

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, May 10, 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 – April 12, 2022, Regular Board Meeting
(Recommend Approval)

b. Bills -
General Fund \$302,179.47
(Recommend Approval)

c. MTT Update (Receive and File)

4. Items removed from the Consent Calendar

5. **Correspondence**

- a. Grand Traverse Conservation District Report for April 2022

6. **Reports**

- a. County Commissioner's Report
- b. Sheriff's Report
- c. Law Enforcement Committee Report
- d. Planning Department Report for May 2022
- e. Parks and Rec Report
- f. Treasurer's Report
- g. Clerk's Report
- h. Supervisor's Report

7. **Unfinished Business**

8. **New Business**

- a. Consideration of Proposed Ordinance No. 77 – Transitional Housing Licensing - Introduction and Schedule for Public Hearing
- b. Consideration of sending a letter to the Grand Traverse County Commission supporting an additional CPO

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
April 12, 2022

Supervisor Chuck Korn called the Town Board Meeting to order at the Garfield Township Hall on April 12, 2022 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Steve Duell, Chuck Korn,
 Chloe Macomber, Lanie McManus and Denise Schmuckal
 Staff Present: Planning Director John Sych

1. Public Comment (6:01)

None

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

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

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

Nays: None

3. Consent Calendar (6:02)

a. Minutes

March 22, 2022 Regular Board Meeting
 (Recommend Approval)

b. Bills

i.	General Fund	\$477,856.94
	(Recommend Approval)	
ii.	Gourdie-Fraser	
	Developer's Escrow Fund – Storm Water	
	Reviews, Utility Plan Review, Oversight,	
	And Closeout	\$9,097.50
	General Utilities	122.95
	Park Funds/DNR Trust Fund	<u>3,125.00</u>
	Total	\$12,345.45
	(Recommend Approval)	

c. Tax Collection Settlement History (Receive and File)

- d. **Consideration of Resolution 2022-03-T, a resolution adopting the revised Investment Policy (Recommend Approval)**
- e. **Consideration of Resolution 2022-05-T, a resolution recommending approval of a new Tavern License for Chef Lady (Recommend Approval)**
- f. **Consideration of Resolution 2022-06-T, a resolution recognizing Reining Liberty Ranch as a nonprofit organization for the purpose of obtaining a charitable gaming license (Recommend Approval)**
- g. **Consideration of Contractor’s Application for Payment No. 1 to Grand Traverse Construction for Garfield Township roof (Recommend Approval)**

Schmuckal moved and Duell seconded to adopt the Consent Calendar as presented.

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

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:05)

- a. Grand Traverse Conservation District March 2022 Report

6. Reports

a. County Commissioner’s Report (6:05)

County Commissioner Brad Jewett reported that the County Finance Department has received an award for excellent audits for the past 16 years. 2022 Equalization tax rates have been approved and a strategic planning session is planned for next week. The sheriff’s department may have interest in having another Garfield Township CPO for schools.

b. Construction Report (6:07)

Township Engineer Jennifer Graham reported that she is excited to be working with Oleson’s on the water service expansion into Blair Township. The River East park layout is moving forward and she continues to work on the Long Lake Township Black Bear Farms water project. Graham is also preparing as many shovel ready projects as possible.

- c. **Sheriff's Report (6:11)**

Lt. Oosse stated that call rates are going up with the nicer weather. There will be a Drug Take Back on April 30th at the Grand Traverse Mall. Lt Oosse will retire and on April 25th Sgt. Brinks will take his position. Sgt. Brinks introduced himself to board members.
- d. **Planning Department Report for April 2022 (6:14)**

Planner John Sych stated that the BATA/TCHC will be completing a Report and Decision order. He reported on projects that the PC is considering and said that the Planning Commission talked about a timeline for the Master Plan Update.
- e. **Parks and Rec Report (6:16)**

Sean Kehoe, Parks Steward, highlighted items from his written report. Parks and Rec staff is working on replacing mats under the swings and remulching the playground in Silver Lake Park. Staff has had two walk-throughs with ETC pertaining to the Commons area. Cameras have been installed in River East and staff hopes to complete picnic tables soon. Norm Fred will be cleaning up homeless camps this weekend and DTE has donated 20 trees to the Garfield Township Parks.
- f. **Clerk's Report (6:22)**

McManus submitted her report in writing and reported that she is still working on getting election rolls corrected.
- g. **Supervisor's Report (6:24)**

Supervisor Korn stated that a staff meeting was held at which staff was appreciated. Many staff members attended the recent MTA meeting.
- 7. **Unfinished Business (6:25)**
- 8. **New Business**
 - a. **Presentation by Bill Zipp on the East-West Corridor – Consideration of Resolution 2022-07-T (6:26)**

Todd Davis with OHM Advisors was present to present a powerpoint on the three alternatives that OHM came up with for an east-west crossing. The three alternatives discussed were Cass Road, Sabin Dam and Hartman/Hammond. He reviewed the pros and cons of the three routes but OHM ultimately decided that the Hartman/Hammond was the best choice. Board members discussed the alternatives and asked questions.

Schmuckal moved and Agostinelli seconded to adopt Resolution 2022-07-T, a resolution in support of a Hartman-Hammond Crossing over the Boardman River.

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

**b. Public Hearing – PD 2022-31 – Consideration of Gauthier Property
R-3 Rezoning – Resolution 2022-04-T (7:05)**

This application requests the rezoning of one parcel on the west side of US 31 south of the intersection of US 31 and South Airport Road, totaling approximately 18 acres, from its current split zoning of Agricultural (A) and Highway Commercial (C-H) to the Multi-Family Residential (R-3) zoning district via the zoning Map Amendment process, without restriction. Supervisor Korn opened the public hearing at 7:06pm and seeing no one wishing to speak, closed the public hearing.

Barsheff moved and Duell seconded THAT the Planning Commission's recommended Findings of Fact for the application Z-2021-02 as provided in PD Report 2022-31 and forming part of this motion, BE APPROVED.

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

Barsheff moved and Schmuckal seconded THAT application Z-2021-02, submitted by Colleen Smith, to rezone Parcel No. 05- 021-054-00 from its current split zoning of the A-Agricultural zoning district and C-H Highway Commercial zoning district to the R-3 Multiple Family Residential zoning district and constituting Amendment No. 31 to Garfield Township Ordinance No. 68, BE APPROVED based on the adopted Findings of Fact and for the reasons set forth in PD Report 2022-31.

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

Barsheff moved and Duell seconded THAT Resolution 2022-04-T for adopting Amendment No. 31 to Garfield Township Ordinance No. 68, rezoning Parcel No. 05-021-054-00 from its current split zoning of the A-Agricultural zoning district and C-H Highway Commercial zoning district to the R-3 Multiple Family Residential zoning district, BE ADOPTED.

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

c. Consideration of a contract with Traverse Connect for economic development services (7:10)

Traverse Connect is the lead economic development organization for the Grand Traverse region, which supports area businesses through a combination of business attraction and retention strategies, talent development efforts, and strategic coordination among partner agencies. Traverse Connect now serves the region as one organization supporting business growth and development, alongside partner organization Venture North Funding and Development. Warren Call from Traverse Connect, said this was a two year agreement. The cost is \$30,000 for a scope of services to be completed. Any additional tasks or costs would come before the board for approval. Board members discussed the contract and asked questions.

Schmuckal moved and Barsheff seconded THAT the Professional Services Agreement between the Charter Township of Garfield and Traverse Connect BE APPROVED.

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

9. Public Comment: (7:22)

None

10. Other Business (7:23)

McManus mentioned a conflict with the next scheduled board meeting and the MTA meeting.

Duell commented on the Hickory Hills Advisory Committee.

11. Adjournment

Korn adjourned the meeting at 7:25pm.

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

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

CHARTER TOWNSHIP OF GARFIELD
GRAND TRAVERSE COUNTY, MICHIGAN

RESOLUTION # 2022-03-T

RESOLUTION ADOPTING A REVISED INVESTMENT POLICY

WHEREAS, the Charter Township of Garfield Investment policy has been revised and updated with minor corrections for clarity and brought to the Charter Township of Garfield Board for review.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT the revised Charter Township of Garfield Investment Policy, attached hereto as Exhibit "A" and made a part of this resolution, is hereby adopted by the Charter Township of Garfield.
2. THAT the previous Charter Township of Garfield Investment Policy, adopted by resolution 2006-1-T, is hereby repealed.
3. THAT this resolution and the Investment Policy attached hereto shall be in full force and effect from and after its approval.

Moved: Denise Schmuckal

Supported: Steve Duell

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

Nays: None

Absent and Excused: None

By:



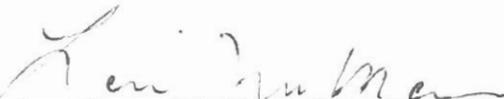
Lanie McManus, Clerk
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution #2022-03-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of April, 2022.

Dated:

4/13/2022



Lanie McManus, Clerk
Charter Township of Garfield

GARFIELD CHARTER TOWNSHIP
INVESTMENT POLICY

1.0 Policy:

It is the policy of GARFIELD CHARTER TOWNSHIP to invest public funds in a manner which will ensure the preservation of capital while providing the best investment return with the maximum security, meeting the daily cash flow demands of the Township, and conforming to all state and local statutes governing the investment of public funds.

2.0 Scope:

This investment policy applies to all financial assets of GARFIELD CHARTER TOWNSHIP. These funds are accounted for in the GARFIELD CHARTER TOWNSHIP **Comprehensive Annual Financial Report** and include:

2.1 Funds:

- 2.1.1 General Fund
- 2.1.2 Fire Fund
- 2.1.3 Trust and Agency
- 2.1.4 Receiving Funds
- 2.1.5 Special Revenue Funds
- 2.1.6 Capital Project Funds
- 2.1.7 Individual Retiree Health Benefits Funds
- 2.1.8 (Any new fund created by GARFIELD CHARTER TOWNSHIP'S LEGISLATIVE BODY, unless specifically exempted.)

Individual employee retirement funds and deferred compensation are excluded from this policy.

3.0 **Prudence:**

Investments shall be made with judgment and care- under circumstances then prevailing- which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

3.1 The standard of prudence to be used by investment officials shall be the “**prudent person**” and/or “**prudent investor**” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 **Objective:**

Funds of GARFIELD CHARTER TOWNSHIP will be invested in accordance with Act No. 20 of the Public Acts of Michigan of 1943, as amended by Act 196 of 1997; being Sections 129.91 through 129.93 of the Michigan Compiled Laws, Act No. 367 of the Public Acts of 1982 and in accordance with GARFIELD CHARTER TOWNSHIP’S RESOLUTIONS 98-9-T, 2006-1-T, 2022-03-T, and in accordance with the objectives and procedures set forth in the following order of importance:

4.1 **Safety:**

Safety of principal is the foremost objective of the investment program. Investments of GARFIELD CHARTER TOWNSHIP shall be undertaken in a manner that seeks to ensure the

preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

4.2 Liquidity:

GARFIELD CHARTER TOWNSHIP'S investment portfolio will remain sufficiently liquid to enable GARFIELD CHARTER TOWNSHIP to meet all operating requirements, which might be reasonably anticipated.

4.3 Return on Investments:

The GARFIELD CHARTER TOWNSHIP investment portfolio shall be designed with the objective of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with GARFIELD CHARTER TOWNSHIP'S investment risk constraints and the cash flow characteristics of the portfolio.

4.4 Maintain Public Trust:

All participants in the investment process shall seek to act responsibly as custodians of the public trust. The Investment Officer (Township Treasurer) shall recognize the investment portfolio is subject to public review and evaluation. In addition, the overall investment program shall be designed and managed with a degree of professionalism worthy of public trust. The Investment Officer shall also avoid any transaction that might knowingly impair public confidence in GARFIELD CHARTER TOWNSHIP'S ability to govern effectively.

5.0 Delegation of Authority:

Authority to manage GARFIELD CHARTER TOWNSHIP'S Investment program is derived from Michigan Public Act No. 20 of the Public Acts of Michigan of 1973, as amended by Act No. 196 of 1997, being sections 129.91 through 129.93 of the Michigan Compiled Laws, Act No. 367 of the Public Acts of 1982; along with GARFIELD CHARTER TOWNSHIP'S Resolution # 98-9-T dated June 30, 1998, and Resolution #2022-03-T.

The Township Treasurer is designated as the INVESTMENT OFFICER of GARFIELD CHARTER TOWNSHIP and is responsible for investment decisions and activities. The Township Treasurer and Deputy Treasurer shall develop and maintain written administrative procedures for the daily operation of the investment program, consistent with the investment policy. In the absence of the Township Treasurer, the Deputy Treasurer will assume all related investment responsibilities. No Person may engage in investment transactions except as provided under the terms of this policy and the administrative procedures established by the GARFIELD CHARTER TOWNSHIP TREASURER.

