP and Bidding	1,000.00	100.00	1,000.00	0.00	1,000.00
Construction Staking and Layout	1,500.00	0.00	0.00	0.00	0.00
Const. Observation & Materials Testing	2,500.00	0.00	0.00	0.00	0.00
Construction Admin. and Engineering	3,500.00	60.5714	2,120.00	2,120.00	0.00
Total Fee	24,200.00		18,820.00	16,570.00	2,250.00
Total Fee					2,250.00

Reimbursable Expenses

MITA				
7/25/2022	MITA	RIVER E RECREATION AREA IMPROVEMETS/ADVERTISEM ENT FOR BIDS	86.25	
PETTY CASH				
7/26/2022	PETTY CASH	GT CTY REG OF DEEDS/COPIES 07/06/22	8.05	

Project	22070	GARFIELD/DSN,TOPO,CS/RIVER E PK IMPRO/GT	Invoice	2207004
TRAVERSE CITY RECORD EAGLE				
7/31/2022	TRAVERSE CITY RECORD EAGLE	ADVERTISEMENT FOR BIDS	133.40	
	Total Reimbursables		227.70	227.70
		Total this Invoice		\$2,477.70

 Charter Township of Garfield Planning Department Report No. 2022-80		
Prepared:	August 16, 2022	Pages: 5
Meeting:	August 23, 2022 Planning Commission	Attachments: <input type="checkbox"/>
Subject:	Hammond Road Apartments R-3 Rezoning – Introduction / Set Public Hearing	
File No:	Z-2022-02	Parcels: 05-023-042-50 and 05-023-042-60
Owner / Applicant:	Louis LaFranier Trust & Marvel LaFranier Trust / Outlook Development LLC	

PURPOSE OF APPLICATION:

This application requests the rezoning of land at the northwest of the intersection of Garfield and Hammond Roads, totaling 23.86 acres, from its current zoning of A-Agricultural to the R-3 Multi-Family Residential zoning district via the zoning Map Amendment process, without restriction. The land is further described as parcels 05-023-042-50 and 05-023-042-60. Previously portions of the parent parcel were approved as a Planned Unit Development (PUD) for the BATA/Traverse City Housing Commission Transit-Oriented Mixed-Use Development.

The application was introduced to the Planning Commission at its June 8, 2022 meeting and a public hearing was held at its July 13, 2022 meeting. The Planning Commission adopted Findings of Fact and recommended approval of this application at the August 10, 2022 meeting,

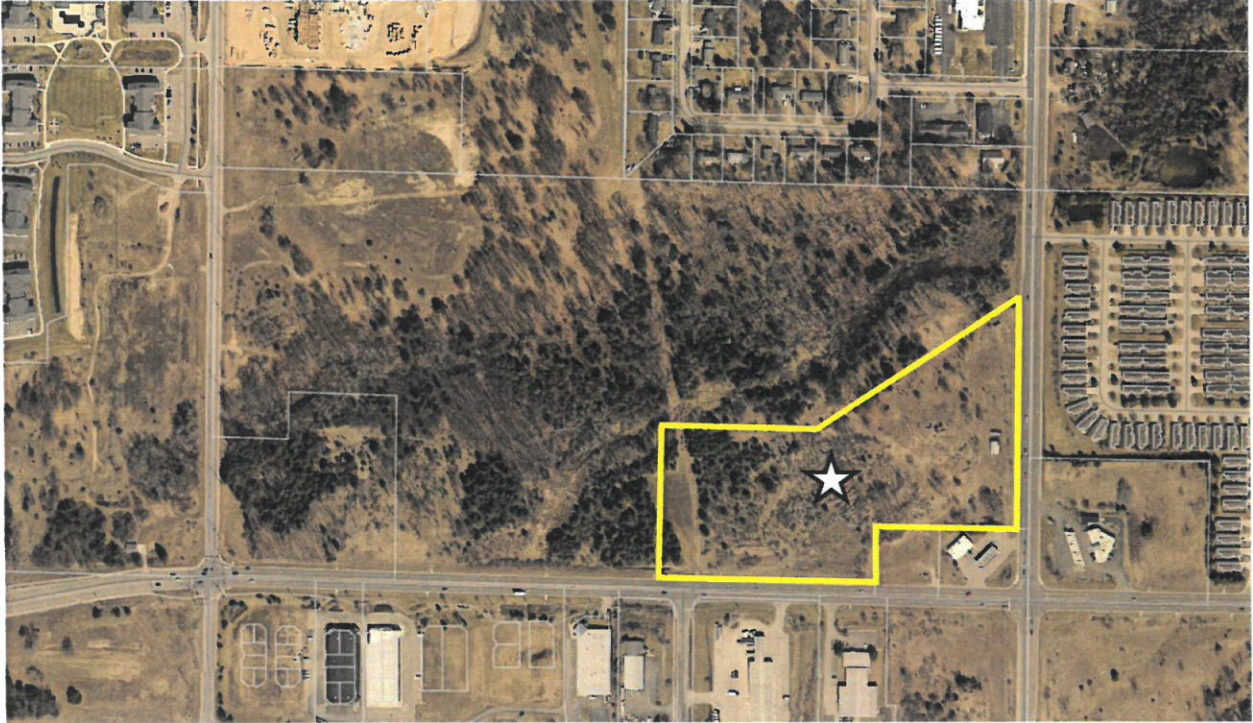
SUBJECT PROPERTY:

Historically, the subject property has been used for agricultural purposes. More recently, the property has not been actively farmed. There are extensive wetlands on the north and west sides of the property.

Zoomed-out aerial view of the subject property (highlighted in yellow)



Zoomed-in aerial view of the subject property (highlighted in yellow)



STAFF COMMENT:

During its review, Staff noted several factors to consider for the potential rezoning of this parcel including consistency with Future Land Use designation, adjacency to major roads, and proximity to similar development. Staff is of the opinion that this proposed Map Amendment is justifiable. The Planning Commission adopted the following Findings of Fact at its August 10, 2022 meeting:

FINDINGS OF FACT:

Section 421.E Approval Criteria of Zoning Map Amendment

In its review of an application for rezoning, the Township should consider, but is not necessarily limited to, the criteria as defined in § 421.E (1) Master Plan Consistency through § 421.E (8) Other Factors. No single factor is controlling; instead, each must be weighed in relation to the other standards.

The applicant shall have the burden of justifying the amendment, including identifying specific reasons warranting the amendment, and providing any supporting data and information to address the following:

1. Master Plan Consistency

Rezoning should be consistent with the intent and purpose of the adopted master plan.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- According to the Master Plan, the Future Land Use designation of the subject site is High Density Residential (6-10 units per acre). The proposed zoning of R-3 Multi-Family Residential is compatible with the Future Land Use designation for the subject parcel. The Master Plan also offers other points to consider including the following:
 - The Master Plan includes a goal to encourage housing options near jobs, services, shopping, and entertainment. This site could offer such opportunity as water and sewer service is available.

- The Master Plan implementation goals also indicate the desire to provide for housing types which are in demand in the Township and to encourage mixing residential and commercial uses where compatible.

2. Adverse Impacts on Neighboring Lands

The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Lots shall not be rezoned in a way that is substantially inconsistent with the uses of the surrounding area, whether more or less restrictive. The Township finds and determines that vast acreages of single-use zoning produces uniformity with adverse consequences, such as traffic congestion, air pollution, and social separation. Accordingly, rezoning may promote mixed uses subject to a high degree of design control.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Township shall consider the nature and degree of an adverse impact upon neighboring lands. Multi-family residential provides an acceptable transitional land use from the commercial uses at the intersection of Hammond and Garfield Roads and the industrial uses south of Hammond Road to the single-family residential in the Carriage Hill subdivision to the north. The adjacent land to the north and west was recently approved for the BATA / Traverse City Housing Commission Transit-Oriented Mixed-Use Development and includes a significant amount of multi-family residential.

3. Suitability as Presently Zoned

The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. This factor, like the others, must often be weighed in relation to the other standards, and instances can exist in which suitably zoned lands may be rezoned upon proof of a real public need, substantially changed conditions in the neighborhood, or to effectuate important goals, objectives, policies, and strategies of the master plan, specification, or this ordinance.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Township shall consider the suitability or unsuitability of the tract for its use as presently zoned. The site is currently zoned A-Agricultural. Given the small area of the subject site and the noticeable amount of development in its vicinity, this site is unlikely to be used for farmland or farming operations.

4. Changed Conditions

The Township shall consider whether any conditions have changed, since the zoning ordinance was adopted, that might justify the amendment.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- Any changes in conditions since the adoption of the zoning ordinance shall be considered as part of this rezoning request. Recently, multi-family developments, including the BATA/Traverse City Housing Commission Transit-Oriented Mixed-Use Development and Village of LaFranier Woods, were approved on nearby properties that implement the Future Land Use designation for multi-family residential in this area.

5. Health, Safety, and Welfare

The ordinance amendment must bear a substantial relationship to the public health, safety, or general welfare, or must protect and preserve historical and cultural places and areas. The rezoning ordinance may be justified, however, if a substantial public need or purpose exists.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- As planned, residential use on the site best serves to protect the public health, safety, and welfare.
- Any future development will require stormwater management and setback requirements to protect the water quality of the adjacent wetlands.
- There does not appear to be any nearby historical or cultural places or areas.

6. Public Policy

Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Master Plan includes several policies, including the following, which encourage different types of housing in the Township:
 - The Master Plan includes a goal to encourage housing options near jobs, services, shopping, and entertainment. This site could offer such opportunity and serve as a buffer area between the commercial and industrial to the south and the residential to the north.
 - The Master Plan implementation goals also indicate the desire to provide for housing types which are in demand in the Township and to encourage mixing residential and commercial uses where compatible.
 - Access will be managed by the Access Management requirements of the Zoning Ordinance which will limit driveways for the subject site to one on Garfield Road and one on Hammond Road regardless of property being divided.

7. Size of Tract

The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. Ordinance amendments shall generally not rezone a single lot when there have been no intervening changes or other saving characteristics. Proof that a small tract is unsuitable for use as zoned, or that there have been substantial changes in the immediate area, may justify an ordinance amendment.

The Planning Commission may consider this standard to be **MET** based on the following reasons:

- The Township shall consider the size, shape, and characteristics of the tract in relation to the affected neighboring lands. The parcel is about 24 acres. The site has about 762 feet of frontage along Garfield Road and about 1,007 feet of frontage on Hammond Road. Any parceling of this land should be able to meet the minimum standards in the R-3 zoning district.
- The proposed rezoning is not anticipated to have any negative effect on neighboring lands, and future development will be compatible with neighboring land uses.

8. Other Factors

The Township may consider any other factors relevant to a rezoning application under state law.

The Planning Commission may consider this standard to be **MET** based on the following reasons:


- Due to wetlands on the site, any development shall meet the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) regardless of the zoning designation.

ACTION REQUESTED:

The purpose of this item being placed on tonight's agenda is to introduce the application and schedule it for public hearing. If the Board is prepared to accept the application and schedule it for public hearing, the following motion is suggested:

MOTION THAT application Z-2022-02 BE SCHEDULED for public hearing for the Garfield Township Board of Trustees meeting to be held on September 13, 2022.

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

 Charter Township of Garfield Planning Department Report No. 2022-79		
Prepared:	August 16, 2022	Pages: 2
Meeting:	August 23, 2022 Township Board	Attachments: <input checked="" type="checkbox"/>
Subject:	Zoning Ordinance Amendments Package – Introduction / Set Public Hearing	

BACKGROUND:

The Planning Commission has been reviewing potential priority updates to the Zoning Ordinance at their past few study sessions. These priorities include clarifying wetland regulations, providing for changeable copy signs in Industrial districts, updating drive-through requirements, and other topics. These proposed changes have been included in a proposed Zoning Ordinance amendment package.

The proposed amendment was introduced at the Planning Commission regular meeting on July 13, 2022, and the Commissioners had a few suggestions to clarify some of the proposed language. These suggestions were incorporated into the proposed amendment for the public hearing held at the August 10, 2022 Planning Commission meeting, and the Commissioners recommended adoption of the proposed amendment to the Township Board. The proposed amendment language is attached to this report.

STAFF COMMENT:

The proposed amendment would cover the following topics and sections of the Zoning Ordinance:

- ***Section 516 – Dumpster Enclosures***
 - Prohibit chain link fencing from being used for any portion of the enclosure or gate
- ***Section 534 – Wetlands***
 - Clarify applicability of this section to any wetlands other than those for which an applicant has obtained a valid permit from the State of Michigan to fill or modify such wetland
 - Require delineations of all wetlands and State verification of such delineations
 - Apply wetland setback of 25 feet to snow storage areas
- ***Section 551.E(6) – Snow Storage***
 - Require snow storage areas to be at least 25 feet away from the wetlands and to be outside of any required riparian vegetative buffer
- ***Section 611 – Accessory Uses and Structures***
 - Lower the required separation between an accessory structure and any other structure on the lot from 10 feet to 3 feet
 - Clarify that separation between structures is measured from the furthest projection of the building (e.g., roof / eaves), not the walls
- ***Section 613.A(1)(c) – Outdoor Display***
 - Allow the Zoning Administrator to review areas for outdoor display on administrative site plan reviews instead of the Planning Commission
 - Require that outdoor display areas not be in a no-build buffer zone or required landscaping area, and be located to avoid interference with parking lots, vehicular maneuvering lanes, sidewalks, and pathways
 - Allow the Zoning Administrator the discretion to forward the review of an outdoor display area to the Planning Commission as needed
- ***Section 630 – Signs***
 - Adopt luminance standards for sign lighting for changeable copy signs
 - Allow changeable copy signs in the I-G and I-L zoning districts

PROCESS:

The process for approving a text amendment includes two public hearings: one at the Planning Commission and one at the Township Board. The proposed text amendment is placed on tonight's agenda to set a public hearing for the September 13, 2022 Township Board regular meeting.

ACTION REQUESTED:

If, following discussion, the Township Board is prepared to schedule the attached proposed amendment to Ordinance No, 68, the Garfield Township Zoning Ordinance, for public hearing, then the following motion is suggested:

MOTION THAT the proposed amendment to Ordinance No. 68, the Garfield Township Zoning Ordinance, as attached to Planning Department Report 2022-79, BE SCHEDULED for public hearing for the September 13, 2022 Township Board Regular Meeting.

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

Attachments:

1. Draft Zoning Ordinance language as recommended by Planning Commission.

Proposed Zoning Ordinance Updates

SECTION 516 DUMPSTER ENCLOSURES

Dumpsters or other refuse or recycling containers which serve developments such as, multi-unit residential buildings, institutional, commercial, office, industrial or mixed use establishments shall be enclosed and such enclosures shall comply with the following requirements:

- A. Such enclosures shall be finished with the same materials and colors as the exterior finish of the principal structure or shall be concrete block or similar material.
- B. The enclosure shall be four-sided and constructed with an opaque gate constructed of wood or similar material, ~~but not including chain link gates with plastic or vinyl type slats.~~ Chain link fencing shall not be used for any portion of the enclosure or gate.
- C. Walls of the enclosure shall be a minimum of 6 feet in height.
- D. Interiors and exteriors of enclosures shall be kept clean and free of debris and clutter.

SECTION 534 WETLANDS

A. ~~Regulated Wetlands~~ Applicability

~~An applicant planning to make any improvements or changes to a regulated wetland within the district must obtain a permit from the DEQ in accordance with~~ This section applies to any wetland which is regulated under Part 303 (Wetlands Protection) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, except for the following: prior to submitting a site plan or land use permit application under this Zoning Ordinance.

- (1) Any wetland or portion of wetland for which an applicant has obtained a permit from the State of Michigan to fill or modify such wetland, where such permit has not expired or otherwise been revoked, and where such permit has been submitted to the Township as part of a site plan or land use permit application in accordance with the provisions of this Zoning Ordinance.

