

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD STUDY SESSION
October 11, 2016 at 4:15 p.m.**

AGENDA

ORDER OF BUSINESS

Call meeting to order

Roll call of Board Members

1. **Business to come before the Board**
 - a. **Discussion regarding the 2017 Township Budget**
2. **Public Comment**
3. **Adjournment**

Lanie McManus, Township Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

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, or TDD #922-4412.

October 6, 2016 TBSS

CHARTER TOWNSHIP OF GARFIELD TOWN BOARD MEETING

Tuesday, October 11, 2016, 6:00 pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

A G E N D A

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 – September 27, 2016 (Recommend Approval)

b. Bills -

General Fund

\$ 175,542.36

(Recommend Approval)

Gourdie-Fraser	
Developer's Escrow Fund	\$ 2,500.00
Utility Receiving Fund	<u>862.50</u>
Total	\$ 3,362.50

- c. MTT Update (Receive and File)
- d. PD 2016-60 - Crown Transient Residential Dwellings – Introduce and schedule for Public Hearing on November 15, 2016 (Recommend Approval)

4. Correspondence

- a. Letters from Crown Neighborhood

5. Reports

- a. Construction Report (Gourdie-Fraser)
- b. Sheriff's Report
- c. County Commissioner's Report
- d. Treasurer's Report
- e. Clerk's Report
- f. Supervisor's Report

6. Unfinished Business

- a. Presentation by Jim Cook, Manager, Grand Traverse County Road Commission

7. New Business

- a. Consideration of Request to add Delinquent Special Assessments to the Winter Tax Roll
- b. Consideration of Recommendation for RFP Acceptance – Boardman Valley Nature Preserve Improvements

8. Public Comment

9. Other Business

10. Adjournment

Lanie McManus, Clerk

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**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
September 27, 2016**

Chuck Korn called the Town Board Meeting to order on September 27, 2016 at 6:00 p.m. at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Denise Schmuckal, Kit Wilson, Lanie McManus, Jeane Blood Law, and Chuck Korn

Absent and Excused: Bob Featherstone

1. Public Comment (6:01)

None

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

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

Yeas: Agostinelli, Schmuckal, Wilson, McManus, Blood Law, Korn

Nays: None

3. Consent Calendar (6:01)

a. Minutes

September 13, 2016 Meeting (Recommend Approval)

b. Bills

General Fund	\$64,457.18
(Recommend Approval)	

c. Grand Traverse County 2016 Equalization Report (Receive and File)

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

Yeas: Schmuckal, Blood Law, Wilson, Agostinelli, McManus, Korn

Nays: None

4. Items removed from the Consent Calendar (6:03)

None

5. Correspondence (6:03)

a. Chamber Pints and Politics Invite – October 6th

6. Reports**a. Sheriff's Department Report (6:03)**

Deputy Chris Barsheff said statistics were not available yet and he hopes the matter will be fixed soon. The department has been busy with attendance at the Prepare Fair, Shields of Hope at Great Wolf Lodge and car seat safety checks. There have been ongoing bike patrols on the trails and school lock down drills. The sheriff's patrols have implemented Hot Spot patrols which focus on problem areas in the county. Detectives are busy handling fraud and embezzlement cases. Active shooter training has been relevant with recent mall violence events elsewhere and they will continue to train to be prepared.

c. County Commissioner's Report (6:11)

County Commissioner Alisa Kroupa reported that the county approved appraisals and the possible sale of two properties, one in Garfield Township. They might like the parcel on Keystone Road rezoned for easier sale. The county went through a Sheriff's Department audit and the next step is a meeting with the sheriff and undersheriff. CPO contracts were also discussed as part of the audit.

d. Clerk's Report (6:21)

McManus said that ballots came in on Friday and her office is busy working on test decks and running the preliminary ballot test. They hope to begin sending out absentee ballots on Thursday.

e. Supervisor's Report (6:22)

Korn reported that the traffic safety committee met and MDOT is doing a traffic study along US 31 in order to better time traffic lights. The County Road Commission is doing same thing along S. Airport Road. He attended a meeting and discussed Northflight Ambulance Service in the townships. Korn met with officials regarding the Cass Road Drain and will assist in transitioning to a new drain commissioner. He attended the Buffalo Ridge Trail ribbon cutting, as well as, a Policy Forum in Grand Rapids.

7. Unfinished Business**a. Public Hearing – 2017 Charter Township of Garfield Millage Rate (6:27)**

The 2017 millage rate will be set at 2 mills for the township and 2.35 mills for Metro Fire Operations. Korn opened the Public Hearing at 6:27 p.m. Seeing no one wishing to speak, the Public Hearing was closed. Board members noted that the millage rate is staying the same as last year.

Schmuckal moved to approve the 2017 millage rate to be set at 2 mills for the township and 2.35 mills for Metro Fire Operations. Wilson supported the motion.

Yeas: Schmuckal, Wilson, McManus, Blood Law, Agostinelli, Korn

Nays: None

b. Discussion and Consideration of Resolution 2016-25-T, the 2017 Budget Resolution for Grand Traverse Metro Emergency Services Authority Charter Township of Garfield, County of Grand Traverse, Michigan (6:30)

Korn said that he spoke with the Grand Traverse Metro Fire Attorney and this resolution was deemed to be unnecessary.

8. New Business: (6:30)

None

9. Public Comment: (6:30)

Alisa Kroupa said that Medalie Park has been chosen by the Parks Department for the development team's project for next year. She stated that there have been security issues in that park and the county would like to come up with ideas so that the park will be used more. She went on to say that it was a good first season with rentals of kayaks and bikes at Medalie Park.

10. Other Business: (6:33)

Blood Law commented on the CPO contract and hopes it will not be an issue again this year. She added that Metro Ambulance service may need to be reviewed as well as the contract with Metro Fire.

Board members scheduled a study session on Oct 11th at 4:15 p.m. to discuss the budget for 2017.

Korn said that the Lucky's market project is moving forward, but that he hasn't heard anything Official from either Dick's or Rouse on the Dicks's Sporting Goods development.

11. Adjournment: (6:37)

Korn moved to adjourn the meeting at 6:37 pm.

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

Lanie McManus, Clerk
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN General						
09/29/2016	GEN	35332	MISC	AJ'S EXCAVATING LLC	BUFFALO RIDGE TRAIL PHASE II	155,090.46
09/29/2016	GEN	35333	0025	BOB PETERSON CODE SERVICES	EDUCATION	336.00
09/29/2016	GEN	35334	0064	CITY OF TRAVERSE CITY	170975-120456	36.00
09/29/2016	GEN	35335	0375	FIFTH THIRD BANK	5473785477000478	851.16
09/29/2016	GEN	35336	0001	GARFIELD CHARTER TOWNSHIP	HSA	155.00
09/29/2016	GEN	35337	0086	GRAND TRAVERSE COUNTY TREAS	ORTHO-IMAGERY	1,409.27
09/29/2016	GEN	35338	MISC	INFOGRAPHICS	GEO CONNECTOR & TRAINING	2,075.00
09/29/2016	GEN	35339	0050	INTEGRITY BUSINESS SOLUTIONS	ENVELOPES	83.97
09/29/2016	GEN	35340	0911	KLM LANDSCAPE	AUGUST LAWN CARE	425.00
09/29/2016	GEN	35341	0911	KLM LANDSCAPE	AUGUST LAWN CARE PARK	1,125.00
09/29/2016	GEN	35342	0557	MAPLE RIVER DIRECT MAIL	BALLOT MAILING @ .452	1,029.07
09/29/2016	GEN	35343	0498	NORTHERN MI JANITORIAL SUP	SUPPLIES	392.55
09/29/2016	GEN	35344	0568	NORTHERN OFFICE EQUIP	SVC CONTRACT	498.71
09/29/2016	GEN	35345	0901	OTWELL MAWBY, P.C.	ASBESTOS ABATEMENT	650.00
09/29/2016	GEN	35346	0926	PLIC - SBD GRAND ISLAND	EMPLOYEE HEALTH	1,240.88
09/29/2016	GEN	35347	0915	SUPERFLEET	GAS	232.44
09/29/2016	GEN	35348	0391	THE GUARDIAN	INSURANCE	925.30
09/29/2016	GEN	35349	0202	UNITED WAY	UNITED WAY	85.00
09/29/2016	GEN	35350	0006	VRTAC	DEFERRED COMP	1,909.00
10/04/2016	GEN	35351	0130	ANNE WENDLING	CONTRACTED SVCS	346.50
10/04/2016	GEN	35352	0064	CITY OF TRAVERSE CITY	170975-94720	661.90
10/04/2016	GEN	35353	0048	CONSUMERS ENERGY	ELECTRIC	165.47
10/04/2016	GEN	35354	0190	GILL-ROY'S HARDWARE	SUPPLIES	13.66
10/04/2016	GEN	35355	0050	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES	29.94
10/04/2016	GEN	35356	0434	LAND INFORMATION ACCESS ASSOC	WEBSITE SUPPORT	32.50
10/04/2016	GEN	35357	0134	NORTHERN FIRE AND SAFETY	ANNUAL FIRE EXT. INSPECTION	48.00
10/04/2016	GEN	35358	0224	PLANNING & ZONING CENTER	P & Z NEWS	340.00
10/04/2016	GEN	35359	0472	RUBY CLEANING SERVICE	CONTRACTED SVCS	1,430.20
10/04/2016	GEN	35360	0472	RUBY CLEANING SERVICE	CONTRACTED SVCS	225.00
10/04/2016	GEN	35361	0395	SPECTRUM BUSINESS	INTERNET	75.00
10/04/2016	GEN	35362	0209	STATE OF MICHIGAN (P)	SITW	3,624.38

GEN TOTALS:

Total of 31 Checks: 175,542.36
 Less 0 Void Checks: 0.00
 Total of 31 Disbursements: 175,542.36



Engineering
Surveying
Testing &
Operations

123 West Front Street
Traverse City, Michigan 49684
231 946 5874
231 946 3703

3. b.

September 30, 2016

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

I. Developer's Escrow Fund

1. Engineering consulting services for storm water review. North Bay Produce Project# 16029C Invoice No. 160293128	500.00
2. Engineering consulting services for storm water review. Serra Auto Project# 16029C Invoice No. 160293129	1,000.00
3. Engineering consulting services for storm water review. 3050 Logan Valley, Escrow# 215.824 Project# 16029C Invoice No. 160293130	500.00
4. Engineering consulting services for storm water review. Drury Construction, Escrow# 214-854 Project# 16029C Invoice No. 160293131	500.00
Total	2,500.00

II. Utility Receiving Fund

1. Engineering consulting services for review of design plans and meeting. Cass Road Drainage District Project# 16029C Invoice No. 160293128	502.50
2. Engineering consulting services for utility research, budgets to connect water/sewer, mtg. 72 Acre Herkner Road Parcel Project# 16029C Invoice No. 160293129	360.00
Total	862.50

GRAND TOTAL **\$3,362.50**

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

September 30, 2016
Project No. 16029C
Invoice No. 160293130

Re: Developer Escrow – Storm Water Review - North Bay Produce

Services Performed: General engineering consulting services for storm water review of developer plans for compliance with storm water ordinance and letter addressing corrections / approval for township distribution.

Professional Services from August 28, 2016 to September 30, 2016

Fee	500.00
Total this Invoice	\$500.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

September 30, 2016
Project No 16029C
Invoice No 160293131

Re: Developer Escrow – Storm Water Review - Serra Auto

Services Performed: General engineering consulting services for storm water review of developer plans for compliance with storm water ordinance and letter addressing corrections / approval for township distribution

Professional Services from August 28, 2016 to September 30, 2016

Fee	1,000.00
Total this Invoice	\$1,000.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

September 30, 2016
Project No: 16029C
Invoice No 160293133

Re: Developers Escrow #214 854 – Storm Water Review Drury Construction

Services Performed: General engineering consulting services for storm water review of developer plans for compliance with storm water ordinance and letter addressing corrections / approval for township distribution

Professional Services from August 28, 2016 to September 30, 2016

Fee	500.00
Total this Invoice	\$500.00

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

September 30, 2016
Project No: 16029C
Invoice No: 160293128

Re: General Utilities - Cass Road Drainage District Improvements

Services Performed: General engineering consulting services for review of design plans and meeting.