5.1 Investment Procedures:

The Township Treasurer shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to: safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Township Treasurer. In the absence and unavailability of the Township Treasurer, the Deputy Treasurer is authorized to conduct the daily business of the Township Treasurer's Office

under the established terms of the written investment policy procedures, rules and regulations as adopted by the Township Treasurer.

6.0 Ethics and Conflicts of Interest:

Officer and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the GARFIELD CHARTER TOWNSHIP BOARD any material financial interests in financial institutions that conduct business within their jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of GARFIELD CHARTER TOWNSHIP.

7.0 Authorized Financial Dealers and Institutions:

The Township Treasurer will maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Michigan. These may include “**primary dealers**” or “**regional dealers**” that qualify under **Security & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule)**. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Township Treasurer with the following: audited financial statements, proof of National Association of Security Dealers certification, trading resolution, proof of state registration, completed broker/dealer questionnaire and certification of having read the GARFIELD CHARTER TOWNSHIP investment policy and depository contracts.

7.1

An annual review of the financial condition and registrations of qualified bidders will be conducted by the Township Treasurer.

7.2

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which GARFIELD CHARTER TOWNSHIP invests.

7.3

GARFIELD CHARTER TOWNSHIP shall only deal with “**primary dealers**” of the U.S. Treasury.

8.0 Authorized & Suitable Investments:

The Investment Officer (Township Treasurer) is empowered by Statute and Resolution to invest surplus funds of GARFIELD CHARTER TOWNSHIP in allowable investments pursuant to Public Act No. 20, as amended, as follows:

8.0(a) Bonds, securities, and other obligations of the United States, or an agency or instrumentality of the United States in which the principal and interest is fully guaranteed by the United States. This subdivision shall include securities issued or guaranteed by the government national mortgage association.

8.0(b) Certificates of deposit, certificate of deposit account registry services (CDARS), savings accounts, deposit accounts, insured cash sweep (ICS) accounts, or depository receipts of a financial institution which is eligible to be a depository of surplus funds belonging to the State under Sections 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being sections 21.145 and 21.146 of the Michigan Compiled Laws. No maturity shall extend beyond five years.

8.0(c) Commercial paper rated at the time of purchase within the highest classification established by not less than two (2) standard rating services and which matures not more than two hundred seventy (270) days after the date of purchase.

8.0(d) In United States government of federal agency obligation repurchase agreements.

8.0(e) In Banker's Acceptances of United States banks.

8.0(f) Money Market Mutual funds registered under the Investment Company Act of 1940, Title 1 of Chapter 686, 54 Stat. 789, 15 USC 80a-1 to 80a-3 and 80a-4 to 80a-64, with the authority to purchase only investment vehicles by the Township. This authorization is limited to securities whose intention is to maintain a net asset value (NAV) of one (1) dollar per share. (Money Market Mutual Funds stay at \$1 NAV if invested in US Treasuries)

8.0(g)(1) Investment Pools composed of investment obligations described in subdivisions (a) through (g) of Act 20 PA 143, as amended through December 31, 1997, if purchased through an inter-local agreement under the Urban Cooperation Act of 1967, 1967 (Excess) PA 7, MCL 124.501 to 124.512.

(2) The policy authorizes investments in INVESTMENT POOLS organized under the Surplus Funds Investment Pool Act, 1982 PA 367, MCL 129.111 to 129.118 and under the Local Government Investment Pool Act, 1985 PA 121, MCL 129.141 to 129.150. A thorough investigation of the pool/fund is required prior to investing, and on a continual basis.

8.1 Master Repurchase Agreement

GARFIELD CHARTER TOWNSHIP has elected not to involve themselves with REPURCHASE AGREEMENTS.

8.2 Non-Allowable Investments

Description of Investments which **DO NOT** comply with the requirements of Public Act 20 of 1943, as amended (MCL 129.91) The following potential investments are not securities but are contractual agreements between a broker or dealer and an investor. They are not investments in the underlying securities. Repurchase agreements are contractual agreements specifically authorized by the ACT, while these contractual agreements are not mentioned in the ACT and are therefore specifically excluded.

- **CATS-** Certificates of Accrual on Treasury Securities were originated by Salomon Brothers in 1984
- **COUGRS-** Certificates on Government Receipts (“COUGRS”) were originated by A. G. Becker
- **ETRs-** Easy Growth Treasury Receipts (“EATERS”) were issued by Dean Witter
- **TBRs-** Treasury Bond Receipts (“Teddy Bears”) were originated by E. F. Hutton
- **TIGRs-** Treasury investment Growth Receipts (“TIGERS”) were issued by Merrill Lynch
- **TRs-** Treasury Receipts, the generic form of zero coupons were issued by a group of dealers. “TR’s” are also the generic term used to reference the family or “zoo” of Proprietary/ Government-Guaranteed Receipts
- **ZCTOs-** Zero Coupon Treasury Obligations (“ZITCOS”) were originated by Lehman Brothers
- **CMO’s-** Pools (not mutual funds) of GNMA’s packaged as a bond and are classical derivations per the October 14, 1994, edition of the Wall Street Journal, “those arcane securities, whose returns are based on or derived from some underlying asset or index”.

- **Brokered CDARS-** Some brokers and dealers have programs whereby \$250,000 federally insured, certificates of deposit from numerous institutions are packaged in million dollar multiples and sold on an average yield of all the institutions participating in the package. This type of arrangement does not fall under the authority for investment pools under the Urban Cooperation Act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512, the Surplus Funds Investment Pool Act, 1982PA367, 129.111 to 129.118 or the Local Government Investment Pool Act, 1985PA 121, MCL 129.141 to 129.150 and is therefore NOT appropriate.

9.1 Investment Pools/Mutual Funds:

A thorough investigation and due diligence of the pool/fund is required prior to investing, and on a continual basis. There shall be a questionnaire developed which will answer the following general questions:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how it is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement process), and how often the securities are priced and the program audited.
- A description of who may invest in the program, how often, what size deposit and withdrawal are allowed.
- A schedule for receiving statement and portfolio listings.

- Are reserves, retained earnings, etc. utilized by the pool/fund?
- A fee schedule, and when and how it is assessed.
- Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

10.0 Collateralization:

The State of Michigan does not require Collateralization. Non-negotiable, non-collateralized Certificates of Deposit, as is the law in the State of Michigan, shall be evidenced by a Safekeeping Receipt from the issuing bank. All securities purchased by GARFIELD CHARTER TOWNSHIP under this section shall be properly designated as an asset of the TOWNSHIP. Non-negotiable, non-collateralized Certificates of Deposits are allowable for Township investment provided that the Investment Officer has done creditworthiness work on the banking institution.

If collateral is required, it will always be held by an independent third party with whom GARFIELD CHARTER TOWNSHIP has a current written custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied and retained by GARFIELD CHARTER TOWNSHIP.

The right of collateral substitution is not granted.

11.0 Safekeeping and Custody:

All security transactions having a value greater than SIPC or other applicable insurance entered into by GARFIELD CHARTER TOWNSHIP shall be conducted on a **delivery-versus-payment (DVP)** basis. Securities will be held by a third party custodian, with a written custodial agreement, designated by the Township Treasurer and evinced by safekeeping receipt and proof of applicable insurance will be required (SAFEKEEPING RECEIPT).

12.0 Diversification:

GARFIELD CHARTER TOWNSHIP will diversify its investments by security type and institution. To ensure that GARFIELD CHARTER TOWNSHIP does not over concentrate in any one institution or investment, GARFIELD CHARTER TOWNSHIP shall, subject to the limitations imposed by the number of qualified local institutions within the immediate area, limit its investments to no more than 5% in any one issuer. With the exception of U.S. Treasury securities and authorized pools, will attempt not to have more than fifty (50) percent of GARFIELD CHARTER TOWNSHIP'S total investment portfolio vested in a single security type. It's the policy of GARFIELD CHARTER TOWNSHIP to diversify its investment portfolio. Assets held in common cash fund and other investment funds shall be diversified to eliminate the risk of loss resulting from over-concentration of assets in a specific maturity, individual financial institution(s) or a specific class of securities. Diversification strategies shall be determined and revised by the Township Treasurer from time to time to meet the diversification objectives (to reduce overall portfolio risks while attaining market average rates of return).

13.0 Maximum Maturities:

To the extent possible, GARFIELD CHARTER TOWNSHIP will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, GARFIELD CHARTER TOWNSHIP will not directly invest in securities more than three (3) years from the date of purchase. However, GARFIELD CHARTER TOWNSHIP may collateralize its repurchase agreements using longer-dated investments not to exceed three (3) years to maturity.

Reserve funds may be invested in securities exceeding three (3) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

14.0 Internal Control:

The Township Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

15.0 Performance Standards:

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs.

15.1 Market Yield (Benchmark):

The GARFIELD CHARTER TOWNSHIP investment strategy is passive. Given this strategy, the basis used by the Township Treasurer to determine whether market yields are being achieved shall be to identify a comparable US Treasury instrument as the benchmark which matches the portfolio investment duration, i.e., 90-day U.S. Treasury Bill, 6-month U.S. Treasury Bill, Average Fed Funds Rate, etc.

16.0 Reporting:

The Township Treasurer shall provide the GARFIELD CHARTER TOWNSHIP BOARD quarterly investment reports, which provide a clear picture of the status of the current investment portfolio. The management report should include comments on the fixed income markets and economic conditions, discussions regarding restrictions on percentage of investment by categories that exceed 5%, possible changes in the portfolio structure going forward and thoughts on investment strategies. The GARFIELD CHARTER TOWNSHIP

BOARD may elect to reduce the foregoing reporting requirement so that the Township Treasurer shall submit a report less frequently, but in no event less than annually. The TOWNSHIP BOARD may request

additional information from time to time, when deemed necessary by the BOARD to remain sufficiently informed of the status of the TOWNSHIP'S investment portfolio.

Schedules in the quarterly report should include the following:

- A listing of individual securities held at the end of the reporting period by authorized investment category.
- Average life and final maturity of all investments listed.
- Coupon, discount or earning rate.
- Par Value, Amortized Book Value and Market Value.
- Percentage of the portfolio represented by each investment category.

17.0 Investment Policy Adoption:

The GARFIELD CHARTER TOWNSHIP investment policy shall be adopted by resolution of the GARFIELD CHARTER TOWNSHIP'S legislative authority (TOWNSHIP BOARD). The GARFIELD CHARTER TOWNSHIP TOWN BOARD shall review the policy annually and the GARFIELD CHARTER TOWNSHIP TOWN BOARD must approve modifications made thereto.

18.0 Glossary:

*Because this policy is to be available to the public as well as the governing body, it is important that a glossary of related terminology be part of the policy.

Agencies: Federal agency securities and/or Government-sponsored enterprises.

Asked: The price at which securities are offered.

Banker's Acceptance (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Benchmark: A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

Bid: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

Broker: A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD): a time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Certificate of Deposit Account Registry Service (CDARS): A service provided by a network of participating banks to provide full insurance coverage on large CD deposits. When an amount greater than the federally (FDIC) insured limit of \$250,000 is deposited with a participating bank, that amount is broken into smaller amounts, less than \$250,000 and placed into CD's issued by other banks in the network.

Collateral: Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public money.

Comprehensive Annual Financial Report (CAFR): The official annual report for the CHARTER TOWNSHIP OF GARFIELD. It includes five (5) combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery versus Payment (DVP): There are two methods of delivery of securities: (1) Delivery versus Payment and (2) Delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with exchange of a signed receipt for the securities.

Derivatives: (1) Financial instruments whose return profile is linked to, or deviated from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) Financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Discount: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., savings and loans, small business firms, students, farmers, farm cooperatives and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per deposit.

Federal Funds Rate: The rate of interest at which Fed funds are traded. The Federal Reserve through open-market operations currently sets the rate.

Federal Home Loan Banks (FHLB): Government sponsored wholesale banks (currently 12 regional banks), which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB's is to liquefy the housing related assets of its members who must purchase stock in the district bank.

Federal National Mortgage Association (FNMA): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporations purchased include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

Government National Mortgage Association (GNMA or Ginnie Mae):

Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations and other institutions. Security holder is protected by full faith and credit of the U.S. Government. The FHA, VA, or FmHA mortgages back Ginnie Mae securities. The term "pass-through" is often used to describe Ginnie Mae's.

Insured Cash Sweep (ICS): A service provided by a network of participating banks that allows for large deposits to be fully insured. When an amount greater than the federally (FDIC) insured limit of \$250,000 is deposited with a participating bank, that amount is broken into smaller amounts, less than \$250,000 and placed into other participating banks in the network.

Investment: Investments shall be defined as debt obligations and shall not include Certificates as Deposit which should be considered deposits. This is the same definition as used by GASB in the pronouncement number 40 for disclosure purposes.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase-reverse purchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Offer: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

Open Market Operations: Purchases and sales of Government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informed oversight. Primary dealers include Security and Exchange Commission (SEC)-registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state- the so-called legal list. In other states the trustee may invest in a security if it is one, which a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital would buy.

