

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, April 8, 2025 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 – March 25, 2025 Regular Meeting and Revised February 26, 2025
(Recommend Approval)

b. Bills -
General Fund \$18,032.74
(Recommend Approval)

4. Items removed from the Consent Calendar

5. Correspondence

6. Reports

- a. Engineering/ Construction Report
- b. County Commissioner's Report
- c. Sheriff's Report
- d. GT Metro Fire Report
- e. MMR Report
- f. Planning Dept. Monthly Report for April
- g. Parks & Recreation Report
- h. Clerk's Report
- i. Township Manager's Report
- j. Supervisor's Report

7. Unfinished Business

- a. Discussion on Cherryland Center Redevelopment Project Area
- b. Discussion on Potter Road Repair Cost Sharing with Grand Traverse County Road Commission

8. New Business

- a. Consideration of Resolution 2025-07-T, supporting Supervisor McManus application for the Par Plan Board
- b. Discussion on hiring Township Assessor

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
March 25, 2025**

Supervisor McManus called the Town Board Meeting to order at the Garfield Township Hall on March 25, 2025 at 6:00 p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Chuck Korn, Laurie Lapp, Chloe Macomber, Joe McManus, Lanie McManus and Denise Schmuckal,

Absent and Excused: Molly Agostinelli

Also in Attendance: Township Manager Chris Barsheff

1. Public Comment (6:00)

None

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

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

Yeas: Schmuckal, Korn, Lapp, L. McManus, Macomber, J. McManus

Nays: None

3. Consent Calendar (6:02)

a. Minutes

March 11, 2025 (Recommend Approval)

b. Bills

(i)	General Fund (Recommend Approval)	\$487,127.57
(ii)	Gourdie-Fraser Developer's Escrow Fund – Storm Water Reviews, Sidewalk Assessment	\$ 617.50
	General	5,253.75
	Park Funds/DNR Trust Fund	<u>13,800.00</u>
	Total	\$ 19,671.25
	(Recommend Approval)	

c. 2025 Final Assessment Roll Figures (Receive and File)

d. Consideration of the Flats at Carriage Hill – water main and sanitary

**sewer extension close-out and turnover documents
(Recommend Approval)**

Korn moved and Schmuckal seconded to adopt the consent calendar as presented.

*Yeas: Korn, Schmuckal, Lapp, L. McManus, Macomber, J. McManus
Nays: None*

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:03)

a. Draft Grand Traverse County Prosperity Plan

Barsheff stated that this item was provided for board member review and the county is still looking for feedback on the plan. He commented on the plan and stated that the Township could opt out if it chooses. Any board member feedback should be sent to Manager Barsheff. Board members discussed the plan and commented on it.

6. Reports

a. County Commissioner’s Report (6:14)

No Report

b. Clerk’s Report (6:14)

McManus stated that a single audit will be done on the ARPA funds at an additional cost of \$3,000.00.

c. Township Manager’s Report (6:16)

Barsheff noted that a committee was named in Grand Traverse County some time ago called the County Natural Education Advisory Committee and he is working out if Garfield Township should have a member on this committee. Barsheff added that he met with residents of Pearl Rose Lane and they would like to address the topic in May. He indicated that he attended a grant workshop sponsored by Traverse Connect and is putting a tour of the Public Works facility together. Lapp, J. McManus and Schmuckal would also like to attend the tour.

e. Supervisor’s Report (6:20)

J. McManus reported that a BPW meeting was held since BPW is exploring becoming an Authority. Master meters are being installed for real time data of water flows between Garfield Township and the city. J. McManus stated that he attended a City Commission meeting and good progress is still being made on the water issue. Another million gallons per day was allocated to the township and Garfield presented a proposal to move forward. He also attended a fire board meeting.

7. Unfinished Business

a. Public Hearing – Consideration of Copper Ridge PUD Major Amendment Findings of Fact (6:25)

Planning Director John Sych stated that this is a major amendment to the Copper Ridge PUD according to Section 423.G of the Zoning Ordinance that incorporates different land uses in locations than requested in the original application and the potential to restore the number of residential dwelling units. There are four unbuilt locations that are being adjusted to accommodate a land use mix of office, commercial, and residential uses. He added that the Planning Commission has reviewed the amendment and has adopted the Findings of Fact and is recommending them for adoption by the board.

J. McManus opened the public hearing opened at 6:27pm.

Chuck Buxton of Eagle Vale commented on the PUD amendment as it related to pedestrian safety.

Dawn Lorenston of Eagles View commented on the traffic in and around the PUD.

The public hearing was closed at 6:37pm

Sych responded to the concerns and stated that the PUD was approved in 2000 as a private development which met the zoning ordinance at the time. There are some limitations on the ability to revisit such private developments and provide amenities. He encouraged property owners to come up with resolution to the issues presented and work with the owners of the PUD. *Connie Deneweth*, a developer with Copper Ridge, stated that there have been many changes in the PUD and they will work with the condo owners to walk the property and find out where the pedestrian problems occur. She added that adding sidewalks is difficult because of grades and trees, and limited land to place the sidewalks.

Schmuckal moved and Korn seconded THAT the Findings of Fact for Application SUP-2000-08-O, in support of the requested amendment to the Copper Ridge Planned Unit Development and as recommended for adoption by the Planning Commission, BE ADOPTED.

Yeas: Schmuckal, Korn, Lapp, Macomber, L. McManus, J. McManus

Nays: None

Schmuckal moved and Korn seconded THAT Application SUP-2000-08-O, submitted by Sarah Kever on behalf of Copper Ridge LLC for an amendment to the Copper Ridge Planned Unit Development, BE APPROVED subject to the following conditions (1-4 as indicated in Planning Department Report 2025-23):

1. *The Copper Ridge PUD Site Plan (Exhibit 1) dated December 17, 2024 shall be amended to reflect the list of proposed permitted uses in Buildings 3 and 4, Retail Center Building R4 (formerly Retail Center Building 3) and Building 10 (formerly Building 9) for the*

Copper Ridge PUD as stated in Planning Department Report 2025-23.

2. *The applicant shall provide two (2) full sized 24"x36" plan sets, one (1) 11"x17" plan set, and one electronic copy of the full application (in PDF format) with all updates as required by the conditions of this approval and indicating compliance with all provisions of the Zoning Ordinance.*
3. *The applicant shall record promptly the Report and Decision Order (RDO) and any amendment to such order with the Grand Traverse County Register of Deeds in the chain of title for each parcel or portion thereof to which the RDO pertains. A copy of each recorded document shall be filed with the Township within thirty (30) days of final approval by the Township or approval shall be considered to have expired.*
4. *Except as expressly provided for in this Application, all original requirements, conditions, terms, plans, documents, and findings are hereby reaffirmed and ratified and shall remain in full force and effect. In the event of any conflict or inconsistency between this Application and the terms of any prior agreement, the terms of this approval shall prevail.*

Yeas: Schmuckal, Korn, Lapp, Macomber, L. McManus, J. McManus

Nays: None

b. Discussion on Capital Improvement Plan and formation of a CIP Committee (6:45)

Barsheff stated that the board can move to form a Capital Planning Committee to continue to work on the plan. Board members had a draft copy of a plan in their packets this evening. Board members discussed the committee and decided that Schmuckal would represent the Parks Commission and Macomber would recommend the Building Committee. Also serving on the committee will be J. McManus, Barsheff, Planning Staff and Engineering Staff.

Korn moved to create a CIP committee made up of Macomber, Schmuckal, J. McManus, Barsheff, and Planning and Engineering staffs to finalize the draft CIP plan. Schmuckal seconded the motion.

Yeas: Korn, Schmuckal, L. McManus, Macomber, Lapp, J. McManus

Nays: None

c. Discussion on bathroom facility at River East Recreation Area (6:52)

Barsheff stated that there has been much difficulty getting the pre-fab bathroom from Ohio. He worked with Engineer Graham and went over the cost of a stick-built bathroom and the difference would be approximately \$150,000. Barsheff noted that he has looked into other options for bathrooms at the park as well. ARPA moneys were spent on this bathroom and the difference would need to come out of the parks fund. Board members discussed the issue and asked questions.

Schmuckal moved and Macomber seconded to build a stick-built bathroom at River East Park with a difference of \$149,000.00 coming from the Parks fund and authorize the project to be bid out as soon as possible.

*Yeas: Schmuckal, Macomber, Korn, Lapp, L. McManus, J. McManus
Nays: None*

d. Consideration of employee handbook Earned Sick Time Act policy amendment (7:03)

Auditors suggested a maximum roll over amount limit of 388 hours which was equal to a short-term disability plan which is currently not offered at the township.

Schmuckal moved and Lapp seconded to adopt the employee handbook Earned Sick Time Act policy amendment as presented.

*Yeas: Schmuckal, Lapp, L. McManus, Macomber, J. McManus
Nays: None*

8. New Business

a. Consideration of Quotes for parking lot sealing at the Township Hall and the Silver Lake Recreation Area (7:06)

Alan Lehman from the road commission commented on the bids and what was important to look for in a sealing project. Board members discussed the bids.

Korn moved and Macomber seconded to award the bid to Picture Perfect in the amount of \$16,820.00 for parking lot sealing at the Township Hall and the Silver Lake Recreation Area.