Professional Services from August 28, 2016 to September 30, 2016

Professional Personnel

	Hours	Amount
Sr Project Manager	2.00	
Project Manager	1.50	
Design Engineer	1.00	
Totals	4.50	
Total Labor		502.50
Total this Invoice		\$502.50

Invoice



Gourdie-Fraser, Inc.
123 West Front Street, PO Box 927
Traverse City, MI 49685-0927
Phone: 231-946-5874, Fax: 231-946-9634
VISA/MASTERCARD Accepted, Due Upon Receipt
A/R email: melanie@gfa.tc

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

September 30, 2016
Project No: 16029C
Invoice No: 160293129

Re: General Utilities - 72 Acre Herkner Road Parcel

Services Performed: General engineering consulting services for utility research, budgets to connect to water/sewer and attend meeting with owner.

Professional Services from August 28, 2016 to September 30, 2016

Professional Personnel

	Hours	Amount
Sr Project Manager	3.00	
Totals	3.00	
Total Labor		360.00
Total this Invoice		\$360.00

Prepared for Gan...wp Board
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3. C.

Docket #	Parcel No(s)	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable	
1 16-003456	008-022-20	Brookside Commons LP	4155 Sprucewood Dr	2016	\$ 3,068,500	\$ 3,068,500	\$ 1,800,000	\$ 1,800,000	\$ (1,268,500)	\$ (1,268,500)	8/12/16 Rec'd Order of Dismissal
2 15-001617	008-027-00	Baruch SLS Inc	4841 N Long Lake Rd.	2015	\$ 359,400	\$ 359,400	\$ -	\$ -	\$ (359,400)	\$ (359,400)	-41%
	008-027-10	Baruch SLS Inc	4825 N Long Lake Rd	2015	\$ 141,900	\$ 141,900	\$ -	\$ -	\$ (141,900)	\$ (141,900)	
	008-028-00	Baruch SLS Inc	4885 N Long Lake Rd	2015	\$ 419,400	\$ 419,400	\$ -	\$ -	\$ (419,400)	\$ (419,400)	12/9/15 Rec'd order to place case in abeyance until Supreme Court decides on the Saginaw Co case.
	900-363-98	Cherry Hill Haven	4885 N Long Lake Rd	2015	\$ 5,500	\$ 5,500	\$ -	\$ -	\$ (5,500)	\$ (5,500)	
	008-027-00	Baruch SLS Inc	4841 N Long Lake Rd.	2016	\$ 926,200	\$ 926,200	\$ -	\$ -	\$ (926,200)	\$ (926,200)	
	008-027-10	Baruch SLS Inc	4825 N Long Lake Rd	2016	\$ 334,300	\$ 334,300	\$ -	\$ -	\$ (334,300)	\$ (334,300)	
	008-028-00	Baruch SLS Inc	4885 N Long Lake Rd	2016	\$ 136,000	\$ 136,000	\$ -	\$ -	\$ (136,000)	\$ (136,000)	
	900-363-98	Cherry Hill Haven	4885 N Long Lake Rd	2016	\$ 414,000	\$ 414,000	\$ -	\$ -	\$ (414,000)	\$ (414,000)	
	013-001-00	CMS Corp dba Lucky Jack's	1705 S Garfield Ave	2015	\$ 890,900	\$ 890,900	\$ -	\$ -	\$ (890,900)	\$ (890,900)	9/26/16 Added 2016
3 15-002433	013-001-00	CMS Corp dba Lucky Jack's	1705 S Garfield Ave	2015	\$ 1,253,200	\$ 1,214,655	\$ 750,000	\$ 750,000	\$ (503,200)	\$ (464,655)	3/23/16 Judgment received
	015-025-22	WODA Boardman Lake Ltd Div	2960 Feiger Ln	2016	\$ 708,300	\$ 666,499	\$ 435,000	\$ 435,000	\$ (273,499)	\$ (231,499)	10/4/16 Sent email to lead atty asking for a response to my request for withdrawal of this case.
4 16-003616	015-025-30	WODA Boardman Lake Ltd Div	Boardman Lake Dr	2016	\$ 1,739,700	\$ 1,719,441	\$ 1,065,000	\$ 1,065,000	\$ (674,700)	\$ (654,441)	8/29/16 Sent email to atty requesting appeal be withdrawn.
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2015	\$ 278,700	\$ 206,698	\$ 150,000	\$ 150,000	\$ (128,700)	\$ (56,698)	3/18/16 Rec'd dismissal
5 15-002439	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2014	\$ 203,443	\$ 203,443	\$ -	\$ -	\$ -	\$ -	16/17/16 Judgment rec'd
6 14-008072	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2013	\$ 191,800	\$ 191,800	\$ -	\$ -	\$ (191,800)	\$ (11,643)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2012	\$ 188,780	\$ 188,780	\$ -	\$ -	\$ (188,780)	\$ (11,460)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2011	\$ 184,356	\$ 184,356	\$ -	\$ -	\$ (184,356)	\$ (11,191)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2010	\$ 179,510	\$ 179,510	\$ -	\$ -	\$ (179,510)	\$ (10,896)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2009	\$ 176,510	\$ 176,510	\$ -	\$ -	\$ (176,510)	\$ (10,714)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2008	\$ 177,050	\$ 177,050	\$ -	\$ -	\$ (177,050)	\$ (10,738)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2007	\$ 169,590	\$ 169,590	\$ -	\$ -	\$ (169,590)	\$ (10,284)	
	016-054-10	Northfield Restaurant Corp	3050 N US 31 South	2007	\$ 165,780	\$ 165,780	\$ -	\$ -	\$ (165,780)	\$ (10,050)	
7 15-003858	021-009-00	Wellington Real Estate, Inc	2800 N US 31 South	2015	\$ 903,500	\$ 775,533	\$ 450,000	\$ 450,000	\$ (453,500)	\$ (325,533)	9/28/16 Rec'd Order Denying Consolidation of cases and costs
8 16-003585	021-009-00	Darden #0021670	2800 N US 31 South	2016	\$ 762,400	\$ 762,400	\$ 450,000	\$ 450,000	\$ (312,400)	\$ (312,400)	9/28/16 Sent a reminder email to atty re: settling cases **
9 016-002436	021-015-00 & Grand Traverse Mall LLC	3200 W South Airport Rd	3200 W South Airport Rd	2016	\$ 21,593,800	\$ 21,483,557	\$ 12,462,460	\$ 12,462,460	\$ (9,131,340)	\$ (9,021,097)	9/26/16 Rec'd Dept of Treasury Motion to Intervene
	021-015-70	ARCP RL Portfolio V LLC	3450 W South Airport Rd	2016	\$ 89,500	\$ 64,709	\$ 37,540	\$ 37,540	\$ (51,960)	\$ (27,169)	8/29/16 Emailed atty to get copy of valuation disclosure from merger with Brookside affiliate
	021-015-10	Airport 31 LLC	3450 W South Airport Rd	2016	\$ 21,683,300	\$ 21,548,266	\$ 12,500,000	\$ 12,500,000	\$ (9,183,300)	\$ (9,048,266)	10/4/16 Sent email to Atty. Provided values of properties with close proximity. Asked for support of their value.
11 16-002332	021-015-30	JC Penney Corp	3300 W South Airport Rd	2016	\$ 1,816,200	\$ 1,811,919	\$ 1,350,000	\$ 1,350,000	\$ (466,200)	\$ (461,919)	10/4/16 Signed Stip and returned.
	021-028-00	Red Lobster Restaurants LLC	2691 N US 31 South	2015	\$ 1,289,200	\$ 1,282,034	\$ 995,000	\$ 995,000	\$ (294,200)	\$ (287,034)	10/4/16 Found recent MITT - followed logic of Fruitport case and made offer to settle of \$1,135,400.
12 15-004009	021-028-00	Red Lobster Restaurants LLC	2691 N US 31 South	2015	\$ 567,700	\$ 567,700	\$ 350,000	\$ 350,000	\$ (217,700)	\$ (217,700)	9/28/16 Rec'd Order Denying Consolidation
13 16-003409	021-028-00	ARCP RL Portfolio V LLC	2691 N US 31 South	2016	\$ 583,800	\$ 569,403	\$ 350,000	\$ 350,000	\$ (233,800)	\$ (219,403)	9/28/16 Sent a reminder email to atty re: settling cases **
14 16-002886	021-034-00	19 Props LLC	2577 N US 31 South	2016	\$ 1,724,600	\$ 1,546,976	\$ 1,000,000	\$ 1,000,000	\$ (724,600)	\$ (546,976)	10/4/16 Sent email to Atty. Provided values of properties with close proximity. Asked for support of their value.
15 16-003352	021-043-00	Fifth Third Bank	3535 W South Airport Rd	2016	\$ 1,320,600	\$ 661,653	\$ 300,000	\$ 300,000	\$ (1,020,600)	\$ (361,653)	10/4/15 sent email to Atty asking for justification for appeal w/support for current AV.
16 16-002295	022-009-30 & Emerald Creek Partners LLC	2516 Crossing Cir	2516 Crossing Cir	2016	\$ 2,519,200	\$ 2,445,715	\$ 1,500,000	\$ 1,500,000	\$ (1,019,200)	\$ (945,715)	10/4/16 Sent email to Atty w/support for my values. Requested Inc/Exp Stmt for 2013, 2014 and 2015.
	022-009-35	Red Lobster	2516 Crossing Cir	2016	\$ 165,100	\$ 121,266	\$ 100,000	\$ 100,000	\$ (65,100)	\$ (21,266)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,684,300	\$ 2,566,981	\$ 1,600,000	\$ 1,600,000	\$ (1,084,300)	\$ (966,981)	
		Best Buy	2516 Crossing Cir	2016	\$ 1,320,600	\$ 661,653	\$ 300,000	\$ 300,000	\$ (1,020,600)	\$ (361,653)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,519,200	\$ 2,445,715	\$ 1,500,000	\$ 1,500,000	\$ (1,019,200)	\$ (945,715)	
		Best Buy	2516 Crossing Cir	2016	\$ 165,100	\$ 121,266	\$ 100,000	\$ 100,000	\$ (65,100)	\$ (21,266)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,684,300	\$ 2,566,981	\$ 1,600,000	\$ 1,600,000	\$ (1,084,300)	\$ (966,981)	
		Best Buy	2516 Crossing Cir	2016	\$ 1,320,600	\$ 661,653	\$ 300,000	\$ 300,000	\$ (1,020,600)	\$ (361,653)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,519,200	\$ 2,445,715	\$ 1,500,000	\$ 1,500,000	\$ (1,019,200)	\$ (945,715)	
		Best Buy	2516 Crossing Cir	2016	\$ 165,100	\$ 121,266	\$ 100,000	\$ 100,000	\$ (65,100)	\$ (21,266)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,684,300	\$ 2,566,981	\$ 1,600,000	\$ 1,600,000	\$ (1,084,300)	\$ (966,981)	
		Best Buy	2516 Crossing Cir	2016	\$ 1,320,600	\$ 661,653	\$ 300,000	\$ 300,000	\$ (1,020,600)	\$ (361,653)	
		Best Buy	2516 Crossing Cir	2016	\$ 2,519,200	\$ 2,445,715	\$ 1,500,000	\$ 1,500,000	\$ (1,019,200)	\$ (945,715)	
		Best Buy	2516 Crossing Cir	2016	\$ 165,100	\$ 121,266	\$ 100,000	\$ 100,000	\$ (65,100)	\$ (21,266)	
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		Best Buy	2516 Crossing Cir	2016	\$ 2,519,200	\$ 2,445,715	\$ 1,500,000	\$ 1,500,000	\$ (1,019,200)	\$ (945,715)	