Qualified Public Depository: A financial institution that does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

Rate of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

Repurchase Agreement (RP or REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP’s extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money, which is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank’s vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities and Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

See Rule 15c3-1: See Uniform Net Capital Rule.

Structured Notes: Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, and derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Treasury Bills: A non-interest bearing discount security by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury Securities issued as direct obligations of the U.S. Government and having initial maturities of more than ten years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury Securities issued as direct obligations of the U.S. Government and having initial maturities from two to ten years.

Uniform Net Capital Rule: Security and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitment to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage.

- (a) **Income yield** is obtained by dividing the current dollar income by the current market price for the security.
- (b) **Net yield or Yield to Maturity** is the current income yield minus any premium above par or plus any discount from par in purchase price, with adjustment spread over the period from the date of purchase to the date of maturity of the bond.

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

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 31

RESOLUTION #2022-04-T

A RESOLUTION TO AMEND GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

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

WHEREAS application Z-2021-02 has been received to rezone approximately 18.1 acres of land (“subject property”) at Parcel No. 05-021-054-00; and

WHEREAS the request has been found to be justified based on criteria in the Garfield Township Zoning Ordinance listed in Section 421.E: Approval Criteria of Zoning Map Amendment; and

WHEREAS the Garfield Township Planning Commission, after conducting a public hearing on February 9, 2022 and adopting Findings of Fact on March 9, 2022, recommended the approval of the application to the Township Board; and

WHEREAS the Township Board, following a public hearing on April 12, 2022, and having adopted Findings of Fact in support of approval of the application to rezone the subject property.

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 31 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

At the request of the owners and their representatives of Parcel No. 05-021-054-00, situated in the Charter Township of Garfield, Grand Traverse County, Michigan has been rezoned by way of a map amendment from its current split zoning of the A-Agricultural zoning district and C-H Highway Commercial zoning district to the R-3 Multiple Family Residential zoning district.

Moved: Chris Barsheff

Supported: Steve Duell

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

Nays: None

Absent and Excused: None

By:

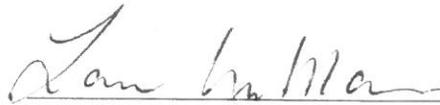


Chuck Korn, Supervisor
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2022-04-T which was adopted by the Township Board of the Charter Township of Garfield on the 12th day of April 2022. Amendment No. 31 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: 4/13/2022



Lanie McManus, Clerk
Charter Township of Garfield

Introduced: March 22, 2022
Adopted: April 12, 2022
Published: April 17, 2022
Effective: April 24, 2022



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

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2022-05-T

Instructions for Applicants:

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

Instructions for Local Legislative Body:

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

At a regular meeting of the Charter Township of Garfield council/board
(regular or special) (township, city, village)
 called to order by Supervisor Korn on April 12, 2022 at 6:00 pm
(date) (time)
 the following resolution was offered:

Moved by Denise Schmuckal and supported by Steve Duell

that the application from Lisa Rowland, Chef Lady TC LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Tavern License
(list specific licenses requested)

to be located at: 1610 Barlow St., Suite #109, Traverse City, MI 49686

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

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

If disapproved, the reasons for disapproval are _____

Vote

Yeas: 7
 Nays: 0
 Absent: 0

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township
 council/board at a regular meeting held on April 12, 2022
(regular or special) (date) (township, city, village)

Lanie McManus
 Print Name of Clerk

[Signature] 4/13/2022
 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



State of Michigan
 Michigan Gaming Control Board
 Millionaire Party Licensing
 3062 W. Grand Blvd, Suite L-700
 Detroit, MI 48202-6052
 Phone: (313) 456-4940
 Fax: (313) 456-3405
 Email: Millionaireparty@michigan.gov
 www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL 432.103(k)(ii))

At a regular meeting of the Charter Township of Garfield
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by Supervisor Korn on April 12, 2022
DATE

at 6:00 pm a.m./p.m. the following resolution was offered:
TIME

Moved by Denise Schmuckal and supported by Steve Duell

that the request from Reining Liberty Ranch of Traverse City,
NAME OF ORGANIZATION CITY

county of Grand Traverse, asking that they be recognized as a nonprofit
COUNTY

organization operating in the community, for the purpose of obtaining charitable gaming licenses, be
 considered for Approval.
APPROVAL/DISAPPROVAL

<u>APPROVAL:</u>	Yeas: <u>7</u>	<u>DISAPPROVAL:</u>	Yeas: _____
	Nays: <u>0</u>		Nays: _____
	Absent: <u>0</u>		Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted
 by the Charter Township of Garfield at a regular
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL
 meeting held on April 12, 2022.
DATE

SIGNED: Lanie McManus
TOWNSHIP, CITY, OR VILLAGE CLERK
Lanie McManus, Charter Township of Garfield Clerk
PRINTED NAME AND TITLE
3848 Veterans Drive, Traverse City, MI 49684
ADDRESS

Organization Information: 4656 Silver Pines Road, Traverse City, MI 49685
ORGANIZATION'S MAILING ADDRESS, STREET, CITY, ZIP
Rebecca Bigelow, Executive Director (231) 735-6347
ORGANIZATION'S PRINCIPAL OFFICER NAME AND TITLE PHONE NUMBER

CHARTER TOWNSHIP OF GARFIELD

RESOLUTION # 2022-07-T

**A RESOLUTION IN SUPPORT OF A HARTMAN-HAMMOND CROSSING
OVER THE BOARDMAN RIVER**

WHEREAS, Garfield Township is a growing community of over 20,000 residents and with currently only two Boardman River roadway crossings; and,

WHEREAS, Grand Traverse County Road Commission retained OHM Advisors to complete a focused Planning and Environmental Linkages (PEL) study of a potential Boardman River roadway crossing; and,

WHEREAS, the purpose of the Focused PEL is to assess technical aspects and environmental constraints, listen to people in the community, and determine the feasibility of adding a crossing over the Boardman River; and,

WHEREAS, consideration of various crossing alternatives were made, including a no-build alternative; and,

WHEREAS, the result of the Focused PEL identified a Hartman-Hammond crossing as the preferred scenario; and,

WHEREAS, a Hartman-Hammond crossing is a locally accepted alternative with support by Federal Highway Administration (FHWA), Michigan Department of Transportation (MDOT), Environmental Protection Agency (EPA), Department of Natural Resources (DNR), and park areas known as Section 4(f) agencies; and,

WHEREAS, a Hartman-Hammond crossing results in the greatest percentage of reduced traffic volumes on South Airport Road and is the best overall traffic network improvement; and,

WHEREAS, a Hartman-Hammond crossing contains smallest acreage of wetland impacts and has the lowest number of residential displacements; and,

WHEREAS, a Hartman-Hammond crossing is most consistent with the Township's Master Plan; and,

WHEREAS, a Hartman-Hammond crossing provides redundancy for the South Airport Road corridor, particularly should it ever have to be shut down; and,

WHEREAS, a Hartman-Hammond crossing offers the possibility of a new US 31 route that alleviates traffic pressures on Grandview Parkway and Front Street in the City of Traverse City.

NOW, THEREFORE, BE IT RESOLVED, that the Charter Township of Garfield supports a Hartman-Hammond crossing of the Boardman River to improve east-west mobility and expand overall community connectedness.

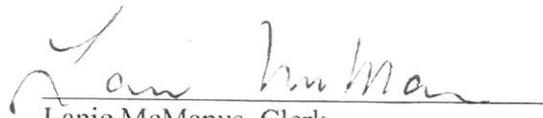
Motion: Denise Schmuckal

Supported: Chris Barsheff

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

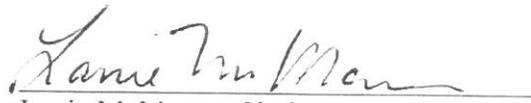
Nays: None

Absent and Excused: None


Lanie McManus, Clerk

CERTIFICATION

I, Lanie McManus, Clerk of the Charter Township of Garfield, hereby certify that the above Resolution 2022-07-T is a true and correct copy of a Resolution adopted by the Township Board of the Charter Township of Garfield on this 12th day of April, 2022.


Lanie McManus, Clerk

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/20/2022	GEN	40407	B S & A SOFTWARE	DEL. PP / SP ASSESSMENT SVC/SUPPORT	101-258-935.015	1,563.00
04/20/2022	GEN	40408	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-851-873.030	22,286.88
04/20/2022	GEN	40409	CITY OF TRAVERSE CITY	17097594720	101-000-084.861	666.78
04/20/2022	GEN	40409		170975-118686	101-448-920.005	28.34
						695.12
04/20/2022	GEN	40410	DENNIS, GARTLAND & NIERGARTH	AUDIT	101-101-802.000	12,000.00
04/20/2022	GEN	40411	ECT	COMMONS NATURAL AREA	308-000-970.000	4,425.00
04/20/2022	GEN	40412	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
04/20/2022	GEN	40413	GARFIELD CHARTER TOWNSHIP	BUDGETED TRANSFER	101-965-990.206	141,750.00
04/20/2022	GEN	40414	GFL ENVIRONMENTAL	002114258	308-000-935.000	435.01
04/20/2022	GEN	40415	GFL ENVIRONMENTAL	002114259	101-265-935.604	108.19
04/20/2022	GEN	40416	GLENN HASENMYER JR.	PARK REFUND	101-000-476.004	50.00
04/20/2022	GEN	40417	GOURDIE-FRASER, INC.	CAREET / TILE	101-101-805.000	122.95
04/20/2022	GEN	40418	GOURDIE-FRASER, INC.	RIVER EAST	308-000-970.000	3,125.00
04/20/2022	GEN	40419	GRAND TRAVERSE CONSTRUCTION	ROOF PAYMENT APPLICATION #1	101-900-970.002	67,848.06
04/20/2022	GEN	40420	GRANITE TELECOMMUNICATIONS	PHONES	101-265-850.000	122.48
04/20/2022	GEN	40421	INTEGRITY BUSINESS SOLUTIONS	TISSUE	101-101-726.000	21.81
04/20/2022	GEN	40422	MICHIGAN STATE UNIV	GARFIELD TOWNSHIP PRACTICUM	308-000-935.000	2,500.00
04/20/2022	GEN	40423	NORTHERN OFFICE EQUIP	2 PRINTERS - FRONT DESK/CLERK'S OFFICE	101-900-970.003	1,453.88
04/20/2022	GEN	40424	OLSON, BZDOK, & HOWARD	GOODWILL INN	101-101-801.002	1,882.10
04/20/2022	GEN	40425	PRINCIPAL LIFE INSURANCE COMPANY	DENTAL / LIFE	101-851-873.030	3,210.40
04/20/2022	GEN	40425		DENTAL / LIFE	101-851-873.040	681.36
						3,891.76
04/20/2022	GEN	40426	SPECTRUM ENTERPRISE	INTERNET	101-258-935.016	119.99
04/20/2022	GEN	40427	TC GARFIELD RECREATIONAL AUTHORITY	BARN RENTAL	308-000-935.000	600.00
04/20/2022	GEN	40428	UNITED WAY	UNITED WAY	101-000-238.000	90.00
04/20/2022	GEN	40429	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,340.00
04/21/2022	GEN	40430	SUPERFLEET	GAS	101-806-862.000	266.56
04/25/2022	GEN	40431	FIFTH THIRD BANK	1319-EDUCATION - MTA, BOR	101-171-805.000	68.04