B. Delineation

As part of a site plan or land use permit application submitted in accordance with the provisions of this Zoning Ordinance, such application shall be accompanied by a delineation of all wetlands on the site. This delineation shall be conducted by a professional engineer with relevant expertise. This delineation shall be verified by the State of Michigan. Documentation of such verification shall be submitted to the Township.

~~BC.~~ Wetland Setbacks

~~For a regulated wetland, or for an unregulated wetland area which otherwise meets the criteria to be designated as a wetland, no~~ No structure, ~~or~~ parking lot area, or snow storage area shall be ~~constructed~~ located within twenty-five (25) feet of such wetland. However, recognized wetlands may be incorporated into a stormwater management strategy provided that the wetland values will not be impaired and provided further that incorporation of the wetland will provide a net ecological benefit to groundwater and surface water.

SECTION 551.E(6)

(6) Snow Storage

Whenever a development requiring off street parking has parking areas containing two thousand seven hundred (2,700) square feet or more, provision shall be made for on-site snow storage. Such snow storage shall:

- (a) Be provided at the ratio of ten (10) square feet per one hundred (100) square feet of parking area.

- (b) Be located so as to prevent damage to landscaping required by this ordinance.
- (c) Not occupy required parking spaces or areas that would interfere with the clear visibility of traffic within the site or on adjacent streets.
- (d) Not be located within twenty-five (25) feet of a wetland regulated under Section 534 of this Zoning Ordinance, per Section 534.C.
- (e) Not be located within any required riparian vegetative buffer, per Section 535.C.

SECTION 611 ACCESSORY USES AND STRUCTURES

- ~~(1)~~(2) WITHIN THE "R-1," "R-2," AND "R-R" DISTRICTS: Accessory buildings may be erected as part of the principal building or may be connected to it by a roofed-over porch, patio, breezeway, or similar structure, or they may be completely detached. If attached to the principal building, an accessory building shall be made structurally a part of it, and shall comply in all respects with the requirements applicable to the principal building.

An accessory building not attached and not made a part of the principal building shall be permitted provided that:

- (a) The structure is located a minimum of ~~ten (10)~~ three (3) feet from any other separate structure on the same lot as measured from the outermost edge of any horizontal projecting element;
- (b) The structure meets the minimum side yard setback, is not located in any front yard, does not exceed more than twenty-five percent (25%) of a required rear yard, and is located a minimum of 10-feet from the rear yard property line;
- (c) The structure shall not exceed a size equal to the ground floor area of the principal building and shall not exceed one (1) story or eighteen (18) feet in height; and
- (d) The structure may not be placed closer to the side street lot line than the side yard setback of the principal building on a corner lot.

SECTION 613 OUTDOOR STORAGE

Unless specifically permitted in this Section, no land in any District shall be used in whole or in part for the storage of unused or discarded equipment or materials, or the storage of unlicensed cars, boats, salvage, waste and junk outside of properly authorized buildings within said District. For purposes of this section, "outdoor storage" is divided into residential and non-residential districts and uses, as described below.

A. Regulations and Conditions

(1) Commercial Districts or Uses

- (a) Except as otherwise noted in this ordinance, commercial activities and accessory uses shall be carried on in completely enclosed buildings or screened areas.
- (b) Outdoor storage of inventory is permitted within the side or rear yard provided such inventory is appropriately screened from public view by a fence, wall, landscaping, or combination thereof, and provided further that no storage may occur within a no-build buffer zone or required landscaping area. Also see § 515, Fences and Walls.
- (c) ~~The Planning Commission~~ Zoning Administrator in the case of a site diagram or administrative site plan, or the approval authority in all other cases, may approve designated areas of product display for large inventory items (boats, campers, trailers, snowmobiles, RV's, swing sets, or similar items) or sales of natural vegetation in the front yard or side yard area for commercial uses, if permitted in the district, provided that such display area shall not be in a no-build buffer zone or required landscaping area, and shall be located to avoid interference with parking lots, vehicular maneuvering lanes, sidewalks, and pathways. The

Zoning Administrator shall retain the right to forward the review of any such proposed display area to the Planning Commission for their review and approval.

SECTION 630.E. Signs Permitted in C-L, C-G, and C-H Commercial Districts

(2) (b) Changeable copy (e.g. LED or manual change). Freestanding signs incorporating manual changeable letter, digital static messages, or images that change are permissible, provided the changeable copy does not exceed 20% of the permitted sign area and provided further that the rate of change between two static messages or images is not less than one (1) hour. The change sequence must be accomplished by means of instantaneous re-pixelization and shall be configured to default to a static display in the event of mechanical or electronic failure. Sign luminance shall not be greater than 4,200 candelas per meter squared beginning one hour after sunrise and continuing until one hour before sunset. Sign luminance shall not be greater than 200 candelas per meter squared at all other times. Sign lighting shall meet the requirements of this Ordinance.

SECTION 630.H. Signs Permitted in I-G and I-L Mixed-Use Industrial Business Districts

In the I-G and I-L Districts the following signs shall be permitted:

(1) All signs as permitted by Section 630.E., ~~with the exception that all changeable copy signs are prohibited.~~

Charter Township of Garfield

Engineering Report / Construction Update

August 17, 2022

I. Water Projects**Northwest Service District – Water System Improvements**

Status below:

Division I: Tank was officially placed online in September 2019 and project is closed out

Division II: Project was completed and accepted (utilities turned over) by Township.

Division III: Booster Station / Mechanical Upgrade design is 75% complete and expected to be finalized in March. Project has been on hold due to high bid prices / volatile market. Upon completion, the abandonment of three (3) booster station will occur, area overall will experience 5-10 psi increase in pressure and west side of town will be serviced from the new tank rather than directly from the city.

Township board approved GFA contract to provide design, permitting and construction / installation of PRV. Project was recently bid and based upon pricing the Board approved to pursue only Cedar Run PRV replacement / booster station abandonment at this time. PRV has been delivered and installed along with abandonment of 2 booster stations. Water fed to Munson area along Cedar Run is provided by the Cedar Run tank without disruption and more consistent flows observed (less spikes). Waiting on final control panel items and project slated to be closed out next month.

McCrae PRV: US31 / 37 Water Pressure Issues

This area historically experiences low pressure and fire suppression difficulties, specifically Cracker Barrel / Sam's Club. Water that services this area is from McCrea groundwater tank which services the US31/ 37 corridor by gravity and controlled by Pressure Control Valves to maintain pressures less than 80 psi. McCrea PRV has been proposed to be relocated to address this pocket of low pressure in past water studies and capital improvement plans. Project is on hold due to high bid price received

Stone Ridge PRV Replacement

The PRV located on Silverlake Road that services the Stoneridge Subdivision is one of the oldest and subject to frequent flooding / maintenance. The station is at its life expectancy and in need of replacement as identified both by the DPW and Township Capitol Improvement Plans. It is our intent to include this project construction with the McCrae PRV replacement to optimize cost with a single contractor. Permits have been issued. Project is on hold due to high bid price received.

*Recent update the existing watermain north of the Stoneridge PRV along Silverlake by YMCA has been leaking. Excavation and repairs indicated signs of pipe failure because of heavy / wet soils and concerns with future leaks are possible. Recommendation to include watermain replacement (Plastic C900) with PRV replacement proposed.

C2R2 Grant - West (Long Lake Township) to connect Black Bear Farms: EGLE Grant and GFA contract have been approved. GFA completed survey work in December and now proceeding with design. We are coordinating with contractors on scheduling as there may be some material supply delays so anticipating on bidding out for late summer / fall construction to accommodate. Project design is complete and EGLE permit issued. Project is out for bids to be received on 8/23 and have offered both late fall or spring 2023 construction to accommodate. Project must be complete in 5 years per the terms of the grant.

Tank Inspection

GFA is assisting the DPW with required maintenance of the water storage tanks located on McCrae, Cedar Run, Birmley and Heritage. Routine inspection is required every 5 years as mandated by EGLE. GFA will be responsible for coordinating with the inspection company, monitoring operations during the inspection and providing a report to the Township and DPW related to findings. This work is planned to occur this year fall when demand is less. McCrae / Cedar Tanks are already scheduled and will be completed 9/21

Sewer Projects

SAW Grant – US 31 Siphon Flow Monitoring

Township board approved recommendations in report at September 26th 2017 meeting. GFA coordinated with the DPW to initiate operations change. Siphon continues to be monitored with increase in growth and permits on west side of town as a capacity restriction exists based upon study results. In March 2019, flows were rerouted to Pump Stations #2 at logans landing from Pump Station #6 at Applebees to alleviate the capacity at the siphon. DPW has been monitoring and discharge has been going well without incident. A need for a pump station may be more imminent to bypass siphon as it continues to present both a maintenance issue and capacity restriction but for the time being, the bypass of flows is working well and EGLE has accepted and permitting new development on west side of town.

NW Silver Lake Sewer Extension

Recently interest (from Franciscos) to extend sanitary sewer along NW Silverlake Road was requested by property owners. Garfield Twp board approved GFA contract last month and currently conducting survey work. Design to be complete in mid September to either bid out this fall or spring 2023.

General Utilities

Sewer / Water City Contracts

GFA, DPW and Township continue to monitor flows and contractual terms with the City which is currently set at 5 MGD. In the upcoming future negotiations will be initiated to discuss terms of the 1987 contract.

Water Reliability Study

GFA completed the last study in 2012 and are to be completed every 5 years. GFA had requested a time extension from DEQ awaiting completion of work on Northwest side of town. With growth and interest to extend system to Olesons / Meadowlane and need for tank to service Traditions, DEQ has requested GFA complete a mini study for each service area (there are 5). This would include flow data and capacity assessment of existing infrastructure. GFA is currently in process of preparing. A complete water study including hydraulic can be completed in future at a date to be determined. Three (3) of the five (5) have already been completed and approved by DEQ.

GIS Mapping

GFA has been working with the DPW to create an asset management program for the Township with respect to the Water and sewer Infrastructure. The 1st step of this process which includes creation of a GIS map that includes all record drawing information has been completed. GFA / DPW are now pursuing forward to inventory major and minor assets and GPS the locations of each.

The DPW was awarded the CGAP grant as offered by the Michigan Dept of Treasury. This grant promotes collaboration of communities and efficiency in government. The funds covered 75% of the expenses including equipment (GPS handheld).

Water Service Expansion

Southwest Part of Township: Olesons Development have initiated and expressed an interest to partner to facilitate the extension of municipal watermain to service the respective developments. GFA has prepared budgetary cost estimates for various options to provide access to water service to the southwest side of the township which currently does not exist (terminates at McCrae / US-37. There continues to be interest from parcels along route and with Blair to service development (fire flow only). GFA and Township staff are currently working on cost sharing options and establishing a meeting with developers on ability to collaborate on project to extend Garfield infrastructure to provide both domestic and fire.

Township Roof

The Township board approved a proposal for GFA to assist with an evaluation and proposed solution to the ongoing roof problems at the Township Hall. GFA has sub consulted with EA (architect) to assist with the project and contracts have been completed to retain GTC to complete the work. One (1) wing of the lower wing was completed last year (priority area) and the rest of the work is in process and near completion.

Capital Improvement Projects

GFA continues working on capital improvement list and attended the February 23rd Joint Planning / Board meeting. The list will be utilized to assist with soliciting infrastructure funding that is upcoming. In addition, GFA has been monitoring the IIJA infrastructure funds passed by the Federal Government and placed our ask to the local agency for them to pass along to our State representatives. Township recently submitted to EGLE our notice of intent to apply for a loan to implement projects. A

presentation of the projects and loan process was conducted at last months meeting to the board. GFA is currently working on proposal to complete Engineering Study that is required by EGLE to start process. This will be on the agenda next month for board consideration.

Water and Sewer Rates

DPW is utilizing to conduct a rate analysis for the Township. GFA has been providing as needed assistance related to assets and values to assist.

II. Parks & Recreation

East River Park – Capital Improvements

GFA worked Township staff on preparing a conceptual plan and budgetary cost estimates for discussion purposes at upcoming Park and Rec Meeting. Amenities proposed include trail, dog parks, parking lot, pavilion, signage and seating areas. GFA recently had an onsite meeting to review project scope and costs based upon the adopted 2021 budget providing some funds to implement some improvements. A proposal was submitted to the Township and was approved last month to proceed with the first phase of this project including parking lot improvements and a pavilion. Project has been completed with some minor punch list items outstanding. Contractor to return this month to finalize.

GFA has been retained by the Township and currently working on Phase 2 of the park to include dog park and irrigation. A bid opening was recently held and results are in board packet along with letter of recommendation. Project would start this fall and be completed late spring 2023 due to material availability (Fencing).

Utility Plan Reviews

Windy Hills (60 Acre Herkner Parcel) – Phase II

GFA has completed preliminary review and awaiting final plan submission to establish escrow and complete full review. GFA to provide oversight with fulltime inspection to be provided by applicant.

Ashland Park - Phase 2 & 3

Plan review has been completed by GFA and in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Watermain to storage units have been installed and inspected by GFA. We are awaiting closeout documents for this portion before recommending approval to accept.

Fox Run

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight. Some challenges to access connection to existing gravity sewer have presented themselves and worked with developer / DPW to provide connection. A preconstruction meeting was held yesterday and project is intended to start next week (onsite utilities only).

Harris Hills

GFA has completed final plan review and submitted permits to DEQ which have been received. GFA to provide oversight with fulltime inspection to be provided by applicant.

Chelsea Park West – Phase II

Plans have been approved and am in receipt of all DEQ permits. GFA will be providing as needed construction oversight.

Village at Lafranier Woods

GFA has been providing onsite construction inspection with approximately 95% of utilities installed. Project has started back up for the year.

Northern Michigan Hospitality Management (Hotels on US-31 south)

Watermain has been installed and GFA is currently working on closeout paperwork.

The Oaks

GFA has been providing onsite construction inspection with approximately 95% of utilities installed. Project has started back up for the year.

BATA Facility

GFA has completed a final review submitted permits to EGLE.

Marengo 31

Plans have been reviewed and approved and EGLE permit has been issued. GFA will provide full time inspection with work to begin when notified.