*Yeas: Korn, Macomber, Schmuckal, Lapp, L. McManus, J. McManus
Nays: None*

b. Consideration of Potter Road repair cost sharing with the Grand Traverse County Road Commission (7:13)

Barsheff met with the road commission regarding Potter Road which had deteriorated greatly over the winter. Since it is considered a local road, the Road Commission can only spend 50% of the funds for repair costs. The cost to repair the ½ mile of road would be \$500,000.00 total. \$250,000.00 can be spent by the Road Commission leaving \$125,000.00 each for Garfield and Blair Townships to cover if they so choose. Alan Lehman, Road Commission Board member, said that the Road Commission has only \$500,000.00 total that can be spent on all local roads in the county. The road commission manager proposed turning it into gravel where the top 8-9 inches will be hard like a roadbed but will loosen it up over time. Nicole Blonshine, Supervisor of Blair Township commented on the repairs and said that this particular section of Potter Road has been discussed for five years and Blair Township does not have extra money in its budget to allocate to the repairs. Lehman explained

how their budgets are allocated and that this project was slated for May with temporary fixes until that time. Board members discussed the problem and asked Township Manager Barsheff to obtain a chip seal quote with the road commission and report back to the board. Board members decided to defer a decision until some more information can be sought.

c. Discussion on Township Assessor position (7:45)

McManus moved and Schmuckal seconded to go into closed session pursuant to Section 8a of the Open Meeting Act to discuss a personnel matter.

*Yeas: McManus, Schmuckal, Lapp, Korn, Macomber, J. McManus
Nays: None*

The meeting was called back to order at 8:01pm.

Barsheff indicated that the Personnel Committee met regarding an employee who may resign, not offering a comparable salary that she requested and action to be taken if she does indeed resign. Board members stated that they would like to hire another Level 4 assessor if the current assessor leaves.

9. Public Comment: (7:45)

Nicole Blonshine stated she will share thoughts on the Potter Road discussion with her board at their next meeting.

10. Other Business (8:13)

J. McManus stated that he recommends rescinding the private fire hydrant ordinance and will prepare such a recission for a future meeting. He will also ask for a board resolution supporting his running for the Regional ParPlan Representative.

11. Adjournment

McManus moved to adjourn the meeting 8:14pm.

Joe McManus, 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
JOINT TOWNSHIP BOARD AND PLANNING COMMISSION MEETING
February 26, 2025**

Call Meeting to Order: Supervisor McManus called the February 26, 2025 Joint Town Board and Planning Commission meeting to order at 6:00pm at the Garfield Township Hall.

Pledge of Allegiance

The Pledge of Allegiance was recited by all in attendance.

Roll Call of Board Members: Molly Agostinelli, Laurie Lapp, Chloe Macomber, Joe McManus, Lanie McManus and Denise Schmuckal

Roll Call of Commission Members:

Present: Molly Agostinelli, Pat Cline, Chris DeGood, Cara Eule, Robert Fudge, Joe Robertson and John Racine

Absent and Excused: Board Member Chuck Korn

Staff Present: Planning Director John Sych and Deputy Planning Director Steve Hannon, and Township Manager Chris Barsheff

1. Public Comment (6:01)

None

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

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

Yeas: Agostinelli, Racine, Cline, Fudge, DeGood, Eule, Robertson, J. McManus, L. McManus, Macomber, Schmuckal, Lapp

Nays: None

3. Minutes (6:02)

a. Planning Commission February 12, 2025 Regular Meeting

Sych noted the second motion on item 6b needs to be revised to state "the revised List of Proposed Permitted Uses as described on page 3 of the PD report 2025-12 recommends "Service Establishment, Business" replace both Retail, Low Volume and Retail, Medium Volume and that Dwelling, Multiple Family be altered by removing "including short- term stays".

Fudge moved and Robertson seconded to approve the February 12, 2025 Planning Commission Regular Meeting minutes as revised.

Yeas: Fudge, Robertson, Cline, Racine, Agostinelli, Eule, DeGood

Nays: None

4. Business**a. Brownfield Housing Tax Increment Financing – Presentation (Anne Jamieson- Urena Grand Traverse County Brownfield Redevelopment Authority) and Discussion (6:03)**

Anne Jamieson-Urena gave Commissioners and Board members an update on the recent new legislation pertaining to the Brownfield program in the state and county. She defined what constitutes a qualified property under the new legislation. Jamieson-Urena also reviewed what could be covered by the Brownfield financing which included housing and municipality infrastructure improvements. She discussed and defined qualified rehabs and tax increment revenues, area medium incomes and explained how all of those worked within a Brownfield funded development. Commissioners and Trustees asked questions and discussed the Brownfield financing.

b. Planning Department Annual Report Update (6:32)

Planner Sych talked about drafting a township policy for proposed Brownfield developments to be so that the township could be prepared when a Brownfield development was proposed. Housing priorities could be determined and then included in a policy along with public infrastructure needs and AMI determination. Sych proposes staff draft a policy first and then possibly form a committee to review such a policy. Trustees and commissioners asked questions about a proposed policy and the tax increment financing.

c. Discussion of Potential Development and Redevelopment Sites (6:51)

Sych reviewed the highlights of 2024 in the Planning Department which included adopting the new Master Plan. The Planning Department kept better track of fees and all planning activity in 2024. Sych proposed that the next step for the Planning Department is to review the zoning ordinance and create mixed use districts. He touched on the redevelopment of the Cherryland Center and talked about the Oleson property zoning. Sych talked about changes in malls and shopping centers throughout the state which could spur on new and interesting development ideas for those outdated plans. Board members and Commissioners asked questions about the Grand Traverse Mall and its future and asked about the potential Lowes connection to the mall property.

5. Public Comment (7:19)

None

6. **Adjournment**

J. McManus adjourned the meeting at 7:20pm.

Joe McManus, 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

User: Lanie

CHECK DATE FROM 03/20/2025 - 03/31/2025

DB: Garfield

Banks: GEN

3b.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/27/2025	GEN	43198	AMAZON CAPITAL SERVICES	SUPPLIES	101-101-726.000	91.86
		43198		SUPPLIES	101-257-726.000	84.38
		43198		SUPPLIES	101-702-726.000	28.95
						205.19
03/27/2025	GEN	43199	CONSUMERS ENERGY		101-448-920.005	29.64
03/27/2025	GEN	43200	CONSUMERS ENERGY	CONTRACTED AND OTHER SERVICES	208-000-805.000	46.95
03/27/2025	GEN	43201	FIFTH THIRD BANK	EDUCATION & TRAINING	101-172-960.000	18.15
		43201		DUES & PUBLICATIONS	101-172-965.000	100.00
		43201		COMPUTER NETWORK	101-228-955.001	249.90
						368.05
03/27/2025	GEN	43202	FIFTH THIRD BANK	SUPPLIES	101-101-726.000	323.80
		43202		EDUCATION & TRAINING	101-247-960.000	174.21
						498.01
03/27/2025	GEN	43203	FIFTH THIRD BANK	MAINTENANCE - MISC, EQUIP	208-000-935.000	8.68
03/27/2025	GEN	43204	GOURDIE-FRASER, INC.	CONTRACTED AND OTHER SERVICES	101-101-805.000	1,950.00
03/27/2025	GEN	43205	GOURDIE-FRASER, INC.	CAPITAL OUTLAY	208-000-970.000	13,800.00
03/27/2025	GEN	43206	GT SUPPLY, LLC	SUPPLIES-MAINTANCE	101-265-726.003	116.00
03/27/2025	GEN	43207	MCAA	EDUCATION & TRAINING	101-257-960.000	40.00
03/27/2025	GEN	43208	SUMMIT COMPANIES	MAINTENANCE-OTHER	101-265-935.608	359.00
03/27/2025	GEN	43209	SUPERFLEET	GAS & CAR WASHES	101-321-862.000	119.60
03/27/2025	GEN	43210	TEMPERATURE CONTROL	SUPPLIES-MAINTANCE	101-265-726.003	155.50
		43210		MAINTENANCE-OTHER	101-265-935.608	326.25
						481.75
03/27/2025	GEN	43211	TRAVERSE CITY LIGHT & POWER	STREET LIGHTS TOWNSHIP	101-448-920.005	9.87
TOTAL - ALL FUNDS				TOTAL OF 14 CHECKS		18,032.74

--- GL TOTALS ---

101-101-726.000	SUPPLIES	415.66
101-101-805.000	CONTRACTED AND OTHER SERVICES	1,950.00
101-172-960.000	EDUCATION & TRAINING	18.15

User: Lanie

CHECK DATE FROM 03/20/2025 - 03/31/2025

DB: Garfield

Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-172-965.000				DUES & PUBLICATIONS		100.00
101-228-955.001				COMPUTER NETWORK		249.90
101-247-960.000				EDUCATION & TRAINING		174.21
101-257-726.000				SUPPLIES		84.38
101-257-960.000				EDUCATION & TRAINING		40.00
101-265-726.003				SUPPLIES-MAINTANCE		271.50
101-265-935.608				MAINTENANCE-OTHER		685.25
101-321-862.000				GAS & CAR WASHES		119.60
101-448-920.005				STREET LIGHTS TOWNSHIP		39.51
101-702-726.000				SUPPLIES		28.95
208-000-805.000				CONTRACTED AND OTHER SERVICES		46.95
208-000-935.000				MAINTENANCE - MISC, EQUIP		8.68
208-000-970.000				CAPITAL OUTLAY		13,800.00
				TOTAL		18,032.74

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

January 2025

Location	E-Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	4	0	1	18	5	4	19
02 Blair	20	0	4	21	1	16	25
03 East Bay	12	0	4	38	3	9	42
04 Fife Lake	0	0	3	3	0	4	6
05 Garfield	57	0	12	111	4	57	123
06 Grant	2	0	1	2	0	1	3
07 Green Lake	0	0	1	11	0	1	12
08 Long Lake	3	0	2	12	0	2	14
09 Mayfield	8	0	5	13	0	0	18
10 Peninsula	8	0	0	9	1	2	9
11 Paradise	3	0	1	7	1	5	8
12 Union	0	0	0	3	0	0	3
13 Whitewater	6	0	6	11	1	2	17
29 Fife Lake Vlg	0	0	0	0	0	0	0
30 Kingsley Vlg	1	0	0	4	0	1	4
66 Traverse City	2	0	0	0	5	22	0
84 Out of County	0	0	0	0	0	17	0
Totals	126	0	40	263	21	143	303
% Garfield	45.2%	0.0%	30.0%	42.2%	19.0%	39.9%	40.6%

Ticket stats do not include paper tickets issued.