3.b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		40431		1319-EDUCATION - MTA, BOR	101-215-960.000	654.65
		40431		1319-EDUCATION - MTA, BOR	101-253-960.000	310.00
						<u>1,032.69</u>
04/25/2022	GEN	40432	FIFTH THIRD BANK	1319-DOG WASTE BAGS, SWING MATS	308-000-935.000	698.87
05/04/2022	GEN	40433	ACCIDENT FUND OF MICHIGAN	2021 AUDIT OF PREMIUM COMPLETE	101-851-912.002	3,156.00
05/04/2022	GEN	40434	AFLAC	AFLAC	101-000-227.001	516.98
05/04/2022	GEN	40435	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	92.00
		40435		CONTRACTED SVCS	101-400-805.000	233.75
						<u>325.75</u>
05/04/2022	GEN	40436	ANNE WENDLING	CONTRACTED SVCS	308-000-935.000	85.00
05/04/2022	GEN	40437	CERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	304.79
		40437		ELECTRIC	101-265-920.603	947.21
		40437		ELECTRIC	101-448-920.005	793.07
						<u>2,045.07</u>
05/04/2022	GEN	40438	CERRYLAND ELECTRIC COOP.	ELECTRIC	308-000-935.000	548.01
05/04/2022	GEN	40439	CITY OF TRAVERSE CITY	170975-98310	101-448-920.005	10.61
05/04/2022	GEN	40440	CONSUMERS ENERGY	100018131597	101-448-920.005	30.22
05/04/2022	GEN	40441	CONSUMERS ENERGY	103043977273-RIVER EAST	308-000-935.000	34.86
05/04/2022	GEN	40442	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
05/04/2022	GEN	40443	CONTEMPORARY CLEANING	CONTRACTED SVCS	308-000-935.000	450.00
05/04/2022	GEN	40444	FIFTH THIRD BANK	3406 EDUCATION	101-253-960.000	349.08
05/04/2022	GEN	40445	FIFTH THIRD BANK	3637 SUPPLIES/EDUCATION	101-101-726.000	8.58
		40445		3637 SUPPLIES/EDUCATION	101-171-960.000	40.53
						<u>49.11</u>
05/04/2022	GEN	40446	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	523.84
05/04/2022	GEN	40447	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	921.50
05/04/2022	GEN	40448	HOME DEPOT CREDIT SERVICES	BASEMENT STORAGE RACK	101-265-726.003	798.00
05/04/2022	GEN	40449	HOME DEPOT CREDIT SERVICES	CHAINSAW OIL / PICNIC TABLE SUPPLIES	308-000-935.000	525.98
05/04/2022	GEN	40450	IAAO	2022 CONFERENCE	101-171-960.000	730.00
05/04/2022	GEN	40451	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES / HANGING FOLDERS	101-101-726.000	65.14

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		40451		SUPPLIES / HANGING FOLDERS	101-171-726.000	46.19
						111.33
05/04/2022	GEN	40452	KATHY DIXON	PARK REFUND	101-000-476.004	60.00
05/04/2022	GEN	40453	LANIE MCMANUS	EDUCATION	101-215-960.000	231.08
05/04/2022	GEN	40454	NORTHERN MI JANITORIAL SUP	TP/TOWELING	101-265-726.003	232.85
05/04/2022	GEN	40455	NORTHERN OFFICE EQUIP	SVC CONTRACT	101-101-726.002	222.83
05/04/2022	GEN	40456	O'HEARN PEST CONTROL LLC	RODENT STATION SVC	101-265-935.608	60.00
05/04/2022	GEN	40457	PICTOMETRY INTERNATIONAL CORP.	EAGLEVIEW CONTRACT	101-171-805.000	13,976.25
05/04/2022	GEN	40458	SVEC CONSTRUCTION	SNOWPLOWING	101-265-935.601	80.00
05/04/2022	GEN	40459	TEMPERATURE CONTROL	BOILER SERVICE	101-265-935.608	627.00
05/04/2022	GEN	40460	THE BOOM BOOM CLUB	BOOM BOOM CLUB	101-747-880.007	3,500.00
05/04/2022	GEN	40461	UNITED WAY	UNITED WAY	101-000-238.000	90.00
05/04/2022	GEN	40462	VERIZON	PHONES	101-265-850.000	244.93
05/04/2022	GEN	40463	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-227.000	1,340.00
TOTAL - ALL FUNDS TOTAL OF 57 CHECKS 302,179.47						
--- GL TOTALS ---						
101-000-084.861				DUE FROM #861 STREET LIGHTS		971.57
101-000-227.000				DEFERRED COMP		2,680.00
101-000-227.001				AFLAC		516.98
101-000-237.000				HSA (FORMERLY FLEX)		1,047.68
101-000-238.000				UNITED WAY		180.00
101-000-476.004				PARK USE FEES		110.00
101-101-726.000				SUPPLIES		95.53
101-101-726.002				SUPPLIES - COPIER MAINTENANCE		222.83
101-101-801.002				LEGAL SERVICES - TOWNBOARD		1,882.10
101-101-802.000				AUDIT AND ACCOUNTING		12,000.00
101-101-805.000				CONTRACTED AND OTHER SERVICES		214.95
101-171-726.000				SUPPLIES		46.19
101-171-805.000				CONTRACTED AND OTHER SERVICES		14,044.29
101-171-960.000				EDUCATION & TRAINING		770.53
101-215-960.000				EDUCATION & TRAINING		885.73
101-253-960.000				EDUCATION & TRAINING		659.08
101-258-935.015				COMPUTER SUPPORT SYSTEMS		1,563.00
101-258-935.016				COMPUTER NETWORK		119.99
101-265-726.003				SUPPLIES-MAINTANCE		1,030.85
101-265-850.000				TELEPHONE		1,288.91
101-265-920.603				LIGHTS BUILDING		947.21
101-265-935.601				SNOW PLOWING		80.00
101-265-935.603				CLEANING SERVICE		1,350.00
101-265-935.604				RUBBISH REMOVAL		108.19
101-265-935.608				MAINTENANCE-OTHER		687.00
101-400-805.000				CONTRACTED AND OTHER SERVICES		233.75

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-448-920.005			STREET LIGHTS TOWNSHIP			862.24
101-747-880.007			COM. PROM. - COMMUNITY AWAREN			3,500.00
101-806-862.000			GAS & CAR WASHES			266.56
101-851-873.030			INSURANCE - EMPLOYEE HEALTH			25,497.28
101-851-873.040			INSURANCE - EMPLOYEE LIFE			681.36
101-851-912.002			INSURANCE - WORKMENS COMP.			3,156.00
101-900-970.002			CAPITAL OUTLAY - TOWNSHIP HAL			67,848.06
101-900-970.003			CAPITAL OUTLAY - COMPUTER			1,453.88
101-965-990.206			TRANSFER TO #206 FIRE FUND			141,750.00
308-000-935.000			MAINTENANCE - MISC, EQUIP			5,877.73
308-000-970.000			CAPITAL OUTLAY			7,550.00
			TOTAL			302,179.47

MTT Update
 Prepared for Garfield Twp Board

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL		
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage Loss	METRO Millage Loss	
1	22-000321 900-396-94 Big Lots * Personal Property appeal		1144 W So Airport Rd	2022	\$ 69,400	\$ 69,400	\$ -	\$ -	\$ (69,400)	\$ (69,400)	Petitioner filed 5 pds (not all in Garfield) together, MTT filed an order of default, and gave them time to cure. Contention is Small Bus Exemption was denied in error; however, our value is based on the info they supplied. I will answer once default has been cleared.			
2														
3														
4														
5														
6														
7														
TOTALS:					\$ -	\$ -	\$ -	\$ -	\$ (69,400)	\$ (69,400)				
					SETTLED VALUES:									
					2022 Potential Tax Loss				\$ (138.80)	\$ (170.03)				
									Township	Metro				
									ACTUAL TAX LOSS					
									2022		\$ -	\$ -		
									GRAND TOTAL		\$ -	\$ -		



Grand Traverse Conservation District

April 2022 Report

CONSERVATION TEAM

OWNER/PARKLAND: Garfield Township – Various

Administration

- Attend the Township's April Parks & Recreation Commission meeting to give a verbal report.

Monitoring and Maintenance

- Forwarded trail reports and concerns to Township staff as they were received.
- Held a GTCD staff "roving" hike at Silver Lake Rec Area to familiarize education staff with various parkland offerings.

OWNER/PARKLAND: Recreational Authority – Hickory Meadows

Administration

- Attended the monthly Rec Authority Board meeting and provided updates.
- Facilitated the Hickory Meadows Advisory Committee (HMAC) monthly meeting held at the Boardman River Nature Center. Drafted an agenda and follow-up minutes for HMAC review.
- Developed a Hickory Meadows draft budget/work plan proposal for the 2022/23 fiscal year for HMAC review. Met with HMAC members to discuss details.
- Developed a suggested trail improvements map for future consideration.
- Reviewed recommended amendments to the Hickory Meadows Management Plan and suggested edits as necessary.
- Planned for upcoming trail and boardwalk construction to connect West Meadow to the M-72 trail.
 - Posted permits at trailhead



Grand Traverse
Conservation District
Boardman River Nature Center

- Rented tractor to help with hauling of material on-site
- Contracted SEEDS Youth Corps to facilitate staging of material
- Updated and revised the stormwater drainage map
- Secured seedlings for native plantings scheduled this spring and communicated with nursery suppliers to order larger tree stock.
- Solicitation of volunteers for upcoming May 7 workbee to plant seedlings, pull invasive garlic mustard, and perform trail maintenance.

Monitoring and Maintenance

- Performed trailhead checks on a weekly basis and refilled dog bag dispensers as necessary, including at Historic Barns Park trailhead to GT Commons.
- Removed winter signage along staked routes.
- Pruned along trailside of the M-72 entry for safety and ease of access.
- Downloaded and analyzed trail counter data on a monthly basis.
- Staged boardwalk material at crossing locations for upcoming trail construction using a rented tractor and other District-provided equipment.
- Swapped seasonal poster displays at all trailheads to reflect 'spring' themes.

Other

- Created a draft emergency access map of the property to provide GT Metro Fire/other emergency services with.

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

April 2022

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	16	0	2	13	1	3	15
02 Blair	30	0	3	19	1	21	22
03 East Bay	21	0	2	17	2	5	19
04 Fife Lake	6	0	0	4	0	0	4
05 Garfield	73	0	11	49	6	51	60
06 Grant	1	0	0	4	0	0	4
07 Green Lake	3	0	1	7	1	11	8
08 Long Lake	1	0	0	3	0	3	3
09 Mayfield	6	0	4	7	0	0	11
10 Peninsula	2	0	1	6	0	1	7
11 Paradise	4	0	0	7	0	2	7
12 Union	1	0	1	1	0	0	2
13 Whitewater	0	0	0	4	0	0	4
29 Fife Lake Vlg	1	0	0	0	0	0	0
30 Kingsley Vlg	5	0	0	3	0	1	3
66 Traverse City	3	0	0	2	1	34	2
84 Out of County	0	0	0	0	0	17	0
Totals	173	0	25	146	12	149	171
Garfield Twp %	42.2%	0.0%	44.0%	33.6%	50.0%	34.2%	35.1%

Ticket stats are based on what District Court has entered as of 5/03/22.

Arrest stats are as of 5/03/22.

		Charter Township of Garfield	
		Planning Department Report No. 2022-38	
Prepared:	May 3, 2022	Pages:	2
Meeting:	May 10, 2022 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report for May 2022		

PURPOSE:

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

DEVELOPMENTS:

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

Gauthier Property – Proposed R-3 Rezoning

- Location: 2105 N US 31 South, west side of US 31, south of South Airport Road intersection
- Development Description: Proposed rezoning from current split zoning of Highway Commercial (C-H) and Agricultural (A) to Multi-Family Residential (R-3).
- Status: The Township Board approved the rezoning on 4/12/2022.

Life Story Crematorium – Conditional Rezoning

- Location: 500 West Hammond Road, east of Traversefield Drive
- Development Description: Proposed conditional rezoning to permit a crematorium in an existing funeral home.
- Status: Planning Commission accepted application on 4/13/2022 and scheduled a public hearing for 5/11/2022.

Fox Motors Commercial Vehicle Service Center – Site Plan Conceptual Review

- Location: 3536 N US 31 South – next to Garden Goods
- Development Description: Repurpose the former site of Wahlstrom Marine and Bill Marsh Price Point for a new commercial vehicle service center for large trucks and buses.
- Status: Planning Commission conducted site plan review of the proposed project on 4/13/2022 and approved the site plan with conditions.

Wendy's Restaurant – Sign Permit Application

- Location: 1686 Garfield Avenue – in the Cherryland Center
- Development Description: Proposed freestanding sign for Wendy's at the Cherryland Center.
- Status: Planning Commission requested legal review of the sign request as no other individual businesses have a freestanding sign in the Cherryland Center. The applicant has submitted an escrow for Township legal review.

Chick-fil-A Restaurant – Special Use Permit

- Location: 2700 N US-31 South
- Development Description: Review of current Special Use Permit for Chick-fil-A Restaurant.
- Status: Staff met with Chick-fil-A corporate representatives and conveyed Planning Commission concerns about the vehicle queuing, parking, and circulation on the site. Staff is working with Chick-fil-A to ensure compliance with the Special Use Permit.

PLANNING:

Other planning activities include the following:

- The Michigan State University students in the Urban Planning Practicum course presented their final report on non-motorized planning for the Township to the Planning Commission study session on 4/27/2022. Staff attended the student presentation on campus on 4/29/2022. The final report provides an evaluation tool that will be used to determine priorities for future non-motorized improvements.
- Staff continues to work with Environmental Consulting & Technology, Inc. (ECT) on the Grand Traverse Commons Natural Area Design Plan. A community open house is scheduled for 5/11/2022 from 3:30 p.m. to 6:30 p.m. at the Cathedral Barn in the Historic Barns Park. All are welcome. This will be the first of three planned open houses.
- The Planning Commission reviewed draft questions for a community survey for the update to the Master Plan. Once the questionnaire is drafted, it will be submitted to the Township Board for review.
- The Planning Commission is studying several zoning amendments throughout this year. At its study session on 4/27/2022, the Planning Commission reviewed revisions to wetland delineation and setback requirements. The Planning Commission is also considering requiring setbacks for snow storage areas, so they do not negatively impact wetlands.