MTT ()
 Prepared for Garfield Twp Board

2012	TOTALS:	\$ 195,547	\$ 184,356	\$ (11,191)
2013	TOTALS:	\$ 200,240	\$ 188,780	\$ (11,460)
2014	TOTALS:	\$ 203,443	\$ 191,800	\$ (11,643)
2015	TOTALS:	\$ 3,929,300	\$ 1,700,000	\$ (2,229,300)
2016	TOTALS:	\$ 38,271,800	\$ 21,845,000	\$ (16,426,800)
SETTLED VALUES:				
		2007	\$ (10,050)	\$ (10,050)
		2008	\$ (10,284)	\$ (10,284)
		2009	\$ (10,738)	\$ (10,738)
		2010	\$ (10,714)	\$ (10,714)
		2011	\$ (10,896)	\$ (10,896)
		2012	\$ (11,191)	\$ (11,191)
		2013	\$ (11,460)	\$ (11,460)
		2014	\$ (11,643)	\$ (11,643)
		2015	\$ (403,200)	\$ (403,200)
		2016	\$ (364,655)	\$ (364,655)

		Garfield Potential Tax Loss	
		2007	\$ (33,52)
		2008	\$ (27,50)
		2009	\$ (28,72)
		2010	\$ (28,65)
		2011	\$ (25,47)
		2012	\$ (26,16)
		2013	\$ (26,78)
		2014	\$ (27,21)
		2015	\$ (3,981.57)
		2016	\$ (30,499.94)
		2007	\$ (33,52)
		2008	\$ (27,50)
		2009	\$ (28,72)
		2010	\$ (28,65)
		2011	\$ (25,47)
		2012	\$ (26,16)
		2013	\$ (26,78)
		2014	\$ (27,21)
		2015	\$ (729.31)
		2016	\$ -
		ACTUAL TWP TAX LOSS	
		2007	\$ (33,52)
		2008	\$ (27,50)
		2009	\$ (28,72)
		2010	\$ (28,65)
		2011	\$ (25,47)
		2012	\$ (26,16)
		2013	\$ (26,78)
		2014	\$ (27,21)
		2015	\$ (729.31)
		2016	\$ -

** 7/20/16 Spoke with attorney today regarding these appeals. I had provided supporting data for my values back in March, but had not heard back from him. He has shared my data with his clients, and has told them that it appears to be valid. The clients are contemplating whether it will be worthwhile to have an appraisal done, and go through the trial process. He indicated he would press them for an answer and get back with me next week.

		Charter Township of Garfield	
		Planning Department Report No. 2016-60	
Prepared:	October 6, 2016	Pages:	1 of 4
Meeting:	October 11, 2016 – Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Major Amendment Request – Crown PUD		
Applicant:	Tom Piehl, Architect, PLC		
Owner:	Green Hills Inc		
File No.	SUP-1990-10-L - Crown Transient Residential Dwellings		

SUBJECT PROPERTY:

The subject parcel is within the Crown Planned Unit Development (PUD) on West Silver Lake Road. The PUD has an underlying zoning of A-1, Agricultural. (A map is included on Page 4).

PURPOSE OF APPLICATION:

The application requests the ability to recognize four "stay and play" commercial units as a potentially allowable use at 2420 West Crown Drive, within the Crown PUD. If the current application is approved, then the applicant would then be required to obtain future Special Use Permit approval from the Planning Commission.

PROCEDURE:

The application is considered a major amendment to the PUD, which requires a Planning Commission recommendation and eventual approval or denial by the Township Board. At this point, the Planning Commission has held two public hearings, adopted a finding of fact in support of approval, and recommended approval of the application to the Township Board.

Prior to the Board making any decision on the matter, it must also schedule a public hearing. Therefore, the purpose of this agenda item on October 11th will be to introduce and discuss the application, and potentially schedule a public hearing on November 8, 2016.

STAFF COMMENT:

This application is considered a request to allow additional commercial uses within the Crown PUD as a complementary and supplementary use to the existing golf course. The proposed "stay and play" units would be seasonally marketed as rental units to golfers who are playing the Crown between May 1 and October 31 of each year. Outside of that time period, the commercial use could not be rented for periods of less than 30 consecutive days.

Throughout the course of the application, the Planning Commission wanted to make it clear that this is considered a commercial use, and is not an exception to the Township's prohibition on short term rentals in residential zones. In a PUD, the Township may authorize uses which are not allowed by the underlying zoning district (*Ref: §426.E.1*), which has already occurred at this mixed-use development.

HISTORY OF APPLICATION:

- May 11, 2016. The application was introduced as an amendment to remove the existing clubhouse building at East Crown Drive and replace it with a new structure. The proposed facility would contain a new community gathering space and outdoor pool/spa, a project development office, and four "stay and play" dwelling units.
- June 8, 2016. A public hearing was held on the request but action on the request was not taken.
- July 13, 2016. The applicant presented proposed changes to the application in response to previous feedback from both the public and the Planning Commission. The primary change was to shift the stay-and-play units to West Crown Drive, in proximity to the primary golf course clubhouse and Mulligan's restaurant. However, it was unclear in the application but came up during the meeting that the applicant still intended to rebuild the East Crown Drive facility as a part of the major amendment application. Due to this confusion and remaining concerns over allowing that use, the application was again postponed.
- August 10, 2016. The applicant presented a revised request to omit all consideration of 2400 East Crown Drive from the current amendment request. The full scope of the revised request is now to build four transient stay-and-play units at 2420 West Crown Drive, within the Crown Townhouse Condominium and close to the pro shop and Mulligan's Restaurant. The Planning Commission then scheduled a public hearing on the revised application for September 14, 2016.
- On September 14, 2016, the Planning Commission held a public hearing and then directed Staff to prepare findings in support of approval of the application, subject to a limitation of May 1 to October 31 for the stay-and-play function while allowing the units to be rented for periods of not less than thirty (30) consecutive days outside of that time period. Those findings are attached.
- On September 28, 2016, the Planning Commission adopted findings of fact, and then recommended that the Board approve the project subject to conditions.

PUBLIC COMMENT:

Members of the Crown community have been actively involved in this application. As noted above, the Planning Commission has held two public hearings. A primary result of public comment was to move the proposed location of the use from the old clubhouse at East Crown Drive, to a location in closer proximity to the existing commercial areas of the site on West Crown Drive.

The Planning Commission eventually felt that allowing the use at West Crown Drive was a reasonable compromise to protect the residential areas of the site, while also affording the developer the ability to construct a use which will help support the golf course.

PLANNING COMMISSION ACTIONS:

Following discussion and minor changes as reflected in the draft meeting minutes;

MOTION by RACINE, seconded by WILSON: THAT the Finding of Fact for Major Amendment Application SUP-1990-10-L, to identify four "stay-and-play" units as a "generally acceptable use" at the Crown Townhouse Condominium within the Crown Planned Unit Development, BE APPROVED as amended. MOTION CARRIED.

Following discussion and minor changes reflected in the draft meeting minutes;

MOTION by WILSON, seconded by RACINE: THAT Major Amendment Application 1990-10-L, to identify four "stay-and-play" units as a "generally acceptable use" at the Crown Townhouse Condominium (being PIN#05-092-(005 through 008)-00) within the Crown Planned Unit Development, be RECOMMENDED FOR APPROVAL to the Township Board subject to the following conditions:

1. The "stay-and-play" transient use shall be limited to golfers who are playing The Crown Golf Club between May 1 and October 31 of each calendar year. Outside of that defined time period, the units may not be rented for periods of than thirty (30) consecutive calendar days.
2. Final review and approval of the stay-and-play units shall be submit to Special Use Permit.
3. The applicant shall provide two (2) full sized plan sets, one (1) 11x17" 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.
4. 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 ninety (90) days of final approval by the Township or approval shall be considered to have expired.

MOTION CARRIED.

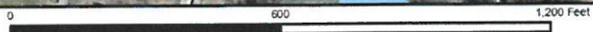
ACTION REQUESTED:

The first purpose of the meeting will be to invite applicant presentation, followed by Board discussion. As noted above, an additional public hearing will be required prior to taking any action on the request. If the Board is prepared to schedule that public hearing, then the following motion is recommended:

THAT application SUP 1991-10-L for a Major Amendment to the Crown PUD, be scheduled for a public hearing on November 15, 2016.

Attachments:

Planning Commission Adopted Finding of Fact and DRAFT Planning Commission Minutes - September 28, 2016



Crown PUD Major Amendment Request

Legend

Parcel_2016

This map is based on digital databases prepared by Garfield Township. The Township does not warrant expressly or impliedly that the information on this map is current or personally accurate. Always contact a surveyor to be sure of where your property lines are located.

Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684
Phone: 231.941.1620
Fax: 231.941.1688
www.garfield-twp.com



NOT A LEGAL SURVEY

Garfield Township Planning Dept: 10/6/2016

**CHARTER TOWNSHIP OF GARFIELD
PLANNING COMMISSION MEETING
September 28, 2016**

Call Meeting to Order: Chair Racine called the meeting to order at 7:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Roll Call of Commission Members:

Present: Kit Wilson, Chris DeGood, John Nelson, Gil Uithol, Pat Cline, Joe Robertson, and John Racine

Staff Present: Brian VanDenBrand

1. Review and Approval of the Agenda – Conflict of Interest (7:01)

Uithol moved and Wilson seconded to approve the agenda as presented.

Yeas: Uithol, Wilson, Nelson, DeGood, Cline, Robertson, Racine

Nays: None

2. Minutes (7:01)

a. September 14, 2016 Regular Meeting Minutes

DeGood moved and Robertson seconded to adopt the Regular Meeting Minutes of September 14, 2016 as amended noting that the names of the Progressive AE consultants should be Lazdins and Kline; and that Nelson is misspelled in item #1.

Yeas: DeGood, Robertson, Nelson, Cline, Uithol, Wilson, Racine

Nays: None

3. Correspondence (7:02)

None

4. Reports (7:02)

Township Board Report

Wilson had no report.

Planning Commissioners

Nelson said that he attended the ribbon cutting ceremony formally opening the new bridge on Cass Road. The first person to cross the new bridge was former County Commissioner Jack Robinson in his 1954 John Deere Tractor.

Chris DeGood said he attended the ribbon cutting for the Buffalo Ridge Trail.

Planning Department

5. **Business to Come Before the Commission**

a. **PD 2016-59 Bill Marsh Tech Center Findings of Fact (7:04)**

The application requests a special use permit to allow the construction of a 2,400 square foot used vehicle sales office on the property at 1780 Barlow Street. Automobile dealerships can be authorized by special use permit in the I-G (General Mixed-Use Industrial Business) District. The application also proposes a 3,800 square foot addition to an existing body and repair shop. This application was introduced on August 10, 2016 and a public hearing was held on September 14, 2016.

Wilson moved and Cline supported THAT the Findings of Fact in support of approval of application SUP-2016-03, Bill Marsh Tech Center, BE ADOPTED.

*Yeas: Wilson, Cline, DeGood, Uithol, Robertson, Nelson, Racine
Nays: None*

Wilson moved and Robertson seconded THAT the application for Special Use Permit #2016-03, Bill Marsh Tech Center, BE APPROVED subject to the following conditions:

- 1) *The applicant shall attempt to relocate the mountain ash tree which is in the proposed parking lot. If the relocated tree is not in a healthy living condition after one (1) year, then the applicant will work with staff to establish two (2) appropriate replacement trees in its place.*
- 2) *The applicant shall provide two (2) full sized plan sets, one (1) 11x17" 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 ninety (90) days of final approval by the township or approval shall be considered to have expired.*

*Yeas: Wilson, Robertson, Cline, Uithol, DeGood, Nelson, Racine
Nays: None*

b. **PD 2016-56 Crown PUD Amendment – Findings of Fact (7:07)**

The applicant has requested to build four transient stay and play units at 2420 West Crown Drive within the Crown Townhouse Condominium and in close proximity to the pro shop and Mulligan's Restaurant. On September 14th, the Planning Commission held a public hearing and then

directed staff to prepare Findings of Fact in favor of the application subject to limitations.

Commissioners discussed the Findings of Fact and decided to make item 3d not applicable and better define language in condition #1.

First motion:

Robertson moved and Wilson supported THAT the Findings of Fact for Major Amendment Application SUP-1990-10-L, to identify four "stay and play" units as a "generally acceptable use" at the Crown Townhouse Condominium within the Crown Planned Unit Development BE APPROVED.