Arrest stats are as of 2/03/25.

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

February 2025

Location	E-Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	4	1	3	8	1	5	12
02 Blair	34	0	6	12	3	9	18
03 East Bay	28	0	5	37	3	9	42
04 Fife Lake	1	0	0	4	0	4	4
05 Garfield	95	0	12	83	9	64	95
06 Grant	1	0	0	6	0	0	6
07 Green Lake	4	0	2	12	0	1	14
08 Long Lake	8	0	1	7	0	4	8
09 Mayfield	3	0	0	3	0	0	3
10 Peninsula	4	0	0	9	1	1	9
11 Paradise	6	0	3	3	1	1	6
12 Union	0	0	0	1	0	0	1
13 Whitewater	4	0	5	3	0	2	8
29 Fife Lake Vlg	0	0	0	0	0	0	0
30 Kingsley Vlg	3	0	0	1	1	2	1
66 Traverse City	7	0	0	0	3	39	0
84 Out of County	0	0	0	0	0	18	0
Totals	202	1	37	189	22	159	227
% Garfield	47.0%	0.0%	32.4%	43.9%	40.9%	40.3%	41.9%

Ticket stats do not include paper tickets issued.

Arrest stats are as of 2/28/25.

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

March 2025

Location	E-Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	7	0	0	8	0	3	8
02 Blair	31	1	1	12	1	11	14
03 East Bay	19	0	5	26	0	14	31
04 Fife Lake	2	0	2	3	0	3	5
05 Garfield	59	0	9	50	9	61	59
06 Grant	1	0	2	3	1	0	5
07 Green Lake	4	0	4	11	0	5	15
08 Long Lake	2	0	2	7	0	0	9
09 Mayfield	4	0	1	5	0	0	6
10 Peninsula	10	0	1	7	0	0	8
11 Paradise	4	0	0	6	0	3	6
12 Union	1	0	0	1	0	0	1
13 Whitewater	6	0	2	6	0	1	8
29 Fife Lake Vlg	1	0	0	0	0	0	0
30 Kingsley Vlg	2	0	0	0	0	2	0
66 Traverse City	8	0	0	0	1	42	0
84 Out of County	0	0	0	0	0	20	0
Totals	161	1	29	145	12	165	175
% Garfield	36.6%	0.0%	31.0%	34.5%	75.0%	37.0%	33.7%

Ticket stats do not include paper tickets issued.

Arrest stats are as of 4/01/25.

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

First Quarter Totals January - March 2025

Location	E-Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	15	1	4	34	6	12	39
02 Blair	85	1	11	45	5	36	57
03 East Bay	59	0	14	101	6	32	115
04 Fife Lake	3	0	5	10	0	11	15
05 Garfield	211	0	33	244	22	182	277
06 Grant	4	0	3	11	1	1	14
07 Green Lake	8	0	7	34	0	7	41
08 Long Lake	13	0	5	26	0	6	31
09 Mayfield	15	0	6	21	0	0	27
10 Peninsula	22	0	1	25	2	3	26
11 Paradise	13	0	4	16	2	9	20
12 Union	1	0	0	5	0	0	5
13 Whitewater	16	0	13	20	1	5	33
29 Fife Lake Vlg	1	0	0	0	0	0	0
30 Kingsley Vlg	6	0	0	5	1	5	5
66 Traverse City	17	0	0	0	9	103	0
84 Out of County	0	0	0	0	0	55	0
Totals	489	2	106	597	55	467	705
% Garfield	43.1%	0.0%	31.1%	40.9%	40.0%	39.0%	39.3%

Ticket stats do not include paper tickets issued.

Arrest stats are as of 4/01/25.



GRAND TRAVERSE METRO FIRE DEPARTMENT

6d.

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

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

Garfield / Metro NFIRS Incidents - March 2025

Incident Type	Garfield	Metro
Medical assist, assist EMS crew	253	336
Emergency medical service, other	60	79
Dispatched and cancelled en route	37	49
No incident found on arrival at dispatch address	7	7
Alarm system activation, no fire - unintentional	5	9
Water Flow Alarm - unintentional	5	5
Motor vehicle accident with injuries	4	10
Carbon monoxide detector activation, no CO	3	4
Good intent call, other	3	3
Accident, potential accident, other	2	2
Alarm system sounded due to malfunction	2	2
Assist invalid	2	5
Building fire	2	3
False alarm or false call, other	2	2
Gas leak (natural gas or LPG)	2	3
Low-voltage line down	2	2
Motor vehicle accident with no injuries.	2	3
Power line down	2	2
Removal of victim(s) from stalled elevator	2	2
Smoke detector activation due to malfunction	2	4
Smoke detector activation, no fire - unintentional	2	2
Smoke scare, odor of smoke	2	2
Assist police or other governmental agency	1	2
Attempted burning, illegal action, other	1	1
Building Fire - Int/Ext Finish - Non-Structural	1	2
Building fire / Dryer/Appliance Fire	1	1
Carbon monoxide incident	1	3
CO detector activation due to malfunction	1	1
Electrical wiring/equipment problem, other	1	1
Extrication of victim(s) from machinery	1	1
Lock-out	1	1
LP or Natural Gas Odor with no leak/gas found.	1	3
Passenger vehicle fire	1	2
Police matter	1	1
Animal rescue	0	1
Authorized controlled burning	0	1
Public service assistance, other	0	1
Steam, vapor, fog or dust thought to be smoke	0	1
Tree Down	0	1
Unauthorized burning	0	1
Water problem, other	0	1
Grand Total	415	562



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Garfield / Metro EMS Complaints - March 2025

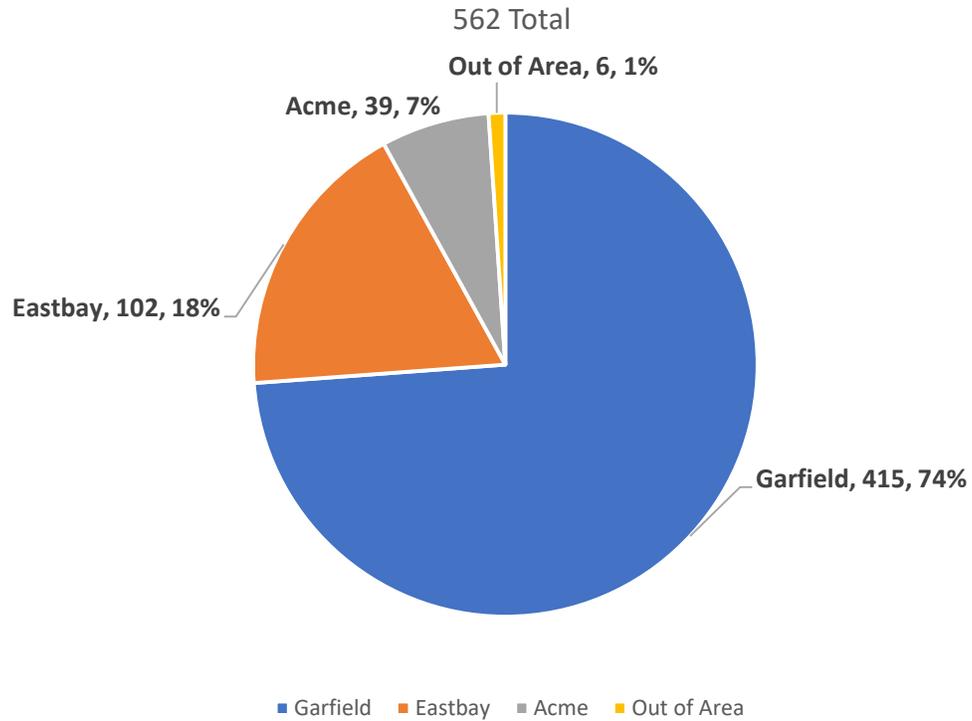
Complaint	Priority 1	Priority 2	Priority 3	Garfield	Metro
Fall	6	26	43	75	101
Difficulty Breathing / SOB	31	6	3	40	50
Unknown Problem/Person Down	2	28		30	32
Cardiac Issues (Chest Pain)	26		2	28	35
Infection	5		14	19	22
Medical Alarm		16	1	17	17
General Weakness	4	1	10	15	19
Nausea/Vomiting	2	1	11	14	16
Stroke/CVA	11			11	16
Psychiatric Problem/Suicide Attempt		1	9	10	11
Unresponsive	9		1	10	22
Traumatic Injury		2	6	8	8
Altered LOC	4	1	2	7	8
Diabetic Emergency	4	2	1	7	12
Seizure	5	1	1	7	13
Syncope/near-fainting	4	2		6	10
Headache	2		3	5	5
Invalid Assist/Lift Assist			5	5	9
No Other Appropriate Choice	2		3	5	5
Overdose - Unintentional	5			5	7
Assault	3	1		4	5
Back Pain (Non-Traumatic)			4	4	6
Hemorrhage/Laceration	1	1	2	4	8
Abdominal Pain	1		2	3	6
Allergic Reaction / Stings	3			3	3
Carbon Monoxide	1	2		3	3
Hypotension / hypertension	1		2	3	4
Lower Limb Swelling			3	3	4
Abnormal Labs			2	2	2
CPR	2			2	2
Fever			2	2	2
Heart Problems/AICD	2			2	5
Vehicle Accident			2	2	9
Welfare Check	1	1		2	2
Alcohol intoxication	1			1	1
Burns/Explosion	1			1	1
Choking	1			1	2
Death - Priority 5			1	1	1
GI Bleed	1			1	1
Patient Assist Only			1	1	2
Pregnancy/Childbirth/Miscarriage		1		1	1
Grand Total	141	93	136	370	488