South 22

GFA has finalized review and submitted project to EGLE for permitting

2021 & 2022 Storm Water & Private Road Plan Reviews

*list represents those still outstanding from 2021 and not approved

363 W. South Airport Rd-Global Asphalt	GFA received rev. plans with new re pond location out of ROW. Approved (pending maint)
2460 North Vision Storage	Initial review sent to Schiffer 11/20/20
Once Upon a Child	Approved (final plans with agreements and permits to be submitted to Twp)
BATA SW Review	Approved per 3/16 letter (final plans, agreements and permits to be submitted to Twp)
TCAPS Montessori	Approved Per Email 2/25: (final plans with agreements and permits to be submitted to Twp)
Unit 33 HIC -Scott Jozwiak	Approved (final plans with agreements and permits to be submitted to Twp)
Burger King - Innovative Design	Approved (final plans with agreements and permits to be submitted to Twp)
Once Upon a Child - Rev 1	Letter sent 3/12 looks ok with minor comments for correction
Camping World	Review letter sent 6/21/21
Unit 34 HIC -Bill Crain	Reviewed revised plans 5/20 - Approved (final plans with agreements and permits to be submitted to Twp)
Chick-Fil-A-2700 US-31	Approved per 8/6 letter (final plans with agreements and permits to be submitted to Twp)
Bonobo Storage Addition	Approved per email 8/10 (final plans with agreements and permits to be submitted to Twp)
Long Lake Development	Approved per email 1/6/22 (final plans with agreements and permits to be submitted to Twp)
Marengo 31	Letter sent 11-16-21 asking for additional confirmation and information. Maint agreement receive 1/6/22
3570 N US-31	Initial review sent to Afernandez (Stonefield Eng) 02-02-2022
.6 HIC -Bill Crain	Approved per email 2/24/22 (final plans with agreements and permits to be submitted to Twp)
Biggby	Approved per letter sent 5/6/22, Final plans with agreements and permits to be submitted to TWP
Extended Stay Hotel	Approved per letter 7/22/22, Final plans with agreements and permits to be submitted to Twp.
TCAPS West Senior High School Athletic Facility	Approved per letter 5/27/22 (final plans with agreements and permits to be submitted to Twp)
Meijer	Approved per letter 7/19/22 (final plans with agreements and permits to be submitted to Twp)
Uhaul	Review Letter sent 7/19. Minor adjustments req. form SW aspect. Sanitary and Shared path info requested as well.
Walstrom Marine - New Building	Initial review email sent 5/20/22
Marsh Hyundai	Approved per letter 7/21/22
Action Water Sports	Approved per letter 7/21/22
Fox Motors SW Review	Review letter sent 6/16. Follow up cursory review should be simple.
TC Curling Center	Review underway - by JAH
Kensington West PURD	Review letter sent 07/25/22. Follow up cursory review of clarifying info. Should be simple.
7 Brews	Initial review Sent 7/22/22
Britten New Building	Initial review sent 8/5/22 - received storm calcs 8/5/22
South 22 Plan Dev	Approved for Grading Permit 7/29/22- Awaiting submittal of calcs to continue. Expected 8/12
3566 N US -31 (Stone Field Eng)	Review letter sent 8/17. Follow up cursory review should be simple.
ier Place - Bill Crain	Initial review emailed 8/12/22
mond SW Review	Initial Review started in house

GTMESSA Garfield Township EMS Totals - July 2022

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	7	17	36	60
Difficulty Breathing / SOB	24	6	3	33
General Weakness	6	2	13	21
Invalid Assist/Lift Assist			21	21
Vehicle Accident	14		5	19
Cardiac Issues (Chest Pain)	17		1	18
Abdominal Pain	6	1	9	16
Altered LOC	12		3	15
Nausea/Vomiting	2		9	11
Psychiatric Problem/Suicide Attempt	1	1	9	11
Medical Alarm		7	3	10
Syncope/near-fainting	7	2	1	10
Seizure	6		3	9
Hemorrhage/Laceration	5	2	1	8
No Other Appropriate Choice	2	1	5	8
Stroke/CVA	8			8
Back Pain (Non-Traumatic)			7	7
Diabetic Emergency	3	3		6
Traumatic Injury	2		4	6
Welfare Check	1	1	4	6
Assault		2	3	5
Alcohol intoxication	1		3	4
Overdose - Unintentional	2	1	1	4
Patient Assist Only			4	4
Unresponsive	4			4
Allergic Reaction / Stings	3			3
Assist Other Agency	1		2	3
GI Bleed	1		1	2
Hypotension / hypertension			2	2
Infection	1		1	2
Lower Limb Swelling	1		1	2
Urinary problem			2	2
Cardiac Issues - No Chest Pain	1			1
Choking			1	1
CPR	1			1
Death - Priority 5			1	1
Eye Problem/Injury		1		1
Heat/Cold Exposure			1	1
Other				1
Grand Total	139	47	160	347

GTMESA EMS Incident Types - July 2022

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	20	47	75
Difficulty Breathing / SOB	34	7	3	44
General Weakness	6	2	22	30
Invalid Assist/Lift Assist		1	28	29
Cardiac Issues (Chest Pain)	23		1	24
Vehicle Accident	18		6	24
Abdominal Pain	10	1	10	21
Altered LOC	15	2	3	20
Seizure	14		4	18
Diabetic Emergency	11	4	1	16
Medical Alarm		8	7	15
Syncope/near-fainting	10	2	2	14
Nausea/Vomiting	3		10	13
Traumatic Injury	3		10	13
Psychiatric Problem/Suicide Attempt	2	1	9	12
Back Pain (Non-Traumatic)	1	1	9	11
Stroke/CVA	11			11
Hemorrhage/Laceration	5	3	2	10
No Other Appropriate Choice	2	1	6	9
Welfare Check	2	3	4	9
Assault	1	2	5	8
Overdose - Unintentional	6	1	1	8
Unresponsive	8			8
Allergic Reaction / Stings	5	1	1	7
Alcohol intoxication	1		5	6
Patient Assist Only			5	5
Assist Other Agency	1		3	4
CPR	3			3
Hypotension / hypertension	1		2	3
Death - Priority 5			2	2
GI Bleed	1		1	2
Heat/Cold Exposure		1	1	2
Infection	1		1	2
Lower Limb Swelling	1		1	2
Urinary problem			2	2
Burns/Explosion		1		1
Cardiac Issues - No Chest Pain	1			1
Choking			1	1
Eye Problem/Injury		1		1
Fever			1	1
Headache	1			1
Other			1	1
Grand Total	209	63	216	488

GTMESA Garfield Township NFIRS Incidents - July 2022

Incident Type	Count
Medical assist, assist EMS crew	279
Dispatched and cancelled en route	28
Emergency medical service, other	16
Motor vehicle accident with injuries	11
Smoke detector activation, no fire - unintentional	4
Smoke scare, odor of smoke	4
Assist invalid	3
False alarm or false call, other	3
Motor vehicle accident with no injuries.	3
Alarm system activation, no fire - unintentional	2
Assist police or other governmental agency	2
CO detector activation due to malfunction	2
Detector activation, no fire - unintentional	2
Gas leak (natural gas or LPG)	2
Grass fire	2
No incident found on arrival at dispatch address	2
Public service	2
Animal rescue	1
Authorized controlled burning	1
Extrication of victim(s) from vehicle	1
Local alarm system, malicious false alarm	1
Motor vehicle/pedestrian accident (MV Ped)	1
Passenger vehicle fire	1
Power line down	1
Unauthorized burning	1
Vehicle accident, general cleanup	1
Water Flow Alarm - unintentional	1
Grand Total	377

GTMESSA NFIRS Incident Types - July 2022

Incident Type	Count
Medical assist, assist EMS crew	370
Dispatched and cancelled en route	47
Emergency medical service, other	39
Motor vehicle accident with injuries	17
Motor vehicle accident with no injuries.	8
Smoke detector activation, no fire - unintentional	7
Assist police or other governmental agency	6
Gas leak (natural gas or LPG)	6
Alarm system activation, no fire - unintentional	5
False alarm or false call, other	4
Forest, woods or wildland fire	4
Smoke scare, odor of smoke	4
Assist invalid	3
Brush or brush-and-grass mixture fire	3
Building fire	3
CO detector activation due to malfunction	3
Public service	3
Detector activation, no fire - unintentional	2
Gasoline or other flammable liquid spill	2
Grass fire	2
No incident found on arrival at dispatch address	2
Water Flow Alarm - unintentional	2
Alarm system sounded due to malfunction	1
Animal rescue	1
Authorized controlled burning	1
Building Fire - Charring only - No Flame Damage	1
Extrication of victim(s) from vehicle	1
Local alarm system, malicious false alarm	1
Low-voltage line down	1
Motor vehicle/pedestrian accident (MV Ped)	1
Natural vegetation fire, other	1
Passenger vehicle fire	1
Power line down	1
Public service assistance, other	1
Unauthorized burning	1
Vehicle accident, general cleanup	1
Total	556



GRAND TRAVERSE METRO FIRE DEPARTMENT

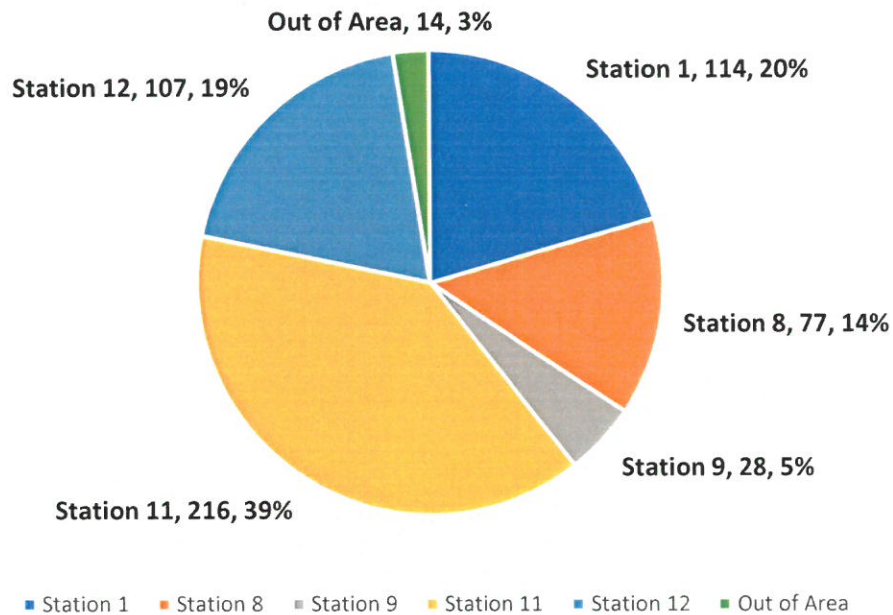
From the Desk of Lt. Spencer Scanlon – EMS Director

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: Info@gtmetrofire.org

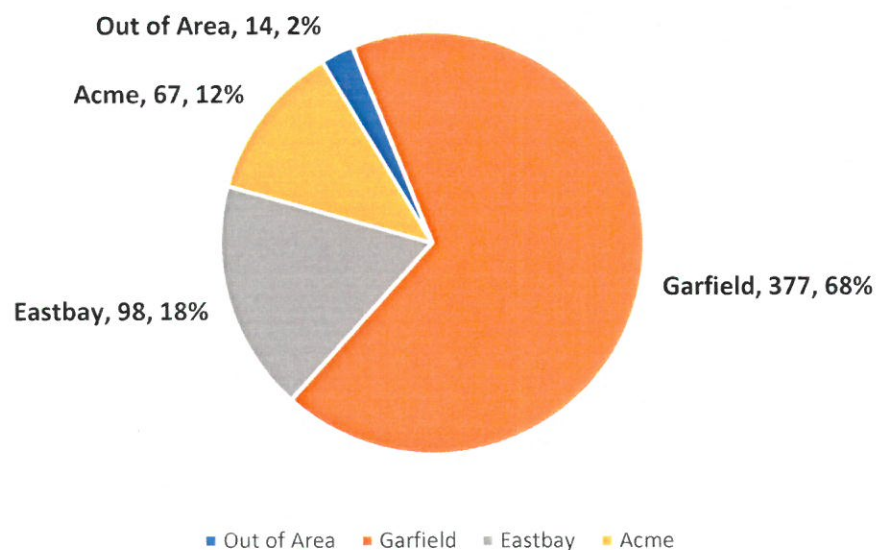
GTMESA - July 2022 Incidents by Station

556 Total



GTMESA - July 2022 Incidents

556 Total



Garfield Township Responses

July

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	21	21
11-Choking	1	1
12-Convulsions/Seizures	8	8
13-Diabetic Problems	4	4
16-Eye Problems/Injuries	1	1
17-Falls	72	72
18-Headache	1	1
19-Heart Problems / A.I.C.D.	3	3
1-Abdominal Pain/Problems	13	13
20-Heat/Cold Exposure	1	1
21-Hemorrhage/Lacerations	7	7
23-Overdose / Poisoning (Ingestion)	6	6
25-Psychiatric/ Abnormal Behavior/Suicide At	7	7
26-Sick Person (Specific Diagnosis)	85	85
28-Stroke (CVA)	9	9
29-Traffic/Transportation/Accidents	24	24
2-Allergies (Reactions)/Envenomations (Sting:	5	5
30-Traumatic Injuries (Specific)	4	4
31-Unconscious/Fainting (Near)	16	16
32-Unknown Problem (Man Down)	18	18
4-Assault/Sexual Assault	6	6
5-Back Pain (Non-traumatic or Non Recent Tra	5	5
6-Breathing Problems	27	27
7-Burns (Scalds) /Explosion	1	1
9-Cardiac or Respiratory Arrest/Death	4	4
Total	349	349

Call Disposition	GT-Garfield	Total
Transport	229	229
Refusal	56	56
Cancelled	64	64
Total	349	349

Response Priority	GT-Garfield	Total
P-1 Emergency ALS	54	54
P-2 Emergency BLS	271	271
P-3 Non-Emergent	22	22
P-18 Stage	2	2
Total	349	349

Garfield Twp RT July 2022

Priority 1

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	1	1	2.13%
00:01:00 - 00:01:59	3	4	8.51%
00:02:00 - 00:02:59	3	7	14.89%
00:03:00 - 00:03:59	4	11	23.40%
00:04:00 - 00:04:59	7	18	38.30%
00:05:00 - 00:05:59	7	25	53.19%
00:06:00 - 00:06:59	7	32	68.09%
00:07:00 - 00:07:59	5	37	78.72%
00:09:00 - 00:09:59	4	41	87.23%
00:10:00 - 00:10:59	2	43	91.49%
00:11:00 - 00:11:59	3	46	97.87%
00:19:00 - 00:19:59	1	47	100.00%
Totals: Records: 12	47	47	

Priority 2

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	4	4	1.83%
00:01:00 - 00:01:59	10	14	6.39%
00:02:00 - 00:02:59	20	34	15.53%
00:03:00 - 00:03:59	14	48	21.92%
00:04:00 - 00:04:59	27	75	34.25%
00:05:00 - 00:05:59	21	96	43.84%
00:06:00 - 00:06:59	28	124	56.62%
00:07:00 - 00:07:59	25	149	68.04%
00:08:00 - 00:08:59	15	164	74.89%
00:09:00 - 00:09:59	13	177	80.82%
00:10:00 - 00:10:59	8	185	84.47%
00:11:00 - 00:11:59	7	192	87.67%
00:12:00 - 00:12:59	8	200	91.32%
00:13:00 - 00:13:59	2	202	92.24%
00:14:00 - 00:14:59	6	208	94.98%
00:15:00 - 00:15:59	2	210	95.89%
00:16:00 - 00:16:59	4	214	97.72%
00:17:00 - 00:17:59	1	215	98.17%
00:19:00 - 00:19:59	2	217	99.09%
00:22:00 - 00:22:59	1	218	99.54%
00:23:00 - 00:23:59	1	219	100.00%

Garfield & Metro Millage Rate History

Budget Year	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Metro Millage Rate	1.75	1.8	1.95	1.95	2.1	2.1	2.1	2.1	2.100	2.200
Garfield Millage Rate	3.358	3.358	3.358	2.6744	2.674	2.674	2.3372	2.3372	2.3372	2

Budget Year	2016	2017	2018	2019	2020	2021	2022	Asking 2023	Asking 2024	Asking 2025
Metro Millage Rate	2.350	2.350	2.350	2.350	2.450	2.450	2.600	2.750	3.100	3.200
Garfield Millage Rate	2	2	2	2	2	2	2	?	?	?

2022 Garfield paid \$141,750 out of General Fund to cover millage increase

Grand Traverse Metro Emergency Services Authority

2023 Budget Proposal





Mission Statement

To serve our community by safeguarding life and property from fire, hazards and medical emergencies; through education, intervention, and quality response.

Our Vision

Be a proactive, innovative, and progressive leader in providing high quality services to the community.

- A work environment where all employees live our values every day on the job.
- Respected, valued, and supported by the community.
- Recognized as a progressive leader and innovator.
- Enthusiastic, highly motivated, trained, and skilled people providing superior emergency services and prevention activities.
- Continued reduction in fires and other emergencies due to effective Community Risk Reduction.
- Lives are saved due to our actions (endeavors).