STAFF:

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

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



Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

Planning on weld repair to one of the large gates at the dog park. Apple Fence still working on constructing the gate for well head.

Closed parking lot is back open.

Tennis nets are up. Contractor has us on his schedule for June for resurfacing.

Will be replacing all 6 swing mats for swing set as they are badly worn.

Will be re-mulching playground area as well due to old mulch deteriorating. Rugby Teams & volunteer groups are coordinating to assist install.

Fertilizing Prices have increased drastically. Approved new quotes.

Commons

Monitoring trails & trailheads for issues. Minor graffiti already.

Met with Greenspire Superintendent during DNR presentation.

Met students.

Couple walk throughs with ECT & Planning Dept.

Kiosks posted for Open House, May 11th.

Working on bids for mower & trailer for routine maintenance.

River East

Mardex installed 4 cameras on outside of pole building and are operational.

Purchased remaining wood for picnic tables.

Monitoring for camps. Nothing to date.

Met with Jennifer Graham on site for Phase II layouts of dog park & irrigation.

Well head information passed onto Lautner Irrigation.

Have started constructing a trail north of the pole building and down the hill that will eventually tie into the river trail.

Working on designs for temporary boardwalks.

Boardman Valley

Monitoring for encampments. Nothing to date found.

Pickleball nets are up. Wind screens are dropped this week.

Clean up being scheduled by Norm Fred for east side of river across from BRV trail of old encampments.

Seven broken parking bumpers at Pickleball Courts from snow removal. Denali contacted for repairs.

Miller Creek

Working on new kiosk flyers for Spring.

No encampments to date.

Working on volunteer groups for wind-blown trash removal

Kid's Creek

Working on new kiosk flyers for Spring.

Monitored trails, and pruned.

Seedlings purchased. Ready to plant.

Working cost estimates for rain garden near buffalo ridge trail.

Additional

Boardman River Clean Up with Norm Fred was another success.

Pictures of Clean Up are attached.

Website

parks@garfield-twp.com email to website has generated suggestions and contacts with our park users & residents!

Submitted May 5, 2022

Derek Morton

Sean Kehoe











American **WASTE**







Charter Township of Garfield

Grand Traverse County

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

TO: Garfield Township Board
FROM: Chloe Macomber, Treasurer
DATE: May 10, 2022
SUBJECT: Treasurer's Report Ending March 31, 2022

Dear Township Board,

It is the Treasurer's duty to report quarterly on the Township's financials and investments to the Township Board. This report is intended to give the Board, and the public, a clear picture of where the Township stands financially and to provide information on its investment portfolio.

The Township's investment policy, along with Public Act 20 of 1943, governs what the Treasurer can and cannot do with the public's funds. Both are referenced to ensure public's funds are used accordingly in both a lawful and strategic way. In order to comply with the Township's investment policy, I have included a more detailed report that meets those requirements.

The investment policy states that the Treasurer's report should include a breakdown of each individual security and their maturity, rate/coupon, par value, book value, market value and should also show the percentage of the portfolio represented by each investment category. The policy also states that the report should include comments on the market/economic conditions and the Treasurer's investing strategy and possible changes to portfolio structure. I have included reports and narrative that comply with our policy.

Please review these new reports and let me know if there is anything that should be changed for clarity or any additional information that should be added. These reports are made for the Board and are intended for use in decision making, so it is important that they fit the Board's needs.

Please contact me with any questions or suggestions you may have,

Chloe Macomber
Chloe Macomber, Treasurer
Cmacomber@garfield-twp.com
231-225-3043



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

ACCT.	UNRESTRICTED FUNDS	TYPE	12/31/21	03/31/22	DIFFERENCE	MATURITY	RATE
7118	General Fund	Checking	\$ 3,613,437	\$ 5,138,901	\$ 1,525,463	N/A	
* 4670	Managed Account - General Fund	Invest	\$ 3,368,362	\$ 3,170,200	\$ (198,162)	N/A	
1330	Huntington - TCF Bank	CD	\$ 199,054	\$ 199,201	\$ 147	6/4/23	0.30%
5740	Huntington - TCF-Chemical	CD	\$ 262,072	\$ -	\$ (262,072)	2/23/22	2.35%
330	TBA Credit Union - Budget Stab.	CD	\$ 83,582	\$ 83,635	\$ 53	11/18/23	0.25%
604	Nicolet National Bank (Mbank)	CD	\$ 100,626	\$ 100,626	\$ (0)	9/24/23	0.50%
605	Nicolet National Bank (Mbank)	CD	\$ 100,626	\$ 100,626	\$ (0)	9/24/23	0.50%
606	Nicolet National Bank (Mbank)	CD	\$ 40,067	\$ 40,067	\$ 0	9/24/23	0.50%
2316	4-Front Credit Union	CD	\$ 218,847	\$ 219,387	\$ 540	7/8/23	1.00%
301	NW Consumers CU	CD	\$ 173,658	\$ 173,808	\$ 150	8/28/22	0.35%
302	NW Consumers CU	CD	\$ 63,969	\$ 64,229	\$ 261	9/28/24	1.65%
662	Independent	CD	\$ 281,054	\$ 281,296	\$ 243	3/12/24	0.35%
55	1st Community Bank	CD	\$ 226,494	\$ 226,494	\$ 0	8/20/21	2.00%
6015	First National Bank of America	CD	\$ 240,484	\$ 240,969	\$ 485	7/14/24	0.80%
1002	Team 1 Credit Union	CD	\$ 265,029	\$ 265,486	\$ 458	3/2/24	0.70%
212	Credit Union One	CD	\$ 261,024	\$ 261,346	\$ 322	2/26/24	0.50%
206	Honor Bank	CD	\$ 258,457	\$ 258,457	\$ 0	12/2/22	1.70%
41	Lake Michigan Credit Union	CD	\$ 270,722	\$ 272,080	\$ 1,358	1/17/23	2.05%
115	State Savings Bank	CD	\$ 254,841	\$ 254,841	\$ 0	7/3/22	0.20%
147	MSU Credit Union	CD	\$ 242,985	\$ 243,613	\$ 628	10/29/25	1.05%
Total Unrestricted Funds - Available for Spending			\$ 10,525,390	\$ 11,595,262	\$ 1,069,873		

\$1 Million in tax revenue
\$250,000 Hunt CD
Bond Market Fluctuation
Closed CD 2/24/22
Moved to General Act

ACCT.	RESTRICTED FUNDS	TYPE	12/31/21	03/31/22	DIFFERENCE	MATURITY	RATE
7118	Park Fund	Checking	\$ 175,903	\$ 631,859	\$ 455,956		
7118	Roads	Checking	\$ 336,075	\$ 336,075	\$ 0		
8728	Fire Fund	Checking	\$ 255,411	\$ 255,414	\$ 3		
* 4654	Managed Account - Fire Fund	Invest	\$ 827,930	\$ 797,993	\$ (29,937)		
7134	Receiving Fund - Sewer	Checking	\$ 4,136,019	\$ 4,524,591	\$ 388,572		
7134	Receiving Fund - Water	Checking	\$ 318,258	\$ 232,297	\$ (85,961)		
* 4662	Managed Account - Receiving Fund	Invest	\$ 16,408,121	\$ 15,525,755	\$ (882,366)		
* 7940	Managed Account - DPW Fund	Invest	\$ 115,642	\$ 115,650	\$ 8		
7126	Tax Fund	Checking	\$ 2,800,743	\$ 20,006	\$ (2,780,737)		
4750	General Employee Flex (H.S.A)	Checking	\$ 94,563	\$ 4,563	\$ (90,000)		
3734	Retirement Rec Fund	Checking	\$ 53,819	\$ 49,719	\$ (4,101)		
2343	Insurance Funding	Checking	\$ 351,538	\$ 351,545	\$ 7		
8681	Trust & Agency	Checking	\$ 365,967	\$ 325,606	\$ (40,361)		
2567	Specials Lights	Checking	\$ 11,952	\$ 45,631	\$ 33,679		
3279	Specials (Milfoil, Roads, Water, Sewer)	Checking	\$ 105,503	\$ 129,630	\$ 24,127		
Total Restricted Funds - Restricted Use			\$ 26,357,444	\$ 23,346,334	\$ (3,011,110)		

\$550,000
2022 budgeted transfer
Bond Market Fluctuation
Bond Market Fluctuation
Normal Tax Dist Payout

TOTAL			\$ 36,882,834	\$ 34,941,597	\$ (1,941,237)		
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* 5/3 Managed Accounts - See full breakdown of investments on the page (2) of report

Respectfully Submitted By:

Chloe Macomber

Chloe Macomber, Treasurer
Email: cmacomber@garfield-twp.com
Phone: (231) 225-3043

Charter Township of Garfield
Treasurer's Report
Ending March 31, 2022

FIRE FUND MANAGAED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 237,689	\$ 237,689	\$ -
3130AJN54	\$ 600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 600,000	\$ 560,304	\$ (39,696)
										TOTAL	\$ 797,993	\$ (39,696)

RECEIVING FUND MANAGED ACCOUNT (ALL SEWER)

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 316,372	\$ 316,372	\$ -
61765QJ39	\$ 250,000	MORGAN STANLEY BANK NA	CD	0.30%	10/30/2022	100.000	CD	N/A	N/A	\$ 250,000	\$ 249,688	\$ (313)
3130AJR68	\$ 2,684,211	FEDERAL HOME LOAN BANK	AGENCY BOND	0.92%	6/30/2026	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 2,684,211	\$ 2,508,448	\$ (175,762)
3133ELZ23	\$ 1,000,000	FEDERAL FARM CREDIT BANK	AGENCY BOND	0.98%	4/27/2027	99.850	FIXED	3/16/2022	Anytime	\$ 998,500	\$ 926,210	\$ (72,290)
3130AJN54	\$ 5,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 5,000,000	\$ 4,669,200	\$ (330,800)
3130AJRF8	\$ 649,351	FEDERAL HOME LOAN BANK	AGENCY BOND	1.05%	6/24/2027	100.000	FIXED	3/16/2022	Anytime - Partially Called	\$ 649,351	\$ 600,701	\$ (48,649)
3130AMB44	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/12/2028	100.000	STEP CPN	5/12/2022	Quarterly	\$ 2,000,000	\$ 1,865,420	\$ (134,580)
3130AKN06	\$ 1,600,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	7/28/2028	100.000	FIXED	4/28/2022	Quarterly	\$ 1,600,000	\$ 1,447,808	\$ (152,192)
3130APM69	\$ 1,200,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	11/16/2029	100.000	STEP CPN	11/16/2022	Quarterly	\$ 1,200,000	\$ 1,117,548	\$ (82,452)
3130AMBFB	\$ 2,000,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.00%	5/19/2036	100.000	STEP CPN	5/19/2022	Quarterly	\$ 2,000,000	\$ 1,824,360	\$ (175,640)
										TOTAL	\$ 15,525,755	\$ (1,172,678)

GENERAL FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 108,024	\$ 108,024	\$ -
3130AJN54	\$ 1,400,000	FEDERAL HOME LOAN BANK	AGENCY BOND	1.07%	6/8/2027	100.000	FIXED	3/16/2022	Anytime	\$ 1,400,000	\$ 1,307,376	\$ (92,624)
3134GWNX0	\$ 2,000,000	FREDDIE MAC	AGENCY BOND	1.10%	8/27/2030	100.000	FIXED	5/27/2022	Quarterly	\$ 2,000,000	\$ 1,754,800	\$ (245,200)
										TOTAL	\$ 3,170,200	\$ (337,824)

DPW FUND MANAGED ACCOUNT

CUSIP	PAR AMT	ISSUER	SECURITY TYPE	COUPON	MATURITY	PURCHASE PRICE	TYPE	CALL DATE	CALL STRUCTURE	BOOK VALUE	MARKET VALUE	NET UNREALIZED GAIN/LOSS
N/A	N/A	FEDERATED HERMS GOVT	MONEY MARKET	0.04%	N/A	N/A	MM	N/A	N/A	\$ 115,650	\$ 115,650	\$ -
										TOTAL	\$ 115,650	\$ -

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

Book Value: Par Value of the bond less any discount and plus any premium.