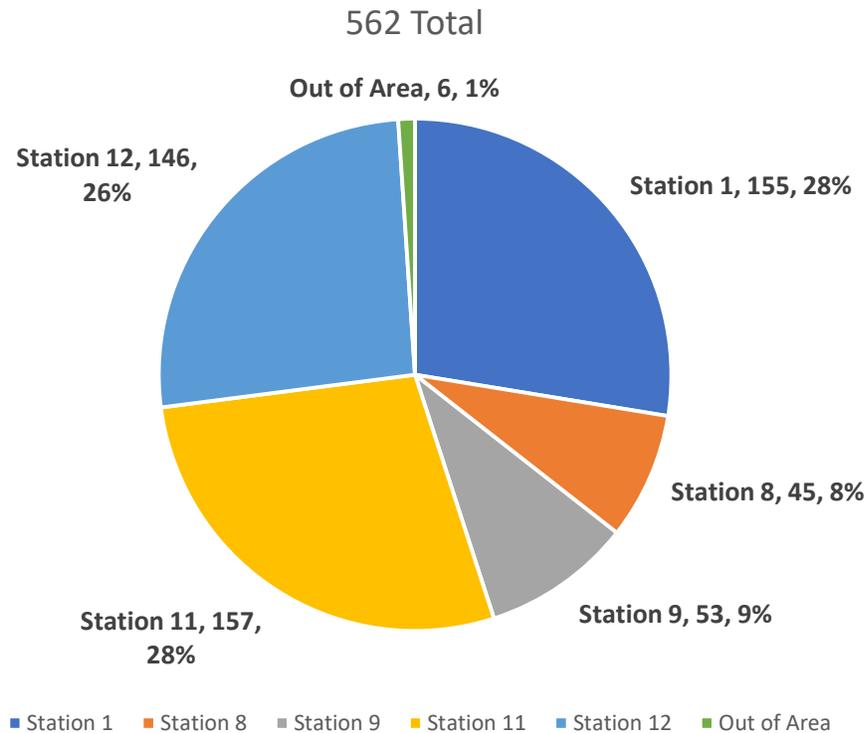
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GTMESA - March 2025 incidents



GTMESA - March 2025 Incidents by Station



Garfield Township Responses

March 2025

6e.

Nature of Call	GT-Garfield	Total
10-Chest Pain (Non-Traumatic)	32	32
11-Choking	1	1
12-Convulsions/Seizures	7	7
13-Diabetic Problems	8	8
17-Falls	87	87
18-Headache	4	4
19-Heart Problems / A.I.C.D.	2	2
1-Abdominal Pain/Problems	5	5
21-Hemorrhage/Lacerations	5	5
23-Overdose / Poisoning (Ingestion)	3	3
24-Pregnancy/Childbirth/Miscarriage	1	1
25-Psychiatric/ Abnormal Behavior/Suicide At	11	11
26-Sick Person (Specific Diagnosis)	67	67
28-Stroke (CVA)	10	10
29-Traffic/Transportation/Accidents	15	15
2-Allergies (Reactions)/Envenomations (Sting	5	5
30-Traumatic Injuries (Specific)	7	7
31-Unconscious/Fainting (Near)	17	17
32-Unknown Problem (Man Down)	40	40
4-Assault/Sexual Assault	5	5
5-Back Pain (Non-traumatic or Non Recent Tra	4	4
6-Breathing Problems	42	42
7-Burns (Scalds) /Explosion	10	10
8-Carbon Monoxide/Inhalation/HazMat	2	2
9-Cardiac or Respiratory Arrest/Death	7	7
Total	397	397

Call Disposition	GT-Garfield	Total
Transport	241	241
Refusal	55	55
Cancelled	101	101
Total	397	397

Response Priority	GT-Garfield	Total
P-3 Non-Emergent	98	98
P-18 Stage	5	5
P-1 Conditional Respon	121	121
P-1 Echo Response	20	20
P-2 Emergency No Ligh	153	153
Total	397	397

Garfield Response Times

March 2025



P-1 Conditional Response

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	6	6	2.65%	2.65 %
01:00 - 01:59	7	13	3.10%	5.75 %
02:00 - 02:59	16	29	7.08%	12.83 %
03:00 - 03:59	33	62	14.60%	27.43 %
04:00 - 04:59	25	87	11.06%	38.50 %
05:00 - 05:59	32	119	14.16%	52.65 %
06:00 - 06:59	17	136	7.52%	60.18 %
07:00 - 07:59	29	165	12.83%	73.01 %
08:00 - 08:59	18	183	7.96%	80.97 %
09:00 - 09:59	14	197	6.19%	87.17 %
10:00 - 10:59	2	199	0.88%	88.05 %
11:00 - 11:59	6	205	2.65%	90.71 %
12:00 - 12:59	2	207	0.88%	91.59 %
13:00 - 13:59	4	211	1.77%	93.36 %
15:00 and up	15	226	6.64%	100.00 %

P-1 Echo Response

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
03:00 - 03:59	6	6	13.04%	13.04 %
04:00 - 04:59	11	17	23.91%	36.96 %
05:00 - 05:59	6	23	13.04%	50.00 %
06:00 - 06:59	3	26	6.52%	56.52 %
07:00 - 07:59	4	30	8.70%	65.22 %
08:00 - 08:59	5	35	10.87%	76.09 %
09:00 - 09:59	3	38	6.52%	82.61 %
11:00 - 11:59	1	39	2.17%	84.78 %
13:00 - 13:59	2	41	4.35%	89.13 %
15:00 and up	5	46	10.87%	100.00 %

P-2 Emergency No Lights/Sirens

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
	2	2	0.73%	0.73 %
00:00 - 00:59	11	13	4.03%	4.76 %
01:00 - 01:59	13	26	4.76%	9.52 %
02:00 - 02:59	17	43	6.23%	15.75 %
03:00 - 03:59	23	66	8.42%	24.18 %
04:00 - 04:59	24	90	8.79%	32.97 %
05:00 - 05:59	27	117	9.89%	42.86 %
06:00 - 06:59	32	149	11.72%	54.58 %
07:00 - 07:59	26	175	9.52%	64.10 %
08:00 - 08:59	23	198	8.42%	72.53 %
09:00 - 09:59	9	207	3.30%	75.82 %
10:00 - 10:59	17	224	6.23%	82.05 %
11:00 - 11:59	11	235	4.03%	86.08 %
12:00 - 12:59	6	241	2.20%	88.28 %
13:00 - 13:59	6	247	2.20%	90.48 %
14:00 - 14:59	5	252	1.83%	92.31 %
15:00 and up	21	273	7.69%	100.00 %

Garfield Response Times

March 2025



P-3 Downgrade (No Lts/Sirens)

Response Time Minutes	Call Count	Cumulative Call Count	Percentage	Cumulative Percentage
00:00 - 00:59	6	6	3.19%	3.19 %
01:00 - 01:59	7	13	3.72%	6.91 %
02:00 - 02:59	11	24	5.85%	12.77 %
03:00 - 03:59	7	31	3.72%	16.49 %
04:00 - 04:59	15	46	7.98%	24.47 %
05:00 - 05:59	11	57	5.85%	30.32 %
06:00 - 06:59	31	88	16.49%	46.81 %
07:00 - 07:59	33	121	17.55%	64.36 %
08:00 - 08:59	25	146	13.30%	77.66 %
09:00 - 09:59	13	159	6.91%	84.57 %
10:00 - 10:59	6	165	3.19%	87.77 %
11:00 - 11:59	4	169	2.13%	89.89 %
13:00 - 13:59	6	175	3.19%	93.09 %
14:00 - 14:59	3	178	1.60%	94.68 %
15:00 and up	10	188	5.32%	100.00 %

 Charter Township of Garfield Planning Department Report No. 2025-25			
Prepared:	April 1, 2025	Pages:	2
Meeting:	April 8, 2025 – Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – April 2025		

PURPOSE:

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

DEVELOPMENTS:

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

TowerNorth Wireless Communication Facility – Special Use Permit Review

- *Location:* 2767 Zimmerman Road, west side of Zimmerman Road, north of Silver Lake Road intersection
- *Development Description:* Proposed monopole wireless communication facility (cell tower)
- *Status:* The Planning Commission tabled the application at their 6/12/2024 meeting and requested more information on the application. Commissioners tabled the application at their 7/10/2024 meeting so that the applicant can propose a different location on the site for the proposed tower which meets setback standards for wireless communication facilities and again tabled the application at subsequent meetings on 8/14/2024, 9/11/2024, and 10/9/2024. The applicants proposed a new tower location which was provided to the Planning Commission at their 11/6/2024 meeting. Commissioners reviewed an updated site plan and materials at the 12/11/2024 meeting. The public hearing was held during their 1/8/2025 meeting. During the public hearing, several members of the public expressed concern about the potential negative impacts of the proposed tower, and Commissioners tabled the application and referred questions to the Township Attorney. At the 2/12/2025 meeting, Commissioners reviewed the information from the Township Attorney and directed Staff to prepare draft Findings of Fact. The Planning Commission adopted the Findings of Fact and approved the application with conditions at the 3/12/2025 meeting.