Strategic Goals

- Attract, Develop, and Retain top talent
- Strengthen Quality and Levels of Service
- Position GT Metro for future
- Ensure Financial Viability

2021/22 Accomplishments

- Completed major renovations and floor repairs for Stations 11 and 9
- Purchased new Tanker 1 - \$370,000
- Purchased 2010 Rescue from Glen Lake - \$150,000
- Purchased new command vehicle – 2021 Tahoe
- Received a \$20,710 grant from Grand Traverse Band of Ottawa & Chippewa to help purchase a new Mako SCBA Breathing Air Compressor
- Grant funding of \$5,000 through Michigan Township Participating Plan for the purchase of 10 dash cameras in apparatus to help improve our operations
- Received a Smith Detection HazMat ID Elite from Region 7
- Remembrance ceremony held for the 20th anniversary of September 11, 2001
- Hiring process completed for positions of Assistant Chief of Operations, Captain and 6 lieutenants appointed as full-time, 4 full-time firefighters and 2 part-time firefighters
- 1st IAFF union contract agreed upon with the new Grand Traverse Metro Firefighters IAFF Local 5288
- Received a \$21,159 grant from Grand Traverse Band of Ottawa & Chippewa for upgrades to the technical resource trailer including equipment
- Implementation of updated operations including training, equipment, and policies
- 3 Chiefs, 3 Captains and 3 Lieutenants obtained blue card Command IC certification after 50+ hours of training.
- Submitted SAFER Grant for \$1.5 million for 6 new full-time firefighters

2023 Challenges

- 7.5% increase in taxable values equates to \$377,000 increase in revenue to GT Metro at 2.6mils, which does not adequately cover debt obligations, personnel step wage increases and other inflation increases.
- Funding to build new Station 8 in Acme Township
- Recruiting and retaining quality firefighters. Need to reduce extra hours worked to avoid burnout.
- Provide employees with a 2-3% pay increase.
- Metro's vision is to have a minimum of 2 FF's in all Metro stations by 2023 and have applied for the SAFER grant to help pay for this.
- 3 additional full-time firefighters have been included in the 2023 budget.
- Plan for the purchase of a new Fire Engine in 2024 and a new ladder truck in 2025. New fire apparatus costs have increased due to inflation as well as safety standards and constantly evolving technology.
- Aging fire truck fleet resulting in the purchase of new apparatus averaging \$762,000 per year over the next 8 years. Average age of apparatus is 15 years old.
- Building up Metro's Public Improvement Fund to help pay for future apparatus purchases.
- Meeting the demand of increased fire and emergency calls. 5,686 calls in 2021 equating to a 13.5% increase over 2020, averaging 15 calls per day.
- Reacting and responding to the increase in building of homes, apartments, and business in the 3 townships covered by Metro.
- Aging buildings and parking lots requiring additional improvement costs.
- Continued impact of inflation unknown.

2023 Budget Timeline

June 28, 2022	Distribute 2023 Budget at Board Meeting
July, 2022	2023 Budget Workshop with Board
July 26, 2022	Metro's Board approves 2023 Budget
July 30, 2022	Metro Budget to Township Offices
August, 2022	Take Metro Budget to Township Boards
September, 2022	Public Hearings and Final Township Approval
September 30, 2022	Notify GT County of Metro millage rate

Fund Balance and Millage History (last 5 years – GF + PIF)

Year	Millage Rate	Fund Balance
2018	2.35	\$ 2,240,959
2019	2.35	\$ 2,282,637
2020	2.45	\$ 2,742,145
2021	2.45	\$ 2,282,370
2022 Budget	2.60	\$ 1,832,282
2023 Draft Budget	2.75	\$ 1,665,453

Note: A healthy fund balance goal of 3.5 months of expenses equates to \$1,772,000.



GRAND TRAVERSE METRO FIRE DEPARTMENT 2023 BUDGET NET TAXABLE VALUE ALLOCATION

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TOTAL BUDGETED EXPENDITURES:

Less: Other Revenue Items
NET EXPENDITURES TO BE ALLOC.

TOWNSHIP ASSESSED VALUES, net

Millage rate to breakeven
Less: use of fund balance
Proposed 2023 Millage Rate

METRO	
2023	
\$	6,063,117
	206,000
\$	5,857,117
	2,074,203,067
	2.82
	0.07
	2.75

ALLOCATION BASED ON TAXABLE VALUE - 2.75 MILLS

	2023 BUDGETED TWP REVENUE	2022 BUDGETED TWP REVENUE	DIFFERENCE	% CHANGE
ACME	1,049,947	931,328	118,619	12.74%
EAST BAY	1,851,951	1,627,245	224,706	13.81%
GARFIELD	2,802,160	2,456,999	345,161	14.05%
TOTAL	5,704,058	5,015,572	688,486	13.73%

	2022 TAXABLE VALUE	2021 TAXABLE VALUE	DIFFERENCE	% CHANGE
	<small>(net of personal prop)</small>	<small>(net of personal prop)</small>		
ACME	381,798,953	358,203,252	23,595,701	6.59%
% of total	18.4%	18.6%		
EAST BAY	673,436,810	625,863,374	47,573,436	7.60%
% of total	32.5%	32.4%		
GARFIELD	1,018,967,304	944,999,494	73,967,810	7.83%
% of total	49.1%	49.0%		
TOTAL	2,074,203,067	1,929,066,120	145,136,947	7.52%

GRAND TRAVERSE METRO FIRE DEPARTMENT

2023 Budgeted Revenue/Expenditure Report



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	Actual	Budget	YTD actual	Estimated	2023	
GRAND TRAVERSE METRO FIRE	2021	2022	June, 2022	Dec, 2022	BUDGET	Notes
Fund: 206 - METRO FIRE						
Revenues						
528.000 Other Federal Grants	60,887	0	0	0	0	
600.001 Acme Township - Cont.	857,608	931,328	931,328	931,328	1,049,947	2.75 Mills
600.002 East Bay Twp. Contr	1,467,843	1,627,245	1,627,245	1,627,245	1,851,951	2.75 Mills
600.003 Garfield Charter Twp.	2,219,926	2,456,999	2,457,005	2,457,005	2,802,160	2.75 Mills
664.000 Earned Interest	6,499	30,000	4,340	10,000	15,000	
667.100 Township FF/EMS	99,288	105,000	0	105,000	0	
668.500 Cost Recovery Revenue	38,135	55,000	16,546	55,000	55,000	
668.700 Public Education Receipts	440	0	253	253	0	
669.000 Plan Reviews	46,158	65,000	30,544	65,000	65,000	
669.001 Refunds and Donations	64,439	45,000	32,030	55,800	45,000	
669.002 Sale of Surplus Equipment	10,900	15,000	27,500	27,500	15,000	
669.006 Misc. Grant Receipts	32,603	10,000	23,573	31,159	10,000	
TOTAL REVENUES	4,904,726	5,340,572	5,150,364	5,365,290	5,909,058	
EXPENDITURES						
Dept: 336 OPERATIONS						
Acct Class: 701 PERSONNEL SERVICES						
702.000 Wages and Salaries	2,193,299	2,554,815	1,123,051	2,554,815	2,857,520	3 new fulltime FFs
702.001 Longevity	32,169	34,000	0	34,000	36,000	
703.000 Metro Firefighters Response	48,629	30,000	23,318	47,000	50,000	
703.001 Metro Fire Officers Salaries	6,420	0	0	0	0	
703.200 Metro FF Wages - part-time	211,100	303,000	62,677	248,000	248,000	
703.300 Part-time Administrative	3,184	25,000	3,062	25,000	25,000	
705.000 Personal Day Payout	33,201	51,000	0	51,000	50,000	
715.000 FICA/Medicare	36,279	46,255	17,345	46,255	47,809	
716.000 Health/Dental/Optical Ins.	425,603	540,000	345,916	540,000	598,000	
716.003 Life Ins./LTD/STD	27,265	33,000	694	33,000	27,000	
717.001 AD&D Insurance	7,970	11,000	8,484	11,000	12,000	
718.000 Retirement	339,944	415,020	169,169	415,020	460,488	
719.000 Workers Comp. Insurance	81,431	95,000	69,325	95,000	91,000	
TOTAL PERSONNEL SERVICES	3,446,494	4,138,090	1,823,041	4,100,090	4,502,817	
Acct Class: 726 SUPPLIES						
727.000 Office Supplies	10,830	12,000	5,520	12,000	13,000	
729.000 Printing and Binding	5,093	6,000	2,282	6,000	6,000	
730.000 Postage and Freight	2,501	2,500	937	2,500	3,000	
743.000 Other Supplies	23,427	30,000	10,194	30,000	30,000	
745.000 Uniforms and Accessories	25,630	24,000	7,877	24,000	28,000	
745.002 Fire Gear	8,649	35,000	14,910	35,000	35,000	
748.000 Fuel, Oil, Grease	45,063	35,000	27,105	60,000	60,000	
760.000 Medical Supplies	19,259	17,000	14,578	27,000	27,000	
TOTAL SUPPLIES	140,452	161,500	83,402	196,500	202,000	
Acct Class: 800 CONTRACTUAL SERVICES						
801.000 Legal Fees	13,213	25,000	7,103	25,000	25,000	
810.000 Subscriptions	3,959	7,500	3,896	7,500	7,500	
810.001 Dues	7,926	8,500	2,383	8,500	8,500	
818.000 Contract Services	45,621	52,000	24,887	52,000	52,000	
830.000 Fire Hydrant Rental	21,240	25,000	0	25,000	25,000	
850.001 Telephone	41,242	46,000	20,308	46,000	46,000	
TOTAL CONTRACTUAL SERVICES	133,201	164,000	58,576	164,000	164,000	

GRAND TRAVERSE METRO FIRE DEPARTMENT

2023 Budgeted Revenue/Expenditure Report



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	Actual	Budget	YTD actual	Estimated	2023	
GRAND TRAVERSE METRO FIRE	2021	2022	June, 2022	Dec, 2022	BUDGET	Notes
Acct Class: 900 OTHER SERVICES AND CHARGES						
910.000 Fleet & Liability Property Ins	60,117	65,000	67,613	67,613	68,000	
920.000 Heat Utilities	22,732	30,000	18,319	35,000	35,000	
921.000 Electric Utilities	42,473	47,000	19,194	47,000	47,000	
923.000 Sewer and Water Utilities	14,181	15,000	5,805	15,000	16,000	
924.000 Waste Disposal	1,390	2,100	749	2,100	2,100	
930.000 Bldg. Repair and Maintenance	94,363	65,000	34,642	65,000	100,000	
932.000 Equipment Repair & Maint.	27,849	25,000	16,063	25,000	30,000	
932.100 SCBA Repair/Maintenance	6,886	10,000	20	10,000	10,000	
934.000 Vehicle R&M - labor	88,764	78,000	30,575	78,000	85,000	
934.100 Vehicle R&M - parts	55,144	65,000	23,477	65,000	65,000	
934.500 Special Ops Equipment	2,355	0	0	0	0	
935.000 Ground Care and Maintenance	30,616	36,000	14,595	36,000	36,000	
955.000 Employee Physicals & Wellness	31,701	40,000	16,983	40,000	40,000	
956.000 Employee Train. and Develop.	65,772	55,000	36,676	55,000	70,000	
956.001 Computer Support	61,667	57,000	27,655	57,000	65,000	
TOTAL OTHER SERVICES AND CHARGES	606,010	590,100	312,366	597,713	669,100	
Acct Class: 970 CAPITAL OUTLAY						
976.001 Building Improvement	81,765	65,000	4,520	65,000	115,000	Replace Admin garage floor/ parking lot fixes
977.000 Machinery and Equipment	92,344	85,000	93,900	117,000	85,000	
980.100 Computer Replacement	9,038	15,000	7,440	15,000	15,000	
TOTAL CAPITAL OUTLAY	183,147	165,000	105,860	197,000	215,000	
Acct Class: 985 OTHER						
985.100 Transfer to Public Imp. Fund	298,421	550,000	550,000	550,000	300,000	
992.000 Contingency	0	10,000	0	0	10,000	
992.001 Emergency Cont. Fund	0	200	0	0	200	
TOTAL OTHER	298,421	560,200	550,000	550,000	310,200	
TOTAL EXPENDITURES	4,807,725	5,778,890	2,933,245	5,805,303	6,063,117	2.68 mils (net of other revenue's)
NET REVENUE/EXPENDITURES	97,001	(438,318)	2,217,119	(440,013)	\$ (154,059)	
Fund Balance	2,060,380	2,157,381		2,157,381	1,719,063	
Net Fund Balance	\$ 2,157,381	\$ 1,719,063		\$ 1,717,368	\$ 1,565,004	
Maintain Fund Balance = to 3.5 months expense \$ 1,402,253 \$ 1,685,510 \$ 1,693,213 \$ 1,768,409						

GRAND TRAVERSE METRO FIRE DEPARTMENT
2023 Budgeted Revenue/Expenditure Report



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	Actual	Budget	YTD actual	Estimated	2023	
GRAND TRAVERSE METRO FIRE	2021	2022	June, 2022	Dec, 2022	BUDGET	Notes
PUBLIC IMPROVEMENT FUND						
564.000 Earned Interest	631	2,000	100	1,000	1,000	
575.000 Debt Proceeds	350,000	0	0	0	-	
599.100 Transfer In - Fund Balance	298,421	550,000	550,000	550,000	300,000	Debt pymts
TOTAL REVENUES	649,052	552,000	550,100	551,000	301,000	
EXPENDITURES						
Acct. Class: 970 Capital Outlay						
976.001 Building Improvement	496,068	0	0	0	0	
977.000 Machinery and Equipment	0	0	0	0	0	
978.000 Vehicles Acquisition	416,521	250,000	164,131	250,000	0	
TOTAL CAPITAL OUTLAY	912,589	250,000	164,131	250,000	0	
Acct Class: OTHER						
990.000 Debt Payment	262,190	281,873	140,143	281,873	288,289	
990.005 Interest Expense	31,049	26,897	14,239	26,897	20,481	
992.000 Contingency	0	5,000	0	5,000	5,000	
TOTAL DEBT SERVICE & OTHER	293,239	313,770	154,382	313,770	313,770	
TOTAL EXPENDITURES	1,205,828	563,770	318,513	563,770	313,770	0.15 mills
REVENUES OVER EXPENDITURES	-556,776	-11,770	231,587	-12,770	-12,770	
Fund Balance	681,765	124,989	-	124,989	113,219	
Net Fund Balance	124,989	113,219		112,219	\$ 100,449	



**GT METRO FIRE DEPARTMENT
PROJECTED DEBT OBLIGATIONS THRU 2032
2023 BUDGET**



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DESCRIPTION			Projected											
YEAR	ITEM	AMOUNT	Budget 2022	Budget 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
Vehicle Replacement Plan - Cash payments														
	Admin Vehicles		50,000	-		45,000			50,000		100,000	60,000	60,000	
	Station Squad Vehicles		50,000		120,000	70,000		70,000	75,000	75,000	75,000	75,000		
	New Used Rescue - Glen Arbor		150,000											
Capital Purchases - Financing														
2018	Engine 11 - PIF 1st pymt 11/2018 6 yrs @ 0.0%	\$ 200,000 Principal Interest Total	33,333 33,333 33,333	33,333 33,333 33,333	25,002									
2018	Engine 11 - PIF 1st pymt 11/2018 6 yrs @ 3.55	\$ 300,000 Principal Interest Total	51,252 4,483 55,735	53,094 2,641 55,735	41,071 732 41,803									
2020	Engine 1 6 yrs @ 2.24%	\$ 575,000 Principal Interest Total	93,649 9,037 102,686	95,764 6,922 102,686	97,927 4,759 102,686	100,140 2,546 102,686	50,915 428 51,343							
2020	Station 11 Remodel 7 yrs at 2.05%	\$ 350,000 Principal Interest Total	47,957 5,847 53,804	48,947 4,857 53,804	49,958 3,846 53,804	50,990 2,814 53,804	52,044 1,760 53,804	53,119 685 53,804						
2021	New Tanker 6 yrs at 2.61%	\$ 350,000 Principal Interest Total	55,682 7,530 63,212	57,151 6,061 63,212	58,658 4,554 63,212	60,203 3,009 63,212	61,791 1,421 63,212	15,700 103 15,803						
2023	New Station 8 20 yrs at 4%	\$ 4,500,000 Principal Interest Total			75,838 88,133 163,970	157,834 170,106 327,940	164,242 163,697 327,939	327,939	327,939	327,939	327,939	327,939	327,939	
2024	New Engine 9 6 yrs @ 4.0%	\$ 800,000 Principal Interest Total			59,615 15,704 75,319	122,847 27,788 150,635	127,835 22,800 150,635	150,635	150,635	150,635	75,316			
2025	Land for new Metro Station in Garfield Twp 10 yrs at 4.5%	\$ 750,000 Principal Interest Total				30,069 16,707 46,776	62,194 31,357 93,551	93,551	93,551	93,551	93,551	93,551	93,551	