Yeas: Robertson, Wilson, Nelson, Uithol, DeGood, Cline, Racine

Nays: None

Nelson moved and Robertson supported THAT Major Amendment Application 1990-10-L, to identify four "stay and play" units as a "generally acceptable use" at the Crown Townhouse Condominium within the Crown Planned Unit Development, be RECOMMENDED FOR APPROVAL to the Township Board subject to the following conditions:

- 1) The "stay and play" transient use shall be limited to golfers who are playing the Crown Golf Course between May 1 to October 31 of each calendar year. Outside of that defined time period, the units may not be rented for periods of less than thirty (30) consecutive calendar days.*
- 2) Final review and approval of the stay-and-play units shall be subject to Special Use Permit.*
- 3) The applicant shall provide two (2) full sized plan sets, one (1) 11x17" 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.*
- 4) 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 ninety (90) days of final approval by the township or approval shall be considered to have expired.*

Yeas: Nelson, Robertson, Uithol, DeGood, Wilson, Cline, Racine

Nays: None

7. **Public Comment (7:20)**

Joanne Brzozowski commented on the Crown PUD matter and asked for building plans.

Dorothy Grow commented on the proposed stay and play at the Crown Golf Course.

Susan Aperson commented on the proposed stay and play use.

8. **Items For Next Agenda (7:26)**

a. Grand Traverse Mall Signage

Wilson said that the Lucky's Market lawsuit has been resolved.

Planning Commissioners asked about Dick's Sporting Goods and Lucky's Market and the trail in front of the Buffalo Ridge Development.

9. **Adjournment**

Nelson moved to adjourn the meeting at 7:29pm.

Joe Robertson, Secretary
Garfield Township Planning
Commission
3848 Veterans Drive
Traverse City, MI 49684



Charter Township of Garfield

Grand Traverse County

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

Special Use Permit #1990-10-L – Crown Planned Unit Development

Major Amendment Request

Subject Property: The Crown Planned Unit Development; 2420 West Crown Dr.
Permanent Parcel Numbers: 05-019-002-10 (Parent Parcel)
05-092-(005 through 008)-00 (Crown Townhouses Condo)
Existing Special Use Permit Nos.: 80-20; 91-20; 96-1; 96-2; 2009-09; 2010-18
Request: Major Amendment to current PUD and SUP approvals
Owner/Applicant: Green Hills, Inc
Agent: Tom Piehl, Architect

Findings of Fact – Adopted by Planning Commission September 28, 2016

General Findings:

1. An application has been made for a Major Amendment to a Special Use Permit for the Crown PUD originally approved as the Green Hills PUD, SUP #80-20, and subsequently amended by the Garfield Township Board on:
 - a. February 27, 1992 as SUP #91-10; and
 - b. June 13, 1996 as SUP #96-1; and
 - c. December 12, 1996 as SUP #96-2; and
 - d. March 23, 2010 as SUP #2009-09; and
 - e. November 23, 2010 as SUP #2010-18.
2. The proposed amendment requests approval to construct four "stay and play" units within the Crown PUD. The application is considered a major amendment to the PUD, which requires a Planning Commission recommendation and eventual approval or denial by the Township Board.
3. On May 11, 2016, the application was introduced as an amendment to remove the existing clubhouse building at East Crown Drive and replace it with a new structure. The proposed facility would contain a new community gathering space and outdoor pool/spa, a project development office, and four "stay and play" units.
4. On June 8, 2016, a public hearing was held on the request but action on the request was not taken.
5. On July 13, 2016, the applicant presented proposed changes to the application in response to previous feedback. The primary change was to shift the stay-and-play units to West Crown Drive, in proximity to the primary golf course clubhouse and Mulligan's restaurant. However, it was unclear in the application but came up during the meeting that the applicant still intended to rebuild the East Crown Drive facility as a part of the major amendment application. Due to this confusion and remaining concerns over allowing that use, the application was again postponed.

6. On August 10, 2016, the applicant presented a revised request to omit all consideration of 2400 East Crown Drive from the current amendment request. The full scope of the revised request is now to build four transient stay-and-play units at 2420 West Crown Drive, within the Crown Townhouse Condominium and close to the pro shop and Mulligan's Restaurant. The Planning Commission then scheduled a public hearing on the revised application for September 14, 2016.
7. Following a public hearing on September 14, 2014, the Planning Commission adopted a motion to direct Staff to prepare Findings of Fact to allow the stay-and-play use for the period of time between May 1 and October 31st of each calendar year, and to allow monthly rentals for the period outside of that time period.

Section 426.E Approval Criteria

In its review of an application the Township shall, at a minimum, consider the criteria as defined in § 426.E.(1) Scope of Authority - Uses through § 426.E.(4) Criteria.

(1) Scope of Authority - Uses

A planned unit development may include any principal and other use(s) permitted by right, permitted under special condition or permitted by special use permit in the zoning district where the land is located. The Township Board may also authorize principal and other uses not permitted in the zoning district where the land is located, provided appropriate findings of fact are made demonstrating that:

- (a) The proposed uses, within the context of the overall development plan, are harmonious and compatible with the planned uses of the site and the surrounding area, as provided for within the master plan;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the existing project includes a mix of residential and commercial uses. The Planning Commission finds that stay-and-play facilities are a customary accessory use to a golf course. Outside of the traditional golf season, the Planning Commission finds it appropriate to allow the dwelling units to be rented for periods of not less than thirty (30) consecutive days, which is consistent with regular Township Zoning Ordinance restrictions for residential properties.
 - The Planning Commission also finds that throughout the course of development review, the applicant has attempted to compromise with surrounding land owners and has shifted the location of the proposed use from East Crown Drive to West Crown Drive, in close proximity to the existing commercially-oriented area of the site.
- (b) The proposed density is in accordance with the policies and objectives set out in the master plan; and
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the proposed use does not change approved project density.
- (c) In areas where the surrounding lands have been substantially developed in accordance with a particular land use character, pattern and density, the planned unit development shall be consistent and compatible with that existing land use character, pattern and density.
 - Finding. The Planning Commission finds that this standard HAS BEEN MET for the reasons listed in Finding (1)(a), above.

(2) Scope of Authority – Dimensional Standards

A planned unit development may alter and establish lot size limits, required facilities, buffers, open space areas, density limits, setback requirements, height limits, building size limits, off-street parking regulations, landscaping rules, miscellaneous regulations, and intensity limits where such regulations or changes are consistent with the intent of this section and the Planning Commission finds that this standards set forth herein.

- Finding. The Planning Commission finds that this standard is NOT APPLICABLE because the application does not request relief from any dimensional standards.

(3) Objectives

The following objectives shall be considered in reviewing any application for a planned unit development:

- (a) To permit flexibility in the regulation of land development;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the proposed use and overall mixed-use project could not be allowed if this were not a Planned Unit Development.
- (b) To encourage innovation in land use and variety in design, layout, and type of structures constructed;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the proposed stay-and-play use is growing in popularity as an accessory and supportive use of a golf course, but would not be permitted if this were not a Planned Unit Development with established commercial uses within the project site.
- (c) To achieve economy and efficiency in the use of land, natural resources, energy, and the providing of public services and utilities;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the proposed use is within an area of the site which is already approved for commercial uses.
- (d) To encourage useful open space; to provide improved housing, employment, and shopping opportunities particularly suited to the needs of the Grand Traverse Region;
 - Finding. The Planning Commission finds that this standard is NOT APPLICABLE because the proposed location of the stay-and-play is within an area already approved for development.
- (e) To encourage the innovative use, re-use, and improvement of existing sites and buildings; and
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because the proposed use is supportive of the existing golf course use and is located within a presently approved and existing building site and commercial area.
- (f) To permit development in accordance with the policies and objectives of the Charter Township of Garfield Master Plan.

- Finding. The Planning Commission finds that this standard HAS BEEN MET because the project site is identified as a mixed-use planned development on the Township Master Plan, including residential, neighborhood commercial, golf course, and ancillary golf course uses.

(4) Criteria

In order to foster the attractiveness of a planned unit development and its surrounding neighborhoods, preserve property values, provide an efficient road and utility network, ensure the movement of traffic, implement comprehensive planning, and better serve the public health, safety, and general welfare, the following criteria apply to planned unit developments. These criteria shall neither be regarded as inflexible requirements, nor are they intended to discourage creativity or innovation.

- (a) The uses will be compatible with the natural environment, and with adjacent and surrounding land uses and properties, and will not have an adverse economic, social or environmental impact on adjacent and surrounding land uses and properties;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET because this is an existing mixed-use Planned Development. The stay-and-play units are considered a commercial use which support the existing golf course, and are proposed in the most prominent commercial area of the site, near the clubhouse and restaurant. Outside of a defined golf season of May 1 to October 31 of each calendar year, the units may be rented for no less than 30-consecutive days, which is consistent with other residential areas of Garfield Township.
- (b) The uses will be compatible with the capacity of existing public services and facilities, or of planned and feasible future public services and facilities, and such use is consistent with the public health, safety and welfare of the Township residents;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET. Issuance of land use and building permits for the stay-and-play will be subject to appropriate agency review and approval.
- (c) The uses and development are warranted by the design of additional amenities made possible with, and incorporated by, the development proposal;
 - Finding. The Planning Commission finds that this standard HAS BEEN MET as the proposed stay-and-play is a commercial amenity that would not be possible outside of the existing development approval.
- (d) Insofar as practicable, the landscape shall be preserved in its natural state by minimizing tree and soil disturbance and removal;
 - Finding. The Planning Commission finds that this standard is NOT APPLICABLE because the proposed location of the stay-and-play is within an area already approved for development.
- (e) Existing important natural, historical and architectural features within the development shall be preserved;
 - Finding. The Planning Commission finds that this standard is NOT APPLICABLE because this is an existing project site and the proposed stay-and-play would be located within an existing condominium footprint and located in close proximity to other commercial uses.

- (f) Proposed buildings shall be sited harmoniously to the terrain and to other buildings in the vicinity that have a visual relationship to the proposed buildings;
- Finding. The Planning Commission finds that this standard HAS BEEN MET because the developer has proposed to return to the Township through a Special Use Permit request to establish appropriate design and scale.
- (g) With respect to vehicular and pedestrian circulation and parking, special attention shall be given to the location and number of access points to public streets, minimizing potential motorized/non-motorized conflict points, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic, and the arrangement of parking areas that are safe and convenient and, insofar as is practicable, do not detract from the design of proposed structures and neighboring properties.
- Finding. The Planning Commission finds that this standard is NOT APPLICABLE because this is an existing project site and the proposed stay-and-play would be located within an existing condominium footprint and located in close proximity to other commercial uses.
- (h) Landscaping is provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property and, where applicable, to create a pleasant pedestrian scale outdoor environment;
- Finding. The Planning Commission finds that this standard HAS BEEN MET, because, as noted in finding (f), above, any future development would be subject to additional Special Use Permit approval. As a condition of any Special Use Permit, the Township may require landscaping to meet the intent of this requirement.
- (i) The development consolidates and maximizes useable open space;
- Finding. The Planning Commission finds that this standard is NOT APPLICABLE because this is an existing project site and the proposed use would be located within an existing condominium footprint.
- (j) The benefits of the development are not achievable under any single zoning classification; and
- Finding. The Planning Commission finds that this standard HAS BEEN MET because the mixed-use residential and commercial characteristics of this development are not achievable under any single zoning classification.
- (k) The development is compatible with the intent and purpose of the adopted master plan.
- Finding. The Planning Commission finds that this standard HAS BEEN MET because the project site is identified as a mixed-use planned development in the Township Master Plan.

October 6, 2016

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

Re: Stay & Play proposal located at W. Crown Dr.

Township Board,

The West Crown Dr. neighborhood has been attending recent Garfield Township Planning Commission meetings in an effort to protest the proposed Stay & Play hotel located within our residential community.

Surveys and supporting documentation have been submitted to the Planning Commission over the last three months. We wanted to ensure that the Township Board has the same information and documents to consider during their decision making process.