Copper Ridge PUD – Major Amendment

- *Location:* Multiple parcels and addresses; north side of Silver Lake Road near Barnes Road
- *Development Description:* Proposed addition of residential uses to existing development
- *Status:* The Planning Commission held an introduction for the application at their meeting on 11/6/2024. The public hearing was held at their 12/11/2024 meeting. Commissioners motioned for Staff to prepare the draft Findings of Fact for consideration at their 1/8/2025 meeting. There were several outstanding concerns from Commissioners and members of the public and the application was tabled to allow the applicants to address these concerns. At their 2/12/2025 meeting, Commissioners reviewed an updated list of proposed uses which addressed the concerns and forwarded the application to the Township Board. The applicants voluntarily made an additional change to the proposed list of uses in response to further public comments. The Township Board introduced the application on 2/25/2025 and set the public hearing for their 3/25/2025 meeting. The Township Board approved the application with conditions after the public hearing at the 3/25/2025 meeting.

Ollie’s Bargain Outlet – Site Plan Review

- *Location:* 3350 W South Airport Road, part of Grand Traverse Mall, northeast of South Airport and US 31
- *Development Description:* Proposed retailer in former TJ Maxx; proposed outdoor entrance/exit only
- *Status:* Planning Commissioners reviewed the application at the 2/12/2025 meeting; they had some concerns and tabled the application to allow the applicants to respond to their comments. The Planning Commission reviewed the updated information and approved the application with conditions at the 3/12/2025 meeting.

Gauthier Site Multi-Family Development – Special Use Permit Review

- *Location:* 2105 N US 31 South, west side of US 31 at corner of US 31 and McRae Hill Road
- *Development Description:* Proposed 149-unit multi-family apartment complex development
- *Status:* The Planning Commission introduced the application at the 3/12/2025 meeting and scheduled a public hearing for the 4/9/2025 meeting.

Scussel Rezoning – Zoning Map Amendment

- *Location:* 306 West Hammond Road, north side of Hammond Road between Traversefield and Townline
- *Development Description:* Rezoning from Conditional C-G General Commercial to A-Agricultural
- *Status:* The Planning Commission will introduce the application at their 4/9/2025 meeting.

High Tops Night Club and Sports Bar – Site Plan Review

- *Location:* 1776 South Garfield Avenue, north side of West South Airport Road, in the Cherryland Center
- *Development Description:* Proposed concert venue, sports bar restaurant and lounge, and event hall at the former Younkers building in the Cherryland Center.
- *Status:* The Planning Commission will introduce the application at their 5/14/2025 meeting.

The Planning Department is also currently conducting the following administrative development review activity:

721 West Blue Star LLC

- *Location:* 721 W Blue Star Drive, east side of US 31
- *Development Description:* Proposed RV vehicle dealership
- *Status:* Approved with conditions

Fifth Third Bank (Sam’s Club PUD) – PUD Administrative Amendment

- *Location:* 3535 West South Airport Road, southwest corner of South Airport Road and US 31
- *Development Description:* Proposed demolition and reconstruction of existing bank site
- *Status:* Under review; additional information requested from applicants

Mutual Gas (US 31)

- *Location:* 2545 N US 31 South, west side of US 31 north of intersection with South Airport Road
- *Development Description:* Proposed addition of a canopy at existing gas station site
- *Status:* Under review; additional information requested from applicants

PLANNING:

Other Planning Department activities include the following items:

- The Planning Commission’s study session for March 26, 2025 was cancelled because of several anticipated absences. The next Planning Commission study session is scheduled for Wednesday April 23, 2025. Topics for this study session will include follow-up regarding potential Zoning Ordinance changes including lighting regulations (Section 517), a potential definition for “substantial construction”, and sign regulations (Section 630). Commissioners will also review the East Bay Beach District Plan, which is a project being conducted by East Bay Township as an update to their Master Plan.

STAFF:

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

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



Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

Security Camera replaced on restroom building.

The two wood duck boxes were checked, and both show evidence of wood ducks having a brood last spring. Probably will put a third one out along Robertson's Pond due to the success.

Contractor chosen for the crack, seal, and striping of parking lots and drive.

Opened up parking lots with the snow melting.

Night Lighting topic of conversation.

Commons

Gordie Frasier is starting to work on the design of the Universal accessible trail going in this summer.

Looking forward to the Copper Ridge Trailhead to be completed with Spring around the corner.

Mountain Bike subcommittee met. Good feedback and looking forward to new progress at the Commons.

River East

Playground delivered. Smaller sections stored inside barn.

GFA completing a RFP for a constructed bathroom. Canceling the contract with Easi-Set Bathrooms.

GFA will be out in the next week to stake playground and walking trail. Attached is a conceptual plan for future development (pavilions, more parking, etc.).

Boardman Valley

Contacted YMCA. Their snow removal company will be replacing the parking bumpers that they damaged.

Purchased four new pickleball nets to replace some worn ones.

Contractor on schedule to resurface and stripe pickleball courts in June.

Looking to replace fencing with Youth Works this season down the trail.

Contacted DNR Biologists for guidance of fish habitat in river and what we can do.

Miller Creek

Cleared some trees and a couple different occasions.

Trail user found an encampment deep across the creek. We staged most of it near trail to retrieve when conditions dry.

Kid's Creek

Contacting DNR Biologist about fish stocking vs. dredging possibly in 2026.

Looking to construct fish and wildlife habitat in pond and on shoreline.

Buffalo Ridge Trail

Contractor looking to start autumn olive removal along trail.

Most of the existing cedars and replanted trees are doing well with wet Spring.

Submitted April 2, 2025

Derek Morton

Sean Kehoe

Clerk's Report

For March 31,2025

Submitted 4/3/2025

To The Garfield Township Board,

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

For the month of March in the General Fund, you will find that we had a total of \$(250,077.40) Revenues and \$576,552.20 Expenditures. For the year we have a total of \$2,284,519.71 Revenues and \$868,257.17 Expenditures.

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

Lanie McManus

Township Clerk

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025	2025	YTD BALANCE 03/31/2025	ACTIVITY FOR	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 03/31/2025	
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT REAL PROPERTY TAXES	2,449,066.00	2,449,066.00	2,073,742.04	85,889.27	375,323.96
101-000-412.000	DEL PERSONAL PROP TAXES	500.00	500.00	0.00	0.00	500.00
101-000-414.000	Protected PRE Interest	1,000.00	1,000.00	142.00	142.00	858.00
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	762.00	0.00	8,238.00
101-000-445.000	PENALTIES & INT. ON TAXES	7,000.00	7,000.00	6,419.60	6,419.60	580.40
101-000-476.000	BUILDING PERMITS	150,000.00	150,000.00	(336,085.72)	(345,736.72)	486,085.72
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	4,800.00	1,600.00	5,200.00
101-000-476.002	MAINT INSPECTION FEES	1,000.00	1,000.00	0.00	0.00	1,000.00
101-000-476.003	TREASURER FEES	100.00	100.00	0.00	0.00	100.00
101-000-476.005	ZONING FEES	15,000.00	15,000.00	1,750.00	850.00	13,250.00
101-000-574.000	STATE SHARED REVENUE	2,180,260.00	2,180,260.00	343,960.00	0.00	1,836,300.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	25,000.00	25,000.00	123.75	0.00	24,876.25
101-000-574.002	EVIP DISTRIBUTION	97,521.00	97,521.00	26,745.00	0.00	70,776.00
101-000-665.000	EARNED INTEREST	150,000.00	150,000.00	44,333.12	758.45	105,666.88
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	59,427.84	0.00	190,572.16
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	5,703.71	0.00	16,296.29
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	52,696.37	0.00	(52,596.37)
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	0.00	0.00	100.00
101-000-676.003	Reimburse Essential Services (PILOT)	27,000.00	27,000.00	0.00	0.00	27,000.00
Total Dept 000		5,394,697.00	5,394,697.00	2,284,519.71	(250,077.40)	3,110,177.29
TOTAL REVENUES		5,394,697.00	5,394,697.00	2,284,519.71	(250,077.40)	3,110,177.29
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		5,394,697.00	5,394,697.00	2,284,519.71	(250,077.40)	3,110,177.29