GT METRO FIRE DEPARTMENT
PROJECTED DEBT OBLIGATIONS THRU 2032
2023 BUDGET



DRAFT

DESCRIPTION			Projected										
YEAR	ITEM	AMOUNT	Budget 2022	Budget 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
2025	New Ladder Truck 6 yrs @ 4.5%	\$ 1,400,000				102,851	212,736						
	Principal					30,925	54,815						
	Interest												
	Total					133,776	267,551	267,551	267,551	267,551	267,551	133,775	
2026	New Tanker 9 6 yrs at 4.5%	\$ 500,000											
	Total						47,772	95,554	95,554	95,554	95,554	95,554	47,782
2027	New Engine 12 6 yrs @ 4.5%	\$ 900,000											
	Total						86,000	172,000	172,000	172,000	172,000	172,000	172,000
2028	New Engine 8 6 yrs @ 4.5%	\$ 900,000											
	Total								86,000	172,000	172,000	172,000	172,000
2029	New Tanker 8 6 yrs @ 4.5%	\$ 600,000											
	Total									57,333	114,665	114,665	114,665
2030	New Engine 11 6 yrs @ 4.5%	\$ 1,000,000											
	Total										95,554	191,108	191,108
2030	New Station LaFranier 20 yrs @ 4.5%	\$ 6,000,000											
	Total												
											228,279	456,557	456,557
2023-2032	Capital Fund -		558,770	308,770	645,796	993,829	1,055,807	1,160,837	1,318,230	1,411,563	1,817,409	1,892,149	1,635,602
	Cash Pay												
	Principal	250,000			120,000	115,000	-	70,000	125,000	75,000	175,000	135,000	60,000
	Interest	281,873	288,289	288,289	408,069	624,934	779,529	1,090,049	1,193,230	1,336,563	1,642,409	1,757,149	1,575,602
	Total	26,897	20,481	20,481	117,728	253,895	276,278	788	-	-	-	-	-
		558,770	308,770	645,796	993,829	1,055,807	1,160,837	1,318,230	1,411,563	1,817,409	1,892,149	1,635,602	
		0.2897	0.1489	0.2965	0.4346	0.4397	0.4604	0.4980	0.5078	0.6227	0.6174	0.5083	

1,929,066,000 2,074,203,067 2,177,913,220 2,286,808,861 2,401,149,325 2,521,206,792 2,647,267,131 2,779,630,488 2,918,612,012 3,064,542,613 3,217,769,744

Ave. Millage over 10 yrs.

0.4634

GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
BUILDINGS & VEHICLES
2023 Budget



DESCRIPTION	Current Year										
	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
VEHICLES	250,000		940,000	1,515,000	500,000	970,000	1,050,000	675,000	1,175,000	135,000	60,000
BUILDINGS and LAND	25,000	70,000	4,525,000	805,000	665,000	630,000	25,000	30,000	6,095,000	15,000	15,000



GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2023 Budget - VEHICLES

ACQUIRE DATE	DESCRIPTION	LOCATION	Actual Cost	Current Yr									
				2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
VEHICLES:													
Chiefs													
2010	Ford Expedition - Chief (701)	Admin	Chiefs	50,000									
2021	Chevy Tahoe (702)	Admin	Chiefs										
2020	Chevy Tahoe (703)	Admin	Chiefs									60,000	
Fire Prevention													
2020	GMC Pick up FFB	FPB	d-FPB	37,205								50,000	
2020	GMC Pick up FFB	FPB	d-FPB	37,205								50,000	
2009	Chevy Sub LT1 - PubEd	FPB	d-FPB	34,658									
2016	Ford Escape - 738	FPB	d-FPB	24,764				45,000					
2007	GMC Pickup C14 (old 703)	FPB	d-FPB	29,619									
2007	GMC Pickup C15 (old 760)	FPB	d-FPB	29,619									
Admin Vehicle Replacement Fund													
2021	Freightliner/Pierce Tanker 1	Station 1	f-Tanker	350,000									
2020	Pierce Enforcer Truck - Engine 1	Station 1	Engine	575,000									
2007	Pierce Ladder (Truck 1)	Station 1	f-Ladder	648,172									
2015	Ford Pick-up - Squad 1 (to Capt)	Station 1	Squad	55,522				1,400,000					
2010	Pierce Rescue 1	Station 1	f-Rescue	150,000									
2007	Sterling Tanker - T1	Station 1	f-Tanker	187,942									
2016	Sea Wolf Marine 1	Station 1	Marine	21,332									
2011	ORV Trailer Kelley	Station 1	Kubota	2,195									
2012	RTV 1 - Kubota RTV900	Station 1	Kubota	11,295									
2016	MT1 - Special Ops Trailer	Station 1	Trailer	12,128									
2014	MT1 - Obstacle Course Trailer	Station 1	Trailer	7,015									
2010	Middlebury Enclosed Trailer - PubEd	Station 1	Trailer	5,162									
2008	GMC Yukon - Metro Capt	Station 1	Capt	48,372									
2016	Continental M1 Trailer	Station 1	Trailer	1,600									
2013	Rosenbauer - Engine 8	Station 8	Engine	600,022									
2001	Tanker - Freightliner (T8)	Station 8	f-Tanker	162,350									
1996	Wildfire - Chevrolet (Brush 8)	Station 8	z-Other	17,600							600,000		
2019	Kubota Unit #3	Station 8	Kubota	13,700									
2019	Kubota Trailer - Liberty	Station 8	Kubota	2,257									
2018	Squad 8	Station 8	Squad	48,770				70,000					75,000
2005	Snowmobile and trailer	Station 8	z-Other	6,023									
2007	American LaFrance E9	Station 9	Engine	462,796									
2001	Tanker - Freightliner (T9)	Station 9	f-Tanker	124,406				500,000					
2004	Chevrolet Suburban (Squad 9)	Station 9	Squad	35,600						70,000			
1993	Watersupply-Ford 1 ton (9WS)	Station 9	z-Other	17,704									
2001	Wildfire - Ford (Brush 9)	Station 9	z-Other	26,833									
2017	Arctic Cat Bearcat 3000 LT	Station 9	z-Other	9,750									
2019	Kubota Unit #4	Station 9	Kubota	13,700									
2019	Kubota Trailer	Station 9	Kubota	2,257									
1993	Pierce - Engine 13 - Reserve	Station 9	Engine	45,000									
2017	Pierce Impel - Engine 11	Station 11	Engine	517,252									
2016	Ford - Squad 11	Station 11	Squad	48,300									
1991	SIM 1 tractor - Freightliner	Station 11	z-Other	15,000							75,000		
2008	SIM 2 Playmor Simulator	Station 11	z-Other	130,000									
2019	Kubota Unit #2	Station 11	Kubota	13,700									
2019	Kubota Trailer	Station 11	Kubota	2,257									
1991	Ford - Metro Utility	Station 11	z-Other	119,377									

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2023 Budget - VEHICLES**

[illegible]

**GRAND TRAVERSE METRO FIRE DEPARTMENT
CAPITAL PROJECTIONS - 10 Year Plan
2023 Budget - BUILDINGS & Other**



ACQUIRE DATE	DESCRIPTION	LOCATION	Current Year										
			2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	12 New SCBA's per year	Various					\$600,000						
	Asphalt/Parking Lot repairs	Various	\$5,000	\$25,000	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000	\$10,000	\$5,000	\$5,000	\$5,000
	Garage Door Replacements (33 doors)	Various	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
1988	Administration Building												
	Training Tower							600,000					
	Generator	Admin			25,000								
	Roof Top Unit/HVAC	Admin					10,000						
	Replace Apparatus Floor	Admin		25,000									
2008	Station 1												
	Roof Top Unit/HVAC	Sta1	10,000					10,000					
	New Roof	Sta1									70,000		
	Station 8												
	New Station	Sta8			\$4,500,000								
Station 9	New Roof												
	Roof Top Unit/HVAC	Sta9					40,000						
	Roof Top Unit/HVAC	Sta9		10,000					10,000				
Station 11													
	Roof Top Unit/HVAC	Sta11			10,000					10,000			
2011	Station 12												
	Roof Top Unit/HVAC	Sta12				10,000					10,000		
	Roof Repairs	Sta12											
	Land for new Metro Station in Garfield Twp (LaFranier/Hammond/Garfield)					750,000							
	New Station - (LaFranier/Hammond/Garfield)										6,000,000		
	Total Building Improvements:		\$ 25,000	\$ 70,000	\$ 4,525,000	\$ 805,000	\$ 665,000	\$ 630,000	\$ 25,000	\$ 30,000	\$ 6,095,000	\$ 15,000	\$ 15,000

2023 BUDGET RESOLUTION FOR
CHARTER TOWNSHIP OF _____
COUNTY OF GRAND TRAVERSE, MICHIGAN
2022-

Minutes of a regular meeting of the Board of East Bay Charter Township, held on the _____ day of _____, 2022, at _____ o'clock pm.

PRESENT: _____

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

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

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2021 Budget year with a financial contribution equal to 2.75 mills times the Townships ad valorem real property tax value, which equates to \$5,704,058 (\$2,802,160 for Garfield; \$1,851,951 for East Bay; \$1,049,947 for Acme);

BE IT FURTHER RESOLVED, that the Township agrees to distribute all of this revenue to Metro by May 15, 2023.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2023 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes: _____

Nays: _____

Absent and Excused: _____

CERTIFICATE

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

Dated: _____

Clerk, Township of _____
Grand Traverse County, Michigan



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

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

July 26, 2022

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Glen Lile, Vice Chairperson at Metro Fire Station 11 located at 3000 Albany, Traverse City, MI 49685.

PLEDGE OF ALLEGIANCE – recited.

Roll call – 6 members, a quorum.

Beth Friend, East Bay	Doug White, Acme (ABSENT)
Glen Lile, East Bay	Chuck Korn, Garfield
Dale Stevens, Acme (9:04 am)	Steve Duell, Garfield
Paul Scott, Acme	

ATTENDANCE:

Pat Parker, Chief	Kim McCann, Accountant
Brian Belcher, Asst. Chief/Fire Marshal-FP	

1. **APPROVAL OF AGENDA:** No changes. Stand Approved.
2. **PUBLIC COMMENT:** None.
3. **CONFLICT OF INTEREST:** None.
4. **APPROVAL OF MINUTES:** No changes. Stand approved.
 - a. Approval of June 28 Closed Meeting Minutes. Stand approved.
 - b. Approval of Budget Workshop Minutes. Stand approved.
 - c. Approval of Closed Meeting Minutes. Stand approved.
5. **FINANCIAL REPORT:**
 - a. Approve of cash transfers.
Motion by Paul Scott, supported by Chuck Korn, to approve cash transfers of \$250,000.00. All ayes. Motion carried.
 - b. Consider **Resolution 2022-04 Budget Amendment #2**
Motion by Beth Friend, supported by Paul Scott, to **Resolution 2022-04 Budget Amendment #2**. Roll call: Friend, yes; Scott, yes; Stevens, yes; Korn, yes; Duell, yes; Lile, yes. All ayes. Motion carried.



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

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6. APPROVAL CLAIMS:

Motion by Paul Scott, supported by Chuck Korn, to approve the prepay and regular claims in the amount of \$101,376.49 (check #19885-19963); Plus, Electronic Funds Transfers in the amount of \$293,843.19, and Retiree Health Care Payments \$1,250.00 for a Grand Total Claims & EFTs of \$396,469.68. Roll call: Scott, yes; Korn, yes; Friend, yes; Stevens, yes; Duell, yes; Lile, yes. All ayes. Motion carried.

7. CORRESPONDENCE:

- a. Cost Recovery Report for June 2022.

8. REPORTS

- a. CHIEF: See Chief Report.
- b. ASST. CHIEF OPERATIONS: See Assistant Chief Operations Report.
- c. ASST. CHIEF/FIRE MARSHAL: See Assistant Chief/Fire Marshal- Fire Prevention Bureau Report.

9. OLD BUSINESS:

10. NEW BUSINESS:

- a. Consider 2023 Budget **Resolution 2022-05**.
Motion by Dale Stevens, supported by Beth Friend, to approve 2023 Budget **Resolution 2022-05**. Roll call: Stevens, yes; Friend, yes; Korn, no; Duell, yes; Scott, yes; Lile, yes. Five ayes, one nay. Motion carried. Due to absence of Chairperson Doug White, Vice Chairperson Glen Lile will sign on additional signature page.
- b. Consider **Resolution 2022-06 Rescue Task Force Donation and Match**.
Motion by Chuck Korn, supported by Beth Friend, to approve **Resolution 2022-06 Rescue Task Force Donation and Match**. Roll call: Korn, yes; Friend, yes; Stevens, yes; Duell, yes; Scott, yes; Lile, yes. All ayes. Motion carried.

11. ADDITION:

- a. Consider approving additional funds to purchase Squad 1.
Motion by Beth Friend, supported by Chuck Korn, to approve adjusted purchase agreement 2022 Super Duty Ford F250 to \$38952.52. Roll call: Friend, yes; Korn, yes; Stevens, yes; Duell, yes; Scott, yes; Lile, yes. All ayes. Motion carried.
- b. Consider approving exchange of service from Custom Coatings for retired utility truck.
Motion by Paul Scott, supported by Chuck Korn, to approve an even exchange of goods of retired utility truck for services of \$15,000.00 in epoxy flooring installation from Custom Coatings. Roll call: Scott, yes; Korn, yes; Friend, no; Duell, yes; Stevens, yes; Lile, yes. Five ayes, one nay. Motion carried.



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

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Any Suggested Agenda Items for Future Board Meetings: Update on Station 11 dormitory insulation. Develop disposal policy for GTMESA vehicles.

PUBLIC COMMENT: None.

There being no objections, meeting was declared adjourned by Vice Chairperson Glen Lile at 10:25 a.m.

Vice Chairperson Glen Lile

Secretary Steve Duell



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

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

RESOLUTION 2022-05

A RESOLUTION TO APPROVE THE 2023 BUDGET FOR GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY

Minutes of a regular meeting of the Board of Grand Traverse Metro Emergency Services Authority ("Metro"), held on the 26th day of July, 2022, at 9:00 o'clock am.

PRESENT: GLEN LILE, BETH FRIEND, DALE STEVENS,
CHUCK KORN, STEVE DUELL, PAUL SCOTT

The following preamble and resolution were offered by STEVENS and supported by FRIEND.

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

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

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

WHEREAS, the 2023 Budget for Metro is detailed by cost center for the General Fund and the Public Improvement Fund on the attached schedules, and

WHEREAS, Article XV of the Articles of Incorporation for Metro provides that Metro's annual budget will be funded by contributions from each Incorporating Township. In accordance with the calculation provided for in the Articles of Incorporation, the Township contributions calculate to be the following for the 2023 Budget:

Acme Township	\$1,049,947
East Bay Township	\$1,851,951
Garfield Township	\$2,802,160

NOW, THEREFORE,

BE IT RESOLVED, that the members of the Metro Board adopt the 2023 Metro Budget by cost center as detailed on the attached, with budgeted expenditures totaling \$6,376,887.

Ayes: 5
Nays: 1
Absent and Excused: 0

RESOLUTION DECLARED ADOPTED.