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

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

Current Market/Future Investment Strategy:

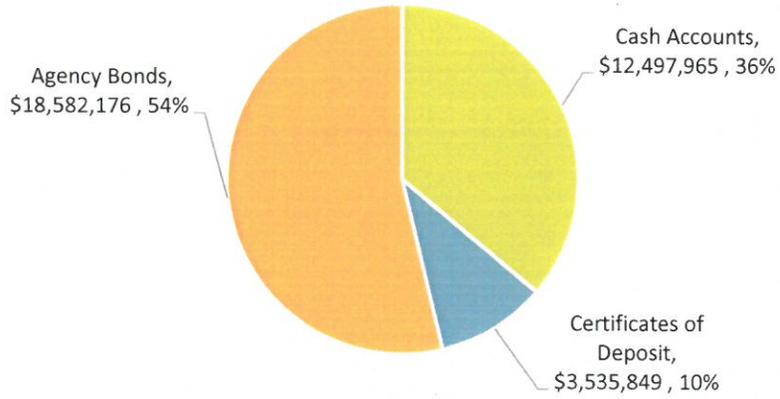
Bond market interest rates are rising and are predicted to continue to rise. The Federal Open Market Committee (FOMC) say they will increase another 50 basis points (bps) on 5/4/22. Markets also indicate they are expecting a 75 bps hike in June. This means our unrealized losses will continue to grow as our bonds value will drop with these rate increases.

My strategy going forward is to invest in bonds with much shorter maturities (3 years maximum) and to break up the bonds into smaller amounts. It will also be to ladder the bonds to have attempt to have them mature every six months. I also plan on purchasing much fewer callable bonds and purchasing mostly bullet bonds, to create stability and to increase predictability of cash flows. This will also create more liquidity and ensure we will have a steadier access to our excess funds if needed. This is the portfolio I have inherited, so please know it will take several years as these existing bonds mature to implement this new approach. Over time you should see less fluctuation in value of the bonds, better returns overall, and much better access to reserve funds.

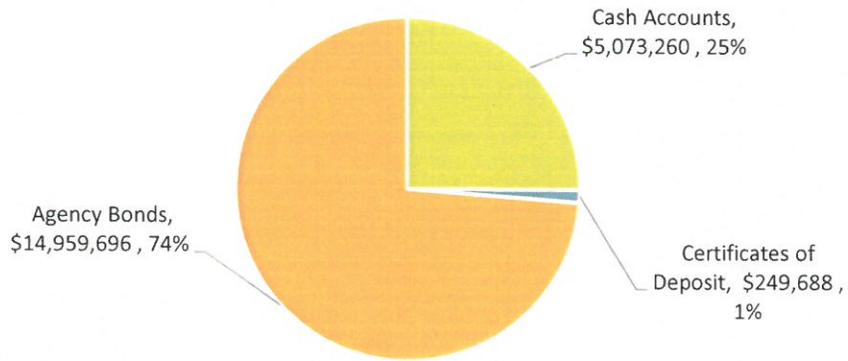
Other important notes:

Currently all our bonds are callable bonds, meaning the issuer can 'call' them back any time after a certain date and the bonds will be repaid back to us. Usually bonds get called when interest rates drop, because the issuer can re-issue them at a lower interest rate. This means most of our bonds will likely not go to the full maturity date listed and will likely be called before maturity, but it is not guaranteed.

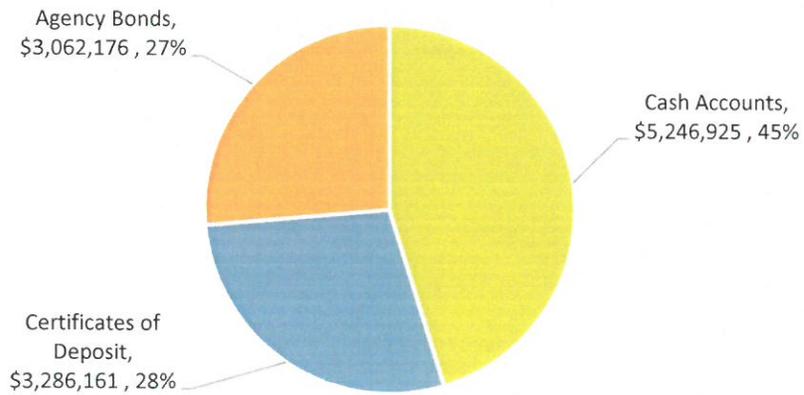
Total of all Accounts by Type



Receiving Fund by Type



General Fund by Type



Clerk's Report

For April 30, 2022

Submitted 05/4/22

To: The Garfield Township Board,

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

For the month of April in the General Fund, you will find that we had a total of \$792,729.57 Revenues and \$527,259.57 Expenditures. For the year we have a total of \$2,998,376.06 Revenues and \$1,755,934.63 Expenditures.

If you have any questions or would like further clarification, please feel free to contact me at: 231-941-1620.

Lanie McManus

Township Clerk

GL NUMBER	DESCRIPTION	2022 BUDGET		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/2022	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-403.000	CURRENT REAL PROPERTY TAXES	2,063,466.84	2,063,466.84	1,782,244.20	0.00	281,222.64
101-000-407.000	DEL PERSONAL PROP TAXES	500.00	500.00	0.00	0.00	500.00
101-000-412.000	SWAMP TAX COLLECTIONS	50.00	50.00	0.00	0.00	50.00
101-000-414.000	Protested PRE Interest	500.00	500.00	835.11	0.00	(335.11)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	3,795.50	759.00	5,204.50
101-000-441.000	Local Community Stabilization Share Tax	35,000.00	35,000.00	25,037.44	0.00	9,962.56
101-000-445.000	PENALTIES & INT. ON TAXES	4,000.00	4,000.00	7,934.51	0.00	(3,934.51)
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	185,332.00	0.00	(35,332.00)
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	4,500.00	900.00	5,500.00
101-000-476.002	MAINT INSPECTION FEES	50.00	50.00	5,088.00	4,878.00	(5,038.00)
101-000-476.003	TREASURER FEES	900.00	900.00	87.50	87.50	812.50
101-000-476.004	PARK USE FEES	0.00	0.00	2,350.00	915.00	(2,350.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	5,764.90	672.80	9,235.10
101-000-528.000	OTHER FEDERAL GRANTS	922,410.00	922,410.00	3,737.55	0.00	918,672.45
101-000-574.000	STATE SHARED REVENUE	1,504,000.00	1,504,000.00	1,042,755.00	755,783.00	461,245.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	22,000.00	22,000.00	151.25	13.75	21,848.75
101-000-574.002	EVIP DISTRIBUTION	58,600.00	58,600.00	19,542.00	9,771.00	39,058.00
101-000-612.000	CHARGES FOR TOWNSHIP SERVICES	5,000.00	5,000.00	2,030.88	399.64	2,969.12
101-000-627.000	TAX COLLECTION FEES	25,000.00	25,000.00	0.00	0.00	25,000.00
101-000-656.000	Ordinance Enforcement Fees	700.00	700.00	66.67	66.67	633.33
101-000-664.000	EARNED INTEREST	40,000.00	40,000.00	22,031.06	162.59	17,968.94
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	65,964.55	0.00	184,035.45
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	6,332.59	0.00	15,667.41
101-000-670.000	UNREALIZED LOSS ON INVESTMENT	0.00	0.00	(209,168.00)	0.00	209,168.00
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	100.00	100.00	4,842.73	1,200.00	(4,742.73)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	0.00	0.00	100.00
101-000-676.003	Reimbursed Essential Services (PILOT)	17,000.00	17,000.00	17,120.62	17,120.62	(120.62)
Total Dept 000		5,155,426.84	5,155,426.84	2,998,376.06	792,729.57	2,157,050.78
TOTAL REVENUES						
		5,155,426.84	5,155,426.84	2,998,376.06	792,729.57	2,157,050.78
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES						
		5,155,426.84	5,155,426.84	2,998,376.06	792,729.57	2,157,050.78

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,000.00	13,000.00	3,050.00	1,350.00	9,950.00	23.46
101-101-701.101	WAGES - FILE CLERK	41,986.81	41,986.81	12,921.60	3,230.40	29,065.21	30.78
101-101-701.102	WAGES - TRUSTEE	13,000.00	13,000.00	2,550.00	975.00	10,450.00	19.62
101-101-701.103	WAGES - TRUSTEE	13,000.00	13,000.00	2,550.00	850.00	10,450.00	19.62
101-101-701.104	WAGES - TRUSTEE	13,000.00	13,000.00	2,150.00	900.00	10,850.00	16.54
101-101-701.105	WAGES - OFFICE COORDINATOR	39,098.59	39,098.59	12,032.00	3,008.00	27,066.59	30.77
101-101-726.000	SUPPLIES	6,000.00	6,000.00	1,183.90	215.87	4,816.10	19.73
101-101-726.001	POSTAGE	10,000.00	10,000.00	2,424.41	0.00	7,575.59	24.24
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	807.21	336.41	6,692.79	10.76
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	3,779.88	1,945.75	6,220.12	37.80
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	25.00	0.00	9,975.00	0.25
101-101-802.000	AUDIT AND ACCOUNTING	23,100.00	23,100.00	18,000.00	12,000.00	5,100.00	77.92
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	7,500.00	1,561.45	320.95	5,938.55	20.82
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	1,180.25	0.00	2,319.75	33.72
101-101-901.000	ADVERTISING	7,500.00	7,500.00	482.40	310.70	7,017.60	6.43
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	3,000.00	3,000.00	431.88	0.00	2,568.12	14.40
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 101 - TOWNBOARD		232,685.40	232,685.40	65,129.98	25,443.08	167,555.42	27.99
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	84,682.61	84,682.61	26,056.16	6,514.04	58,626.45	30.77
101-171-701.202	WAGES - APPRAISER II	44,595.20	44,595.20	13,721.60	3,430.40	30,873.60	30.77
101-171-701.203	WAGES - GIS	5,000.00	5,000.00	4,185.00	1,230.00	815.00	83.70
101-171-701.204	WAGES - APPRAISER III	58,974.96	58,974.96	18,144.00	4,536.00	40,830.96	30.77
101-171-701.205	WAGES - ASSESSOR	104,556.18	104,556.18	32,171.12	8,042.78	72,385.06	30.77
101-171-726.000	SUPPLIES	2,000.00	2,000.00	72.00	0.00	1,928.00	3.60
101-171-726.001	POSTAGE	3,500.00	3,500.00	3,163.68	0.00	336.32	90.39
101-171-805.000	CONTRACTED AND OTHER SERVICES	32,500.00	32,500.00	68.04	68.04	32,431.96	0.21
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-900.000	PRINTING & PUBLISHING	2,850.00	2,850.00	2,348.16	0.00	501.84	82.39
101-171-901.000	ADVERTISING	500.00	500.00	0.00	0.00	500.00	0.00
101-171-960.000	EDUCATION & TRAINING	7,750.00	7,750.00	1,078.81	450.00	6,671.19	13.92
101-171-960.200	EDUCATION - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-965.000	DUES & PUBLICATIONS	3,000.00	3,000.00	411.82	0.00	2,588.18	13.73
Total Dept 171 - TOWNSHIP SUPERVISOR		352,908.95	352,908.95	101,420.39	24,271.26	251,488.56	28.74
Dept 191 - ELECTIONS							
101-191-701.000	WAGES	80,000.00	80,000.00	5,751.00	1,431.00	74,249.00	7.19
101-191-726.000	SUPPLIES	16,000.00	16,000.00	1,735.38	0.00	14,264.62	10.85
101-191-726.001	POSTAGE	10,500.00	10,500.00	0.00	0.00	10,500.00	0.00
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	600.00	600.00	0.00	0.00	600.00	0.00
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-935.015	COMPUTER SUPPORT SYSTEMS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 191 - ELECTIONS		115,500.00	115,500.00	7,486.38	1,431.00	108,013.62	6.48

GL NUMBER	DESCRIPTION	2022 ORIGINAL BUDGET	2022 AMENDED BUDGET	YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	84,682.61	84,682.61	26,056.16	6,514.04	58,626.45	30.77
101-215-701.302	WAGES - DEPUTY CLERK	54,693.00	54,693.00	16,828.64	4,207.16	37,864.36	30.77
101-215-701.303	WAGES - ACCOUNTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	39.05	2.96	1,460.95	2.60
101-215-860.300	MILEAGE - CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-956.016	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	1,144.07	654.65	4,855.93	19.07
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	0.00	0.00	700.00	0.00
Total Dept 215 - TOWNSHIP CLERK		153,875.61	153,875.61	44,067.92	11,378.81	109,807.69	28.64
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	500.00	500.00	1,000.00	33.33
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,250.00	1,250.00	250.00	83.33
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	1,750.00	1,750.00	4,450.00	28.23
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	84,682.61	84,682.61	26,056.16	6,514.04	58,626.45	30.77
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	54,693.00	54,693.00	16,828.64	4,207.16	37,864.36	30.77
101-253-726.000	SUPPLIES	2,500.00	2,500.00	37.25	0.00	2,462.75	1.49
101-253-726.001	POSTAGE	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	175.00	0.00	2,825.00	5.83
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	0.00	0.00	500.00	0.00
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	1,189.72	310.00	3,310.28	26.44
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	150.00	0.00	350.00	30.00
Total Dept 253 - TOWNSHIP TREASURER		164,475.61	164,475.61	44,436.77	11,031.20	120,038.84	27.02
Dept 258 - COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-258-935.015	COMPUTER SUPPORT SYSTEMS	40,000.00	40,000.00	8,111.00	1,563.00	31,889.00	20.28
101-258-935.016	COMPUTER NETWORK	2,000.00	2,000.00	467.47	119.99	1,532.53	23.37
Total Dept 258 - COMPUTER SUPPORT		45,000.00	45,000.00	8,578.47	1,682.99	36,421.53	19.06
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	567.74	0.00	2,932.26	16.22
101-265-850.000	TELEPHONE	18,000.00	18,000.00	4,688.06	1,043.98	13,311.94	26.04
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	6,011.41	1,512.03	5,988.59	50.10
101-265-920.602	WATER / SEWER	6,000.00	6,000.00	436.57	150.05	5,563.43	7.28