User: Lanie

DB: Garfield

PERIOD ENDING 03/31/2025

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BDDT USED
		ORIGINAL BUDGET	2025 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,450.00	13,450.00	4,125.00	1,300.00	9,325.00	30.67
101-101-701.101	WAGES - FILE CLERK	48,823.20	48,823.20	11,265.60	3,755.20	37,557.60	23.07
101-101-701.102	WAGES - TRUSTEE	13,450.00	13,450.00	3,580.00	1,360.00	9,870.00	26.62
101-101-701.103	WAGES - TRUSTEE	13,450.00	13,450.00	2,955.00	675.00	10,495.00	21.97
101-101-701.104	WAGES - TRUSTEE	13,450.00	13,450.00	3,650.00	1,175.00	9,800.00	27.14
101-101-701.105	WAGES - OFFICE COORDINATOR	45,464.71	45,464.71	10,488.01	3,496.00	34,976.70	23.07
101-101-726.000	SUPPLIES	7,000.00	7,000.00	2,089.09	771.76	4,910.91	29.84
101-101-726.001	POSTAGE	12,000.00	12,000.00	2,559.63	2,000.00	9,440.37	21.33
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	1,231.95	829.42	6,268.05	16.43
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	1,239.00	287.00	8,761.00	12.39
101-101-801.004	LEGAL -Tax Tribunal	5,000.00	5,000.00	3,091.70	2,311.40	1,908.30	61.83
101-101-802.000	AUDIT AND ACCOUNTING	35,000.00	35,000.00	6,400.00	6,400.00	28,600.00	18.29
101-101-805.000	CONTRACTED AND OTHER SERVICES	35,000.00	35,000.00	4,940.25	2,280.45	30,059.75	14.12
101-101-860.000	MILEAGE	500.00	500.00	0.00	0.00	500.00	0.00
101-101-900.000	PRINTING & PUBLISHING	4,000.00	4,000.00	1,666.23	0.00	2,333.77	41.66
101-101-901.000	ADVERTISING	6,000.00	6,000.00	305.95	0.00	5,694.05	5.10
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	591.61	0.00	3,408.39	14.79
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,000.00	1,000.00	3,695.84	0.00	(2,695.84)	369.58
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	9,000.00	9,000.00	0.00	0.00	9,000.00	0.00
Total Dept 101 - TOWNBOARD		284,087.91	284,087.91	63,874.86	26,641.23	220,213.05	22.48
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	22,810.00	22,810.00	5,263.86	1,754.62	17,546.14	23.08
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-171-960.200	EDUCATION - SUPERVISOR	2,000.00	2,000.00	458.47	0.00	1,541.53	22.92
101-171-965.000	DUES & PUBLICATIONS	500.00	500.00	360.93	0.00	139.07	72.19
Total Dept 171 - TOWNSHIP SUPERVISOR		26,310.00	26,310.00	6,083.26	1,754.62	20,226.74	23.12
Dept 172 - TOWNSHIP MANAGER							
101-172-701.107	WAGES - MANAGER	120,000.00	120,000.00	27,692.28	9,230.76	92,307.72	23.08
101-172-726.000	SUPPLIES	1,000.00	1,000.00	62.45	0.00	937.55	6.25
101-172-860.205	MILEAGE - MANAGER	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-172-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	475.62	18.15	3,524.38	11.89
101-172-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	135.00	135.00	865.00	13.50
Total Dept 172 - TOWNSHIP MANAGER		127,000.00	127,000.00	28,365.35	9,383.91	98,634.65	22.33
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	98,470.84	98,470.84	22,724.04	7,574.68	75,746.80	23.08
101-215-701.302	WAGES - DEPUTY CLERK	63,598.25	63,598.25	14,676.54	4,892.18	48,921.71	23.08
101-215-701.303	WAGES - ACCOUNTANT	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	176.02	0.00	1,323.98	11.73
101-215-860.300	MILEAGE - CLERK	600.00	600.00	0.00	0.00	600.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-960.000	EDUCATION & TRAINING	7,500.00	7,500.00	836.00	0.00	6,664.00	11.15
101-215-965.000	DUES & PUBLICATIONS	550.00	550.00	0.00	0.00	550.00	0.00
Total Dept 215 - TOWNSHIP CLERK		179,619.09	179,619.09	38,412.60	12,466.86	141,206.49	21.39

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GL NUMBER	DESCRIPTION	2025		YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BGDG USED
		ORIGINAL BUDGET	2025 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 228 - COMPUTER SUPPORT							
101-228-726.000	SUPPLIES	3,000.00	3,000.00	392.87	0.00	2,607.13	13.10
Total Dept 228 - COMPUTER SUPPORT		3,000.00	3,000.00	392.87	0.00	2,607.13	13.10
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	125.00	0.00	1,375.00	8.33
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	250.00	0.00	1,250.00	16.67
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	174.21	174.21	25.79	87.11
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	549.21	174.21	5,650.79	8.86
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	98,470.84	98,470.84	22,724.04	7,574.68	75,746.80	23.08
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	63,598.25	63,598.25	14,676.54	4,892.18	48,921.71	23.08
101-253-726.000	SUPPLIES	1,500.00	1,500.00	935.36	935.36	564.64	62.36
101-253-726.001	POSTAGE	8,500.00	8,500.00	0.00	0.00	8,500.00	0.00
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-253-809.000	Bank Fees	300.00	300.00	0.00	0.00	300.00	0.00
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	0.00	0.00	500.00	0.00
101-253-900.000	PRINTING & PUBLISHING	3,500.00	3,500.00	0.00	0.00	3,500.00	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	836.00	0.00	3,664.00	18.58
101-253-965.000	DUES & PUBLICATIONS	750.00	750.00	0.00	0.00	750.00	0.00
Total Dept 253 - TOWNSHIP TREASURER		190,419.09	190,419.09	39,171.94	13,402.22	151,247.15	20.57
Dept 257 - ASSESSING DEPARTMENT							
101-257-701.202	WAGES - APPRAISER II	51,856.29	51,856.29	11,966.42	3,988.81	39,889.87	23.08
101-257-701.203	WAGES - GIS	15,000.00	15,000.00	4,138.50	1,410.50	10,861.50	27.59
101-257-701.204	WAGES - APPRAISER III	68,577.41	68,577.41	15,820.80	5,273.60	52,756.61	23.07
101-257-701.205	WAGES - ASSESSOR	121,580.28	121,580.28	28,056.96	9,352.32	93,523.32	23.08
101-257-726.000	SUPPLIES	1,800.00	1,800.00	84.38	84.38	1,715.62	4.69
101-257-726.001	POSTAGE	4,279.00	4,279.00	4,601.03	(169.36)	(322.03)	107.53
101-257-805.000	CONTRACTED AND OTHER SERVICES	35,151.00	35,151.00	0.00	0.00	35,151.00	0.00
101-257-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-257-900.000	PRINTING & PUBLISHING	5,300.00	5,300.00	2,731.48	500.00	2,568.52	51.54
101-257-901.000	ADVERTISING	500.00	500.00	45.38	45.38	454.62	9.08
101-257-960.000	EDUCATION & TRAINING	11,350.00	11,350.00	245.00	40.00	11,105.00	2.16
101-257-965.000	DUES & PUBLICATIONS	1,730.00	1,730.00	585.00	0.00	1,145.00	33.82
Total Dept 257 - ASSESSING DEPARTMENT		318,123.98	318,123.98	68,274.95	20,525.63	249,849.03	21.46
Dept 262 - ELECTIONS							
101-262-701.000	WAGES	20,000.00	20,000.00	3,690.75	1,260.00	16,309.25	18.45
101-262-726.000	SUPPLIES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-262-726.001	POSTAGE	100.00	100.00	0.00	0.00	100.00	0.00
101-262-860.000	MILEAGE	200.00	200.00	0.00	0.00	200.00	0.00

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GL NUMBER	DESCRIPTION	2025		YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2025 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-262-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-262-935.010	MACHINE MAINTENANCE	8,000.00	8,000.00	8,098.00	8,098.00	(98.00)	101.23
Total Dept 262 - ELECTIONS		38,400.00	38,400.00	11,788.75	9,358.00	26,611.25	30.70
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	557.98	345.78	3,442.02	13.95
101-265-850.000	TELEPHONE	14,000.00	14,000.00	2,959.27	1,178.58	11,040.73	21.14
101-265-920.601	HEATING / GAS	14,500.00	14,500.00	4,215.39	2,113.22	10,284.61	29.07
101-265-920.602	WATER / SEWER	4,000.00	4,000.00	312.21	163.54	3,687.79	7.81
101-265-920.603	LIGHTS BUILDING	12,000.00	12,000.00	2,067.14	1,069.40	9,932.86	17.23
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	1,605.00	0.00	8,395.00	16.05
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	17,200.00	17,200.00	2,700.00	1,350.00	14,500.00	15.70
101-265-935.604	RUBBISH REMOVAL	1,500.00	1,500.00	434.73	144.91	1,065.27	28.98
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	2,110.25	2,110.25	12,889.75	14.07
Total Dept 265 - TOWNSHIP HALL		112,300.00	112,300.00	16,961.97	8,475.68	95,338.03	15.10
Dept 272 - CONTINGENCIES							
101-272-890.000	CONTINGENCIES	358,226.45	358,226.45	0.00	0.00	358,226.45	0.00
Total Dept 272 - CONTINGENCIES		358,226.45	358,226.45	0.00	0.00	358,226.45	0.00
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	394,910.40	394,910.40	1,205,089.60	24.68
Total Dept 301 - POLICE SERVICES		1,600,000.00	1,600,000.00	394,910.40	394,910.40	1,205,089.60	24.68
Dept 321 - TOWNSHIP VEHICLES							
101-321-862.000	GAS & CAR WASHES	4,000.00	4,000.00	299.35	119.60	3,700.65	7.48
101-321-863.000	OIL CHANGES	500.00	500.00	43.00	0.00	457.00	8.60
101-321-864.000	MISCELLANEOUS	1,500.00	1,500.00	899.89	0.00	600.11	59.99
Total Dept 321 - TOWNSHIP VEHICLES		6,000.00	6,000.00	1,242.24	119.60	4,757.76	20.70
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	20,568.37	20,568.37	4,844.21	1,614.73	15,724.16	23.55
101-371-701.703	WAGES - BUILDING OFFICIAL	57,200.00	57,200.00	13,763.89	3,960.00	43,436.11	24.06
101-371-701.704	WAGES - BUILDING INSPECTOR	82,000.00	82,000.00	18,720.00	6,240.00	63,280.00	22.83
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	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	282.32	36.99	717.68	28.23
101-371-960.000	EDUCATION & TRAINING	0.00	0.00	335.00	0.00	(335.00)	100.00
101-371-960.703	EDUCATION - BUILDING INSPECTO	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-965.000	DUES & PUBLICATIONS	1,500.00	1,500.00	170.00	0.00	1,330.00	11.33

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GL NUMBER	DESCRIPTION	2025 ORIGINAL BUDGET	2025 AMENDED BUDGET	YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BGDGT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		165,768.37	165,768.37	38,115.42	11,851.72	127,652.95	22.99
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	70,000.00	70,000.00	13,256.35	6,401.63	56,743.65	18.94
Total Dept 448 - STREET LIGHTS - TOWNSHIP		70,000.00	70,000.00	13,256.35	6,401.63	56,743.65	18.94
Dept 701 - TOWNSHIP PLANNER							
101-701-701.900	WAGES - DIRECTOR OF PLANNING	96,259.77	96,259.77	22,213.80	7,404.60	74,045.97	23.08
101-701-701.901	WAGES - DEPUTY PLANNER	68,686.10	68,686.10	15,850.62	5,283.54	52,835.48	23.08
101-701-701.902	WAGES -PLANNER ASSISTANT	15,958.08	15,958.08	3,633.09	1,211.04	12,324.99	22.77
101-701-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-701-726.000	SUPPLIES	1,000.00	1,000.00	68.99	0.00	931.01	6.90
101-701-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-701-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	40.00	0.00	4,960.00	0.80
101-701-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	535.00	0.00	465.00	53.50
Total Dept 701 - TOWNSHIP PLANNER		195,503.95	195,503.95	42,341.50	13,899.18	153,162.45	21.66
Dept 702 - ZONING ADMINISTRATOR							
101-702-701.601	WAGES - ZONING ADMINISTRATOR	68,686.10	68,686.10	15,850.62	5,283.54	52,835.48	23.08
101-702-701.602	WAGES - ZONING CODE ENFORCER	32,335.05	32,335.05	7,461.63	2,487.22	24,873.42	23.08
101-702-701.603	WAGES ZONING ASSISTANT	15,958.08	15,958.08	3,633.12	1,211.04	12,324.96	22.77
101-702-701.604	WAGES -ZONING CODE ENFORCER	29,364.19	29,364.19	6,775.20	2,258.40	22,588.99	23.07
101-702-701.606	WAGES -ZONING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-702-726.000	SUPPLIES	1,000.00	1,000.00	53.93	53.93	946.07	5.39
101-702-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-702-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-702-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-702-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 702 - ZONING ADMINISTRATOR		150,643.42	150,643.42	33,774.50	11,294.13	116,868.92	22.42
Dept 704 - ZONING BOARD OF APPEALS							
101-704-701.001	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-704-701.002	WAGES - ZONING	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-704-701.003	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-704-701.004	WAGES - ZONING	1,200.00	1,200.00	125.00	0.00	1,075.00	10.42
101-704-701.005	WAGES - ZONING	1,200.00	1,200.00	250.00	0.00	950.00	20.83
101-704-801.000	LEGAL SERVICES	10,000.00	10,000.00	979.00	962.50	9,021.00	9.79
101-704-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	57.00	0.00	943.00	5.70
101-704-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-704-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 704 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	1,661.00	962.50	18,339.00	8.31
Dept 707 - PLANNING COMMISSION							
101-707-701.800	WAGES - PLANNING	3,200.00	3,200.00	625.00	125.00	2,575.00	19.53
101-707-701.801	WAGES - PLANNING	3,200.00	3,200.00	375.00	125.00	2,825.00	11.72

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GL NUMBER	DESCRIPTION	2025		YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2025 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-707-701.802	WAGES - PLANNING	3,200.00	3,200.00	625.00	250.00	2,575.00	19.53
101-707-701.804	WAGES - PLANNING	3,200.00	3,200.00	625.00	250.00	2,575.00	19.53
101-707-701.805	WAGES - PLANNING	3,200.00	3,200.00	625.00	250.00	2,575.00	19.53
101-707-701.806	WAGES - PLANNING	3,200.00	3,200.00	500.00	250.00	2,700.00	15.63
101-707-701.808	WAGES - PLANNING	3,200.00	3,200.00	500.00	250.00	2,700.00	15.63
101-707-801.000	LEGAL SERVICES	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-707-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	406.50	142.50	5,593.50	6.78
101-707-901.000	ADVERTISING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-707-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-707-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 707 - PLANNING COMMISSION		58,400.00	58,400.00	4,281.50	1,642.50	54,118.50	7.33
Dept 720 - COMMUNITY PROMOTIONS							
101-720-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-720-880.004	COM. PROM. - TC-TALUS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-720-880.007	COM. PROM. - COMMUNITY AWAREN	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-720-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	39,205.05	19,539.46	60,794.95	39.21
Total Dept 720 - COMMUNITY PROMOTIONS		175,000.00	175,000.00	39,205.05	19,539.46	135,794.95	22.40
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	2,250.36	750.12	6,849.64	24.73
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		13,100.00	13,100.00	2,250.36	750.12	10,849.64	17.18
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	50,000.00	50,000.00	9,751.57	1,792.00	40,248.43	19.50
101-900-970.003	CAPITAL OUTLAY - COMPUTERS	25,000.00	25,000.00	13,591.52	11,207.60	11,408.48	54.37
101-900-970.004	CAPITAL OUTLAY - VEHICLES	60,000.00	60,000.00	0.00	0.00	60,000.00	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		145,050.00	145,050.00	23,343.09	12,999.60	121,706.91	16.09
TOTAL EXPENDITURES		4,243,152.26	4,243,152.26	868,257.17	576,553.20	3,374,895.09	20.46
Fund 101 - GENERAL OPERATING FUND:							
TOTAL EXPENDITURES		4,243,152.26	4,243,152.26	868,257.17	576,553.20	3,374,895.09	20.46

User: Lanie

PERIOD ENDING 03/31/2025

DB: Garfield

GL NUMBER	DESCRIPTION	2025		YTD BALANCE 03/31/2025	ACTIVITY FOR MONTH 03/31/25	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2025 AMENDED BUDGET				
Fund 208 - PARK/RECREATION FUND							
Expenditures							
Dept 000							
208-000-701.905	WAGES - REC BOARD	7,000.00	7,000.00	1,125.00	500.00	5,875.00	16.07
208-000-701.906	Parks Steward	32,335.05	32,335.05	7,461.63	2,487.22	24,873.42	23.08
208-000-701.907	Park Steward 2	29,364.19	29,364.19	6,775.20	2,258.40	22,588.99	23.07
208-000-711.010	SOCIAL SECURITY - EMPLOYER	5,407.50	5,407.50	1,163.73	397.49	4,243.77	21.52
208-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-000-805.000	CONTRACTED AND OTHER SERVICES	82,980.00	82,980.00	20,350.78	9,975.06	62,629.22	24.52
208-000-864.000	MISCELLANEOUS	100.00	100.00	40.00	40.00	60.00	40.00
208-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.008	COM. PROM. - Cont. Serv GTC	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
208-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.015	COM. PROM. - PARK & TRAIL MAI	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
208-000-890.000	CONTINGENCIES	100,298.07	100,298.07	0.00	0.00	100,298.07	0.00
208-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	866.53	8.68	24,133.47	3.47
208-000-970.000	CAPITAL OUTLAY	457,000.00	457,000.00	31,252.00	21,387.50	425,748.00	6.84
Total Dept 000		751,284.81	751,284.81	69,034.87	37,054.35	682,249.94	9.19
TOTAL EXPENDITURES		751,284.81	751,284.81	69,034.87	37,054.35	682,249.94	9.19
Fund 208 - PARK/RECREATION FUND:							
TOTAL EXPENDITURES		751,284.81	751,284.81	69,034.87	37,054.35	682,249.94	9.19

**RESOLUTION 2025-07-T
CONFIRMING APPOINTMENT OF MEMBER REPRESENTATIVE
TO THE MICHIGAN TOWNSHIP PARTICIPATING PLAN**

At a _____ meeting of the Municipal Board of _____,
County of _____, in the State of Michigan, held on the _____ day of _____,
2025 at _____ o'clock _____ prevailing local Time.

Members Present: _____

Members Absent: _____

The following preamble and resolution were offered by Member _____
and supported by Member _____:

WHEREAS, the Municipal Board of the Municipality of _____, County of _____,
in the State of Michigan has independent power to manage risk and acquire insurance coverage to protect
the interests of the residents of the Municipality; and

WHEREAS, Section 5 of Chapter 124 of the Michigan Compiled Laws (P.A. No. 38, 1982, Section
2) authorizes local units of government, including townships to contract jointly to provide cooperative action
relative to enumerated insurance coverages and risk management services; and

WHEREAS, several municipalities of the State of Michigan have joined together to form a risk
management and insurance program under the name of "Michigan Township Participating Plan" in
accordance with an Agreement entitled "Michigan Township Participating Plan Cooperative Action
Agreement" (the "Agreement"), originally dated as of April 1, 1985; and

WHEREAS, from time to time it is necessary to appoint an elected official of the municipality to
serve as the municipality's Member Representative to the Michigan Township Participating Plan.

NOW THEREFORE, BE IT RESOLVED THAT:

The Municipality hereby appoints _____,
(name) (title)

to serve as the municipality's Member Representative. All immunities and privileges of the governmental
office held by the municipality's Member Representative shall apply to the decisions of the municipality's
Member Representative while acting as a municipal Member Representative to the Michigan Township
Participating Plan. This designate does not nominate your board member as an official candidate for election.
Nominations must be cast on the official nomination form.