By: ABSENT. VICE CHAIR SIGNED
Board Chairman Doug White

By: 
Board Secretary Steve Duell

Dated: July 26, 2022

NOW, THEREFORE,

BE IT RESOLVED, that the members of the Metro Board adopt the 2023 Metro Budget by cost center as detailed on the attached, with budgeted expenditures totaling \$6,376,887.

Ayes: _____
Nays: _____
Absent and Excused: _____

RESOLUTION DECLARED ADOPTED.

By: *Glen Lile*
Vice Board Chairman Glen Lile

By: _____
Board Secretary Steve Duell

Dated: July 26, 2022

GTMESSA
2023 BUDGET - 2.75 Mils
BY COST CENTERS



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

GRAND TRAVERSE METRO FIRE	Budget 2021	Budget 2022	Budget 2023	Incr/ (Decr)	% Incr/ (Decr)
GENERAL FUND					
TOTAL REVENUES	4,904,726	5,340,572	5,909,058	435,846	8.9%
EXPENDITURES					
Dept: 336 OPERATIONS					
Acct Class: 701 PERSONNEL SERVICES	3,446,494	4,138,090	4,502,817	691,596	20.1%
Acct Class: 726 SUPPLIES	140,452	161,500	202,000	21,048	15.0%
Acct Class: 800 CONTRACTUAL SERVICES	133,201	164,000	164,000	30,799	23.1%
Acct Class: 900 OTHER SERVICES/CHARGES	606,010	590,100	669,100	(15,910)	-2.6%
Acct Class: 970 CAPITAL OUTLAY	183,147	165,000	215,000	(18,147)	-9.9%
Acct Class: OTHER	298,421	560,200	310,200	261,779	87.7%
TOTAL EXPENDITURES	4,807,725	5,778,890	6,063,117	971,165	20.2%
NET REVENUE/EXPENDITURES	97,001	(438,318)	(154,059)	(535,319)	-551.9%
Fund Balance	2,060,380	2,157,381	1,719,063		
Net Fund Balance	2,157,381	1,719,063	1,565,004		

GTMESA
2023 BUDGET - 2.75 Mils
BY COST CENTERS



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

	Budget 2021	Budget 2022	Budget 2023	Incr/ (Decr)	% Incr/ (Decr)
GRAND TRAVERSE METRO FIRE					

PUBLIC IMPROVEMENT FUND

TOTAL REVENUES	\$ 649,052	\$ 552,000	\$ 301,000	(97,052)	-15.0%
EXPENDITURES					
Acct. Class: 970 CAPITAL OUTLAY	\$ 912,589	\$ 250,000	\$ -	(662,589)	-72.6%
Acct. Class: 990 DEBT SERVICE	\$ 293,239	\$ 308,770	\$ 308,770	15,531	5.3%
Acct Class: 992 CONTINGENCY	\$ -	\$ 5,000	\$ 5,000	5,000	#DIV/0!
TOTAL EXPENDITURES	\$ 1,205,828	\$ 563,770	\$ 313,770	(642,058)	-53.2%
EXPENDITURES OVER REVENUES	\$ (556,776)	\$ (11,770)	\$ (12,770)	545,006	-97.9%
Fund Balance	\$ 681,765	\$ 124,989	\$ 113,219		
Net Fund Balance	\$ 124,989	\$ 113,219	\$ 100,449		



GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY OPERATING BUDGET - 3 Years



DRAFT

5/2/2022

Fiscal Year from 2022 to 2025

Budgets - General Fund and PIF Combined			
2022	2023	2024	2025

millage rate:

0.0026

0.00275

0.0031

0.0032

taxes per \$100,000 property value \$

260.00

\$ 275.00

\$ 310.00

\$ 320.00

OPERATING INCOME:

Local Unit Contributions

\$ 5,015,572 \$ 5,704,058 \$ 6,751,531 \$ 7,317,788

Other Revenues

327,000 206,000 210,000 215,000

Total Operating Income

5,342,572 5,910,058 6,961,531 7,532,788

OPERATING EXPENSES:

Salaries/Wages

4,138,090 4,502,817 4,979,278 5,228,242

Supplies

161,500 202,000 208,060 214,302

Contractual Services

164,000 164,000 168,920 173,988

Other Services/Charges

590,100 669,100 689,173 709,848

Capital Outlay

415,000 215,000 315,000 300,000

Debt

281,873 288,289 408,069 624,934

Interest & Contingency

42,097 35,681 132,928 269,095

Total Operating Expenses

5,792,660 6,076,887 6,901,427 7,520,408

Net Income/(Loss)

(450,088) (166,829) 60,104 12,380

Beginning Fund Balance

2,282,370 1,832,282 1,665,453 1,725,557

Ending Fund Balance

\$ 1,832,282 \$ 1,665,453 \$ 1,725,557 \$ 1,737,938

Fund Balance = to 3.5 months expenses

1,689,526 1,772,425 2,012,916 2,193,452

Assumptions:

- 1) Local Unit contributions - considers 5% increase (average last 5 years)
- 2) Financed Capital expenditures consistent with the 2023 Budget and Capital Plan
 - * 2024 - New Station 8 - \$4.5 million
 - * 2024 - New Tanker 9 - \$800,000
 - * 2025 - New Ladder Truck - \$1.4 million
 - * 2025 - Land for new Garfield Station - \$750,000
- 3) 3 new FT FF included in 2023 and 2024
- 4) 3% annual increases in operating expenses.
- 5) 5% increase in salaries/wages line item (Benefits, COLA and FF wage scale increases)

6/30/2022

2022 3 year Forecast 2.75

2023 BUDGET RESOLUTION FOR
CHARTER TOWNSHIP OF GARFIELD
COUNTY OF GRAND TRAVERSE, MICHIGAN
RESOLUTION 2022-15-T

Minutes of a regular meeting of the Board of the Charter Township of Garfield, held on the 23rd day of August, 2022, at six o'clock pm.

PRESENT: _____

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

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

NOW, THEREFORE,

BE IT RESOLVED that the Township hereby commits to fund Metro's 2023 Budget year with a financial contribution of \$2,802,160 for Garfield.

BE IT FURTHER RESOLVED, that the Township agrees to contribute all of this revenue to Metro by May 15, 2023.

BE IT FURTHER RESOLVED, that the Township can fund Metro's 2023 Budget obligation using any combination of a millage rate and general fund contribution as deemed financially beneficial to the Township.

Ayes:

Nays:

Absent and Excused:

CERTIFICATE

I, Lanie McManus, the duly elected and acting Clerk of the Township of Garfield, hereby certify that the foregoing constitutes a true copy of a Resolution 2022-15-T of the Township Board for the Charter Township of Garfield, adopted during a meeting of the Garfield Township Board, Grand Traverse County, Michigan held on August 23, 2022 , at which meeting _____ () members were present as indicated in said Minutes and voted as therein set forth and that all signatures affixed thereto are the genuine signatures of those so indicated, and that each signatory was duly authorized to affix his or her signature, that said meeting was held in accordance with the Open Meetings Act of the State of Michigan, and that due and proper notice of the meeting as required by law was given to the members of the Township Board, and that the minutes of said meeting were kept and will be and have been made available as required by said Act.

Dated: _____

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

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION #2022-14-T(a)

RESOLUTION TO CREATE BLUE STAR ROAD IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT AND
ORDER PREPARATION OF SPECIAL ASSESSMENT ROLL

WHEREAS, the Township Board of the Charter Township of Garfield received Petitions signed by more than 50 percent of the total area of the proposed special assessment district described hereinafter, and accordingly, determined to proceed under the provisions of PA 188 of 1954, as amended, to secure plans and estimates of costs together with a proposed special assessment district for assessing the costs an approved method of improving South Blue Star Drive, Blue Star Court (from South Blue Star Drive to Eta Lane), Eta Lane and Mizar Court (from Eta Lane to West Blue Star Drive), to schedule a public hearing upon the same for this date, and

WHEREAS, the plans, estimates of cost and proposed special assessment district were filed with the township clerk for public examination and notice of the within hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the township clerk, and

WHEREAS, in accordance with the aforesaid notices, a hearing was scheduled and held on the 9th day of August, 2022, commencing at 6:00 p.m., and all persons were given the opportunity to be heard in the matter, and

WHEREAS, as a result of the foregoing, the township board believes the project to be in the best interests of the township and of the district proposed to be established therefore;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby determine that creation of the Blue Star Estates Road Improvement District is necessary for the health and welfare of those doing business within Blue Star Estates.
2. That this Township Board does hereby approve the plans for the road improvements as prepared and presented by the Grand Traverse County Road Commission's registered engineer and his/her estimate of costs for the completion thereof, plus the Township's cost of administration, of **\$355,456.74**.
3. That this Township Board does hereby create, determine and define a special assessment district to be known as Blue Star Road Improvement Special Assessment District within which the costs of such improvements shall be assessed according to benefits, the following described area within said township:

Part of Section 33, Town 27 North, Range 11 West, Grand Traverse County, Michigan, to wit:

Lots 1, 2, 47, 48, Pt 49, Pt 63, 64, 65, 66, 67, 70-78 and 87-96 of Blue Star Estates.

4. That the Grand Traverse County Road Commission has committed to paying for one-quarter of the total cost of the construction and engineering (\$87,570.75), and the Township Board, in an effort to encourage this type of citizen involvement, has committed to paying for one-quarter of the total cost (\$88,864.19) of the improvement. Therefore, the estimated cost to the property owners will be \$163,021.81 – or an average of \$7,410.08, for each of the 22 owners.
5. That on the basis of the foregoing, this Township Board does hereby direct the supervisor and assessing officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the supervisor or assessing officer shall affix thereto his/her certificate a statement that it was made pursuant to this resolution and that in making such assessment roll, he/she has, according to his/her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.
6. That all resolutions and parts of resolutions insofar as they conflict with the provision of the within resolutions be and the same are hereby rescinded.

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

RESOLUTION 2022-14-T(a) DECLARED ADOPTED.

By:

Lanie McManus, Clerk
Charter Township of Garfield

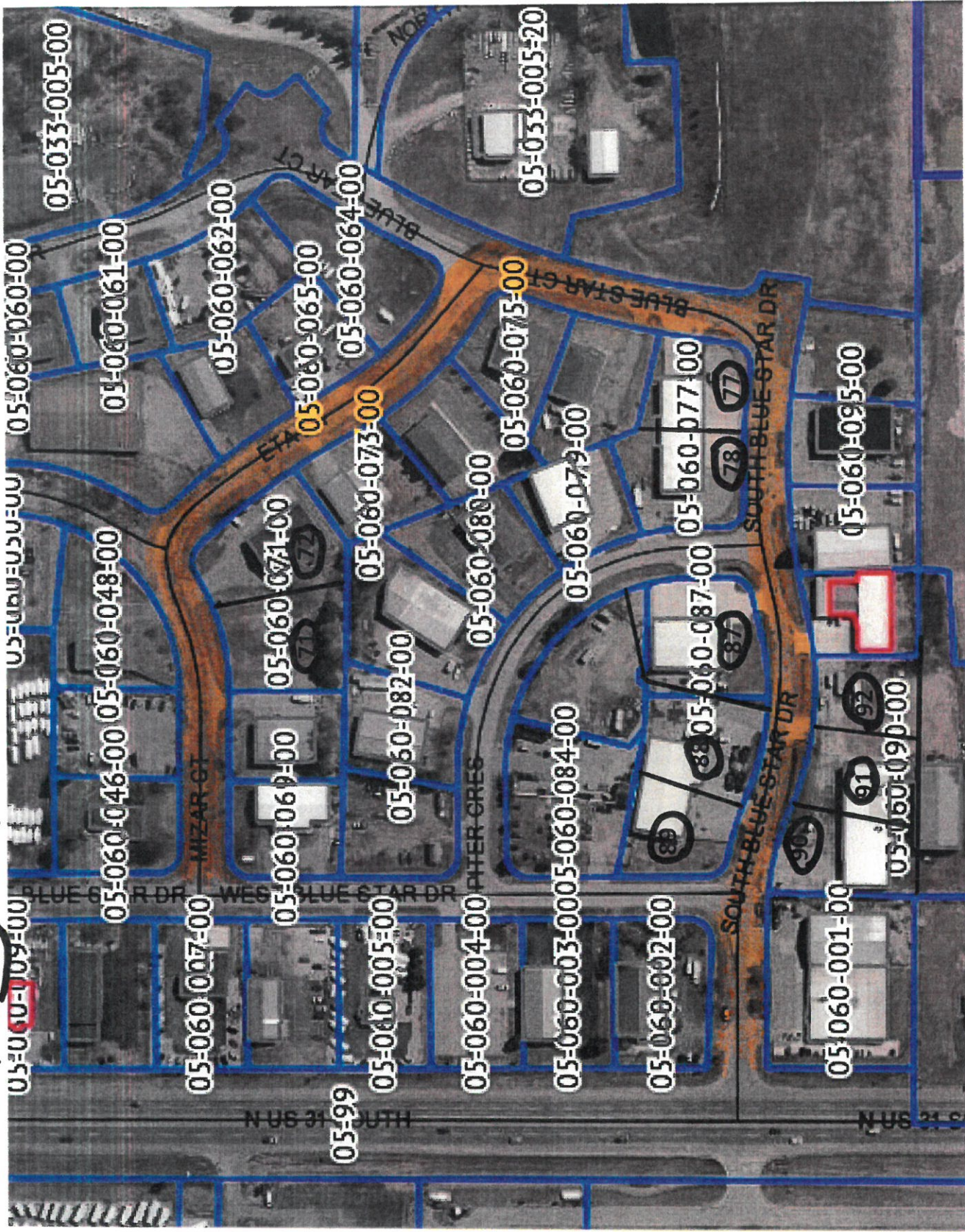
CERTIFICATE

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 23rd day of August, 2022.

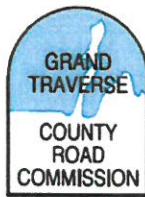
Dated: _____

Lanie McManus, Clerk

BLACK lines (with BLACK numbers) indicate Platted lot lines. BLUE lines show the parcel lines, as assessed.



Parcel #	Owner(s)	Street #	Dir	Street	Project Frontage	Frontage of Signers	Who Signed
1 05-060-001-00	CLASSIC MOTOR SPORTS & LAWN	3939 S		BLUE STAR DR	223.49	223.49	Donald Pishney
2 05-060-002-00	BECKMAN GREGORY D & BONITA C	565 W		BLUE STAR DR	193.56		
3 05-060-047-00	TC LAND HOLDINGS LLC	685		MIZAR CT	120.00		
4 05-060-048-00	TC LAND HOLDINGS LLC	697		MIZAR CT	182.00		
5 05-060-064-00	SAUNDERS ROBERT M	633		BLUE STAR CT	270.20	270.20	Christian & Kristine Shacklette
6 05-060-065-00	WHITEWATER IRRIGATION LLC	632		ETA LN	130.98	130.98	Christian & Kristine Shacklette
7 05-060-066-00	WEISS GREGORY & SUZANNE TRUSTEES	670		ETA LN	133.03	133.03	Gregory & Suzanne Weiss
8 05-060-067-00	DONNELLY-CRANDALL LISA M (LC BUYER)	716		MIZAR CT	114.75	114.75	Lisa Donnelly-Crandall
9 05-060-070-00	ORTH MICHAEL J TRUST	686		MIZAR CT	120.00	120.00	Michael Orth
10 05-060-071-00	FEDERAL ARMORED TRUCK	698		MIZAR CT	373.67	373.67	Chris Field
11 05-060-073-00	TZMK LLC	635		ETA LN	135.28	135.28	Kevin Lizenby
12 05-060-074-00	ORTH MICHAEL J TRUST	613		ETA LN	125.00	125.00	Michael Orth
13 05-060-075-00	JOZWIAK HOLDINGS LLC	601		ETA LN	218.02	218.02	Scott Jozwiak
14 05-060-076-00	AH GENERAL PROPERTIES LLC						
15 05-060-077-00	GJT LLC	571		BLUE STAR CT	118.00		
16 05-060-087-00	QUAD PARTNERS LLC	3828 S		BLUE STAR DR	350.40		
17 05-060-088-00	CLASSIC MOTOR SPORTS & LAWN	3898 S		BLUE STAR DR	167.80	167.80	Jeff Jeltema
18 05-060-090-00	SOUTH TRAVERSE CO	3890 S		BLUE STAR DR	241.93	241.93	Donald Pishney
19 05-060-093-00	GLP COMPANY LLC	3945 S		BLUE STAR DR	341.83		
20 05-060-094-00	MKS LAND LLC	3875 S		BLUE STAR DR	113.16		
21 05-060-095-00	BLUE STAR LAND LLC	3853 S		BLUE STAR DR	120.00	120.00	Matthew & Karen Sullivan
22 05-060-096-00	SULLIVAN MATTHEW & KAREN	3829 S		BLUE STAR DR	123.12	123.12	Matthew & Karen Sullivan
		3807 S		BLUE STAR DR	127.83	127.83	Matthew & Karen Sullivan
TOTALS:					4044.04	2625.10	
Parcel Count: 22					50%	65%	
					2022.02		



"Our mission is to upgrade and maintain a safe and efficient road system"

Date: August 2, 2022

To: Chuck Korn
Supervisor, Garfield Township

From: James Schiffer, PE
Assistant County Highway Engineer
Grand Traverse County Road Commission

Re: Blue Star Estates SAD
Opinion of Probable Construction Cost

Per your request, please find the attached cost estimate for the proposed Blue Star Estates SAD. The proposed fixes are to be located at:

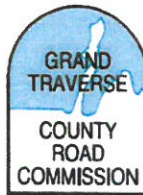
- 1) S. Blue Star Dr at M-37 to the intersection of Eta Ln, 0.2 miles – PASER 2, 2, 3
- 2) Eta Ln from S. Blue Star Dr to Mizar Ct, 0.11 miles – PASER 1
- 3) Mizar Ct. from Eta Ln to W. Blue Star Dr, and 0.09 miles – PASER 1

The existing road surface would be pulverized, recycled in-place, and graded to form the base for an asphalt overlay. The design addresses drainage issues with asphalt curb, spillways, and additional ditching. The proposed fix is summarized below:

Length of Project (ft):	2200
Proposed HMA Lane Width (ft):	11
Proposed HMA Shoulder Width (ft):	2
HMA Curb or Gravel Shoulder Width (ft):	1.5
Total Corridor Width (ft):	29
HMA Thickness: (inch):	3.5
Estimated Construction Cost (USD):	\$350,283

The attached estimate was created using the MERL (Michigan Engineers' Resource Library) estimating system. A 15% cost of construction was used for a contingency. Please note the attached Opinion of Probable Cost is subject to the following conditions:

- The attached costs are based on preliminary information. The actual site conditions may result in variation of the unit prices or items. It was assumed the material beneath the existing roadway can be reused as subbase. A thorough investigation of site conditions prior to final engineered plans could result in additional items of work to ensure a quality product.



*"Our mission is to upgrade and
maintain a safe and efficient road
system"*

- Actual construction bids may vary significantly from the attached Opinion of Probable Construction Cost due to timing of construction, changed conditions, labor rate changes, or other factors beyond the control of the Grand Traverse County Road Commission.
- This estimate assumes all work is completed in one year as a complete project. Options exist for completion in phases over multiple years.

We appreciate the continued communication and look forward to working with you in the future. Please feel free to contact me anytime.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Schiffer".

James B. Schiffer, PE
Assistant County Highway Engineer
Grand Traverse County Road Commission
1881 LaFranier Road
Traverse City MI 49696
231-922-4848

Engineer's Opinion of Costs

Project Number: 21E016.RV.01
Estimate Number: 1
Project Type: Miscellaneous
Location: Blue Star Estates SAD
 Garfield TWP
Description: Crush and Shape

Project Engineer: GTCRC
Date Created: 08/02/2022
Date Edited: 08/02/2022
Fed/State #:
Fed Item:
Control Section:

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0001	1027051	_ Contingency (15%)	1.000	LSUM	\$42,000.00	\$42,000.00
0002	1100001	Mobilization, Max	1.000	LSUM	\$28,000.00	\$28,000.00
0003	2050006	Ditch Cleanout	9.000	Sta	\$400.00	\$3,600.00
0004	3020001	Aggregate Base	706.000	Ton	\$18.00	\$12,708.00
0005	3050002	HMA Base Crushing and Shaping	6,490.000	Syd	\$2.50	\$16,225.00
0006	3070105	Shld, C I I, 3 inch	1,000.000	Syd	\$3.30	\$3,300.00
0007	3070200	Trenching	44.000	Sta	\$250.00	\$11,000.00
0008	5010005	HMA Surface, Rem (Driveways)	4,420.000	Syd	\$5.00	\$22,100.00
0009	5010061	HMA Approach	485.000	Ton	\$110.00	\$53,350.00
0010	5012024	HMA, 4EL	786.000	Ton	\$90.00	\$70,740.00
0011	5012036	HMA, 5EL	589.000	Ton	\$95.00	\$55,955.00
0012	5017011	_ HMA Spillway	27.000	Syd	\$15.00	\$405.00
0013	8050010	Curb Slp, HMA	900.000	Ft	\$1.00	\$900.00
0014	8162003	Slope Restoration, Non-Freeway, Type C	6,000.000	Syd	\$5.00	\$30,000.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
						Estimate Total: \$350,283.00

Projected Costs for a Special Assessment for Blue Star Road Improvement

August 1, 2022

of Years Assessed

Current Costs Description for setting up a Road Special Assessment	Per yer	Qty	Unit Cost	One Time Costs	5	7	1
Collection-Legal Costs- <u>Assessing Department Time</u> (Setting up a Special Assessment District & Roll)							
Create legal description of district (30 mins)		0.5	\$ 80.00	\$ 40.00	\$880.00	\$960.00	\$720.00
Write 4 Resolutions (2 hours, 4 @ 30 mins ea)		2.0	\$ 80.00	\$ 160.00	\$40.00	\$40.00	\$40.00
Write 2 Public Hearing Notices (1 hour, 2 @ 30 mins ea)		1.0	\$ 80.00	\$ 80.00	\$160.00	\$160.00	\$160.00
Attend 2 Public Hearings (4 hours, 2 @ 2 hours ea)		4.0	\$ 80.00	\$ 320.00	\$80.00	\$80.00	\$80.00
Create assessment Roll (1 hour)		1.0	\$ 80.00	\$ 80.00	\$320.00	\$320.00	\$320.00
Maintenance (0.5 hour/yr)		0.5	\$ 80.00	\$ 40.00	\$80.00	\$80.00	\$80.00
Printing Notices- <u>Clerk Time</u> (Hearings - newspaper - Sending Letters to Taxpayers - Envelopes, paper, printing and Postage)					\$826.52	\$826.52	\$826.52
Public Hearings publication (2 hearings, 2 publications each)		2	\$ 304.00	\$ 608.00			
Paper, printing - 2 notices to ea. Taxpayer		44	\$ 0.50	\$ 22.00			
Envelopes (500 box-\$70.99) & Mailing labels (3000-\$36.49) & Printing		44	\$ 0.25	\$ 11.00			
Postage		44	\$ 0.58	\$ 25.52			
Time to publish, print, stuff & mail (2 hours x 2)		4	\$ 40.00	\$ 160.00			
Annual Certification of Roll - <u>Treasurer - Assessing/Supervisor - Clerk</u>			\$100.00		\$500.00	\$700.00	\$100.00
Yearly Tax Collection Costs - <u>Treasurer</u>							
Yearly Data Collection and Storage, Record Keeping, Filing			\$140.00		\$700.00	\$980.00	\$140.00
Yearly Process Tax Data File - Staff Time setting up on BSA - Transferring Delinquent Tax Roll			\$70.00		\$350.00	\$490.00	\$70.00
Tax Notice Paper & Printing (Amount Twp charges for copies)	1	22	\$0.50		\$2.50	\$3.50	\$0.50
Insert, Sort and Mail (15 min. @ \$28/hr divided by 22 units)	1	22	\$0.32		\$1.60	\$2.24	\$0.32
Envelopes - Notices (500/box - \$70.99) & printing	1	22	\$0.15		\$0.75	\$1.05	\$0.15
Postage	1	22	\$0.58		\$2.90	\$4.06	\$0.58
TOTAL <u>Treasurer</u> Cost					\$1,057.75	\$1,480.85	\$211.55
				Sub-Total	\$4,144.27	\$4,927.37	\$2,578.07

(Contingency)

x .05%

\$207.21

\$246.37

\$128.90

TOTAL

\$4,351.48

\$5,173.74

\$2,706.97

BY Number of Lots:

TOTAL Cost to Property Owners: \$ 163,021.81

Cost per Lot: \$ 6,094.27

Parcel #	Owner(s)	Bldg #	Street	# of		Allocation
				Loys		
1 05-060-001-00	CLASSIC MOTOR SPORTS & LAWN	3939 S	BLUE STAR DR	1.00	\$	6,094.27
2 05-060-002-00	BECKMAN GREGORY D & BONITA C	565 W	BLUE STAR DR	1.00	\$	6,094.27
3 05-060-047-00	TC LAND HOLDINGS LLC	685	MIZAR CT	1.00	\$	6,094.27
4 05-060-048-00	TC LAND HOLDINGS LLC	697	MIZAR CT	1.00	\$	6,094.27
5 05-060-064-00	SAUNDERS ROBERT M	633	BLUE STAR CT	1.00	\$	6,094.27
6 05-060-065-00	WHITEWATER IRRIGATION LLC	632	ETA LN	1.00	\$	6,094.27
7 05-060-066-00	WEISS GREGORY & SUZANNE TRUSTEES	670	ETA LN	1.00	\$	6,094.27
8 05-060-067-00	DONNELLY-CRANDALL LISA M (LC BUYER)	716	MIZAR CT	1.00	\$	6,094.27
9 05-060-070-00	ORTH MICHAEL J TRUST	686	MIZAR CT	1.00	\$	6,094.27
10 05-060-071-00	FEDERAL ARMORED TRUCK	698	MIZAR CT	2.00	\$	12,188.55
11 05-060-073-00	TZMK LLC	635	ETA LN	1.00	\$	6,094.27
12 05-060-074-00	ORTH MICHAEL J TRUST	613	ETA LN	1.00	\$	6,094.27
13 05-060-075-00	JOZWIAK HOLDINGS LLC	601	ETA LN	1.00	\$	6,094.27
14 05-060-076-00	AH GENERAL PROPERTIES LLC	571	BLUE STAR CT	1.00	\$	6,094.27
15 05-060-077-00	GJT LLC	3828 S	BLUE STAR DR	2.00	\$	12,188.55
16 05-060-087-00	QUAD PARTNERS LLC	3898 S	BLUE STAR DR	0.75	\$	4,570.70
17 05-060-088-00	CLASSIC MOTOR SPORTS & LAWN	3890 S	BLUE STAR DR	2.00	\$	12,188.55
18 05-060-090-00	SOUTH TRAVERSE CO	3945 S	BLUE STAR DR	3.00	\$	18,282.82
19 05-060-093-00	GLP COMPANY LLC	3875 S	BLUE STAR DR	1.00	\$	6,094.27
20 05-060-094-00	MKS LAND LLC	3853 S	BLUE STAR DR	1.00	\$	6,094.27
21 05-060-095-00	BLUE STAR LAND LLC	3829 S	BLUE STAR DR	1.00	\$	6,094.27
22 05-060-096-00	SULLIVAN MATTHEW & KAREN	3807 S	BLUE STAR DR	1.00	\$	6,094.27
TOTALS:				26.75	\$	163,021.81

Charter Township of Garfield

Proposed Blue Star Roads Special Assessment

Crush and Shape

Cost Estimate	\$ 350,283.00
Township Administration (7 yr term)	\$ 5,173.74
Total Project Cost Estimate:	\$ 355,456.74

Less Contributions:

Alpers Contribution		\$ (8,000.00)
Blue Star Landscaping Contribution		\$ (8,000.00)
Grand Traverse Co. Rd. Commission	25%	\$ (87,570.75)
Garfield Charter Township	25%	\$ (88,864.19)

Total Cost to Property Owners:	\$ 163,021.81
# of Lots:	26.75
Avg of Cost to Each Lot:	\$ 6,094.27

5-year Plan (10 yr T-bill as of 8/1/22 - 3.04%+.45)

@ 3.49% Interest (Est)

Payment Amt: \$ (1,304.13)

	Payment	Principal	Interest	Balance
1	(\$1,304.13)	\$ (1,304.13)		\$ 4,790.15
2	\$ (1,304.13)	\$ (1,136.47)	\$ 167.66	\$ 3,653.68
3	\$ (1,304.13)	\$ (1,176.25)	\$ 127.88	\$ 2,477.43
4	\$ (1,304.13)	\$ (1,217.42)	\$ 86.71	\$ 1,260.01
5	\$ (1,304.13)	\$ (1,260.03)	\$ 44.10	\$ (0.01)
	\$ (6,520.63)	\$ (6,094.29)	\$ 426.34	

7-year Plan (10 yr T-bill as of 8/1/22 - 3.04%+1.0)

@ 4.04% Interest (Est)

Payment Amt: \$ (977.65)

	Payment	Principal	Interest	Balance
1	(\$977.65)	\$ (977.65)		\$ 5,116.63
2	\$ (977.65)	\$ (770.42)	\$ 207.22	\$ 4,346.20
3	\$ (977.65)	\$ (801.62)	\$ 176.02	\$ 3,544.58
4	\$ (977.65)	\$ (834.09)	\$ 143.56	\$ 2,710.49
5	\$ (977.65)	\$ (867.87)	\$ 109.77	\$ 1,842.62
6	\$ (977.65)	\$ (903.02)	\$ 74.63	\$ 939.60
7	\$ (977.65)	\$ (939.59)	\$ 38.05	\$ 0.01
	\$ (6,843.52)	\$ (6,094.27)	\$ 749.25	

Prepared by: Amy L DeHaan, MMAO(4)

Garfield Township Assessor

Revised: August 10, 2022

LONG LAKE TOWNSHIP**Water Franchise Agreement**

THIS FRANCHISE AGREEMENT, entered this _____ day of _____, 2022, by and between the Township of Long Lake, County of Grand Traverse, State of Michigan ("Grantor Township"), the Charter Township of Garfield, County of Grand Traverse, State of Michigan ("Grantee Township"), and the private owners of the property situated within Section 12 of Grantor Township, near the intersection of Black Bear Dr. and Cedar Run Road ("Black Bear Farms").

SECTION I**Purpose and Intent**

Grantee Township has a municipal water system with lines located approximately one mile from Black Bear Farms. Grantee Township wishes to supply municipal water services to Black Bear Farms by constructing a municipal water system located within Grantor Township to facilitate the delivery of municipal water services to Black Bear Farms, the parties hereby enter into this Franchise Agreement.

IN CONSIDERATION OF this Franchise, Grantee Township, Grantor Township, and the owners of Black Bear Farms hereby promise to comply with the provisions of this Franchise Agreement in supplying municipal water system services to Black Bear Farms.

SECTION II**Grant of Authority**

Grantor Township hereby grants to Grantee Township a non-exclusive right, privilege, and franchise to construct, operate, repair, and maintain a municipal water main to Black Bear Farms, located within Grantor Township, for a term of twelve (12) years from the date of this Franchise Agreement. The parties recognize and agree that subject to prior approval of the parties' governing bodies, this Franchise Agreement may be renewed for 2 additional terms. Existing water infrastructure within Black Bear Farms is privately owned and operated and excluded from this agreement.

SECTION III**Construction and Maintenance Standards**

Prior to commencing any construction, Grantee Township shall notify and consult with Grantor Township regarding the construction of water mains, transmission lines, or other water supply lines or pipes located within any road easements or rights-of-way. Grantor Township hereby specifically grants Grantee Township authority to use said road easements or rights-of-way for the purpose of laying water mains, transmission lines, or other supply lines or pipes during the term of this Franchise Agreement. Approval for the exact location within the easement or right-of-way shall first be obtained by Grantee Township from Grantor Township.

Grantee Township agrees that the above-mentioned construction, as well as maintenance, repair, and marking thereof, will be its primary responsibilities under this Franchise. It shall also be expressly agreed that Grantee Township shall promptly repair or restore any damage caused to the road surface and all installations under, over, below, or within the public right-of-way and/or easement which the parties mutually agree is the result of the construction, maintenance, and repair of the above-mentioned water line to its preexisting condition.

Commented [LT1]: Confused by this language, might need to clarify a bit

SECTION IV

Rates and Charges

Formatted: Font: Bold

The owners of Black Bear Farms agree to pay all costs and fees associated with the municipal water system services to Black Bear Farms described in this Franchise Agreement. Grantee Township shall be responsible for the collection of these costs and fees from the owners of Black Bear Farms. In the event that the owners of Black Bear Farms fail to reimburse Grantee Township for said costs and fees, Grantor Township shall impose, levy, and/or assess a tax on the owners of Black Bear Farms for the purpose of collecting said costs and fees. Upon receipt of these monies, Grantor Township shall then be responsible for reimbursement of those costs and fees to Grantee Township.

SECTION V

Future Rights of Grantor Township

Grantor Township shall, at any time, have the right to assume control of the municipal watermain infrastructure installed within Township limits only from Grantee Township, free of charge. Grantor Township shall provide written notice to Grantee Township within thirty (30) days of its decision to exercise this right, subject to State of Michigan approval.

Commented [LT2]: Do you want to include any ability for the Grantee Township to challenge or object to such an assumption of control, once written notice is provided? If so, would need to define how such a challenge would look.

In the event that Grantor Township assumes control of the municipal water system from Grantee Township, Grantee Township shall relinquish all possession and control of all laying water mains, transmission lines, or other supply lines servicing Black Bear Farms and located within Grantor Township. Grantee Township shall also relinquish its authority to use the above-noted road easements or rights-of-way for the purpose of laying water mains, transmission lines, or other supply lines. Grantor Township further agrees it shall then assume the responsibility of Grantee Township to promptly repair or restore any damage caused to the road surface and all installations under, over, below, or within the public right-of-way that was the result of the construction, maintenance, and repair of the above-mentioned water line to its preexisting condition.

Upon assuming control of the municipal water system, Grantor Township shall be responsible for operation of all said infrastructure including the risks and liabilities, permitting, conditions and the collection of costs and fees from the owners of Black Bear Farms for municipal water system services.

SECTION VI

Indemnity

Grantor Township shall indemnify and hold harmless Grantee Township and Grantee Township's officials, employees and representatives against all claims, expenses, losses and damages, including but not limited to attorney's fees and litigation costs, ~~attributable to~~ attributable to bodily injury, sickness,

disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but

only to the extent caused by any negligent or wrongful conduct of Grantor Township or Grantor Township's managers, employees, agents, contractors, sub-contractors and representatives and regardless of whether or not caused in part by the negligent or wrongful conduct of the Grantee Township.

Grantee Township shall indemnify and hold harmless Grantor Township and Grantor Township's managers, employees and representatives against all claims, expenses, losses and damages, including but not limited to attorney's fees and litigation costs, attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent or wrongful conduct of the Grantee Township or Grantee Township's officials, employees, agents and representatives and regardless of whether or not caused in part by the negligent or wrongful conduct of the Grantor Township.

Notice of Violation and Grantee Township's Right to Cure or Respond.

If the Grantor Township believes that the Grantee Township has not complied with the terms of the Franchise Agreement in any way, the Grantor Township shall first informally discuss the matter with Grantee Township. If these discussions do not lead to resolution of the problem, the Grantor Township shall notify the Grantee in writing of the exact nature of the alleged noncompliance (the "Violation Notice"). The Grantee Township shall have thirty (30) days to (i) respond to the Grantor Township, contesting the assertion of noncompliance, or (ii) to cure such default, or (iii) if, by the nature of the default, such default cannot be cured within the thirty (30) day period, initiate reasonable steps to remedy such default and notify the Grantor Township of the steps being taken and the projected date they will be completed.

Action of Parties

In any action by the Grantor Township or the Grantee Township that is mandated or permitted under the terms of this Franchise Agreement, such party shall act in a reasonable, expeditious, and timely manner. Further, in any instance where approval or consent is required under the terms of the Franchise Agreement, such approval or consent shall not be unreasonably withheld."

Severability

If any section, subsection, sentence, clause, phrase, or portion of this Franchise Agreement is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Franchise Agreement.

Modifications

Any changes, modifications, or amendments to this Franchise Agreement must be made in writing, signed by the Grantor Township, the Grantee Township, and the property owners of Black Bear Farms. Any determinations by the Grantor Township regarding the interpretation or enforcement of this Franchise Agreement shall be subject to *de novo* judicial review.

Entire Agreement

This Franchise Agreement constitutes the entire agreement between the Grantee Township, Grantor Township, and property owners of Black Bear Farms. The Franchise Agreement ~~superceeds~~^{supersedes} all prior or contemporaneous agreements, representations, or understandings (whether written or oral) of the parties regarding the subject matter hereof.

[SIGNATURE PAGE TO FOLLOW]

PROPERTY OWNER ("BLACK BEAR FARMS")

Date: _____, 2022 _____

By:

Its:

Date: _____, 2022 _____

By:

Its:

LONG LAKE TOWNSHIP ("GRANTOR TOWNSHIP")

Date: _____, 2022 _____

By:

Its:

Date: _____, 2022 _____

By:

Its:

CHARTER TOWNSHIP OF GARFIELD ("GRANTEE TOWNSHIP")

Date: _____, 2022 _____

By:

Its:

Date: _____, 2022 _____

By:

Its:

PILTS - Payments In Lieu of Taxes

			August 2, 2022	
	<u>Project Name</u>	<u>Parcel #s</u>	<u># of Units</u>	<u>PILT Term</u> <u>MSA</u>
1	Brookside Commons	008-022-20	72	2016-2035 20 yrs
2	Aspen Hills	014-073-00	70	2018-2053 35 yrs Yes
3	Boardman Lake	015-025-22 015-025-30	32 80	2016-2031 16 yrs
4	Oak Terrace	014-094-10	48	2007-2035 25 yrs
5	The Village of Bay Ridge II	016-024-21	127	2006-2042 35 yrs
	The Village of Bay Ridge	016-024-40	120	2002-2036 35 yrs
6	Village Glen	023-009-06	120	2020-2040 20 yrs Yes
7	Keystone Village	023-020-05	24	2008-2028 20 yrs
8	TJ Oak Park	023-022-21 023-022-31	70 24	2008-2036 25 yrs
9	The Village at LaFranier Woods, Phase I	023-041-30	115	2022-2062 40 yrs Yes
10	The Flats at Carriage Commons	023-042-40	210	Tentative
11	Hammond Road Apartments	023-042-60	80	Tentative
12	Village View Housing	214-004-00	18	2011-2046 35 yrs
13	Ridgewood (Homestretch)	214-006-05/292-005-00 214-006-06/292-006-00 214-006-07/292-007-00 214-006-08/292-008-00	1 1 1 1	2009-2049 40 yrs
14	Carson Square	335-013-00	36	2016-2051 35 yrs Yes
15	Cottage 8 Lofts	360-019-01	28	2012-2032 30 yrs

<u>TOTALS:</u>			<u>Percentage</u>
	# PILT Units	1278	
	# Apts in Twp	3963	32.25%
	# Residential Units ALL	11270	11.34%

	As of 2019		As of 2021		As of 2022
	<u>Traverse City</u>	<u>Garfield Township</u>	<u>Traverse City</u>	<u>Garfield Township</u>	
<u>Commercial Apartments ONLY:</u> <i>(Those with 5 or more units)</i>					
# of units under PILT	373	984	566	984	
# of AdValorem units	847	1716	721	2689	
TOTAL # of units	1220	2700	1287	3673	
PILT %	30.57%	36.44%	43.98%	26.79%	
<u># of Real Property parcels:</u> <i>(Ad Valorem ONLY)</i>					
PILT %	7326	6610	7504	6851	
	5.09%	14.89%	7.54%	14.36%	
<u>2010 # of Housing Units:</u>					
PILT %	7358	8194	7618	9415	
Owner-Occupied %	5.07%	12.01%	7.43%	10.45%	
	61.50%	59.00%	60.6%	59.1%	
<u>2011-2015 # of Households:</u>					
PILT %	6467	7033	6835	8062	
# of Persons/Household	5.77%	13.99%	8.28%	12.21%	
	2.23	2.3	2.15	2.09	
<u>2010 Population:</u>					
PILT %	14674	16256	15341	19499	
	2.54%	6.05%	3.69%	5.05%	
Census Data					
<u>TOTAL # of Rental Units:</u> <i>(Calculated using the # of Housing units less the number that are Owner-occupied)</i>	2833	3360	<u>2020</u> 39.4%	<u>2020</u> 40.9%	<u>2020</u> 3851
PILT %	13.17%	29.29%	18.86%	25.55%	
			<i>(Calculated using the # of Housing units x % occupied by renters)</i>		



Engineering
Surveying
Testing &
Operations

8.a.

123 West Front Street
Traverse City, Michigan 49684
231.946.5874 
231.946.3703 

August 16, 2022

Garfield Township Board of Trustees
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

Re: Charter Township of Garfield
Letter of Recommendation for River East Recreation Area Improvements – Phase II
GFA #22070

Dear Township Board:

We have reviewed the bids received on Tuesday August 16th, 2022 for the above referenced project. The two (2) responsive bidders to the project and their bid prices are summarized as follows:

	Bid
1. Elmer's Crane & Dozer	\$182,995.00
2. Walton Contracting, Inc.	\$173,804.00

As the Engineer for this project, GFA prepared design, construction and bid documents and held a formal bid opening to solicit competitive prices from qualified Contractors to perform this work. The original cost estimate was prepared in October 2021 and projected costs \$239,500 (including contingencies).

Based upon the information provided, including our review of the bids and past working relationships/ experience with Walton Contracting, it is our recommendation that the Board approve Walton Contracting, Inc. for the River East Recreation Area Improvements – Phase II: Dog Parks Project for the amounts of \$173,804.

Gourdie Fraser will be providing construction oversight and administration for this project. Please contact me if you have any questions.

Very truly yours,
GFA

JENNIFER GRAHAM (HODGES), P.E.
Project Manager

Bid Results
Charter Township of Garfield
River East Recreation Area Improvements - Phase II: Dog Parks
GFA Project No. 22070

Elmer's Crane & Dozer						Walton Contracting, Inc		
No.	Item	Unit	Est. Qty.	Unit Price	Item Cost	Unit Price	Item Cost	
1	Mobilization	1	LS	\$10,000.00	\$10,000.00	\$9,600.00	\$9,600.00	
2	Clearing & Grubbing	1	LS	\$20,925.00	\$20,925.00	\$7,175.00	\$7,175.00	
3	Topsoil Removal & Grading	1	LS	\$6,920.00	\$6,920.00	\$12,190.00	\$12,190.00	
4	5' Tall Fence	1,150	LF	\$55.00	\$63,250.00	\$57.50	\$66,125.00	
5	4" Thick Concrete Sidewalk	2,000	SF	\$9.00	\$18,000.00	\$7.90	\$15,800.00	
6	4' Single Swing Gate	6	EA	\$900.00	\$5,400.00	\$1,000.00	\$6,000.00	
7	8' Wide Single Swing Gate	3	EA	\$1,100.00	\$3,300.00	\$1,100.00	\$3,300.00	
8	Watering Station (Including Service Line & Connection)	3	EA	\$7,500.00	\$22,500.00	\$7,638.00	\$22,914.00	
9	Gravel Surface	1,400	SF	\$3.00	\$4,200.00	\$1.95	\$2,730.00	
10	Irrigation System	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
11	Topsoil, Seed, & Mulch	1	LS	\$8,500.00	\$8,500.00	\$7,970.00	\$7,970.00	
TOTAL BIDS					\$182,995.00		\$173,804.00	

LET'S GET READY TO ROCK.

CAMPAIGN FOR THE TRAVERSE CITY INTERNATIONAL CURLING CENTER



August 16, 2022

Dear Commissioner,

The Traverse City Curling Club is applying for Club Liquor License and Sunday PM Sales License for their new Dedicated Ice Facility which is slated to open in early December 2022. As part of the culture of curling, after every match the teams sit together and share conversation and a beverage. The act of socializing with the team you just played is called "broomstacking" and is an age-old curling tradition. Needless to say, the broomstacking tradition forges many new social bonds building community quickly as you make new friends through the act of broomstacking with all the different teams in the club. There will be no alcohol sales to the public.

Thank you and Good Curling!

Cara Colburn, President
Traverse City Curling Club



BRIEF DESCRIPTION OF ALL MICHIGAN LIQUOR LICENSES AND PERMITS BY LICENSING TIERS

- [Class C](#) – Allows a restaurant or bar to sell and serve beer, wine, mixed spirit drink, and spirits to customers. May be issued as a quota, resort, RDA, DDA, or special act license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- G-1 – Allows a private, corporate golf club to sell and serve beer, wine, mixed spirit drink, and spirits to its members only. Must be reclassified from an existing quota on-premises license. Local legislative approval is required to transfer the classification to a G-1 license.
- G-2 – Allows a private, corporate golf club to sell and serve beer, wine, and mixed spirit drink products to its members only. Must be reclassified from an existing quota on-premises license. Local legislative approval is required to transfer the classification to a G-2 license.
- [Brewpub](#) – Allows a Class C, Tavern, A-Hotel, or B-Hotel licensee to manufacture, sell, and serve its own beer to its customers. May also sell beer it manufactures to customers for off-premises consumption. This is not a quota license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- Aircraft – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on an airplane that has a specific route and timetable. This is not a quota license. No local legislative approval required for licensure.
- Train – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on a train. This is not a quota license. No local legislative approval required for licensure.
- Watercraft – Allows the sale and service of beer, wine, mixed spirit drink, and spirits on a boat that has a specific route and timetable. This is not a quota license. No local legislative approval required for licensure.
- [Club](#) – Allows a private, nonprofit organization to sell and serve beer, wine, mixed spirit drink, and spirits to its members only. This is not a quota license. Local legislative approval is required for new, previously unissued license, but not required to transfer ownership or location of an existing license.
- [Special License](#) – A limited term license, generally only for one day, that can be issued to a nonprofit organization for fundraising purposes. Can be issued for beer, wine, and spirits sales and consumption and for a wine auction with wine donated by private individuals. An organization may only be issued twelve (12) Special Licenses each calendar year. This is not a quota license. No local legislative approval required for licensure, but police or sheriff approval required.



Local Government Approval

(Authorized by MCL 436.1501)

RESOLUTION 2022-16-T

Instructions for Applicants:

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

Instructions for Local Legislative Body:

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

At a _____ meeting of the _____ Garfield Township _____ council/board
(regular or special) (township, city, village)

called to order by _____ on _____ at _____

the following resolution was offered: (date) (time)

Moved by _____ and supported by _____

that the application from Traverse City Curling Club, Inc.

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

for the following license(s): Club Liquor License & Sunday PM Sales license

(list specific licenses requested)

to be located at: 1712 S. Garfield Avenue, Traverse City, Michigan 49686

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

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

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

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

Print Name of Clerk

Signature of Clerk

Date

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

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

Michigan Liquor Control Commission

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

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

Fax to: 517-763-0059