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	14,000.00	14,000.00	2,919.67	897.04	11,080.33	20.85
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	2,570.00	0.00	7,430.00	25.70
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.603	CLEANING SERVICE	27,381.02	27,381.02	4,050.00	0.00	23,331.02	14.79
101-265-935.604	RUBBISH REMOVAL	1,200.00	1,200.00	423.01	108.19	776.99	35.25
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	730.80	365.40	769.20	48.72
101-265-935.608	MAINTENANCE-OTHER	20,000.00	20,000.00	689.18	0.00	19,310.82	3.45
Total Dept 265 - TOWNSHIP HALL		136,081.02	136,081.02	23,086.44	4,076.69	112,994.58	16.97
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,400,000.00	1,400,000.00	307,119.12	307,119.12	1,092,880.88	21.94
Total Dept 301 - POLICE SERVICES		1,400,000.00	1,400,000.00	307,119.12	307,119.12	1,092,880.88	21.94
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	17,688.32	17,688.32	5,447.60	1,361.91	12,240.72	30.80
101-371-701.703	WAGES - BUILDING OFFICIAL	87,508.80	87,508.80	26,925.76	6,731.44	60,583.04	30.77
101-371-701.704	WAGES - BUILDING INSPECTOR	25,750.00	25,750.00	6,277.50	1,736.00	19,472.50	24.38
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	57.98	0.00	942.02	5.80
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	62.00	0.00	938.00	6.20
101-371-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	345.00	0.00	655.00	34.50
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		134,947.12	134,947.12	39,115.84	9,829.35	95,831.28	28.99
Dept 400 - PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	3,200.00	3,200.00	750.00	125.00	2,450.00	23.44
101-400-701.801	WAGES - PLANNING	3,200.00	3,200.00	625.00	250.00	2,575.00	19.53
101-400-701.802	WAGES - PLANNING	3,200.00	3,200.00	625.00	250.00	2,575.00	19.53
101-400-701.804	WAGES - PLANNING	3,200.00	3,200.00	750.00	250.00	2,450.00	23.44
101-400-701.805	WAGES - PLANNING	3,200.00	3,200.00	750.00	250.00	2,450.00	23.44
101-400-701.806	WAGES - PLANNING	3,200.00	3,200.00	750.00	250.00	2,450.00	23.44
101-400-701.808	WAGES - PLANNING	3,200.00	3,200.00	875.00	250.00	2,450.00	23.44
101-400-801.000	LEGAL SERVICES	25,000.00	25,000.00	99.00	0.00	24,901.00	0.40
101-400-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	520.00	191.00	5,480.00	8.67
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-400-901.000	ADVERTISING	2,000.00	2,000.00	136.95	0.00	1,863.05	6.85
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	393.75	0.00	1,606.25	19.69
101-400-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 400 - PLANNING COMMISSION		59,400.00	59,400.00	6,274.70	1,816.00	53,125.30	10.56
Dept 401 - TOWNSHIP PLANNER							
101-401-701.900	WAGES - DIRECTOR OF PLANNING	82,781.14	82,781.14	25,471.12	6,367.78	57,310.02	30.77
101-401-701.901	WAGES - DEPUTY PLANNER	59,068.44	59,068.44	18,174.80	4,543.70	40,893.64	30.77
101-401-701.902	WAGES -PLANNER ASSISTANT	13,723.58	13,723.58	4,085.82	1,021.44	9,637.76	29.77
101-401-726.000	SUPPLIES	1,000.00	1,000.00	95.70	0.00	904.30	9.57
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00

User: Lanie
DB: Garfield

PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-401-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	250.00	0.00	4,750.00	5.00
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	158.89	0.00	841.11	15.89
Total Dept 401 - TOWNSHIP PLANNER		165,173.16	165,173.16	48,236.33	11,932.92	116,936.83	29.20
Dept 410 - ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	250.00	125.00	950.00	20.83
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	250.00	125.00	950.00	20.83
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	350.00	225.00	850.00	29.17
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	106.00	106.00	894.00	10.60
101-410-901.000	ADVERTISING	2,000.00	2,000.00	136.70	0.00	1,863.30	6.84
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 410 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	1,342.70	581.00	18,657.30	6.71
Dept 412 - ZONING ADMINISTRATOR							
101-412-701.601	WAGES - ZONING ADMINISTRATOR	59,068.44	59,068.44	18,174.88	4,543.72	40,893.56	30.77
101-412-701.602	WAGES - ZONING CODE ENFORCER	27,809.60	27,809.60	9,055.94	2,266.64	18,753.66	32.56
101-412-726.000	SUPPLIES	1,000.00	1,000.00	307.00	0.00	693.00	30.70
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	281.25	0.00	1,718.75	14.06
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412 - ZONING ADMINISTRATOR		90,678.04	90,678.04	27,819.07	6,810.36	62,858.97	30.68
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	96,000.00	96,000.00	13,911.58	4,592.80	82,088.42	14.49
Total Dept 448 - STREET LIGHTS - TOWNSHIP		96,000.00	96,000.00	13,911.58	4,592.80	82,088.42	14.49
Dept 747 - COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.004	COM. PROM. - TC-TALUS	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00
101-747-880.007	COM. PROM. - COMMUNITY AWAREN	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-747-880.009	COM. PROM. - TREE CARE	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	21,442.12	0.00	78,557.88	21.44
Total Dept 747 - COMMUNITY PROMOTIONS		125,050.00	125,050.00	24,442.12	0.00	100,607.88	19.55
Dept 806 - TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	2,500.00	2,500.00	602.54	266.56	1,897.46	24.10
101-806-863.000	OIL CHANGES	500.00	500.00	0.00	0.00	500.00	0.00
101-806-864.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 806 - TOWNSHIP VEHICLES		4,500.00	4,500.00	602.54	266.56	3,897.46	13.39

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	2,000.00	2,000.00	2,250.36	750.12	(250.36)	112.52
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-851-873.001	John Hancock 403B	106,000.00	106,000.00	109,805.18	0.00	(3,805.18)	103.59
101-851-873.010	SOCIAL SECURITY - EMPLOYER	85,000.00	85,000.00	26,867.55	7,015.73	58,132.45	31.61
101-851-873.020	VACATION & PERSONAL PAYOUT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	426,000.00	426,000.00	211,399.10	25,497.28	214,600.90	49.62
101-851-873.040	INSURANCE - EMPLOYEE LIFE	10,000.00	10,000.00	1,680.45	681.36	8,319.55	16.80
101-851-912.001	INSURANCE - LIABILITY	14,000.00	14,000.00	14,086.00	0.00	(86.00)	100.61
101-851-912.002	INSURANCE - WORKMENS COMP.	8,000.00	8,000.00	6,247.00	0.00	1,753.00	78.09
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		656,000.00	656,000.00	372,335.64	33,944.49	283,664.36	56.76
Dept 890 - CONTINGENCIES							
101-890-890.000	CONTINGENCIES	11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Total Dept 890 - CONTINGENCIES		11,862.58	11,862.58	0.00	0.00	11,862.58	0.00
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	400,000.00	400,000.00	67,848.06	67,848.06	332,151.94	16.96
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	1,453.88	1,453.88	13,546.12	9.69
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		447,050.00	447,050.00	69,301.94	69,301.94	377,748.06	15.50
Dept 965 - TRANSFERS TO OTHER FUNDS							
101-965-990.308	TRANSFERS TO #308 PARK SYS	549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
Total Dept 965 - TRANSFERS TO OTHER FUNDS		549,476.70	549,476.70	549,476.70	0.00	0.00	100.00
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	1,755,934.63	527,259.57	3,210,929.56	35.35
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,966,864.19	4,966,864.19	1,755,934.63	527,259.57	3,210,929.56	35.35

GL NUMBER	DESCRIPTION	2022		YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/22	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 308 - PARK SYSTEM FUND							
Expenditures							
Dept 000							
308-000-701.905	WAGES - REC BOARD	5,200.00	5,200.00	750.00	125.00	4,450.00	14.42
308-000-701.906	Parks Steward	27,809.60	27,809.60	8,556.80	2,139.20	19,252.80	30.77
308-000-701.907	Park Steward 2	22,089.60	22,089.60	6,722.46	1,699.20	15,367.14	30.43
308-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
308-000-805.000	CONTRACTED AND OTHER SERVICES	400.00	400.00	0.00	0.00	400.00	0.00
308-000-864.000	MISCELLANEOUS	800.00	800.00	0.00	0.00	800.00	0.00
308-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.008	COM. PROM. - Cont. Serv GTCD	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
308-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
308-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
308-000-890.000	CONTINGENCIES	9,503.30	9,503.30	0.00	0.00	9,503.30	0.00
308-000-935.000	MAINTENANCE - MISC, EQUIP	97,190.00	97,190.00	18,718.73	5,710.91	78,471.27	19.26
308-000-970.000	CAPITAL OUTLAY	460,000.00	460,000.00	41,950.50	10,900.00	418,049.50	9.12
Total Dept 000		639,692.50	639,692.50	76,698.49	20,574.31	562,994.01	11.99
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
308-851-873.010	SOCIAL SECURITY - EMPLOYER	4,784.20	4,784.20	1,210.89	299.37	3,573.31	25.31
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		4,784.20	4,784.20	1,210.89	299.37	3,573.31	25.31
TOTAL EXPENDITURES		644,476.70	644,476.70	77,909.38	20,873.68	566,567.32	12.09
Fund 308 - PARK SYSTEM FUND:							
TOTAL EXPENDITURES		644,476.70	644,476.70	77,909.38	20,873.68	566,567.32	12.09



Charter Township of Garfield

Grand Traverse County

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

To: Garfield Township Board of Trustees

From: Michael Green, Zoning Administrator

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

Date: Wednesday, May 4, 2022

BACKGROUND:

Staff has prepared Charter Township of Garfield Ordinance No. 77 – Transitional Housing Licensing Ordinance. Staff recommends adoption of the Transitional Housing Licensing Ordinance to ensure that such facilities are maintained and operated in compliance with this Ordinance and other applicable laws and ordinances. Section 42.5 of the Charter Township Act (Michigan Public Act 359 of 1947) authorizes a Charter Township to adopt licensing ordinances “considered necessary to provide for the public peace and health and for the safety of persons and property in the charter township, and may...by ordinance prescribe the terms and conditions upon which licenses may be granted, suspended, or revoked.” The full Ordinance, which has been reviewed and accepted by Attorney Scott Howard, is included as an attachment to this report.

ORDINANCE PROVISIONS/OUTLINE:

The proposed Transitional Housing Licensing Ordinance (Ordinance No. 77) includes the following Sections with brief description provided:

Section 1. Purpose. *Provides a “purpose statement” or basis for adoption of the Ordinance.*

Section 2. Definitions. *Provides definitions of certain terms found within the Ordinance.*

Section 3. License Required. *States that a license is required prior to the operation (or continued operation after adoption of this Ordinance) of a transitional housing facility.*

Section 4. Multiple Transitional Housing Facilities. *States that a license is required for transitional housing facility within the Township, even in the event that multiple facilities are under common ownership.*

Section 5. Exemption Where Other Governmental Licenses; Notice. *States that any transitional housing facility otherwise licensed by the State of Michigan, Grand Traverse County, or any federal agency is exempt from the requirement to obtain a license under this Ordinance. A facility that is otherwise licensed by other agencies would be required to provide current copies of such license to the Township.*

Section 6. License Application. *States that a transitional housing facility operator would be required to make application through a form prescribed by the Township Clerk.*

Section 7. License Year. States that a license period shall begin on January 1 of each year and terminate at the end of the day on December 31 of the same year.

Section 8. Conditions of Issuance; Issuance. States that a license shall not be granted unless a facility complies with all provisions of this Ordinance, the Zoning Ordinance, and Property Maintenance Ordinance.

Section 9. Approval or Denial of Application. Requires certifications of compliance by the Grand Traverse County Sheriff, Metro Fire Department, Township Building Official, and other Township Officials responsible for review of a license under this Ordinance.