AYES: Board Members: _____

NAYS: Board Members: _____

RESOLUTION DECLARED ADOPTED.

Municipal Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Municipal Board of _____, County of _____, in the State of Michigan at a meeting held on _____, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Municipal Clerk



Charter Township of Garfield
 3848 Veterans Drive
 Traverse City, MI 49684
 Office: 231-941-1620 * Fax: 231-941-1588

APPLICATION FOR EMPLOYMENT

Date Received: _____

Personal Information			
Last Name Cairns	First Name Polly	Middle Name Suzanne	Today's Date April 3 2025
Street Address	City Traverse City	State MI	Zip Code 49686
Home Phone: _____ Work Phone: (____) _____ - _____ Other: _____		Are you a United States Citizen or legally eligible to work in the U. S.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if hired, you will be required to provide documentation that you are eligible to work in the U.S.)	
Are you 18 or over? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Title of Position Applying For Assessor of Record			Date Available to Work April 2025
Have you been previously interviewed or employed by the Charter Township of Garfield? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list date(s) and job title(s): Back in 2009, summer - Assessor of Record			
Do you have any relatives currently working for the Charter Township of Garfield? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, list names and relationship to you:			
Are you employed now? Yes If so, may we contact your present employer? Yes			

Education			
Name and Location	# Years Completed	Major Area of Study	Degree/Diploma
High School	See Resume		
College	See Resume		
Graduate School			
Technical or Certificate Programs	MMAO Level IV Assessor	Certified General RE Appraiser	

Employment History

Please provide the following information for your previous three employers, beginning with the most recent: (Please attach an additional page if necessary, do not use "see attached resume".)

Employer: Glen Arbor Twp	Dates Employed: From 2007 To current	Job Title: Assessor of Record
Address: 6394 W Western Ave, Glen Arbor, MI 49636		
Telephone: (231) 334-3539	Job Duties: Assessing functions	
Weekly Pay Start: Finish:		
Reason for Leaving: Not leaving		

Employer: City of Traverse City	Dates Employed: From 2009 To 2015	Job Title: City Assessor & Deputy City Assessor prior
Address: 400 Boardman Avenue, TC Mi 49684		
Telephone:	Job Duties: Assessing Dept Head and Assessor of Record	
Weekly Pay Start: Finish:		
Reason for Leaving: Retirement		

Employer:	Dates Employed: From _____ To _____	Job Title:
Address:		
Telephone:	Job Duties:	
Weekly Pay Start: Finish:		
Reason for Leaving:		

Describe your qualifications for the type of employment you are seeking: (Please include skills, special training, etc.)

See attached resume

Please list any special awards, honors, scholarships, or offices held.

See attached resume

References Please list names of supervisors, managers, or others who can comment directly on your abilities:				
Name	Address	Phone #	Relationship/Occupation	Years Known
Dean Bott			GTC Finance Director	28 yrs
Marty Colburn			Former City Manager	9 yrs+
Peter Kopke			Former MTT Administrative Law Ju	15 yrs +/-

The Charter Township of Garfield is an Equal Opportunity Employer. It is the policy of the Charter Township of Garfield not to discriminate in employment matters on the basis of race, creed, color, age, marital status, national origin, sex, or status with regard to public assistance or disability.

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if employed, false statements on this application shall be considered sufficient cause of dismissal. You are hereby authorized to make investigation of my personal references.



Signature of Applicant

4/3/2025

Date

Qualifications:

Polly Watson Cairns



Certified General Real Estate Appraiser Michigan Master Assessing Officer (MMAO-Level IV)

PROFESSIONAL EXPERIENCE / EMPLOYMENT

Assessing/Equalization

City Assessor/Department Head (2012- 2024), Deputy City Assessor (2009-2012)
Benzie County Equalization Director (interim) 2022 – 2023 (Designated Assessor 2020-2025)
Antrim County Equalization Director (Interim) 2015 – 2016 (13 months)
Glen Arbor Township Assessor of Record (2007 –Present)
Clark Township Assessor – Mackinac County – (2008-2009)
Deputy Assessor – East Bay Township (under jurisdiction of Grand Traverse County Equalization 2005-2008)
Grand Traverse County - Deputy Director Equalization/GIS Department (2000-2008)
Senior Appraiser (Commercial/Industrial Specialist, 1997-2000)
State Certified Instructor – State Tax Commission/State Assessors Board
MAA (Michigan Assessor Association) Instructor

Other Employment

Property Management – retail and storage facility. (Present)
Real Estate Consultation. (Present)

Professional Designations/Licenses

- State of Michigan Certified General Real Estate Appraiser (Since 1995)
- State of Michigan Certified Assessor (2000-Present) (MMAO – aka Level IV present)
- State of Michigan Licensed Personal Property Examiner (1999-Present)
- International Association of Assessing Officers Representative (2007- Present)
- Michigan Assessors Association Secretary-2013 * Treasurer-2012 * District 1 Representative (2005-12)
- State of Michigan Approved Instructor (Teaching since 2001)
- State of Florida Certified General Real Estate Appraiser (1994-2009)
- State of Florida Licensed Real Estate Broker (1986-2008)

PROPERTIES APPRAISED: *Single and multi-family residences, condominiums, cooperatives, fractional shares, time-shares, restaurants, resorts, hotels, motels, fractional shares, shopping centers, PUDs, subdivisions, improved and unimproved rural properties, mobile home and trailer parks, manufactured homes, commercial & industrial properties, golf courses, water and sewer easements, R-O-W easements, environmentally sensitive areas,...*

COMPUTER SOFTWARE & MISC KNOWLEGE

BS&A (dot Net & Pervasive) Assessing, Tax, & Building Permit Systems, Timesheets, General Ledger, Payroll,
GIS - Pictometry, ESRI products - ArcMap/ArcView. Apex Sketching & Disto measuring module – Apex tablet sketching software. Microsoft Office – Word, Excel, Powerpoint, Access, and Outlook, Adobe Professional, Lotus (123)-spreadsheet program - Lotus Notes, Resource, Laredo (Deeds Software), AS400 computer System, Other - Scan software, network setup and issues, QuickBooks, Quicken, A La Mode, Appraisal Software,...

PROFESSIONAL AFFILIATIONS

Appraisal Institute – Affiliate member (2010-Present) * MAI Candidate (1986-1998)
Aspire North f/n/a T.A.A.R. (Traverse Area Association of Realtors), Member (1997 - Present)
M.A.A. – Michigan Assessors Association-2005-2013- Board Member (District 1) & Treasurer
M.M.A.A. – Mid Michigan Assessors Association – (2010 to Present)
N.W.M.A.A. (Northwestern Michigan Assessors Association) -present
Member/Scholarship Committee (2012-2020), President (2000-2002; 2002-2004) Webmaster (2000 – 2004)
S.W.M.A.A. (Southwest Michigan Assessors Association) - present
N.E.M.A.A. (Northeastern Michigan Assessors Association), Member (1999 - Present)
S.E.M.A.A. (Southeast Michigan Assessors Association), Member present
U.P.A.A. (Upper Peninsula Assessors Association) – Member (2005 – Present)
Traverse Area Chamber of Commerce – Member
NABOR (Naples [Florida] Area Board of Realtors), Member (1990-1997)
CREA-National Association Real Estate Appraisers (1989-1991)
MSA-National Association Master Appraisers (1988-1991)
Licensed Real Estate Broker, State of Florida (1988-2004)
Licensed Real Estate Sales Associate, State of Florida (1985-1988)

MISCELLANEOUS EXPERIENCE & COMMUNITY INVOLVEMENT

- [Traverse City Coast Guard Committee](#) – current President
- Quarterly reviews and updates to Aspire North - akaTraverse Area Association Realtors (TAAR)
- W.A.S., LLC, Owner * TC Business LLC, Owner (Appraisal/Assessment businesses)
- Certified MWOB (Minority/Women-Owned Business): RTC/Resolution Trust Corporation, Washington, D.C.
- Qualified as Expert Witness in Real Estate Appraisal, 20th Judicial Circuit Court, Collier County, Florida
- Member – Traverse City Elks Organization (Lodge #323)
- Member – Traverse City Area Chamber Commerce
- 2005 Leadership Grand Traverse Graduate–Traverse City Area Chamber Commerce
- Staff Member for 8 Years: Camp Roy-El (Volunteer organization for handicapped)
- Volunteer/Sponsor: United Way, Boys & Girls Club, Traverse City Area Community Living Center, Big Brothers Big Sisters, Grand Traverse Pavilions, Cherry Festival,...

Other

Owner: Watson Appraisal Services (W.A.S.), Traverse City, Michigan (1993-Present)
Owner/Member: TC Business LLC & Equity Appraisal Services LLC (2009-Present)
Office Manager - Two Guys from Traverse; Colonial Self-Storage; Roger Watson, Attorney (1997-2010)
Owner: Watson Appraisal Services, Naples, Florida (1993-2010)
Manager: Enterprise Industrial Park, Naples, Florida (1993-1997)
Appraiser, AppraisalFirst, Fort Myers, Florida (1991-92)
Licensed Broker/Sales Associate, Howard Hanna Real Estate Services, Naples, Florida (1990-91)
Commercial/Industrial Appraiser- V-Lee Realty, Inc., Naples, Florida (1989-91)
Researcher/Appraiser – MAI Firm (Kushman Stokes Armalavage, Inc), Naples, Florida (1986-89)

BIOGRAPHIC DATA

Born: Traverse City, Michigan – 4th generation.
Family background – Real Estate Management, Development, & Law