Enclosed are:

1. July 1, 2016 letter to the Planning Commission from Crown Ridge Condominium Association Board asking for rejection of the Stay & Play proposal for the East Crown location. (The subsequent proposal by the Developer was modified to the West Crown location).
2. August 18, 2016 letter to Chairman Racine of the Planning Commission with West Crown Dr. neighborhood survey of Play & Stay proposal. (81% responded negatively).
3. 9/8/16 letter to Garfield Township Planning Commission from Dorothy & Bruce Grow, new residents of the W. Crown neighborhood who are located approximately 100 yards from the proposed Stay & Play location.
4. An analysis of area golf course stay & plays developed by a West Crown resident.

Thank you,
West Crown Neighborhood

July 1, 2016

Garfield Township Planning Commission
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI. 49684

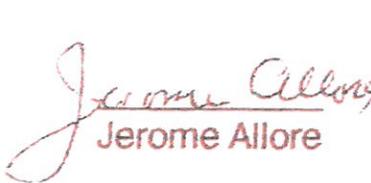
Chairman Racine:

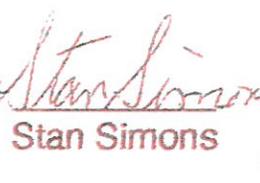
The Crown Ridge Condominium Association board, which represents 24 condo owners on East Crown Drive, has voted to oppose developer Rick Grizzel's request for changes to the Crown PUD. The requested changes to the PUD would allow the developer to build and operate a hotel on the property in question which we believe would be an inappropriate use of the land for the following reasons:

1. The operation of a hotel for transients, renting for short terms, is inconsistent with the residential nature of our neighborhood and was never considered when the PUD was written and approved. Our condo by-laws prohibit short-term rental of our own units.
2. The developer has not provided a business plan or any significant details to the Crown Ridge residents or the Planning Commission as to how the hotel will be operated, funded or policed. Such details should be provided in writing to all interested parties.
3. The developer's proposal envisions using East Crown Drive, a private road maintained by the 3 Crown condo associations, as access to the proposed facility but he has not presented a plan to deal with increased traffic on the road nor offered to reimburse the associations for maintenance costs of the road.
4. A survey of East Crown Drive residents, which has been submitted to the Planning Commission, indicates that a majority of the residents are opposed to the PUD change that would allow this development.

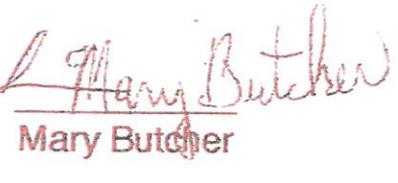
For these reasons the Crown Ridge Condominium Association asks that you reject the proposed changes to the Crown PUD at your next regularly scheduled meeting in July 2016. Under the existing PUD the developer already has a number of potentially viable options for use of the property. We would appreciate your prompt resolution of this matter. Thank you.

Sincerely,
Crown Ridge Condominium Association Board
% Grandville Management
310 W. Front St.
Traverse City, MI. 49684


Jerome Allore


Stan Simons


Jim Scamehorn


Mary Butcher


David Stout

Garfield Township Planning Commission
Charter Township of Garfield
3848 Veterans Drive
Traverse City, MI 49684

submitted to
Chairman JOHN RACINE
8/18/16

Re: Stay & Play proposal located at W. Crown Dr.

Chairman Racine,

Please review the attached information.

For the reasons identified the West Crown Neighborhood asks that you reject the Stay & Play /proposed changes to the Crown PUD at your next regularly scheduled meeting in September 2016.

Sincerely,
West Crown Neighborhood

West Crown Neighborhood Survey
Regarding proposed Stay & Play units
Conducted 8/9 & 8/10/16

Since very few, if any, of the West Crown residents were formally notified of the change of location of the proposed Stay & Play from East Crown to West Crown a survey was conducted pertaining to resident reaction of the proposal. The results of the survey are as follows:

84% of the residences on West Crown responded (27/32)

<u>Yes</u>	<u>Not Sure</u>	<u>No</u>	
3	2	22	'No's' represented 81% of the respondents

Concerns noted:

- East Crown residents rejected Stay & Play proposal previously- we have the same concerns that they presented. (See attached)
- Noise levels from party groups.
- Winter would bring increased snowmobile traffic to the neighborhood as units could be rented for winter activities.
- Lack of defined security / supervision/ parking.
- Potential of trespassing on private property.
- We thought this was a residential community when we purchased our home.
- Hotels are available down the road.
- Potential negative impact on property values.
- We purchased our new home in 2016 knowing that there were no short-term rentals in the area. We feel betrayed if we end up in close proximity to short term rentals where renters have no investment or appreciation of the behaviors and values of our close-knit group of proud homeowners.
- Will the units contribute to future Association fees?

Submitted on behalf of the West Crown Neighborhood by:

Ken & Joanne Brzozowski

2582 W. Crown Dr.

269-598-0812

To: Garfield Township Planning Commission

From: Dorothy and Bruce Grow,

2530 West Crown Drive, Traverse City MI 49685

Date: September 8, 2016

Bruce and I bought our newly built condo on West Crown Drive in May 2016. We have a fantastic eastern view of the tenth green and the eleventh tee box. We are the first home on West Crown Drive with no homes to be built to the south or west of us. We thought this would be the perfect site.

Now, we have come to find that the yet-to-be-built four-plex condo, less than 150 yards to the east of us, may become a short term rental if approved by the township. If approved, our perfect site will become a nightmare. Garfield Township officials and residents are fully aware of the partying, disturbances and problems that accompany short term rentals, especially when located within already established residential neighborhoods. If Garfield Township approves this "Stay-an-Play" within the Crown, it will be like reversing its recent decision to tighten up on illegal short term rentals.

Bruce and I are the closest residents and most negatively affected by this possible change. We will no longer be able to sit our elevated outdoor deck and enjoy our peaceful surroundings. Instead, as history shows, we will be forced to witness loud parties, irresponsible behavior and overcrowding by non-residential renters. **We ask you to honor the wishes of the vast majority of Crown residents and do not approve short term rentals in our neighborhood.**

9/29/16

GOLF COURSE STAY-N-PLAY'S

On-Site lodging Stay-n-Plays are not common revenue sources for golf courses in the Grand Traverse area. The following golf courses do not offer stay-n-plays:

Interlochen

Bay Meadows

Mistwood (sold their condos)

Twin Birch

Emerald Vale

Grandview

Bahle Farms

Sugarloaf

Three area golf courses offer **Off-Site lodging** Stay-n-Plays:

Elmbrook

Points North Resort

Cherry Tree Hotel

Lochenheath

A-Ga-Ming Condos

Manitou Passage

Homestead Resort

Three area golf courses offer **On-Site lodging** "Stay-n-play's". None of the three resemble the residential nature of the Crown community.

A-Ga-Ming

Has 45-50 privately owned condos used for stay-n-play. All of these condos are located far from the few scattered homes on the golf courses.

Crystal Mountain and Grand Traverse Resort

Have large resorts with hotels and condos focused on vacation golf, winter sports, spa, conferences and more.

Conclusion:

Four **On-Site** stay-n-play condos on the Crown Golf Course will not begin to bring in a sizable income experienced by the three courses above. Year round rental of these units may benefit the owners, but it will not “save” the golf course.

Instead of approving short term rentals within a community where 80% of the residents are opposed, the township should encourage the golf course owners to look at **Off-Site** stay-n-play packages with existing hotels. The majority of golf courses throughout the state use **Off-Site** hotel packages as a source of stay-n-play revenue.

Charter Township of Garfield**Construction Update****October 6, 2016****Water Projects****Northwest Service District – Water System Improvements**

GFA is continuing to work on the overall project with our goal to have piping, tank and booster station completed by December 2016. The status of the multiple phases are summarized below.

Tank / Remaining Watermain Installation

Soil investigation for site has been completed and awaiting report. Based upon communication with contractors, suggested to bid out tank in winter for early spring construction to get best pricing. GFA is currently pursuing easements and laying watermain to complete remaining gaps along Zimmerman Road. GFA has been out staking proposed easements and meeting with residents.

Crown Development

Project has been completed and finalizing resotratin. Final Pay application to be submitted to board next month for approval.

General Utilities**GTCRC – Oak Terrace Road Improvements**

In conjunction with the road Special Assessment the board had approved GFA to coordinate with the Road Commission to extend utilities prior to upgrades to the road. Due to high pricing, project has been delayed and anticipated to bid out in winter with intentions to get better competitive pricing from contractors.

Pump Station #3

Preconstruction meeting has been held, GFA completed shop drawings and equipment is on order. Delivery is anticipated end of this month with completion the end of November. The Board was also notified that the Township received a SAW Grant to cover the costs of the original design services for the project. GFA will work with the DEQ for reimbursement.

Sewer / Water City Contracts

GFA is working with Township and DPW on negotiations with the City of Traverse City on the Bulk Water and Sewer Agreement.

Drainage District Improvements / Cass Road 20" Watermain (exposed)

A portion of the watermain installed in 2004 that feeds the McCrae tank was found to be exposed in October 2014. The Grand Traverse Drain Commission is in the process of replacing culverts that cross the Railroad along Cass Road at Miller Creek as part of the Cass Road Drainage District Assessment to correct an existing stormwater issue for that area. GFA continues to coordinate with them, Township and Commission on fixing grading in the area in conjunction with their project to cover watermain. Final Design plans were reviewed on August and a meeting was held to discuss. Project continues to move forward with meetings scheduled monthly. Project is scheduled to start next spring.

Utility Plan Reviews

The Ridges at 45

Final walkthrough has been completed and reviewing closeout documents. Project anticipated to be recommended for turnover at next Board Meeting

North Bay Produce

Project to start next week pending DEQ sewer permit

Hammond / Commerce Lot 24 & Commons

Project is completed and awaiting final walkthrough

Stormwater Plan Reviews

The following have been completed:

North Bay Produce (M-37) Site Development

Serra Auto (Garfield Road) Site Development

North Royal Drive (Drury Construction) Office Building

Logan Valley Road Parking lot expansion

**2016 YTD State Share Revenue Plus Economic Vitality Incentive Program (EVIP)
September 2016**

State of Michigan Revenue Sharing - Constitutional & (EVIP)

Period For	2008	2009	2010	2011	2012	2013	2014	2014 Total	2015	EVIP	Total	Period For	2016	EVIP	Total	(%) of Change from 2015	Difference From 2014 to 2015
Sept-Oct PD Jan	\$ 172,218.00	\$ 167,242.00	\$ 142,433.00	\$ 143,672.00	Sept-Oct PD 10/12	\$	\$	\$	\$	\$	\$	Nov-Dec PD 3/15	\$	\$	\$		\$
Nov-Dec PD Mar	\$ 159,910.00	\$ 174,532.00	\$ 158,076.00	\$ 165,644.00	Nov-Dec PD 3/12	\$ 198,569.00	\$ 203,556.00	\$ 203,556.00	\$ 211,681.00	\$	\$	Nov-Dec PD 3/16	\$ 205,411.00	\$ 7,170.00	\$ 212,581.00	-2.86%	\$ (6,270.00)
Jan-Feb PD May	\$ 166,213.00	\$ 164,253.00	\$ 130,412.00	\$ 141,911.00	Jan-Feb PD 5/12	\$ 186,895.00	\$ 175,865.00	\$ 175,865.00	\$ 186,832.00	\$	\$	Jan-Feb PD 5/15	\$ 195,372.00	\$ 7,170.00	\$ 202,542.00	4.40%	\$ 6,540.00
Mar-Apr PD July	\$ 148,696.00	\$ 125,847.00	\$ 149,886.00	\$ 178,862.00	Mar-Apr PD 7/12	\$ 189,295.00	\$ 201,963.00	\$ 201,963.00	\$ 191,761.00	\$	\$	Mar-Apr PD 7/16	\$ 195,055.00	\$ 7,170.00	\$ 202,225.00	1.66%	\$ 3,254.00
ADJ paid July (Census)																	
May-June PD Sept	\$ 149,597.00	\$ 147,024.00	\$ 151,073.00	\$ 199,506.00	May-June PD 9/12	\$ 193,260.00	\$ 208,792.00	\$ 208,792.00	\$ 204,632.00	\$	\$	May-June PD 9/15	\$ 214,896.00	\$ 7,123.00	\$ 222,069.00	4.87%	\$ 10,314.00
July-Aug PD Dec	\$ 164,967.00	\$ 128,010.00	\$ 157,120.00	\$ 202,485.00	July-Aug PD 11/12	\$ 211,348.00	\$ 220,394.00	\$ 220,394.00	\$ 215,919.00	\$	\$	July-Aug PD 11/15	\$	\$ 7,170.00	\$ 223,089.00		\$
Sept-Oct PD Dec	\$	\$	\$	\$	Sept-Oct PD 12/12	\$ 199,734.00	\$ 223,297.00	\$ 223,297.00	\$ 216,923.00	\$	\$	Sept-Oct PD 12/15	\$	\$ 7,170.00	\$ 224,093.00		\$
TOTAL	\$ 951,603.00	\$ 905,908.00	\$ 889,000.00	\$ 1,142,076.00	TOTAL	\$ 1,239,688.00	\$ 1,233,887.00	\$ 1,248,227.00	\$ 1,227,748.00	\$ 42,973.00	\$ 1,270,721.00	TOTAL	\$ 810,734.00	\$ 28,683.00	\$ 839,417.00	3.19%	\$ 15,878.00

\$1,200,000.00	Township Budgeted for 2016
\$ 839,417.00	YTD Received From State
\$ (360,583.00)	DIFFERENCE

State Projected for 2016 (Constitutional \$ 1,240,928.00 and EVIP \$ 43,023.00 Total \$ 1,283,951.00)

Clerk's Report

For September 30,
2016

Submitted 10/05/16

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 September in the General Fund, you will find that we had a total of \$259,861.17 Revenues and \$150,966.57 Expenditures. For the year we have a total of \$2,881,597.94 Revenues and \$2,171,732.24 Expenditures.

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

Lanie McManus

Township Clerk

PERIOD EN 09/30/2016

GL NUMBER	DESCRIPTION	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	% BGT USED
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL OPERATING FUND						
Expenditures						
Dept 851-EMPLOYEE BENEFITS & INSURANCES						
101-851-701.000	WAGES	16,000.00	16,000.00	4,341.33	482.37	11,658.67
101-851-873.001	John Hancock 403B	90,000.00	90,000.00	82,360.44	0.00	7,639.56
101-851-873.010	SOCIAL SECURITY - EMPLOYER	80,000.00	80,000.00	52,243.17	7,666.53	27,756.83
101-851-873.020	VACATION & PERSONAL PAYOUT	10,000.00	10,000.00	1,293.64	0.00	8,706.36
101-851-873.030	INSURANCE - EMPLOYEE HEALTH	250,000.00	250,000.00	205,359.40	15,376.09	44,640.60
101-851-873.040	INSURANCE - EMPLOYEE LIFE	11,000.00	11,000.00	5,356.42	543.19	5,643.58
101-851-912.001	INSURANCE - LIABILITY	13,000.00	13,000.00	0.00	0.00	13,000.00
101-851-912.002	INSURANCE - WORKMENS COMP.	7,500.00	7,500.00	1,642.19	0.00	5,857.81
Total Dept 851-EMPLOYEE BENEFITS & INSURANCES		477,500.00	477,500.00	352,596.59	24,068.18	124,903.41
Dept 900-CAPITAL OUTLAY						
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	110,000.00	110,000.00	0.00	0.00	110,000.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	40,000.00	40,000.00	5,995.00	0.00	34,005.00
101-900-970.003	CAPITAL OUTLAY - COMPUTER	10,000.00	10,000.00	0.00	0.00	10,000.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	30,000.00	30,000.00	23,856.00	0.00	6,144.00
101-900-970.005	CAPITAL OUTLAY - LAND	0.00	0.00	925.98	0.00	(925.98)
Total Dept 900-CAPITAL OUTLAY		190,000.00	190,000.00	30,776.98	0.00	159,223.02
TOTAL Expenditures		3,430,556.09	3,430,556.09	2,171,732.24	150,966.57	1,258,823.85
Fund 101 - GENERAL OPERATING FUND:						
TOTAL EXPENDITURES		3,430,556.09	3,430,556.09	2,171,732.24	150,966.57	1,258,823.85
						63.31

PERIOD EN: 9/30/2016

Fund 101 - GENERAL OPERATING FUND

GL NUMBER	DESCRIPTION	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDC USED
		ORIGINAL BUDGET	AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101-TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	12,000.00	12,000.00	5,450.00	550.00	6,550.00	45.42
101-101-701.101	WAGES - FILE CLERK	22,575.52	22,575.52	18,051.42	3,158.97	4,524.10	79.96
101-101-701.102	WAGES - TRUSTEE	12,000.00	12,000.00	7,650.00	650.00	4,350.00	63.75
101-101-701.103	WAGES - TRUSTEE	12,000.00	12,000.00	4,200.00	250.00	7,800.00	35.00
101-101-701.104	WAGES - TRUSTEE	12,000.00	12,000.00	6,300.00	500.00	5,700.00	52.50
101-101-701.105	WAGES - OFFICE MANAGER	35,050.32	35,050.32	25,608.84	3,940.80	9,441.48	73.06
101-101-701.106	WAGES - RECEPTIONIST	15,793.26	15,793.26	17,627.35	2,585.39	(1,834.09)	111.61
101-101-726.000	SUPPLIES	5,000.00	5,000.00	2,870.47	530.60	2,129.53	57.41
101-101-726.001	POSTAGE	15,000.00	15,000.00	11,691.77	2,000.00	3,308.23	77.95
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	4,905.19	498.71	2,594.81	65.40
101-101-801.002	LEGAL SERVICES - TOWNBOARD	15,000.00	15,000.00	722.09	0.00	14,277.91	4.81
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	125.00	0.00	9,875.00	1.25
101-101-802.000	AUDIT AND ACCOUNTING	16,500.00	16,500.00	15,457.50	0.00	1,042.50	93.68
101-101-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	1,747.98	50.00	3,252.02	34.96
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	1,796.40	0.00	1,703.60	51.33
101-101-901.000	ADVERTISING	4,000.00	4,000.00	2,235.78	74.00	1,764.22	55.89
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	310.50	0.00	3,689.50	7.76
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,500.00	1,500.00	2,003.49	750.00	(503.49)	133.57
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	6,500.00	6,500.00	5,819.50	0.00	680.50	89.53
Total Dept 101-TOWNBOARD		215,419.10	215,419.10	134,573.28	15,538.47	80,845.82	62.47
Dept 171-TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	71,177.54	71,177.54	54,724.89	8,212.80	16,452.65	76.89
101-171-701.202	WAGES - ASST. ASSESSOR	49,562.72	49,562.72	38,083.25	5,719.20	11,479.47	76.84
101-171-701.203	WAGES - ASSESSMENT CLERK	12,131.63	12,131.63	7,699.37	1,102.01	4,432.26	63.47
101-171-701.204	WAGES - APPRAISER	49,562.72	49,562.72	38,109.06	5,719.21	11,453.66	76.89
101-171-701.205	WAGES - ASSESSOR	87,115.34	87,115.34	66,978.63	10,051.77	20,136.71	76.89
101-171-726.000	SUPPLIES	2,000.00	2,000.00	578.90	0.00	1,421.10	28.95
101-171-805.000	CONTRACTED AND OTHER SERVICES	20,000.00	20,000.00	8,598.86	1,409.27	11,401.14	42.99
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	275.40	0.00	724.60	27.54
101-171-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	170.69	0.00	829.31	17.07
101-171-900.000	PRINTING & PUBLISHING	5,700.00	5,700.00	85.00	0.00	5,615.00	1.49
101-171-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	5,878.91	556.27	121.09	97.98
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	1,800.00	1,800.00	944.40	0.00	855.60	52.47
Total Dept 171-TOWNSHIP SUPERVISOR		308,049.95	308,049.95	222,127.36	32,770.53	85,922.59	72.11
Dept 191-ELECTIONS							
101-191-701.000	WAGES	40,000.00	40,000.00	20,928.64	0.00	19,071.36	52.32
101-191-726.000	SUPPLIES	12,000.00	12,000.00	6,665.66	485.09	5,334.34	55.55
101-191-726.001	POSTAGE	8,500.00	8,500.00	5,978.15	1,032.64	2,521.85	70.33
101-191-860.000	MILEAGE	400.00	400.00	0.00	0.00	400.00	0.00
101-191-901.000	ADVERTISING	400.00	400.00	236.60	89.60	163.40	59.15
101-191-935.010	MACHINE MAINTENANCE	3,000.00	3,000.00	2,453.00	0.00	547.00	81.77
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		69,300.00	69,300.00	36,262.05	1,607.33	33,037.95	52.33
Dept 215-TOWNSHIP CLERK							

PERIOD EN: 9/30/2016

2016

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-215-701.300	WAGES - CLERK	71,177.54	71,177.54	54,724.89	8,212.80	16,452.65	76.89
101-215-701.301	WAGES - FILE CLERK	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-215-701.302	WAGES - DEPUTY CLERK	40,400.00	40,400.00	31,061.61	4,661.55	9,338.39	76.89
101-215-701.303	WAGES - ACCOUNTANT	10,000.00	10,000.00	2,245.00	0.00	7,755.00	22.45
101-215-726.000	SUPPLIES	1,000.00	1,000.00	850.17	0.00	149.83	85.02
101-215-860.300	MILEAGE - CLERK	400.00	400.00	315.90	0.00	84.10	78.98
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	16.79	0.00	483.21	3.36
101-215-960.000	EDUCATION & TRAINING	6,000.00	6,000.00	3,566.54	0.00	2,433.46	59.44
101-215-965.000	DUES & PUBLICATIONS	700.00	700.00	352.20	0.00	347.80	50.31
Total Dept 215-TOWNSHIP CLERK		138,577.54	138,577.54	93,133.10	12,874.35	45,444.44	67.21
Dept 247-BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	600.00	0.00	900.00	40.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	600.00	0.00	900.00	40.00
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	600.00	0.00	900.00	40.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		6,200.00	6,200.00	1,800.00	0.00	4,400.00	29.03
Dept 253-TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	71,177.54	71,177.54	54,724.89	8,212.80	16,452.65	76.89
101-253-701.501	WAGES - ASSISTANT	9,185.75	9,185.75	2,915.68	551.00	6,270.07	31.74
101-253-701.502	WAGES - DEPUTY TREASURER	40,400.00	40,400.00	31,061.61	4,661.55	9,338.39	76.89
101-253-726.000	SUPPLIES	2,500.00	2,500.00	1,301.22	83.97	1,198.78	52.05
101-253-726.001	POSTAGE	7,000.00	7,000.00	2,518.41	0.00	4,481.59	35.98
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	1,039.01	0.00	1,960.99	34.63
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	535.14	0.00	164.86	76.45
101-253-860.501	MILEAGE - DEPUTY TREASURER	200.00	200.00	0.00	0.00	200.00	0.00
101-253-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	583.81	0.00	1,416.19	29.19
101-253-901.000	ADVERTISING	100.00	100.00	59.08	0.00	40.92	59.08
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,316.64	95.00	2,183.36	51.48
101-253-965.000	DUES & PUBLICATIONS	500.00	500.00	70.15	0.00	429.85	14.03
Total Dept 253-TOWNSHIP TREASURER		141,563.29	141,563.29	97,125.64	13,604.32	44,437.65	68.61
Dept 258-COMPUTER SUPPORT							
101-258-726.000	SUPPLIES	6,000.00	6,000.00	1,890.88	1,695.00	4,109.12	31.51
101-258-935.015	COMPUTER SUPPORT SYSTEMS	22,000.00	22,000.00	17,950.00	1,070.00	4,050.00	81.59
101-258-935.016	COMPUTER NETWORK	4,000.00	4,000.00	770.00	210.00	3,230.00	19.25
Total Dept 258-COMPUTER SUPPORT		32,000.00	32,000.00	20,610.88	2,975.00	11,389.12	64.41
Dept 265-TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	12,000.00	12,000.00	6,155.21	947.10	5,844.79	51.29
101-265-726.003	SUPPLIES-MAINTANCE	3,500.00	3,500.00	1,975.74	392.55	1,524.26	56.45
101-265-850.000	TELEPHONE	17,000.00	17,000.00	10,572.54	1,256.21	6,427.46	62.19
101-265-920.601	HEATING / GAS	12,000.00	12,000.00	6,259.42	111.73	5,740.58	52.16
101-265-920.602	WATER / SEWER	5,000.00	5,000.00	3,167.78	1,267.92	1,832.22	63.36

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD EN 09/30/2016

2016

ORIGINAL BUDGET 2016 AMENDED BUDGET YTD BALANCE 09/30/2016 ACTIVITY FOR MONTH 09/30/16 AVAILABLE BALANCE % BDDT USED

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2016 AMENDED BUDGET	YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BDDT USED
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-920.603	LIGHTS BUILDING	13,500.00	13,500.00	8,527.36	0.00	4,972.64	63.17
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	2,020.00	0.00	7,980.00	20.20
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	5,346.99	478.00	4,653.01	53.47
101-265-935.603	CLEANING SERVICE	15,000.00	15,000.00	10,027.50	0.00	4,972.50	66.85
101-265-935.604	RUBBISH REMOVAL	1,000.00	1,000.00	711.00	79.00	289.00	71.10
101-265-935.605	BUILDING REPAIR	100,000.00	100,000.00	4,759.97	0.00	95,240.03	4.76
101-265-935.606	ELECTRONIC PROTECTION SYSTEM	1,500.00	1,500.00	1,064.25	0.00	435.75	70.95
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	6,128.61	250.00	8,871.39	40.86
Total Dept 265-TOWNSHIP HALL		215,500.00	215,500.00	66,716.37	4,782.51	148,783.63	30.96
Dept 301-POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,025,365.00	1,025,365.00	705,753.00	0.00	319,612.00	68.83
Total Dept 301-POLICE SERVICES		1,025,365.00	1,025,365.00	705,753.00	0.00	319,612.00	68.83
Dept 371-TOWNSHIP BUILDING INSPECTOR							
101-371-701.703	WAGES - BUILDING	65,941.04	65,941.04	50,698.69	7,608.57	15,242.35	76.88
101-371-701.704	WAGES - BUILDING	22,000.00	22,000.00	12,500.00	2,012.50	9,500.00	56.82
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	31.29	0.00	968.71	3.13
101-371-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	535.65	535.65	464.35	53.57
101-371-965.000	DUES & PUBLICATIONS	700.00	700.00	368.95	0.00	331.05	52.71
Total Dept 371-TOWNSHIP BUILDING INSPECTOR		91,641.04	91,641.04	64,134.58	10,156.72	27,506.46	69.98
Dept 400-PLANNING COMMISSION							
101-400-701.800	WAGES - PLANNING	2,000.00	2,000.00	1,400.00	100.00	600.00	70.00
101-400-701.801	WAGES - PLANNING	2,000.00	2,000.00	1,300.00	100.00	700.00	65.00
101-400-701.802	WAGES - PLANNING	2,000.00	2,000.00	1,100.00	100.00	900.00	55.00
101-400-701.804	WAGES - PLANNING	2,000.00	2,000.00	1,400.00	100.00	600.00	70.00
101-400-701.805	WAGES - PLANNING	2,000.00	2,000.00	1,300.00	0.00	700.00	65.00
101-400-701.806	WAGES - PLANNING	2,000.00	2,000.00	1,300.00	100.00	700.00	65.00
101-400-701.808	WAGES - PLANNING	2,000.00	2,000.00	1,000.00	100.00	700.00	50.00
101-400-801.000	LEGAL SERVICES	10,000.00	10,000.00	34,996.75	5,336.50	1,000.00	50.00
101-400-805.000	CONTRACTED AND OTHER SERVICES	5,000.00	5,000.00	4,102.00	0.00	898.00	82.04
101-400-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	15.90	0.00	984.10	1.59
101-400-901.000	ADVERTISING	2,000.00	2,000.00	749.25	189.00	1,250.75	37.46
101-400-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	1,314.40	0.00	685.60	65.72
101-400-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 400-PLANNING COMMISSION		34,500.00	34,500.00	49,978.30	6,125.50	(15,478.30)	144.86
Dept 401-TOWNSHIP PLANNER							
101-401-701.900	WAGES - PLANNER	67,658.33	67,658.33	52,016.52	7,806.72	15,641.81	76.88
101-401-701.901	WAGES - DEPUTY PLANNER	51,631.84	51,631.84	39,708.00	5,959.20	11,923.84	76.91
101-401-726.000	SUPPLIES	1,000.00	1,000.00	270.78	0.00	729.22	27.08
101-401-860.900	MILEAGE - TOWNSHIP PLANNER	150.00	150.00	0.00	0.00	150.00	0.00
101-401-860.901	MILEAGE - DEPUTY PLANNER	150.00	150.00	0.00	0.00	150.00	0.00
101-401-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	150.00	0.00
101-401-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	3,329.72	380.00	1,170.28	73.99
101-401-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	914.50	0.00	85.50	91.45

PERIOD EN: 9/30/2016

GL NUMBER	DESCRIPTION	2016		YTD BALANCE 09/30/2016	ACTIVITY FOR MONTH 09/30/16	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET				

Fund 101 - GENERAL OPERATING FUND
 Expenditures

Total Dept 401-TOWNSHIP PLANNER		128,090.17	128,090.17	96,239.52	14,145.92	31,850.65	75.13
Dept 410-ZONING BOARD OF APPEALS							
101-410-701.001	WAGES - ZONING	1,200.00	1,200.00	200.00	0.00	1,000.00	16.67
101-410-701.002	WAGES - ZONING	1,200.00	1,200.00	300.00	0.00	900.00	25.00
101-410-701.003	WAGES - ZONING	1,200.00	1,200.00	400.00	0.00	800.00	33.33
101-410-701.004	WAGES - ZONING	1,200.00	1,200.00	400.00	0.00	800.00	33.33
101-410-701.005	WAGES - ZONING	1,200.00	1,200.00	300.00	0.00	900.00	25.00
101-410-801.000	LEGAL SERVICES	10,000.00	10,000.00	8,782.30	0.00	1,217.70	87.82
101-410-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	294.50	0.00	705.50	29.45
101-410-901.000	ADVERTISING	1,000.00	1,000.00	1,688.50	313.50	(688.50)	168.85
101-410-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	234.36	0.00	765.64	23.44

Total Dept 410-ZONING BOARD OF APPEALS

Total Dept 410-ZONING BOARD OF APPEALS		19,000.00	19,000.00	12,599.66	313.50	6,400.34	66.31
Dept 412-ZONING ADMINISTRATOR							
101-412-701.601	WAGES	55,550.00	55,550.00	32,974.97	4,903.86	22,575.03	59.36
101-412-701.602	WAGES ZONING	15,000.00	15,000.00	8,765.99	1,621.00	6,234.01	58.44
101-412-726.000	SUPPLIES	1,000.00	1,000.00	838.99	29.99	161.01	83.90
101-412-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-412-860.602	MILEAGE - DEPT ZONING	150.00	150.00	0.00	0.00	150.00	0.00
101-412-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-412-965.000	DUES & PUBLICATIONS	500.00	500.00	77.00	0.00	423.00	15.40

Total Dept 412-ZONING ADMINISTRATOR

Total Dept 412-ZONING ADMINISTRATOR		74,350.00	74,350.00	42,656.95	6,554.85	31,693.05	57.37
Dept 448-STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	92,000.00	92,000.00	47,804.64	5,106.95	44,195.36	51.96

Total Dept 448-STREET LIGHTS - TOWNSHIP

Total Dept 448-STREET LIGHTS - TOWNSHIP		92,000.00	92,000.00	47,804.64	5,106.95	44,195.36	51.96
Dept 747-COMMUNITY PROMOTIONS							
101-747-880.003	COM. PROM. - TRAVERSE BAY EDC	15,000.00	15,000.00	15,000.00	0.00	0.00	100.00
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	4,741.62	0.00	15,258.38	23.71
101-747-880.008	COM. PROM. - CONTRACTED SERVI	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
101-747-880.011	COM. PROM. - P.E.G.	95,000.00	95,000.00	70,557.02	110.00	24,442.98	74.27
101-747-880.017	COM. PROM. - TV BOARD	2,500.00	2,500.00	1,125.00	0.00	1,375.00	45.00
101-747-880.018	COM. PROM. - MILFOIL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00

Total Dept 747-COMMUNITY PROMOTIONS

Total Dept 747-COMMUNITY PROMOTIONS		163,500.00	163,500.00	94,423.64	110.00	69,076.36	57.75
Dept 806-TOWNSHIP VEHICLES							
101-806-862.000	GAS & CAR WASHES	4,000.00	4,000.00	1,310.79	232.44	2,689.21	32.77
101-806-863.000	OIL CHANGES	500.00	500.00	32.15	0.00	467.85	6.43
101-806-864.000	MISCELLANEOUS	3,500.00	3,500.00	1,076.76	0.00	2,423.24	30.76

Total Dept 806-TOWNSHIP VEHICLES

Total Dept 806-TOWNSHIP VEHICLES		8,000.00	8,000.00	2,419.70	232.44	5,580.30	30.25
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GARFIELD CHARTER TOWNSHIP

7. a.



BOARD MEETING 10/11/16

TO: GARFIELD TOWNSHIP BOARD
FROM: JEANE BLOOD
SUBJECT: DELINQUENT SPECIAL ASSESSMENTS
DATE: 10/15/16

1.) REQUEST TO ADD DELINQUENT SPECIAL ASSESSMENTS TO THE WINTER TAX ROLL

Summer special assessments are due on September 1st of each year. If AN INSTALLMENT IS NOT PAID WHEN DUE, THE ASSESSMENT is delinquent and required to be put on the winter tax roll. In addition to interest as provided in section 41.727, a penalty at the rate of 1% for each month or fraction of a month, will apply along with additional penalty of 6% of the total amount past due will be added to the installment. (mcl 41.727)

As Treasurer of Charter Township of Garfield, I have certified Exhibit "A" is the delinquent Special Assessment Roll and am asking the board to direct **the supervisor to reassess the properties that are delinquent and include these delinquent special assessments on the winter tax roll.** Upon doing so it will constitute a lien upon the respective parcels.

SEE EXHIBIT "A" – SEE NAMES OF DELINQUENT PROPERTY OWNERS, ADDRESS'S AND DELINQUENT AMOUNT'S, INCLUDING MONTHLY INTEREST AND ANY PENALTY DUE.

DELINQUENT SPECIAL ASSESSMENT ROLL TOTALS FOR GARFIELD TOWNSHIP:

\$ 5,480.56	PRINCIPLE
\$ 744.67	INTEREST/PENLTY
<u>\$6,225.23</u>	<u>TOTAL</u>

Jeane Blood Law
Jeane Blood Law, Treasurer
Charter Township of Garfield

EXHIBIT "A"

10/04/2016
02:16 PM

Special Assessment Roll for Garfield Charter Twp

Page: 1/2
DB: Garfiel

Roll for 2016
Population: Special Assessment Districts 101, 102, 103, 105, 106, 109, 112)
Special Population Parcels with Installments still Owed

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Late Charge Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
UNIT 05							
DISTRICT 101							
101	28-05-145-032-00	440.00	25.30	27.92	502.53	440.00	510.96
	00-1S (862) HEARTH HAUGEN MICHELLE	0.00	9.31			33.73	
101 TOTALS: 1							
DISTRICT 102							
102		0.00	0.00	0.00	0.00	0.00	0.00
102 TOTALS: 0							
DISTRICT 103							
103	28-05-235-011-00	340.00	19.55	21.57	388.31	340.00	394.83
	99-1W (878) MEADOW MOYES MICHAEL W & LESLIE A	0.00	7.19			26.07	
103	28-05-235-030-00	340.00	19.55	21.57	388.31	340.00	394.83
	99-1W (878) MEADOW DOWLING THOMAS R & MARY KAY	0.00	7.19			26.07	
103 TOTALS: 2							
DISTRICT 105							
105	28-05-115-004-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR CHEMELLO STEVEN & KAREN	0.00	4.84			86.75	
105	28-05-120-031-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR BROWN MARY LOU & BROWN GEOFFREY	0.00	4.84			86.75	
105	28-05-120-041-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR RACINE ROGER A	0.00	4.84			86.75	
105	28-05-120-042-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR DUNSON TREVOR L & CHERYL L	0.00	4.84			86.75	
105	28-05-120-044-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR WURM STEVEN R & BRENDA J	0.00	4.84			86.75	
105	28-05-120-050-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR WYCKOFF BENJAMIN	0.00	4.84			86.75	
105	28-05-120-053-00	214.52	27.39	14.51	261.26	871.99	975.56
	12-1R (866) FOXCR SMYTH HESPER	0.00	4.84			84.22	
105	28-05-120-057-00	214.52	27.39	14.51	261.26	898.15	1,004.25
	12-1R (866) FOXCR AJA CARLENE	0.00	4.84			86.75	
105 TOTALS: 8							
		1,716.16	219.12	116.08	2,090.08	7,159.04	8,005.31
		0.00	38.72			691.47	
DISTRICT 106							
106		0.00	0.00	0.00	0.00	0.00	0.00
106 TOTALS: 0							
DISTRICT 109							
109		0.00	0.00	0.00	0.00	0.00	0.00
109 TOTALS: 0							

Population: Special Assessment District 01, 102, 103, 105, 106, 109, 112)
Special Population Parcels with Installments still Owed

Sp. District Heading	Parcel # Owner	Principal Admin Fee	Interest Penalty	Late Charge Cert Fee	Total Installment	Prin Bal Payoff Int	Total Payoff
109 (872) FORESTLANE	28-05-110-004-00 LAKE JAMES DALE & LAKE MARY LOU	264.44 0.00	0.00 5.29	15.87	285.60	1,851.07 0.00	1,872.23
109 (872) FORESTLANE	28-05-110-009-00 MASSONI MARK & BESSIE	264.44 0.00	0.00 5.29	15.87	285.60	1,851.07 0.00	1,872.23
109 (872) FORESTLANE	28-05-110-012-00 MYERS DAVID K & THOMPSON JENNIFER J	264.44 0.00	0.00 5.29	15.87	285.60	1,851.07 0.00	1,872.23
109 (872) FORESTLANE	28-05-110-016-00 CURTIS JOSEPH G (LC BUYER)	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-110-017-00 POOLE TONI L	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-110-026-00 SHAW JONATHAN B & GRETCHEN P	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-110-033-00 GRIFFITH BETH A	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-110-047-00 CHAPPELL NICHOLAS JR & SHARON TOMAR	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-110-049-00 KOUCKY WILLIAM	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 (872) FORESTLANE	28-05-350-006-00 OTTO KAY F	264.44 0.00	0.00 5.29	15.87	285.60	1,851.06 0.00	1,872.22
109 TOTALS: 10		2,644.40 0.00	0.00 52.90	158.70	2,856.00	18,510.63 0.00	18,722.23
UNIT 05 TOTALS: 21		5,480.56 0.00	283.52 115.31	345.84	6,225.23	26,789.67 777.34	28,028.16
Total Parcels: 21		5,480.56 0.00	283.52 115.31	345.84	6,225.23	26,789.67 777.34	28,028.16

Int/Pun/LateChg
283.52
115.31
345.84
744.67

0.00
5,480.56
744.67
6,225.23

 Charter Township of Garfield Planning Department Report No. 2016-61		Pages: Page 1 of 1	
Prepared:	October 6, 2016	Attachments:	<input checked="" type="checkbox"/>
Meeting:	October 11, 2016 Township Board		
Subject:	Recommendation for prime professional services for Boardman River grant		

BACKGROUND:

We have recently received our project agreement and the go-ahead to begin engineering work at the Boardman Valley Nature Preserve to implement the 2015-year Trust Fund grant. As a reminder, the grant will help to pay for the construction of a universally accessible kayak/canoe launch, vehicle parking area and turnaround, pavilion, vault toilets with changing rooms, and reconstruction of the pickleball courts.

In order to go out for construction bids, the DNR requires that the Township retain a prime engineering professional. With Jennifer Hodge's assistance, we sent out a request for proposals for these services, and received four responses.

After reviewing the responses, Jennifer prepared the attached summary sheets. As she noted, it was a close toss-up between Spicer Group and Prein & Newhof, with Spicer bidding \$25,900.00 and Prein & Newhof bidding \$26,000.00.

The Township has worked in the recent past with each of these firms. However, our experience with Spicer Group has been working on drain commission issues, while our experience in working with Prein & Newhof was on the Boardman Lake Trail design which was recently completed.

ACTION REQUESTED:

In consideration of Jennifer's recommendation and because of our established relationship working with Prein & Newhof on recreational projects within the Boardman River watershed, *on October 4, 2016, the Parks and Recreation Commission recommended that the Prein & Newhof bid in the amount of \$26,000.00 Not To Exceed (and not including review fees and bidding services) be selected, to be taken out of the park fund.*

Brian VanDenBrand

From: Jennifer Hodges [jennifer@gfa.tc]
Sent: Tuesday, August 30, 2016 11:17 AM
To: Brian VanDenBrand
Cc: Chuck Korn
Subject: RFQ Analysis
Attachments: Proposal Summary Table - Boardman River Nature Preserve.docx

In summary, honestly it is a toss up between Spicer and Prein. I have highlighted some key things here that I wanted you to be aware of and also have attached a spreadsheet for your use. You have had a working relationship with all of them I believe so depending on whom you select, so I would suggest you inquire with them appropriately the comments I provided you. So basically I would make your final selection based upon working past working relationship. I hope you have found this helpful and thank you for letting me review.

Attached is the spreadsheet for the analysis:

1. Wade Trim:
 - ~Most expensive and local project experience
 - ~Using SME for soils and wetland delineation ☺
 - ~hourly rates are \$10 to \$15 higher than Prein or Beckett

2. Beckett Raeder:
 - ~Had qualifiers to renegotiate fees if construction budgets came in higher ☹
 - ~Using Otwell for soils which is ok..SME is better
 - ~Did not state if completing delineation of wetland
 - ~Cheapest overall price and local. Least likely to pay mileage expense
 - ~Did not provide meeting attendance, testing / oversight pricing as requested
 - ~No kayak launch experience, just boat launch

3. Prein
 - ~No kayak launch experience, just boat launch
 - ~3rd cheapest and local
 - ~Didn't state whom they would use as a subconsultant to do wetland delineation / soil investigation

4. Spicer
 - ~Only one with significant amount of kayak launch design experience
 - ~Using Otwell for soils and geotechnical which is ok, SME is better
 - ~No local office (Manistee) and only \$1,000 less than Prein
 - ~Do not charge for mileage / reproduction fees (including in staff hourly rate)
 - ~Their hourly staff rates were higher than Prein or Beckett by about \$10 to \$15
 - ~No real local projects, all downstate

In summary, honestly it is a toss up between Spicer and Prein. I have highlighted some key things here that I wanted you to be aware of and also have attached a spreadsheet for your use. You have had a working relationship with all of them I believe so depending on whom you select, so I would suggest you inquire with them appropriately the comments I provided you. So basically I would make your final selection based upon working past working relationship. I hope you have found this helpful and thank you for letting me review.

Jennifer Hodges, P.E.
Project Manager

RECOMMENDED

	Spicer Group	Prein & Newhof	Beckett & Raeder, Inc.	Wade Trim
Criteria 1: Local Presence	No office in TC. Closest office in Manistee (130 mi. / 3 hrs round trip)	Has office in TC. Project team likely located in Grand Rapids or Cadillac	Has office in TC. Project team likely located in Petoskey	Has office in TC, staffed with limited project team members
Criteria 2: Experience with Park Design	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted
Criteria 3: Experience with Trail Design	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted	Strong experience shown, multiple comparable projects highlighted
Criteria 4: Experience with ADA/UA Compliance & Kayak Launch	Strong experience shown with ADA/UA design. Multiple projects shown with ADA canoe/kayak launch. Will utilize sub-consultant Mark Trieglaff – ADA design specialist	Moderate experience shown with ADA/UA design. Highlighted projects showed limited inclusion of ADA Design. No inclusion of a previous project example with a canoe/kayak launch. P.M. DOES HAVE EXP.	Moderate experience shown with ADA/UA design. Highlighted projects showed boat launch experience but no inclusion of previous project including canoe/kayak launch.	Good experience shown with ADA/UA design. One project shown with ADA canoe/kayak launch (one constructed four others designed with construction pending).
Criteria 5: Experience with DNR Trust Fund Grant Funding	Strong experience: Seven Trust Fund Grant projects identified, three of which include a kayak/canoe launch	Strong experience: Six Trust Fund Grant projects identified	Strong experience: Five Trust Fund Grants, Eight total DNR Funded projects identified	Strong experience: Five Trust Fund Grant projects identified
Criteria 6: Stated Means & Methods to Minimize Future Maintenance Costs	Material selection (anti-corrosion coated metals, synthetic decking materials)	Two courses of asphalt, focus on soil erosion and drainage for asphalt trail.	Low maintenance native landscaping	Reducing steep slopes & utilizing native vegetation.
Criteria 7: Stated Means & Methods to Control Construction Costs and Schedule	Frequent meeting / communication. Project management software: Vision accounting & Microsoft Project / Outlook	Proprietary costs database, retain list of preferred contractors for projects, detailed plans and construction documents.	Proposal states: "as a means to maintain project schedule, BRI will revise the schedule accordingly to reflect any anticipated periods of regulatory review and changes in the design process".	Perform initial review of design elements with project budget & adjust if necessary. Use BST Management Information Software to track costs progress costs and billing.
Criteria 8: Design Fee Amount and Services	\$25,900 Not to Exceed	\$26,000 Not to Exceed (Review Fees and Bidding Services not included)	\$23,880 Not to Exceed. Two preliminary design meetings, and one final review meeting identified in the work plan	\$31,950 Not to Exceed. Includes one site walk through meeting with design team and sub-consultants.
Criteria 9: Team Member Bill Out Rates and Add-On Costs	Principal in Charge: \$200.00 / Hr Professional Engineer: \$135.00 / Hr Landscape Architect: \$122.00 / Hr Mileage, Reproduction, and Communication Fees included in Hourly Rates	Meetings & Workshops: \$101.00 / Hr (including drive time) Mileage \$0.60 / Mile Add'l Landscape Improvements: \$101.00 / Hr Cons. Staking: \$3,300.00 Not To Exceed Cons. Oversight: \$5,000.00 Not To Exceed Material Testing: \$74.00 / Hr	Project Manager: \$120.00 / Hr Professional Engineer: \$130.00 / Hr Landscape Architect: \$110.00 / Hr Project Professional: \$90.00 / Hr Mileage, Reproduction, and Review Fees are unknown, stated to be billed "At Cost"	Principal in Charge: \$168.00 / Hr Project Manager: \$110.00 / Hr Project Engineer: \$174.00 / Hr Project Surveyor: \$113.00 / Hr Structural Engineer: \$172.00 / Hr Mileage \$0.60 / Mile Reproductions \$0.10 - \$1.40 / Sheet
Other Notable Points of Interest	Design Development: October – December Project available for bidding in early April	First preliminary design review meeting in late November, Project available for bidding in late March. Has recently worked with Garfield Township.	Three of four project team members are ASLA, the fourth is a PE. Work plan includes on-site meeting with DEQ for permitting. Design Development: October - mid-November, Final project deliverables in early January. Will utilize two sub consultants: Otwell-Mawby and Michigan Geomatics. Sub-consultants fees are marked up 15%.	Large firm with wide array of professionals to utilize for specific design elements. Will utilize two sub consultants: King & MacGregor (KME) and Soil and Material Engineers (SME). Sub-consultants fees are marked up 15%.
Points of Clarification – Questions to Ask	How many, if any, meetings are included in Not to Exceed costs? → (A) Are sub-consultant fees included in Not to Exceed costs? → YES	How many, if any, meetings are included in Not to Exceed costs? 5 AT OFFICE 2 ON PHONE	Are the meetings identified in the work plan included in Not to Exceed costs? Is the only means of controlling the schedule to adjust the proposed schedule? What is the "cost" of mileage and reproductions? Are sub-consultant fees included in Not to Exceed costs?	Are any meetings beyond the initial walk through included in Not to Exceed costs?