Section 10. License Denial. Gives an applicant that is denied a license the right to a hearing before the Township Board. The Township Board will consider whether the request meets the standards of this Ordinance, other applicable Township Ordinances, and other applicable state, county, and federal regulations pertaining to the proposed facility.

Section 11. Where Certification Required. States that a license shall not be granted until any certifications required by any office of the Township are granted.

Section 12. Certifications of Other Agencies. States that a license shall not be granted until any certifications required by any governmental agencies are granted.

Section 13. Police Chief's Certificate. States that a license shall not be granted until any certifications required by Grand Traverse County Sheriff's Department are granted.

Section 14. Fire Chief's Certificate. States that a license shall not be granted until any certifications required by Grand Traverse Metro Fire Department are granted.

Section 15. Building Official's Certificate. States that a license shall not be granted until any certifications required by the Township Building Official are granted.

Section 16. Inspection Required. Grants the right of inspection of transitional housing facilities to the Grand Traverse County Sheriff's Department, Grand Traverse County Health Department, Township Building Official, Ordinance Enforcement Officers, or other authorized Township Officials.

Section 17. License Fees. States that license fees must be paid to the Treasurer's office before a license may be granted. Additional fees per unit may be assessed for facilities that contain more than one dwelling unit.

Section 18. Late Renewals. Establishes "late fees" for overdue invoices.

Section 19. Exhibition of License. Requires the posting of a license in a conspicuous place on the premises and requires that the license be produced when requested by Township police or other authorized Township Officials.

Section 20. Display Invalid License. Prohibits the display of an invalid license.

Section 21. Transferability; Misuse. States that licenses are not transferrable unless otherwise authorized.

Section 22. Misuse; Automatic Revocation. States that unauthorized license transfers by the applicant are grounds for automatic revocation of a license in addition to general penalty provisions.

Section 23. Suspension or Revocation of License; Notice of Public Hearing. Provides for the suspension or revocation of the license by the Township, provides a list of actions that are grounds for suspension or revocation of the license, and prescribes procedural requirements regarding the process of suspending or revoking the license.

Section 24. Sale, Transfer, or Change of Location. A license is not transferrable upon sale of a transitional housing facility. Subsequent owners of a transitional housing facility are required to apply for a new license.

Section 25. Financial Assurances. Established the basis for any financial assurances required by this Ordinance, either by the Township Clerk or by Resolution of the Township Board.

Section 26. Expiration of Transitional Housing Facility License. Provides various circumstances in which a license expires.

Section 27. Renewal. Establishes a process for renewal of existing licenses, including submittal requirements, and required inspections.

Section 28. Applicability of Regulations to Existing Businesses. States that transitional housing facilities existing at the time of adoption of this Ordinance are subject to the same requirements as new facilities but are given a sixty (60) day grace period from the date of adoption within which to comply.

Section 29. Exemptions. Facilities operated by any agency of the United States of America or the State of Michigan are exempt from this Ordinance.

Section 30. Violation and Penalty. Prescribes penalties for violations of this Ordinance. Each day a violation continues is considered a separate offense.

Section 31. All Ordinances inconstant herewithin are hereby repealed.

Section 32. Effective Date. Establishes the effective date of the Ordinance as provided by law.

PROCESS TIMELINE:

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

- Township Board introduction and scheduling a public hearing for the next Township Board meeting
- Township Board public hearing and action / resolution on Ordinance adoption.

ACTION REQUESTED:

The purpose of bringing this item before the Township Board is to introduce the proposed Ordinance at their May 10, 2022, Meeting. Following discussion, if the Township Board is comfortable with the proposed Ordinance, then the following motion is suggested:

MOTION THAT Garfield Township Ordinance No. 77, as attached to this report, BE SCHEDULED for public hearing for the June 14, 2022 Township Board Regular Meeting.

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

Attachments:

1. Proposed Ordinance No. 77.

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

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

THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

Section 1. Purpose

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

Section 2. Definitions

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

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

“Person” means an individual, partnership, association, limited liability company or corporation. Residential care facilities – are those facilities licensed by the State of Michigan pursuant to the Adult Foster Care Licensing Act, MCL 400.701 et. seq., where care, services, or treatment is provided to persons living in a supportive community residential setting.

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

For purposes of this Licensing Ordinance, a “Transitional housing facility” is a type of institutional use with administrative supervision that provides, through permanent facilities and guidance personnel, resident beds, structured or supervised peer group living and limited programming emphasizing social rehabilitation with support and guidance toward the goals of independent living as they transition from institutional living. A transitional housing facility also includes emergency shelter housing which is safe housing provided for those who are homeless or those who are fleeing situations of domestic or sexual violence. In these situations, the

housing is treated as the individuals' home with staffing and services available. A transitional housing facility may include provision of food and clothing and support services such as counseling, education, and transportation. A transitional housing facility includes but is not limited to homeless shelters, halfway houses, missions, religious organizations with overnight stay, other forms of temporary emergency housing or shelter, and similar facilities. A transitional housing facility does not include: (1) a "family" under Article Two, Section 201 of the Charter Township of Garfield Zoning Ordinance, whether licensed by the state, county or otherwise; (2) any facility owned and operated directly by the Federal Bureau of Prisons; or (3) an adult foster care home of twelve (12) persons or less, licensed under the Michigan Adult Foster Care Licensing Facilities Act, MCL 400.701 et. seq.

Section 3. License Required

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

Section 4. Multiple Transitional Housing Facilities

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

Section 5. Exemption Where Other Governmental Licenses; Notice

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

Section 6. License Application

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

Section 7. License Year

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

Section 8. Conditions of Issuance; Issuance

No license shall be granted to any applicant until such applicant has complied with all the provisions of this Ordinance, the Garfield Township Property Maintenance Ordinance, and the Garfield Township Zoning Ordinance.

Section 9. Approval or Denial of Application

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

Section 10. License Denial

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

Section 11. Where Certification Required

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

Section 12. Certificate of Other Governmental Agencies

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

Section 13. Police Chief's Certificate

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

Section 14. Fire Chief's Certificate

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

Section 15. Building Official's Certificate

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

Section 16. Inspection Required

The Grand Traverse County Sheriff's Department, Grand Traverse Metro Fire Department, Grand Traverse County Health Department, Building Official, Ordinance enforcement officers, or other authorized inspectors from the Township shall have the right from time to time, during reasonable business hours, to make inspection of a transitional housing facility for the purposes of determining that the provisions of this Ordinance are fully complied with. It shall be unlawful for any licensee to fail to allow such inspection officer access to the premises or hinder such officer in any manner.

Section 17. License Fees

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

Section 18. Late Renewals

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

Section 19. Exhibition of License

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

Section 20. Displaying Invalid License

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

Section 21. Transferability; Misuse.

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

Section 22. Misuse; Automatic Revocation

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

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

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

- (1) Acts, omissions or conditions that are contrary to the health, morals, safety or welfare of the public;

- (2) Acts, omissions or conditions that are unlawful, irregular or fraudulent in nature.
 - (3) The arrest and conviction of the licensee for any crime involving moral turpitude.
 - (4) Acts, omissions, or conditions that are unauthorized or beyond the scope of the license granted.
 - (5) Acts, omissions or conditions that are forbidden by the provisions of this Ordinance or any other duly established rule or regulation of the Township applicable to the business;
 - (6) Maintenance of a nuisance upon or in connection with the licensed premises, including, but not limited to, any of the following:
 - A. An existing violation(s) of building, electrical, mechanical, plumbing, zoning, health, fire or other applicable regulatory laws or ordinances,
 - B. A pattern of patron conduct in the neighborhood of licensed premises which is in violation of the law and/or disturbs the peace, order and tranquility of the neighborhood,
 - C. Failure to maintain the grounds and exterior of the licensed premises free from litter, debris or refuse blowing or being deposited upon adjoining properties.
 - D. Failure to maintain the grounds and exterior of the licensed premises in accordance with an approved site plan.
 - E. Failure to maintain the business or premises in compliance with any approved site plan or other approval granted by the Township, including but not limited to, a special land use approval and any conditions attached thereto.
 - F. Conducting the business in an unlawful manner or in such a manner as to constitute a breach of the peace or a menace to the health, morals, safety, or welfare of the public.
 - (7) Failure by the licensee to permit the inspection of the licensed premises by the Township's independent contractors or employees in connection with the enforcement of this Ordinance.
 - (8) Fraud or material misrepresentation in the application for a license or in the operation of the licensed business.
 - (9) "Cause" shall also include the nonpayment of personal property taxes, real property taxes or any other obligation due and payable to the Township relating to the licensed premises.
- (b) For conditions posing an imminent threat to the public health, safety and welfare of the community, transitional housing facility residents, employees or others, a compliance officer

of the Grand Traverse County Health Department, Grand Traverse County Sheriff's Department, Grand Traverse Metro Fire Department, or the Township Building Official, Ordinance enforcement officer, Fire Chief or a police officer, with the approval of the Township Supervisor or his/her designee, is hereby granted the authority to suspend immediately, without notice or a hearing, any license granted hereunder. However, notice of the suspension shall be given to the licensee within seventy-two (72) hours from the time and date of suspension and the notice shall include the reason for the action. The notice of suspension to the licensee shall contain the effective date and time of such suspension. Notice shall be hand-delivered to the licensee, manager, person in charge, or a resident of the transitional housing facility and sent by first class mail to the licensee's last known address. A copy of the notice shall be posted on the front of the transitional housing facility.

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

housing facility license, deny the suspension or revocation of the license, or suspend the license for a specific period to require the licensee to take corrective actions as set out in a Resolution of the Township Board before the license will be restored.

- (g) The Township Board shall prepare a written statement of its findings within thirty (30) days of the conclusion of all such hearings and shall serve such findings with the licensee either personally or by registered mail. If the Township Board decides that the license shall be suspended or revoked, the licensee shall forthwith surrender the same to the Township Clerk and shall not thereafter conduct, operate, rent, or lease the transitional housing facility for which the license was granted unless and until the license is restored and a new license issued to him/her/it.
- (h) If the licensee fails to take corrective action by the date specified by Resolution of the Township Board, the license shall be revoked. Upon suspension or revocation of any license, the Township Clerk shall not issue a new license to the licensee without prior approval of the Township Board.
- (i) The licensee may appeal the final decision of the Township Board to the Grand Traverse County Circuit Court.

Section 24. Sale, Transfer, or Change of Location

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

Section 25. Financial Assurances

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

Section 26. Expiration of Transitional Housing Facility License

All licenses issued under this Ordinance shall expire either:

- (a) One (1) year from the date of issuance; or
- (b) Any time the ownership of the premises changes; or

(c) Any time the license is suspended or revoked, whichever occurs first.

Section 27. Renewal of Transitional Housing Facility License

Unless otherwise provided in this Ordinance, an application for renewal of a license shall be considered in the same manner as an original application. Should an application for renewal of an existing license be denied by the Township, the denied applicant may appeal said decision by filing with the Township Clerk a written request for a hearing before the Township Board. Such request must be served upon the Township Clerk within two (10) days of the applicant's receipt of the denial notice. To obtain renewal of a business license:

(a) The applicant(s) shall present the following information to the Township Clerk's office.

(1) A sworn affidavit by the applicant(s) stating that the matters contained in the original application have not changed, or if they have changed, specifically stating the changes that have occurred.

(2) The names, addresses, birth dates and driver's license numbers of each owner and individual who will be a manager, acting manager or in charge of each facility.

(b) The application shall be referred to the Grand Traverse County Sheriff's Department, who shall investigate the criminal history of the applicant(s). Inspections shall be conducted by appropriate departments of the Township to verify that all building, mechanical, plumbing, electrical and fire Ordinances are being met prior to renewal of the license.

Section 28. Applicability of Regulations to Existing Businesses

The provision of this Ordinance shall be applicable to all transitional housing facilities, whether the transitional housing facility or was established before or after the effective date of this Ordinance. However, those transitional housing facilities existing prior to the date of adoption of this Ordinance will have a 60-day grace period from the date of adoption within which to comply with all the conditions and requirements of this Ordinance set forth herein.

Section 29. Exemptions

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

Section 30. Violation and Penalty

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

Section 31. All Ordinances inconsistent herewith are hereby repealed.

Section 32. Effective Date.

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

At a regular meeting held on _____, a motion was offered by _____, with support from _____, to approve the foregoing Ordinance No. xx. The motion carried as follows in a roll call vote.

Upon roll call vote, the following voted:

YES:

NO:

ABSENT:

ORDINANCE NO. xx ADOPTED.

Chuck Korn, Supervisor

Lanie McManus, Clerk

CERTIFICATE

I, Lanie McManus, the Clerk of Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Ordinance No. xx which was adopted by the Township Board of the Charter Township of Garfield on the ___ day of _____, 2021. Garfield Township Ordinance No. _____ shall take effect upon the expiration of seven (7) days following publication.

Dated:

Lanie McManus, Clerk

Introduced:

Adopted:

Published:

Effective: