

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD MEETING**

Tuesday, October 8, 2024 at 6:00pm
Garfield Township Hall
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

Call meeting to order

Pledge of Allegiance

Roll call of Board Members

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Township Board, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Township Board Member's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and approval of the Agenda - Conflict of Interest

3. Consent Calendar

The purpose of the Consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the Agenda for full discussion. Such requests will be automatically respected. If any item is not removed from the Consent Calendar, the action noted in parentheses on the Agenda is approved by a single Board action adopting the Consent Calendar.

a. Minutes – September 10, 2024 regular meeting
October 2, 2024 study session
September 5, 19, and 26, 2024 special meetings
(Recommend Approval)

b. (i) General Fund \$125,541.56
(Recommend Approval)

(ii) Gourdie-Fraser
Developer's Escrow Fund – Storm Water Reviews, Utility Plan Review,
Oversight & Closeout \$ 9,781.35
General Utilities 4,597.50
General 470.00
Park Funds / DNR Trust Fund 9,589.50
Total \$24,438.35
(Recommend Approval)

- c. MTT Update (Receive and File)
- d. Consideration of changing the name of Ramsdell Street, West of Incochee Woods Drive, if extended, to Ramsdell Road (Recommend Approval)
- e. Consideration of amending the address and applicant name for High Tops TC, LLC, Resolution 2024-15-T-Amended (Recommend Approval)

4. **Items removed from the Consent Calendar**

5. **Correspondence**

6. **Reports**

- a. County Commissioner's Report
- b. Sheriff's Report
- c. GT Metro Fire Report
- d. MMR Report
- e. Planning Department Report for October 2024
- f. Parks & Rec. Report
- g. Treasurer's Report
- h. Clerk's Report
- i. Supervisor's Report

7. **Unfinished Business**

- a. Consideration of revising the Employment Agreement for the Township Manager

8. **New Business**

- a. Public Hearing – Consideration of Zoning Ordinance R-3 District Amendment, Resolution 2024-25-T
- b. Consideration of bids for landscaping services at the Logan's Landing and Woodmere medians
- c. Consideration of adopting a new Township logo and official seal

9. **Public Comment**

10. **Other Business**

11. **Adjournment**

Lanie McManus, Clerk

The Garfield Township Board will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to the Garfield Township Board. Individuals with disabilities requiring auxiliary aids or services should contact the Garfield Township Board by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620.

**CHARTER TOWNSHIP OF GARFIELD
TOWN BOARD MEETING
September 10, 2024**

Supervisor Korn called the Town Board Meeting to order at the Garfield Township Hall on September 10, 2024 at 6:00p.m.

Pledge of Allegiance

Roll Call of Board Members

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

Staff Present: Planning Director John Sych

1. Public Comment (6:01)

None

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

Barsheff declared a conflict with item 7a.

Agostinelli moved and Duell seconded to approve the agenda as presented accepting Barsheff's conflict.

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

Nays: None

3. Consent Calendar (6:05)

a. Minutes

August 27, 2024 Regular Meeting
(Recommend Approval)

b. Bills

General Fund	\$27,328.47
(Recommend Approval)	

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

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

Nays: None

4. Items Removed from the Consent Calendar

None

5. Correspondence (6:04)

Korn noted correspondence from Amy Cell which will be discussed later in the meeting.

6. Reports**a. County Commissioner's Report (6:04)**

County Commissioner Brad Jewett reported that annual reports were received from the MSU extension and from Networks Northwest. They have held some study sessions regarding the budget. A ribbon cutting will be held at Camp Grelick tomorrow.

b. Construction Report (6:06)

Township Engineer Jennifer Graham reviewed her report that she submitted in writing. She added that the Stoneridge PRV is up and running. Confirmation of the EGLE energy grant was received for the township HVAC system.

c. Sheriff's Report (6:09)

Lieutenant Raska stated that they are still not able to get stats. He added that Garfield CPO's have been busy and they will be working with Metro Fire on a car seat inspection program.

d. GT Metro Fire Report (6:11)

Fire Chief Paul Mackin reviewed statistics from August 2024 and added that they have onboarded three new candidates. The final inspection on the new fire engine was performed and the engine will be delivered in a couple weeks. The department is wrapping up the Safe Neighborhood program with 800 alarms installed for the year. There will be a 9/11 ceremony held tomorrow morning.

e. MMR Report (6:17)

MMR Operations Manager Amy Fairchild stated that MMR ran over 700 calls in August. Their classes have been helpful in getting new candidates onboard.

f. Planning Department Report for September 2024 (6:19)

Planner John Sych submitted his report in writing and noted that High Tops will be reviewed this week by the PC. He added that there is new signage for motorists entering Garfield Township.

f. Parks & Rec Report (6:23)

The Parks & Rec Report was submitted in writing.

h. Clerk's Report (6:23)

McManus submitted her report in writing and added that the Clerk's office is getting ready for elections.

i. **Supervisor's Report (6:24)**

Korn reported that the county is working to hire a new DPW director. He added that the website and branding committee met today and brought forth some new ideas. He asked board members whether to paint mast arms on traffic signal poles. Board members discussed the issue of painting the mast arms.

Schmuckal moved and Barsheff seconded to keep the mast arms metallic and not be lighted.

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

7. **Unfinished Business**

a. **Discussion of candidates for the Township Manager position (6:33)**

Board members discussed the three candidates who were interviewed. The board decided to invite two candidates back for second interviews. Board members discussed the proposed second interview questions that the board would like specific answers to. The Amy Cell people will work to get those two candidates back for interviews and will also help with the second interview questions.

8. **New Business**

a. **Public Hearing - Consideration of the amount of property tax millage to levy for the 2025 General and Fire Fund accounts (6:42)**

Schmuckal moved and Agostinelli seconded to levy the tax millage at 1.75 mills for township general operating costs and 2.75 for Metro Emergency Services.

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

9. **Public Comment: (6:43)**

Alisa Korn, speaking on behalf of the Traverse City Housing Commission stated that the TCHC is applying for a tax credit for phase two of Carriage Commons. She also commented as a Road Commission Board member and explained why the board was now given the choice to paint the mast arms. Judith Danford of NW Silver Lake Road commented on the candidates interviewed.

10. **Other Business (6:51)**

Schmuckal commented on the BATA traffic on LaFranier Road.

Duell updated board members on the Joint Rec Authority and said that they are going to bond for some projects. He also commented on the lack of water pressure in that area.

McManus stated that the board needed to work on the 2025 budget in the coming weeks.

Macomber commented that Building Inspector Rich Derks has retired.

11. **Adjournment**

Korn adjourned the meeting at 6:59 pm.

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

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

**CHARTER TOWNSHIP OF GARFIELD
TOWNSHIP BOARD STUDY SESSION MINUTES
October 2, 2024**

ORDER OF BUSINESS

Call meeting to order

Supervisor Korn called the Township Board Study Session to order on Wednesday, October 2, 2024, at 4:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

Roll call of Board Members

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

1. Business to come before the Board

a. Discussion regarding the 2025 Township Budget

The Board continued discussion of the budget

2. Public Comment

There was no public comment.

3. Adjournment

Korn adjourned the meeting at 4:46pm

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

CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
September 5, 2024

Supervisor Korn called the Special Town Board Meeting to order at the Garfield Township Hall on September 5, 2024 at 1:30p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus, and Denise Schmuckal

1. **Public Comment (1:30)**

None

2. **Business to Come Before the Board**

A. Discussion with Amy Cell

Board members had a short discussion regarding the interview process with Amy Cell.

B. Interview Candidates for Township Manager

The Trustees interviewed three candidates and asked all three candidates the same set of questions designed to determine leadership style, knowledge of the Township Manager position, background in finance and budgeting, hiring and training new employees, managing growth in the township, communication style, working with others, supporting other employees, community projects, any weaknesses when it came to the position and examples of receiving input from others on challenging issues.

The first candidate interviewed was current Garfield Township Trustee Chris Barsheff who is currently employed by the Grand Traverse County Sheriff's Office where he has worked his way up since 1996 to his current positions as a Captain of the Corrections Division. In addition to serving as a Trustee, Barsheff also serves on the Grand Traverse Metro Fire Board.

The second candidate interviewed was Jeffrey Thornton who has served as the City Manager for Negaunee, and was the CAO in Alpena County. He was the Village manager and clerk for Caledonia Township in the Grand Rapids area.

Jeffery Sorenson was the third candidate interviewed and he has been

...serving as a township supervisor for Cooper Township in the Kalamazoo area since 2000. He is also a certified firefighter and medical first responder. Sorenson also serves as chair of the Kalamazoo County Solid Waste Planning Committee and the Gull Lake Sewer and Water Authority.

All three candidates answered the questions and were given the opportunity to ask questions of the Board.

- 3. **Public Comment: (4:36)**
None

- 4. **Adjournment**
Korn adjourned the meeting at 4:37 pm.

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

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

CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
September 19, 2024

Supervisor Korn called the Special Town Board Meeting to order at the Garfield Township Hall on September 19, 2024 at 3:00p.m.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Steve Duell, Chuck Korn, Chloe Macomber, Lanie McManus, and Denise Schmuckal

1. Public Comment (3:01)

Member of the public commented on the audio.

2. Review and Approval of the Agenda (3:02)

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

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

3. Business to Come Before the Board

a. Interview Candidates for Township Manager

The Trustees interviewed two returning candidates and asked specific questions of each candidate. The first candidate interviewed was Jeff Sorensen. The second candidate interviewed was Garfield Township Trustee Chris Barsheff. Both candidates answered the questions and were given the opportunity to ask questions of the Board.

Schmuckal moved and Agostinelli seconded to offer the position of Township Manager to Chris Barsheff and instruct the consultant to begin negotiations.

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

4. Public Comment: (4:54)

Judith Danford thanked the Board for their careful consideration in choosing the Township Manager.

5. Other Business (4:44)

Board scheduled Budget meeting for September 24, 2024 at 5:00 pm.

6. **Adjournment**

Korn adjourned the meeting at 5:02 pm.

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

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

CHARTER TOWNSHIP OF GARFIELD
SPECIAL TOWN BOARD MEETING
September 26, 2024

Supervisor Korn called the Special Town Board Meeting to order at the Garfield Township Hall on September 26, 2024 at 4:00 pm.

Pledge of Allegiance

Roll Call of Board Members

Present: Molly Agostinelli, Chris Barsheff, Chuck Korn, Chloe Macomber, Lanie McManus and Denise Schmuckal

Absent and Excused: Steve Duell

1. Review and Approval of the Agenda

Barsheff declared a conflict with item 2a.

Schmuckal moved and Agostinelli seconded to approve the agenda as presented

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

2. Business to Come Before the Board

a. Consideration of Employment Agreement for the Township Manager

Schmuckal moved and Agostinelli seconded to send agreement to Amy Cell to present to Chris Barsheff.

Yeas: Schmuckal, Agostinelli, Macomber, McManus, Korn

b. Consideration of hiring Bryan E. Guthierrez for the Building Inspector position

Schmuckal moved and Agostinelli seconded to offer the position of Building Inspector to Bryan Guthierrez.

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

c. Discussion regarding the 2025 Township Budget
Board discussed the 2025 Township Budget and scheduled another budget meeting for October 2, 2024 at 4:00 pm.

3. Public Comment

None

4. **Adjournment**

Korn adjourned the meeting at 5:35 pm.

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

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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/05/2024	GEN	42648	AMY CELL TALENT	TWP MANAGER SEARCH	101-101-805.000	9,250.00
09/05/2024	GEN	42649	AMY DEHAAN	IAAO CONFERENCE	101-257-960.000	1,705.53
09/05/2024	GEN	42650	CHERRYLAND ELECTRIC COOP.	4257600	101-000-084.861	296.53
		42650		4257600	101-265-920.603	1,135.75
		42650		4257600	101-448-920.005	750.37
						<u>2,182.65</u>
09/05/2024	GEN	42651	CHERRYLAND ELECTRIC COOP.	1267-P	208-000-805.000	286.08
09/05/2024	GEN	42652	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,550.00
09/05/2024	GEN	42653	CONTEMPORARY CLEANING	CONTRACTED SVCS	208-000-805.000	450.00
09/05/2024	GEN	42654	DTE ENERGY	910020833133	101-265-920.601	92.64
09/05/2024	GEN	42655	DTE ENERGY	910020833257	101-265-920.601	66.73
09/05/2024	GEN	42656	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	712.27
09/05/2024	GEN	42657	GRAND TRAVERSE COUNTY DPW	5590511	208-000-805.000	25.18
09/05/2024	GEN	42658	GRAND TRAVERSE COUNTY DPW	5105021	101-265-920.602	502.67
09/05/2024	GEN	42659	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.21
09/05/2024	GEN	42660	GT SUPPLY, LLC	TOILET TISSUE	208-000-935.000	104.00
09/05/2024	GEN	42661	LINGO	PHONES	101-265-850.000	71.52
09/05/2024	GEN	42662	MARSHALL & SWIFT/BOECKH, LLC	VALUATION SUBSCRIPTION	101-257-965.000	721.22
09/05/2024	GEN	42663	PREMIER OUTDOORS OF TRAVERSE CITY	TOWNHALL	101-265-935.602	620.00
09/05/2024	GEN	42664	PREMIER OUTDOORS OF TRAVERSE CITY	PARK	208-000-805.000	1,920.00
09/05/2024	GEN	42665	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		42665		00104915-6	101-448-920.005	35.83
						<u>702.57</u>
09/05/2024	GEN	42666	UNITED WAY	UNITED WAY	101-000-238.000	90.00
09/05/2024	GEN	42667	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	1,710.00
09/11/2024	GEN	42668	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	204.00
		42668		CONTRACTED SVCS	101-707-805.000	169.25
						<u>373.25</u>
09/11/2024	GEN	42669	ANNE WENDLING	CONTRACTED SVCS	208-000-805.000	88.25

3.b.(i)

Check Date	Bank	Check #	Payee	Description	GL #	Amount
09/11/2024	GEN	42670	CONSUMERS ENERGY	100000311801	101-000-084.861	1,686.08
		42670		100000311801	101-448-920.005	2,901.62
						<u>4,587.70</u>
09/11/2024	GEN	42671	CONSUMERS ENERGY	103033456148	101-448-920.005	3,244.42
09/11/2024	GEN	42672	CREEKSIDE COMMUNITY CHURCH	PRIMARY ELECTION USE FEE	101-262-726.000	300.00
09/11/2024	GEN	42673	GFL ENVIRONMENTAL	002096164	208-000-805.000	577.74
09/11/2024	GEN	42674	GFL ENVIRONMENTAL	002114259	101-265-935.604	135.92
09/11/2024	GEN	42675	GILL-ROY'S HARDWARE	NUTS/BOLTS/PLIERS/AERATOR	208-000-935.000	35.40
09/11/2024	GEN	42676	GRANITE TELECOMMUNICATIONS	PHONES	101-265-850.000	153.32
09/11/2024	GEN	42677	INTEGRITY BUSINESS SOLUTIONS	SOAP/PENS/ENVELOPES	101-101-726.000	119.04
09/11/2024	GEN	42678	MODERNISTIC	CARPET CLEANING	101-265-935.608	1,439.26
09/11/2024	GEN	42679	OLSON & HOWARD, P.C.	GEN MATTERS / P&Z	101-101-801.002	379.50
		42679		GEN MATTERS / P&Z	101-707-801.000	3,005.50
						<u>3,385.00</u>
09/11/2024	GEN	42680	SPECTRUM ENTERPRISE	INTERNET	101-228-955.001	159.98
09/11/2024	GEN	42681	TRAVERSE CITY AREA PUBLIC SCHOOLS	PRIMARY ELECTION	101-262-726.000	200.00
09/11/2024	GEN	42682	TRAVERSE CITY RECORD EAGLE	ADVERTISING	101-101-901.000	109.20
		42682		ADVERTISING	101-707-901.000	165.45
						<u>274.65</u>
09/19/2024	GEN	42683	AFLAC	AFLAC	101-000-231.001	436.82
09/19/2024	GEN	42684	BLUE CROSS BLUE SHIELD OF MICHIGAN	EMPLOYEE HEALTH	101-101-711.030	3,002.86
		42684		EMPLOYEE HEALTH	101-171-711.030	2,167.01
		42684		EMPLOYEE HEALTH	101-215-711.030	2,747.10
		42684		EMPLOYEE HEALTH	101-253-711.030	3,542.04
		42684		EMPLOYEE HEALTH	101-257-711.030	3,285.44
		42684		EMPLOYEE HEALTH	101-371-711.030	3,124.04
		42684		EMPLOYEE HEALTH	101-701-711.030	2,386.53
		42684		EMPLOYEE HEALTH	101-702-711.030	3,498.82
						<u>23,753.84</u>
09/19/2024	GEN	42685	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	712.27
09/19/2024	GEN	42686	INTEGRITY BUSINESS SOLUTIONS	PENS/USB/CLIPBOARDS/LABELS/PAPER	101-101-726.000	93.06
		42686		PENS/USB/CLIPBOARDS/LABELS/PAPER	101-262-726.000	297.02

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		42686		PENS/USB/CLIPBOARDS/LABELS/PAPER	101-371-726.000	113.74
						<u>503.82</u>
09/19/2024	GEN	42687	NORTHWEST MICH ASSESSORS	EDUCATION - J.BIGBEE	101-257-960.000	25.00
09/19/2024	GEN	42688	TEMPERATURE CONTROL	TOILET REPAIR	101-265-935.608	371.18
09/19/2024	GEN	42689	TRAVERSE CITY LIGHT & POWER	00104659-5	101-448-920.005	10.61
09/19/2024	GEN	42690	UNITED WAY	UNITED WAY	101-000-238.000	90.00
09/19/2024	GEN	42691	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	1,710.00
09/25/2024	GEN	42692	FIFTH THIRD BANK	1319/ VOTING BOOTH/ASSESSING EDUCATION/BLDG	101-101-726.000	204.90
		42692		1319/ VOTING BOOTH/ASSESSING EDUCATION/BLDG	101-257-960.000	557.00
		42692		1319/ VOTING BOOTH/ASSESSING EDUCATION/BLDG	101-262-726.000	916.57
						<u>1,678.47</u>
09/25/2024	GEN	42693	FIFTH THIRD BANK	1319 / FORMS	208-000-935.000	28.88
09/25/2024	GEN	42694	GMOSEY'S SEPTIC SERVICE, INC	PORTABLE TOILET	208-000-805.000	540.00
09/25/2024	GEN	42695	GRAND TRAVERSE COUNTY	ELECTION CODING / ADDITIONAL BALLOTS / ADVER	101-262-726.000	2,081.04
		42695		ELECTION CODING / ADDITIONAL BALLOTS / ADVER	101-262-901.000	244.40
		42695		ELECTION CODING / ADDITIONAL BALLOTS / ADVER	101-262-955.000	3,000.00
						<u>5,325.44</u>
09/25/2024	GEN	42696	HENTCO LLC	TENNIS CT CRACK REPAIR SL PARK	208-000-805.000	673.00
09/25/2024	GEN	42697	HI-TECH SYSTEM SERVICE, INC	10/2024 TECH CARE / TECH CLOUD	101-228-955.000	1,161.00
09/25/2024	GEN	42698	INTEGRITY BUSINESS SOLUTIONS	PAPER	101-101-726.000	26.58
		42698		PAPER	101-253-726.000	299.92
						<u>326.50</u>
09/25/2024	GEN	42699	KRAFT BUSINESS SYSTEMS	MONTHLY CONTRACT	101-101-726.002	361.34
09/25/2024	GEN	42700	MAPLE RIVER DIRECT MAIL	BALLOT MAILING	101-262-726.001	3,200.00
09/25/2024	GEN	42701	PRINTING SYSTEM	SECRECY SLEEVES	101-262-726.000	271.58
09/25/2024	GEN	42702	VERIZON	PHONES	101-265-850.000	263.24
10/02/2024	GEN	42703	ANNE WENDLING	CONTRACTED SVCS	101-101-805.000	166.50
		42703		CONTRACTED SVCS	101-704-805.000	123.00
		42703		CONTRACTED SVCS	101-707-805.000	102.75
						<u>392.25</u>
10/02/2024	GEN	42704	CDM MOBILE SHREDDING, LLC	MOBILE SHREDDING	101-101-805.000	388.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/02/2024	GEN	42705	CHERRYLAND ELECTRIC COOP.	ELECTRIC	101-000-084.861	296.53
		42705		ELECTRIC	101-265-920.603	1,069.08
		42705		ELECTRIC	101-448-920.005	750.37
						2,115.98
10/02/2024	GEN	42706	CHERRYLAND ELECTRIC COOP.	ELECTRIC	208-000-805.000	220.93
10/02/2024	GEN	42707	CONSUMERS ENERGY	100018131597	101-448-920.005	91.31
10/02/2024	GEN	42708	CONSUMERS ENERGY	103043977273	208-000-805.000	106.39
10/02/2024	GEN	42709	CONTEMPORARY CLEANING	CONTRACTED SVCS	101-265-935.603	1,350.00
10/02/2024	GEN	42710	CONTEMPORARY CLEANING	CONTRACTED SVCS	208-000-805.000	450.00
10/02/2024	GEN	42711	ENGINEERED PROTECTION SYS.	EPS	101-265-957.000	5,208.58
10/02/2024	GEN	42712	FIFTH THIRD BANK	3637-EDUCATION - APA/FRED PRYOR	101-171-960.200	44.93
		42712		3637-EDUCATION - APA/FRED PRYOR	101-257-960.000	149.00
		42712		3637-EDUCATION - APA/FRED PRYOR	101-701-960.000	1,419.00
						1,612.93
10/02/2024	GEN	42713	GARFIELD CHARTER TOWNSHIP	HSA	101-000-237.000	712.27
10/02/2024	GEN	42714	GRID4 COMMUNICATIONS, INC.	PHONES	101-265-850.000	616.09
10/02/2024	GEN	42715	GT SUPPLY, LLC	TOWELING	101-265-726.003	58.00
10/02/2024	GEN	42716	HOME DEPOT CREDIT SERVICES	AIR DEFLECTOR	101-265-726.003	14.76
10/02/2024	GEN	42717	HOME DEPOT CREDIT SERVICES	FLAGGING/ORTHO/BLACK PLASTIC	208-000-935.000	117.51
10/02/2024	GEN	42718	INTEGRITY BUSINESS SOLUTIONS	HIGHLIGHTER/LABELS	101-101-726.000	28.08
		42718		HIGHLIGHTER/LABELS	101-262-726.000	34.99
		42718		CLIPBOARD RETURN	101-371-726.000	(46.99)
						16.08
10/02/2024	GEN	42719	LAND INFORMATION ACCESS ASSOC	FRANCHISE FEES / PEG	101-720-880.011	19,404.35
10/02/2024	GEN	42720	LANDGREEN LAWN CARE	FERTILIZER	208-000-805.000	2,416.00
10/02/2024	GEN	42721	LANDGREEN LAWN CARE	FERTILIZER	101-265-935.602	468.00
10/02/2024	GEN	42722	LINGO	PHONES	101-265-850.000	71.52
10/02/2024	GEN	42723	NORTHWEST MICH ASSESSORS	EDUCATION	101-253-960.000	40.00
10/02/2024	GEN	42724	PREMIER OUTDOORS OF TRAVERSE CITY	MOWING	101-265-935.602	775.00
10/02/2024	GEN	42725	PREMIER OUTDOORS OF TRAVERSE CITY	SL PARK MOWING	208-000-805.000	2,400.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/02/2024	GEN	42726	PRINCIPAL LIFE INSURANCE COMPANY	EMPLOYEE HEALTH / LIFE	101-101-711.030	290.10
		42726		EMPLOYEE HEALTH / LIFE	101-171-711.030	155.05
		42726		EMPLOYEE HEALTH / LIFE	101-215-711.030	155.47
		42726		EMPLOYEE HEALTH / LIFE	101-253-711.030	330.04
		42726		EMPLOYEE HEALTH / LIFE	101-257-711.030	345.10
		42726		EMPLOYEE HEALTH / LIFE	101-371-711.030	330.04
		42726		EMPLOYEE HEALTH / LIFE	101-701-711.030	162.45
		42726		EMPLOYEE HEALTH / LIFE	101-702-711.030	303.60
						2,071.85
10/02/2024	GEN	42727	SHILA KIANDER	EDUCATION - BOR	101-253-960.000	25.00
10/02/2024	GEN	42728	TRAVERSE CITY LIGHT & POWER	00104403-7	101-000-084.861	666.74
		42728		00104403-7	101-448-920.005	35.83
						702.57
10/02/2024	GEN	42729	U.S.POSTAL SERVICE	POSTAGE	101-101-726.001	2,000.00
10/02/2024	GEN	42730	UNITED WAY	UNITED WAY	101-000-238.000	90.00
10/02/2024	GEN	42731	VOYA INSTITUTIONAL TRUST COMPANY	DEFERRED COMP VF3202	101-000-231.000	1,710.00
TOTAL - ALL FUNDS				TOTAL OF 84 CHECKS		125,541.56

--- GL TOTALS ---

101-000-084.861	DUE FROM #861 STREET LIGHTS	3,612.62
101-000-231.000	DEFERRED COMP	5,130.00
101-000-231.001	AFLAC	436.82
101-000-237.000	HSA (FORMERLY FLEX)	2,136.81
101-000-238.000	UNITED WAY	270.00
101-101-711.030	BENEFITS	3,292.96
101-101-726.000	SUPPLIES	471.66
101-101-726.001	POSTAGE	2,000.00
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	361.34
101-101-801.002	LEGAL SERVICES - TOWNBOARD	379.50
101-101-805.000	CONTRACTED AND OTHER SERVICES	10,008.50
101-101-901.000	ADVERTISING	109.20
101-171-711.030	BENEFITS	2,322.06
101-171-960.200	EDUCATION - SUPERVISOR	44.93
101-215-711.030	BENEFITS	2,902.57
101-228-955.000	COMPUTER SUPPORT SYSTEMS	1,161.00
101-228-955.001	COMPUTER NETWORK	159.98
101-253-711.030	BENEFITS	3,872.08
101-253-726.000	SUPPLIES	299.92
101-253-960.000	EDUCATION & TRAINING	65.00
101-257-711.030	BENEFITS	3,630.54
101-257-960.000	EDUCATION & TRAINING	2,436.53
101-257-965.000	DUES & PUBLICATIONS	721.22
101-262-726.000	SUPPLIES	4,101.20
101-262-726.001	POSTAGE	3,200.00
101-262-901.000	ADVERTISING	244.40
101-262-955.000	COMPUTER SUPPORT SYSTEMS	3,000.00

10/02/2024 12:48 PM
User: BETTY
DB: Garfield

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF GARFIELD
CHECK DATE FROM 09/05/2024 - 10/02/2024
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-265-726.003			SUPPLIES-MAINTANCE			72.76
101-265-850.000			TELEPHONE			1,791.90
101-265-920.601			HEATING / GAS			159.37
101-265-920.602			WATER / SEWER			502.67
101-265-920.603			LIGHTS BUILDING			2,204.83
101-265-935.602			LAWN MAINTENANCE			1,863.00
101-265-935.603			CLEANING SERVICE			2,900.00
101-265-935.604			RUBBISH REMOVAL			135.92
101-265-935.608			MAINTENANCE-OTHER			1,810.44
101-265-957.000			ELECTRONIC PROTECTION SYSTEM			5,208.58
101-371-711.030			BENEFITS			3,454.08
101-371-726.000			SUPPLIES			66.75
101-448-920.005			STREET LIGHTS TOWNSHIP			7,820.36
101-701-711.030			BENEFITS			2,548.98
101-701-960.000			EDUCATION & TRAINING			1,419.00
101-702-711.030			BENEFITS			3,802.42
101-704-805.000			CONTRACTED AND OTHER SERVICES			123.00
101-707-801.000			LEGAL SERVICES			3,005.50
101-707-805.000			CONTRACTED AND OTHER SERVICES			272.00
101-707-901.000			ADVERTISING			165.45
101-720-880.011			COM. PROM. - P.E.G.			19,404.35
208-000-805.000			CONTRACTED AND OTHER SERVICES			10,153.57
208-000-935.000			MAINTENANCE - MISC, EQUIP			285.79
			TOTAL			125,541.56



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

September 18, 2024

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

I. Developer's Escrow Fund

A. Storm Water Reviews

1. Engineering consulting services for storm water plan review. Northern Floor and Tile, Escrow No. 214.828		
Project# 24122 Invoice No. 2412202		332.10
2. Engineering consulting services for storm water plan review. Jeff & Joy Main, Escrow No. 214.834		
Project# 24221 Invoice No. 2422101		561.25
	Total A	893.35

B. Utility Plan Review, Oversight & Closeout

1. Engineering plan review and overall capacity evaluation, construction services, project turnover Marengo 31, Escrow #214.862		
Project# 21265 Invoice No. 2126504		243.00
2. Engineering plan review, construction services, project turnover. Birmley Meadows Site Condominium, Escrow No. 215.839		
Project# 23120 Invoice No. 2312004		1,375.00
3. Engineering plan review, construction services, project turnover. Evergreen TC, Residential Housing Development		
Project# 23296 Invoice No. 2329602		700.00
4. Construction services, project turnover. The Flats at Carriage Commons (BATA/TCHC Transit Orientated Mixed Use) Escrow No. 214.816		
Project# 24202 Invoice No. 2420202		5,945.00
5. Engineering plan review, construction services, project turnover. Brook Valley, Water Main Extension, Escrow No.		
Project# 24237 Invoice No. 2423701		625.00
	Total C	8,888.00

Total Developer's Escrow Fund **9,781.35**

II. General Utilities

1. Engineering and survey services for design, topo survey, bidding, construction services, project turnover Stone Ridge PRV Replacement		
Project# 21066 Invoice No. 2106610		3,447.50
2. Engineering and survey services for design, permitting and construction engineering for sewer extension NW Silver Lake Road Sewer Extension		
Project# 22230 Invoice No. 2223010		1,150.00
	Total Utility Receiving Fund	4,597.50

IV. General

1. Engineering services for water contract review and data compilation for submission to legal counsel. Water Contract		
Project# 24029C Invoice No. 24029308		470.00
	Total Park Funds / DNR Trust Fund	470.00

III. Park Funds / DNR Trust Fund

1. Engineering and survey services for design, permitting, bidding, construction services. River East Park Improvements, Phase III		
Project# 23073 Invoice No. 2307307		1,160.00
2. Engineering design, survey, permitting, bidding, and construction services. Grand Traverse Commons, North Loop Trail		
Project# 24069 Invoice No. 2406903		2,500.00
3. Engineering final design layout, cost estimated for parking improvements. Copper Ridge Trailhead		
Project# 24236 Invoice No. 2423601		5,929.50
	Total Park Funds / DNR Trust Fund	9,589.50

GRAND TOTAL **\$24,438.35**

Invoice

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

September 18, 2024
Project No: 24122
Invoice No: 2412203

Re: Northern Floor and Tile, Storm Water Review, Escrow No. 214.828
Services Performed: Engineering Services for storm water review including review of plans, computations and specifications for compliance with Ordinance 49. Services includes review, communication with applicant / engineer and correspondence letter of final review.

Project Location: 670 Eta Lane, Traverse City

Professional Services from August 04, 2024 to September 14, 2024

Professional Personnel

	Hours	Rate	Amount
Project Engineer II	2.46	135.00	332.10
Totals	2.46		332.10
Total Labor			332.10
		Total this Invoice	\$332.10

Billings to Date

	Current	Prior	Total
Labor	332.10	1,667.50	1,999.60
Totals	332.10	1,667.50	1,999.60

Invoice

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

September 18, 2024
Project No: 24221
Invoice No: 2422201

Re: Jeff & Joy Main, Storm Water Review, Escrow No. 214.834

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

Project Location: 820 N. West Silver Lake Road, Traverse City, MI 49685

Professional Services from August 04, 2024 to September 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Project Engineer II	1.75	135.00	236.25	
Project Specialist	2.50	130.00	325.00	
Totals	4.25		561.25	
Total Labor				561.25
				Total this Invoice
				\$561.25

Billings to Date

	Current	Prior	Total
Labor	561.25	0.00	561.25
Totals	561.25	0.00	561.25

Invoice

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

September 18, 2024
Project No: 21265
Invoice No: 2126504

Re: Marengo 31, Water/ Sewer Extension, Escrow #214.862

Services Performed: Engineering plan review and overall capacity evaluation to determine impact to existing water and sewer system and the ability to service. Construction observation and testing services for full time water main and sanitary sewer. Project turnover to review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: Along US-31 North behind Baymont Hotel, Traverse City

Professional Services from March 17, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	8,100.00	3.00	243.00	0.00	243.00
Project Turnover & Close Out	1,500.00	0.00	0.00	0.00	0.00
Total Fee	13,100.00		3,743.00	3,500.00	243.00
Total Fee					243.00
Total this Invoice					\$243.00



Invoice

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

September 18, 2024
Project No: 23120
Invoice No: 2312007

Re: Birmley Meadows Site Condominium, Water / Sewer Extension, Escrow# 701-000-215.839

Services Performed: Engineering and construction services for plan review, construction oversight and project close out for the water main and sanitary sewer extension. Infrastructure is to connect to available existing infrastructure and provide extension to service a 26 Unit residential housing development located south of Birmley Estates and east of Farmington Drive.

Professional Services from June 02, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Plan Review	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation & Testing	31,500.00	100.00	31,500.00	31,500.00	0.00
Project Closeout & Turnover	2,750.00	100.00	2,750.00	1,375.00	1,375.00
Total Fee	37,750.00		37,750.00	36,375.00	1,375.00
		Total Fee			1,375.00
				Total this Invoice	\$1,375.00



Invoice

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MR CHUCK KORN
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 3848 VETERANS DR
 TRAVERSE CITY, MI 49684

September 18, 2024
 Project No: 23296
 Invoice No: 2329602

Re Evergreen TC, Residential Housing Development, Long Lake Township, Water Extension Review

Services Performed:

- A.1 Plan review of overall capacity evaluation to determine impact to existing water and ability to service, includes Act 399 permit assistance for the water main.
- A.2 Full time construction observation for watermain, testing and walk through with DPW.
- A.3 Project turnover for review drawing and easements, close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: North US-31 South, Traverse City

Professional Services from August 04, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
A.1 Water Plan Review	3,500.00	50.00	1,750.00	1,050.00	700.00
A.2 Construction Observation	32,500.00	0.00	0.00	0.00	0.00
A.3 Project Turnover	2,750.00	0.00	0.00	0.00	0.00
Total Fee	38,750.00		1,750.00	1,050.00	700.00
Total Fee					700.00
Total this Invoice					\$700.00

Invoice

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LANIE MCMANUS
CHARTER TWP OF GARFIELD
3848 VETERANS DR
TRAVERSE CITY, MI 49684

September 18, 2024
Project No: 24202
Invoice No: 2420202

Re: The Flats at Carriage Commons (BATA/TCHC Transit Orientated Mixed Use Development) , Water / Sewer Extension, Escrow# 214.816

Services Performed: Engineering and construction services for, construction oversight and project close out for the installation of approximately 24000 LF of 8' water main and 1750 LF of 8' sanitary sewer to service a mixed use planned unit development.

Project Location: Corner of Hammond Road and Lafranier Road, Traverse City.

Professional Services from August 04, 2024 to September 14, 2024
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Observation & Testing	25,000.00	55.00	13,750.00	7,805.00	5,945.00
Project Closeout & Turnover	2,500.00	0.00	0.00	0.00	0.00
Total Fee	27,500.00		13,750.00	7,805.00	5,945.00
Total Fee					5,945.00
Total this Invoice					\$5,945.00



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

September 18, 2024
 Project No: 24237
 Invoice No: 2423701

Re: Brook Valley, Water Main Extension, Escrow No.#

Services Performed:

1. Engineer Review; Conceptual and final plan review and overall capacity evaluation to determine impact to existing water system and ability to service. Scope also includes Act 399 Permit assistance for the water main. Assist with collaboration of infrastructure to service surrounding developments including coordination, meetings and agreement preparation assistance.
2. Fulltime construction observation, site visits, witness testing for approximately 15 days of construction, 200 hours. Walk through with DPW.
3. Project Turnover; Review drawing and easements, review of close out and turnover documentation to township and updates to GIS and overall utility maps.

Project Location: Cedar Run Road, Long Lake Township

Professional Services from August 04, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineer Review	2,500.00	25.00	625.00	0.00	625.00
Const. Observation, Testing, Walk Thru	22,500.00	0.00	0.00	0.00	0.00
Project Close Out, Turnover	2,000.00	0.00	0.00	0.00	0.00
Total Fee	27,000.00		625.00	0.00	625.00
			Total Fee		625.00
				Total this Invoice	\$625.00



Invoice

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

September 18, 2024
 Project No: 21066
 Invoice No: 2106610

Re: Stone Ridge PRV Replacement

Services Performed: Professional engineering services for a topographic survey, preliminary design, final design, bidding, construction administration, construction staking, construction observation, project close out and turn over as detailed in proposal letter dated March 3, 2021.

Professional Services from March 24, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	5,250.00	100.00	5,250.00	5,250.00	0.00
Preliminary Design	12,500.00	100.00	12,500.00	12,500.00	0.00
Final Design	14,350.00	100.00	14,350.00	14,350.00	0.00
Bidding Services	4,000.00	100.00	4,000.00	4,000.00	0.00
Construction Administration	9,850.00	85.00	8,372.50	4,925.00	3,447.50
Construction Staking	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Observation	12,350.00	100.00	12,350.00	12,350.00	0.00
Project Closeout and Turnover	2,500.00	0.00	0.00	0.00	0.00
Total Fee	64,300.00		60,322.50	56,875.00	3,447.50
Total Fee					3,447.50
Total this Invoice					\$3,447.50

Invoice

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

September 18, 2024
 Project No: 22230
 Invoice No: 2223010

Re: NW Silver Lake Road Sewer Extension

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

Professional Services from June 23, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Engineering Design	21,850.00	100.00	21,850.00	21,850.00	0.00
Construction Staking	5,000.00	100.00	5,000.00	5,000.00	0.00
Construction Administration	5,750.00	100.00	5,750.00	4,600.00	1,150.00
Construction Observation	28,500.00	100.00	28,500.00	28,500.00	0.00
Project Closeout and Turnover	1,500.00	100.00	1,500.00	1,500.00	0.00
Total Fee	62,600.00		62,600.00	61,450.00	1,150.00
		Total Fee			1,150.00
				Total this Invoice	\$1,150.00

Invoice

Gourdie-Fraser, Inc.
123 West Front Street, Suite A
Traverse City, MI 49684
Phone: 231-946-5874 Ext. 310
A/R email: melanie@gfa.tc

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

September 18, 2024
Project No: 24029C
Invoice No: 24029308

Re: Water Contract

Services Performed: Engineering services for water contract review and data compilation for submission to legal counsel.

Professional Services from July 14, 2024 to September 14, 2024

Professional Personnel

	Hours	Rate	Amount	
Director of Engineering	2.00	180.00	360.00	
Design Engineer	1.00	110.00	110.00	
Totals	3.00		470.00	
Total Labor				470.00
		Total this Invoice		\$470.00



Invoice

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

September 18, 2024
 Project No: 23073
 Invoice No: 2307307

Re: River East Park Improvements, Phase III

Services Performed: Civil engineering services including design, permitting, bidding, construction oversight and project closeout services to facilitate the completion of the project. Improvements consist of installation of a bathroom, service amenities, sidewalk and parking improvements. Scope of project shall be consistent with the concept drawing and cost estimate as detailed in proposal letter dated March 16, 2023.

Project Location: 2143 North Keystone Road

Professional Services from April 14, 2024 to September 14, 2024
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	2,500.00	100.00	2,500.00	2,500.00	0.00
Site Design	24,500.00	100.00	24,500.00	24,500.00	0.00
RFP and Bidding	3,500.00	100.00	3,500.00	3,500.00	0.00
Construction Staking and Layout	2,500.00	0.00	0.00	0.00	0.00
Const. Observation & Materials Testing	13,500.00	4.8889	660.00	0.00	660.00
Construction Admin. and Engineering	5,000.00	10.00	500.00	0.00	500.00
Total Fee	51,500.00		31,660.00	30,500.00	1,160.00
		Total Fee			1,160.00
				Total this Invoice	\$1,160.00

Invoice

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

September 18, 2024
 Project No: 24069
 Invoice No: 2406903

Re: Grand Traverse Commons, North Trail Loop

Services Performed: Civil engineering, survey and construction services to complete a topographic survey, utility research, preliminary and final engineering design, permitting, final plan set, bidding, construction administration, staking, inspection and oversight and close out as detailed in in proposal letter dated March 20, 2024.

Professional Services from August 04, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	7,500.00	100.00	7,500.00	7,500.00	0.00
Base Map Creation	2,500.00	100.00	2,500.00	0.00	2,500.00
Prel. & Final Engineering Design	34,500.00	0.00	0.00	0.00	0.00
Permitting	5,000.00	0.00	0.00	0.00	0.00
Bidding	1,500.00	0.00	0.00	0.00	0.00
Construction Staking, Layout	3,500.00	0.00	0.00	0.00	0.00
Const. Observation, Materials Testing	15,500.00	0.00	0.00	0.00	0.00
Construction Admin., Engineering	7,500.00	0.00	0.00	0.00	0.00
Total Fee	77,500.00		10,000.00	7,500.00	2,500.00
		Total Fee			2,500.00
				Total this Invoice	\$2,500.00



Invoice

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

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

September 18, 2024
Project No: 24236
Invoice No: 2423601

Re Cooper Ridge Trailhead

Services Performed: Civil engineering services for site design, permitting and bidding documents to facility construction of a trailhead and trail spur to connect to the existing Copper Ridge Trail located off Park Forest Drive. Scope is consistent with the conceptual drawing and cost estimate approved by the Township Board in August 2024.

Project Location:

Professional Services from July 14, 2024 to September 14, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Topographic Survey	3,000.00	71.00	2,130.00	0.00	2,130.00
Engineering Site Design	7,450.00	51.00	3,799.50	0.00	3,799.50
RFP and Bidding	3,500.00	0.00	0.00	0.00	0.00
Total Fee	13,950.00		5,929.50	0.00	5,929.50
		Total Fee			5,929.50
				Total this Invoice	\$5,929.50

MTT Update
Prepared for Garfield Twp Board

By: Amy L DeHaan, MMAO(4) - Assessor
As of: September 16, 2024

Docket #	Parcel No(s).	Owner	Property Address	Year(s) in Contention	Assessor's Values		Petitioner's Values		Value Differences		Status Notes	ACTUAL						
					Assessed	Taxable	Assessed	Taxable	Assessed	Taxable		Twp Millage LOSS	METRO Millage LOSS					
1	24-001173	022-009-20 WM Traverse Erie 15 LLC (Wal-Mart Real Estate Business Trust)	2640 Crossing Cir	2024 8/18-29, 2025 Pre-hearing General Call	\$ 4,213,800	\$ 4,213,800	\$ 2,900,000	\$ 2,900,000	\$ (1,313,800)	\$ (1,313,800)	9/16/24 Reached out to rep to begin settlement discussions. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.	\$ -	\$ -					
2	24-001309	021-047-00 Walmart Stores Inc (Sam's Real Estate Business Trust)	2401 N US 31 South	2024 7/16-31, 2025 Pre-hearing General Call	\$ 3,605,000	\$ 3,605,000	\$ 2,500,000	\$ 2,500,000	\$ (1,105,000)	\$ (1,105,000)	9/16/24 Reached out to rep to begin settlement discussions. NOTE: 2024 value is what was agreed on in Feb 24 for 2023.							
3	24-001749	033-010-40 American Waste Inc	3850 Sundowner Dr	2024	\$ 761,100	\$ 761,100	\$ 495,000	\$ 495,000	\$ (266,100)	\$ (266,100)	7/29/24 Petition found on-line. 7/29/24 Answered.							
4																		
5																		
6																		
7																		
TOTALS:					\$ 8,579,900	\$ 8,579,900	\$ 5,895,000	\$ 5,895,000	\$ (2,684,900)	\$ (2,684,900)								
					SETTLED VALUES:		2024											
									<table border="1"> <tr> <td>Township</td> <td>Metro</td> </tr> <tr> <td>\$ (4,698.58)</td> <td>\$ (7,383.48)</td> </tr> </table>		Township	Metro	\$ (4,698.58)	\$ (7,383.48)	ACTUAL TAX LOSS 2024 GRAND TOTAL		\$ -	\$ -
Township	Metro																	
\$ (4,698.58)	\$ (7,383.48)																	



Charter Township of Garfield

Grand Traverse County

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

3.d.

CHUCK KORN
SUPERVISOR

LANIE McMANUS
CLERK

JEANE BLOOD LAW
TREASURER

MOLLY AGOSTINELLI, TRUSTEE
STEVE DUELL, TRUSTEE

CHRIS BARSCHEFF, TRUSTEE
DENISE SCHMUCKAL, TRUSTEE

MEMORANDUM

DATE: September 26, 2024

TO: Township Board Members

FROM: Amy L. DeHaan, Assessor *ald*

SUBJECT: REVISED Road Name Request

At the February 13, 2024, meeting of the Township Board, you approved changing the name of a portion of Ramsdell Street to Ramsdell Road (original request is attached). Unfortunately, I apparently was directionally challenged when that portion of the road was described in the request, and stated the change was for Ramsdell Street, EAST of Incochee Woods Drive if extended. It should have requested that portion WEST of Incochee Woods Drive if extended.

This was brought to my attention today, again by Ms Clark. She indicated that FedEx and the USPS still do not show the name as Ramsdell Road. She contacted the County GIS department, who then contacted me. They would be more comfortable if the Township Board would approve the correct description - they will then send out official notices of the change to the various entities.

Due to this, I make this revised request that Garfield Township Board approve changing the name of Ramsdell Street, West of Incochee Woods Drive if extended, to Ramsdell Road.

Amy L DeHaan, MMAO(4)
Assessor



Charter Township of Garfield

Grand Traverse County

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

CHUCK KORN
SUPERVISOR

LANIE McMANUS
CLERK

CHLOE MACOMBER
TREASURER


MOLLY AGOSTINELLI, TRUSTEE
STEVE DUELL, TRUSTEE

CHRIS BARSCHIEFF, TRUSTEE
DENISE SCHMUCKAL, TRUSTEE

MEMORANDUM

DATE: February 7, 2024

TO: Township Board Members

FROM: Amy L. DeHaan, Assessor 

SUBJECT: Road Name Change Request

The County maintains a Master Street Index, which includes the ranges of addresses to be used in each jurisdiction. These road names and address ranges can be input to the BS&A Assessing system for each jurisdiction so that properties outside of those names and ranges cannot be input. In the past, we have had parcels added that were actually in the City and had to take them to the Board of Review for correction. Because of this, I used the Master Street Index and added all of the road names and address ranges that are shown to be in Garfield Township so there could be no incorrect addresses added to our database.

In doing so, I came across two parcels (see map attached) that had Ramsdell Road as their street name - 1466 and 1492, one which is part of the Incochee Condominium development and one that is not. The street master shows this section of the private road as "Ramsdell Street" with an address range of 1460 – 1500 (EVEN numbers) in Garfield Township, which would include these two parcels. In order to follow the Street Master, which is used by all jurisdictions including 9-1-1, I changed these two parcels to Ramsdell St.

In early January, I was contacted by Karen Clark, daughter of the owner of 1492 Ramsdell. She believes it should remain Ramsdell Road as it had been since she was a child. She provided a copy of the 2007 settlement agreement with the City of Traverse City that allows their access to the property through the Incochee development. I believe Ms Clark also contacted the Township Supervisor, County Equalization and other municipal offices about this change. She indicated that no one was able to find any paperwork that changed the name from Road to Street, so she wants it to officially be Ramsdell Road.

Amy L DeHaan, MMAO(4)
Assessor

In speaking with Jim Baker, in the Equalization Department, he shared that 9-1-1 had indicated there are other streets that begin in the City and cross into the Township that are named “street” or “avenue” in the City but change to “road” in the Township. Examples include Garfield Street (in TC) and Garfield Road (in Garfield Twp), and Cass Street (in TC) and Cass Road (in Garfield Twp). In order to make the name officially known as Ramsdell Road for these two parcels, the Township would need to approve that name to be used for land in the Township on Ramsdell, lying East of Incochee Woods Drive if extended. The other option is to ask the City to prove why/when/how the name was changed from road to street, and request these parcels be grandfathered as Ramsdell Road.

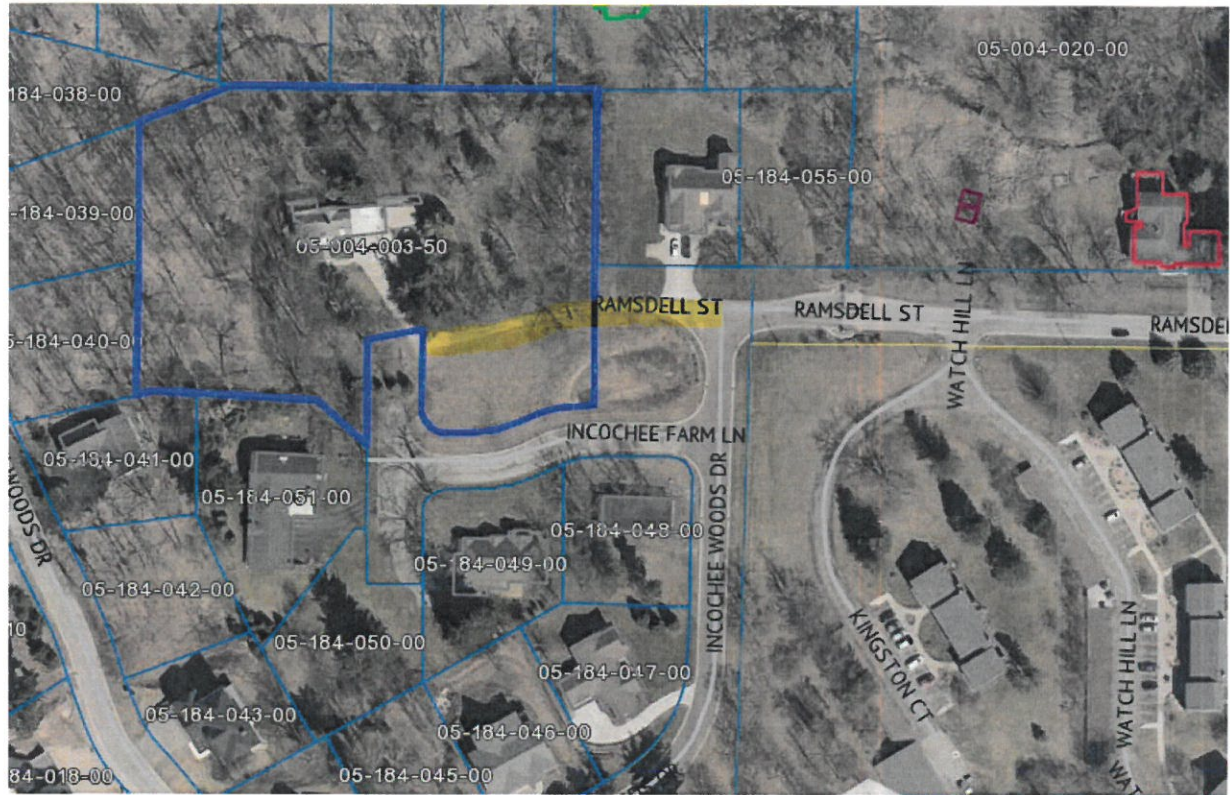
I did attempt to contact Scott Beitel, owner of 1466 Ramsdell, to determine if he has any concern with the name being either Street or Road. I called and left a voicemail, as well as wrote him a letter (dated January 11, 2024) but did not hear back from him.

Today, I was involved in a conference call with several representatives from the City (Lauren Tribble-Attorney, Elizabeth Vogel-Manager, Polly Cairns-Assessor, Christine Black and others) as well as Jim Baker, from the County, to discuss the situation. Polly Cairns, indicated that sometime – likely back in the 1960s or 1970s, the City passed a Resolution to not have any streets named as “Roads”, though she was unable to locate the resolution. She indicated that there is only one in the City - Airport Access Road.

Attorney Tribble indicated that the Township can change the name of any road it chooses – even those within condominium developments.

Following the discussion, the group agreed the best option was to request that Garfield Township Board approve changing the name of the Ramsdell Street, East of Incochee Woods Drive if extended, to Ramsdell Road.

Amy L DeHaan, MMAO(4)
Assessor





Local Government Approval
(Authorized by MCL 436.15)

RESOLUTION 2024-15-T (AMENDED)

Instructions for Applicants:

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

Instructions for Local Legislative Body:

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

At a regular meeting of the Charter Township of Garfield council/board
(regular or special) (name of township, city, village)
called to order by Supervisor Korn on October 8, 2024 at 6:00 pm
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from High Tops TC, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Liquor License
(list specific licenses requested)

to be located at: 1214 W. South Airport Rd. Traverse City, MI 49684

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

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

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township
council/board at a regular meeting held on October 8, 2024
(regular or special) (date) (name of township, city, village)

Lanie McManus

Print Name of Clerk

Signature of Clerk

Date

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

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

Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Overnight packages: 2407 N. Grand River, Lansing, MI 48906
Fax to: 517-763-0059



Local Government Approval
(Authorized by MCL 436.1501)

RESOLUTION 2024-15-T

Instructions for Applicants:

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

Instructions for Local Legislative Body:

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

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

called to order by Supervisor Korn on May 14, 2024 at 6:00 pm
(date) (time)

the following resolution was offered:

Moved by Molly Agostinelli and supported by Denise Schmuckal

that the application from High Tops TC, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C Liquor License
1214
(list specific licenses requested)

to be located at: 1212 W. South Airport Rd., Traverse City, MI 49684

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

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

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: 7

Nays: 0

Absent: 0

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Garfield Township
council/board at a regular meeting held on May 14, 2024
(regular or special) (date) (name of township, city, village)

Lanie McManus
Print Name of Clerk

Lanie McManus
Signature of Clerk

May 15, 2024
Date

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

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

Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
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Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

September 2024

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme		0			2	6	0
02 Blair		0			2	8	0
03 East Bay		0			5	13	0
04 Fife Lake		0			0	0	0
05 Garfield		1			5	38	1
06 Grant		0			0	1	0
07 Green Lake		0			3	0	0
08 Long Lake		0			0	0	0
09 Mayfield		0			1	2	0
10 Peninsula		0			0	1	0
11 Paradise		0			0	7	0
12 Union		0			0	0	0
13 Whitewater		0			0	1	0
29 Fife Lake Vlg		0			0	0	0
30 Kingsley Vlg		0			1	1	0
66 Traverse City		0			3	27	0
84 Out of County		0			0	16	0
Totals	0	1	0	0	22	121	1
% of Garfield Twp		100.0%			22.7%	31.4%	100.0%

Ticket stats are based on what District Court has entered as of
 Arrest stats are as of 10/01/24.

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

Third Quarter Totals July - September 2024

Citation & Traffic Crash numbers are off due to denied access to court system and ransomware attack.

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	15	0	0	0	5	18	0
02 Blair	36	0	0	0	10	31	0
03 East Bay	33	0	0	0	11	28	0
04 Fife Lake	5	0	0	0	1	2	0
05 Garfield	65	1	0	0	23	121	1
06 Grant	2	0	0	0	0	1	0
07 Green Lake	10	0	0	0	7	6	0
08 Long Lake	8	0	0	0	3	9	0
09 Mayfield	5	0	0	0	1	6	0
10 Peninsula	8	0	0	0	2	2	0
11 Paradise	4	0	0	0	1	14	0
12 Union	0	1	0	0	1	0	1
13 Whitewater	5	0	0	0	1	4	0
29 Fife Lake Vlg	0	0	0	0	1	0	0
30 Kingsley Vlg	0	0	0	0	1	6	0
66 Traverse City	9	0	0	0	7	94	0
84 Out of County	0	0	0	0	0	34	0
Totals	205	2	0	0	75	376	2
% of Garfield Twp	31.7%	50.0%			30.7%	32.2%	50.0%

Ticket stats are based on what District Court has entered as of
 Arrest stats are as of 10/01/24.



GRAND TRAVERSE METRO FIRE DEPARTMENT

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

Garfield / Metro NFIRS Incidents - September 2024

Incident Type	Garfield	Metro
Medical assist, assist EMS crew	203	290
Dispatched and cancelled en route	25	64
Emergency medical service, other	49	42
Motor vehicle accident with injuries	12	17
Alarm system sounded due to malfunction	6	12
Alarm system activation, no fire - unintentional	7	11
Motor vehicle accident with no injuries.	3	7
Smoke detector activation, no fire - unintentional	1	6
Smoke scare, odor of smoke	4	5
Assist invalid	3	4
Water Flow Alarm - unintentional	3	4
Carbon monoxide detector activation, no CO	1	3
False alarm or false call, other	1	3
Unauthorized burning	3	3
Carbon monoxide incident	1	2
CO detector activation due to malfunction	1	2
Forest, woods or wildland fire	1	2
Heat detector activation due to malfunction	2	2
Outside rubbish, trash or waste fire	2	2
Public service	1	2
Accident, potential accident, other	1	1
Attempted burning, illegal action, other	0	1
Brush or brush-and-grass mixture fire	0	1
Central station, malicious false alarm	1	1
Cooking fire, confined to container	1	1
Detector activation, no fire - unintentional	1	1
Electrical wiring/equipment problem, other	1	1
Extinguishing system activation	1	1
Good intent call, other	1	1
Low-voltage line down	1	1
LP or Natural Gas Odor with no leak/gas found.	1	1
No incident found on arrival at dispatch address	1	1
Oil or other combustible liquid spill	0	1
Overheated motor / belt issue	0	1
Passenger vehicle fire	1	1
Power line down	1	1
Smoke detector activation due to malfunction	1	1
Swimming/recreational water areas rescue	0	1
Unintentional transmission of alarm, other	1	1
Water problem, other	1	1
Water vehicle fire	0	1
Animal problem	1	0
Assist police or other governmental agency	2	0



GRAND TRAVERSE METRO FIRE DEPARTMENT

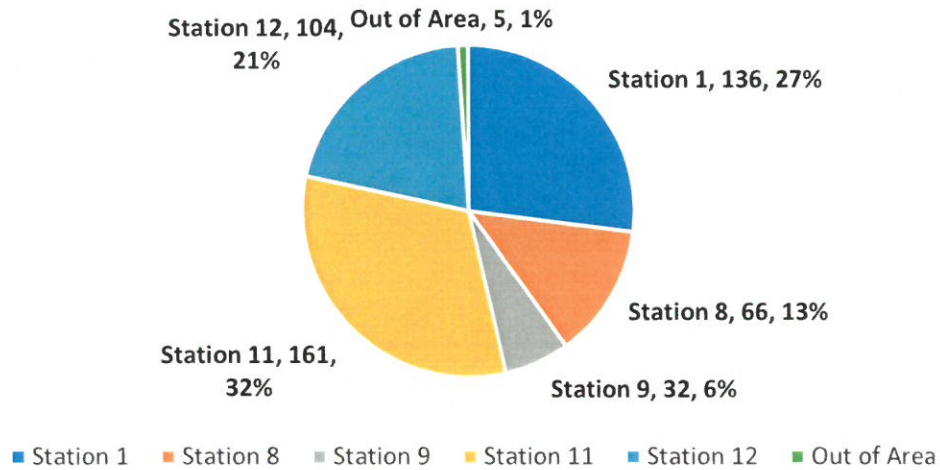
FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686

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

Gasoline or other flammable liquid spill	2	0
Low Hanging Power Line	2	0
Public service assistance, other	1	0
Road freight or transport vehicle fire	1	0
Total	353	504

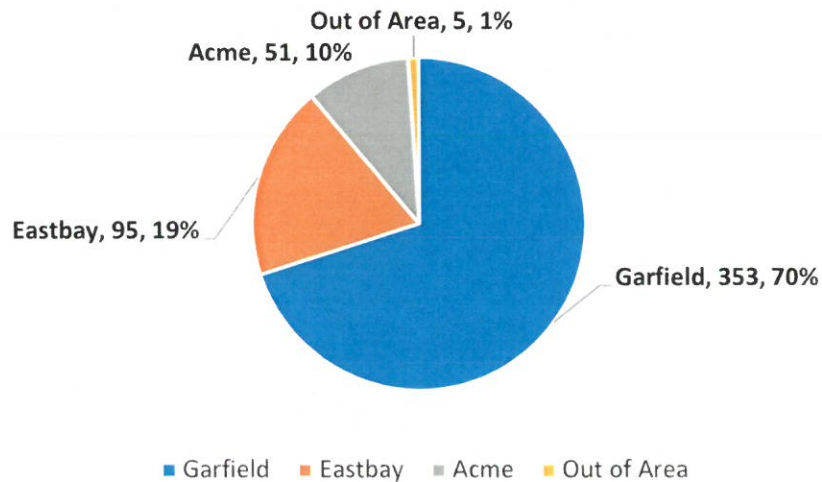
GTMESA - September 2024 Incidents by Station

504 Total



GTMESA - September 2024 incidents

504 Total





GRAND TRAVERSE METRO FIRE DEPARTMENT

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

Garfield EMS Incidents - September 2024

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	7	27	42
Difficulty Breathing / SOB	24	5		29
Vehicle Accident	20		2	22
Medical Alarm		14	5	19
Seizure	14	1	2	17
Invalid Assist/Lift Assist		1	15	16
General Weakness	2		13	15
Altered LOC	9		5	14
No Other Appropriate Choice	4	1	9	14
Syncope/near-fainting	7	4	1	12
Cardiac Issues (Chest Pain)	9		1	10
Stroke/CVA	9	1		10
Nausea/Vomiting	5		2	7
Hypotension / hypertension	2	1	3	6
Cardiac Issues - No Chest Pain	5			5
Hemorrhage/Laceration	4		1	5
Infection			5	5
Traumatic Injury	3	1	1	5
Unresponsive	4	1		5
Abdominal Pain	3		1	4
Back Pain (Non-Traumatic)	1	1	2	4
Assault			3	3
Diabetic Emergency	3			3
Alcohol intoxication			2	2
Choking	1		1	2
CPR	2			2
Overdose - Unintentional	1		1	2
Urinary problem	1		1	2
Welfare Check		1	1	2
Abnormal Labs			1	1
Airway Obstruction			1	1
Allergic Reaction / Stings			1	1
Assist Other Agency			1	1
Death - Priority 5			1	1
Epistaxis (Nosebleed)			1	1
Eye Problem/Injury			1	1
Fever	1			1
GI Bleed	1			1
Lower Limb Swelling			1	1
Patient Assist Only			1	1
Pregnancy/Childbirth/Miscarriage			1	1
Psychiatric Problem/Suicide Attempt			1	1
Grand Total	143	39	115	297




GRAND TRAVERSE METRO FIRE DEPARTMENT

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

Metro EMS Incidents - September 2024

Complaint	Priority 1	Priority 2	Priority 3	Total
Fall	8	7	27	42
Difficulty Breathing / SOB	24	5		29
Vehicle Accident	20		2	22
Medical Alarm		14	5	19
Seizure	14	1	2	17
Invalid Assist/Lift Assist		1	15	16
General Weakness	2		13	15
Altered LOC	9		5	14
No Other Appropriate Choice	4	1	9	14
Syncope/near-fainting	7	4	1	12
Cardiac Issues (Chest Pain)	9		1	10
Stroke/CVA	9	1		10
Nausea/Vomiting	5		2	7
Hypotension / hypertension	2	1	3	6
Cardiac Issues - No Chest Pain	5			5
Hemorrhage/Laceration	4		1	5
Infection			5	5
Traumatic Injury	3	1	1	5
Unresponsive	4	1		5
Abdominal Pain	3		1	4
Back Pain (Non-Traumatic)	1	1	2	4
Assault			3	3
Diabetic Emergency	3			3
Alcohol intoxication			2	2
Choking	1		1	2
CPR	2			2
Overdose - Unintentional	1		1	2
Urinary problem	1		1	2
Welfare Check		1	1	2
Abnormal Labs			1	1
Airway Obstruction			1	1
Allergic Reaction / Stings			1	1
Assist Other Agency			1	1
Death - Priority 5			1	1
Epistaxis (Nosebleed)			1	1
Eye Problem/Injury			1	1
Fever	1			1
GI Bleed	1			1
Lower Limb Swelling			1	1
Patient Assist Only			1	1
Pregnancy/Childbirth/Miscarriage			1	1
Psychiatric Problem/Suicide Attempt			1	1
Grand Total	143	39	115	297

		Charter Township of Garfield	
		Planning Department Report No. 2024-77	
Prepared:	October 1, 2024	Pages:	2
Meeting:	October 8, 2024 Township Board	Attachments:	<input type="checkbox"/>
Subject:	Planning Department Monthly Report – October 2024		

PURPOSE:

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

DEVELOPMENTS:

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

TowerNorth Wireless Communication Facility – Special Use Permit Review

- *Location:* 2767 Zimmerman Road, west side of Zimmerman Road, north of Silver Lake Road intersection
- *Development Description:* Proposed monopole wireless communication facility (cell tower)
- *Status:* The Planning Commission tabled the application at their 6/12/2024 meeting and requested more information on the application. Commissioners tabled the application at their 7/10/2024 meeting so that the applicant can propose a different location on the site for the proposed tower which meets setback standards for wireless communication facilities. The Commissioners again tabled the application at their meetings on 8/14/2024 and 9/11/2024 as the applicant has yet to submit any updated materials or information.

French Manor LaFranier – Special Use Permit Major Amendment Review

- *Location:* 3090 LaFranier Road, east side of LaFranier Road, south of South Airport Road
- *Development Description:* Proposed expansion of existing senior residential facility
- *Status:* The application was introduced to the Planning Commission at their 8/14/2024 meeting. The Planning Commission held the public hearing for this application at their 9/11/2024 meeting and will review Findings of Fact for this application at their 10/9/2024 meeting.

Meadow Valley PUD Directional Signs – PUD Sign Review

- *Location:* 5143 North Long Lake Road, south side of North Long Lake Road west of Zimmerman Road
- *Development Description:* Proposed series of internal directional signs
- *Status:* The Planning Commission approved the application at their 9/11/2024 meeting.

Angel Care Child Care / Church of the Living God – Special Use Permit Review

- *Location:* 1514 Birmley Road, north side of Birmley Road east of Keystone Road
- *Development Description:* Proposed child care center within existing church
- *Status:* The application was introduced to the Planning Commission at their 9/11/2024 meeting. The public hearing is scheduled for the 10/9/2024 Planning Commission meeting.

K1 Speed / High Tops – Site Plan Review Amendment

- *Location:* 1212 W South Airport Road, north side of South Airport Road west of Garfield Avenue
- *Development Description:* Proposed bar/tavern and nightclub at former Sears in Cherryland Center
- *Status:* The Planning Commission tabled the application at their 9/11/2024 meeting based on concerns about the impact of the project on the neighboring residential area. The Planning Commission will again review the application at their 10/9/2024 meeting.

BATA / Traverse City Housing Commission (TCHC) PUD – Minor Amendment

- *Location:* East side of LaFranier Road, north of Hammond Road
- *Development Description:* This PUD was originally approved in 2022 and included 210 housing units as part of a mixed-use development. The applicants request a Minor Amendment to adjust the phasing for installing the playground.
- *Status:* The Planning Commission will review the application at their 10/9/2024 meeting.

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

Kingsley Lumber

- *Location:* 1807 N Garfield Road, southwest corner of Garfield Road and Hammond Road
- *Development Description:* Proposed lumber processing and sawmill operation
- *Status:* Under review; additional information requested from applicants

Precision Plumbing and Heating

- *Location:* 3233 Cass Road, southwest corner of South Airport Road and Cass Road (former BATA HQ)
- *Development Description:* Proposed contractor’s establishment; Precision Plumbing and Heating HQ
- *Status:* Approved with conditions

Mobile Medical Response

- *Location:* 1733 Park Drive, east side of Park Drive north of South Airport Road
- *Development Description:* Proposed headquarters and operational based for Mobile Medical Response
- *Status:* Under review; additional information requested from applicants

Resurrection Life Church Addition – PUD Administrative Amendment

- *Location:* 2586 Crossing Circle, part of the Grand Traverse Crossings PUD
- *Development Description:* Proposed addition to existing church building
- *Status:* Under review; additional information requested from applicants

PLANNING:

Other Planning Department activities include the following:

- At their 8/14/2024 regular meeting, the Planning Commission held the public hearing for a proposed Zoning Ordinance text amendment. This amendment encompasses changes to the R-3 zoning district to allow triplex and quadplex housing types by right in the R-3 zoning district, and associated text changes. Commissioners recommended approval of the proposed amendment to the Township Board. The Township Board introduced the proposed Zoning amendment at their 8/27/2024 meeting; the public hearing is scheduled for 10/8/2024.
- The Planning Commission did not hold a study session in September 2024. At the 10/23/2024 study session, the Planning Commission will continue discussing other potential Zoning Ordinance amendments, including updating sign regulations, addressing short-term rentals in response to proposed legislation, and reviewing potential definitions for “substantial construction” and other terms.
- Staff attended the 2024 Planning Michigan Conference, held September 25-27, 2024 in Grand Rapids. Staff will share information learned at the conference with the Planning Commission.

STAFF:

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 Direct Line: (231) 225-3155

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



Charter Township of Garfield
Parks Report

Silver Lake Recreation Area

Drinking fountain is operational.

Irrigation will be winterized soon, but dog water left on for a bit.

Tennis Courts repaired.

Reservations are slowing down.

Getting quotes for future pickleball courts.

Working on repainting kiosks.

Looking at one more mow of the meadow for the year.

Replaced benches near playground.

Commons

Planning has been getting updates about DNR grant.

RFP out soon for Copper Ridge Trailhead.

Communicated with subcommittee on where to deliver trail material.

Need one more mow and trim for the year.

River East

Working on quotes for playground equipment.

Keeping portable toilets for the year until bathrooms are installed.

Dog park getting good use.

Periodic encampments have been pulled.

CPO's assisted staff in removing 5-6 campers behind Goodwill Inn after Metro Fire responded to a fire in that area.

Walk through our camera system with new IT Staff.

Down payment sent for pre-casted bathrooms.

Boardman Valley

Removed all the old, rotten, metal trash cans with UTV.

Trimmed and pruned back trails.

Looking to add some crushed gravel in spots where it gets wet.

Updating Kiosk for pickleball and trailhead.

Miller Creek

Cleaned up trails and pruned back.

4Front Credit Union scheduled to do a volunteer clean up for wind blown trash.

Kid's Creek

Monthly maintenance. Pruning and mowing back trails.

Tree count for CRA for grant replanting.

Buffalo Ridge Trail

Monthly maintenance. Mowing and pruning.

New bench is getting used.

Dealt with a couple wasp nests on or near trails.

Getting quotes for autumn olive removal from contractors.

Submitted Oct 2nd, 2024

Derek Morton

Sean Kehoe

ARPA SPENDING AND CONTRACT TRACKER

\$ 1,864,273.88 Total ARPA Funds

ARPA Project	Estimated Total Project Cost	Total of ARPA Funds Allocated for Project	Total Under Contract or Invoiced	Total Paid	Check # Paid	Signed Contract or Invoice Yes/No
Stoneridge PRV Board Approved 2/20/24 - Under Contract with Elmers Crane/Dozer	\$ 731,680.00	\$ 525,000.00	\$ 525,000.00	\$ -		
Hands-Free Drinking Fountains (2) - Silver Lake and River East Park Drinking Fountains ordered from Global Industrial Township Hall Drinking Fountain done by invoice from Temperature Control	\$ 10,000.00	\$ 13,279.21	\$ 13,279.21	\$ 13,279.21	1002 & 1004 & 1005	
River East Recreation Area Amenities (Phase III & Prepurchase of Bathroom Materials) Board Approved 2/20/24 - Under Contract/Bid Awarded to AJ's Excavating Bathroom Materials ordered from Norwalk Concrete Industries	\$ 150,000.00	\$ 250,000.00	\$ 250,000.00	\$ 12,507.50	1014	
River East Playground Equipment	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -		
Barlow/Boardman Lake Loop Connector Board Approved Engineering Contract 4/9/24 with GF for \$95,250. Design work underway by GF.	\$ 564,073.00	\$ 95,250.00	\$ 95,250.00	\$ 19,800.00	1006 & 1013	
Kids Creek sidewalk repair along US-31 Work Completed. Contract signed with Global Asphalt - Board for approved 6/11/24	\$ 13,480.00	\$ 13,480.00	\$ 13,480.00	\$ 13,480.00	1012	Yes
Logan's Landing & Woodmere Median Improvements Staff reviewing options for new landscaping/acquiring bids	\$ 125,000.00	\$ 125,000.00	\$ -	\$ -		
Website Update Board approved 4/9/24 - contracts with Civic Clarity (Accunet Web Services) and New Moon	\$ 40,135.00	\$ 40,135.00	\$ 40,135.00	\$ 19,825.00	1007 & 1009	
Entry Signs (17) Work completed by Road Commission. Waiting for invoice.	\$ 5,200.00	\$ 5,200.00				
Planning Office Wall/Door Installation Board Approved 3/12/24 - Project completed by Absolute Building Solutions LLC	\$ 20,000.00	\$ 5,125.00	\$ 5,125.00	\$ 5,125.00	1010	Yes
Hands-Free Drinking Fountains (2) - Township Hall Project completed for \$3,750 by Temperature Control	\$ 5,000.00	\$ 3,750.00	\$ 3,750.00	\$ 3,750.00	1001	Yes
Boiler and HVAC Board Approved 3/12/24 - Under Contract/Bid Awarded to Temperature Control - some valve replacements paid out of ARPA Balance paid for by EGLE grant from their Community Energy Management Program	\$ 28,500.00	\$ 28,500.00	\$ 28,500.00	\$ 7,695.00	1011	
Misc Gourdie-Fraser Project Review for ARPA	\$ -	\$ -	\$ 330.00	\$ 330.00	1000	Yes
Interest Earned from High Interest Earning Insured Cash Sweep (ICS) Account: \$73,121.65						
	Total Allocated	\$ 1,604,719.21	\$ 974,849.21	Total Under Contract		
	Total Not Allocated	\$ 259,554.67	\$ 889,424.67	Total Not Under Contract		

Clerk's Report

For September 30,2024

Submitted 10/1/2024

To The Garfield Township Board,

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

For the month of September in the General Fund, you will find that we had a total of \$13,761.60 Revenues and \$139,760.14 Expenditures. For the year we have a total of \$4,002,083.81 Revenues and 2,194,994.69 Expenditures.

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

Lanie McManus

Township Clerk

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE 09/30/2024	ACTIVITY FOR	AVAILABLE BALANCE
		ORIGINAL BUDGET	AMENDED BUDGET		MONTH 09/30/2024	
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT REAL PROPERTY TAXES	2,118,840.00	2,118,840.00	1,917,186.98	22.03	201,653.02
101-000-412.000	DEL PERSONAL PROP TAXES	500.00	500.00	2,289.81	0.00	(1,789.81)
101-000-414.000	Protested PRE Interest	1,000.00	1,000.00	6,436.79	0.00	(5,436.79)
101-000-423.000	TRAILER PARK FEES	9,000.00	9,000.00	6,149.50	0.00	2,850.50
101-000-445.000	PENALTIES & INT. ON TAXES	6,000.00	6,000.00	12,775.88	0.00	(6,775.88)
101-000-476.000	BUILDING PERMITS	200,000.00	200,000.00	142,898.00	9,205.00	57,102.00
101-000-476.001	PLANNING FEES	10,000.00	10,000.00	10,600.00	1,600.00	(600.00)
101-000-476.002	MAINT INSPECTION FEES	5,000.00	5,000.00	0.00	0.00	5,000.00
101-000-476.003	TREASURER FEES	100.00	100.00	25.00	0.00	75.00
101-000-476.004	PARK USE FEES	0.00	0.00	105.00	0.00	(105.00)
101-000-476.005	ZONING FEES	15,000.00	15,000.00	16,480.00	1,500.00	(1,480.00)
101-000-574.000	STATE SHARED REVENUE	2,135,776.00	2,135,776.00	1,362,820.00	0.00	772,956.00
101-000-574.001	STATE SHARED REV. - LIQUOR LA	20,000.00	20,000.00	25,836.25	0.00	(5,836.25)
101-000-574.002	EVIP DISTRIBUTION	72,024.00	72,024.00	44,118.00	0.00	27,906.00
101-000-665.000	EARNED INTEREST	70,000.00	70,000.00	225,829.00	1,434.57	(155,829.00)
101-000-668.002	RENTS & ROYALTIES CABLE VIS	250,000.00	250,000.00	178,231.65	0.00	71,768.35
101-000-668.003	RENTS & ROYALTIES CABLE EQUIP	22,000.00	22,000.00	17,110.24	0.00	4,889.76
101-000-673.000	SALE OF FIXED ASSETS	50.00	50.00	0.00	0.00	50.00
101-000-676.000	REIMBURSEMENTS	50,000.00	50,000.00	6,214.71	0.00	43,785.29
101-000-676.001	Reimbursed Treasurer Legal Fees	100.00	100.00	155.85	0.00	(55.85)
101-000-676.003	Reimburse Essential Services (PILOT)	17,000.00	17,000.00	26,821.15	0.00	(9,821.15)
Total Dept 000		5,002,390.00	5,002,390.00	4,002,083.81	13,761.60	1,000,306.19
TOTAL REVENUES		5,002,390.00	5,002,390.00	4,002,083.81	13,761.60	1,000,306.19
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		5,002,390.00	5,002,390.00	4,002,083.81	13,761.60	1,000,306.19

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR	AVAILABLE BALANCE	% BGDG USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET		MONTH 09/30/24		
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
Dept 101 - TOWNBOARD							
101-101-701.100	WAGES - TRUSTEE	13,450.00	13,450.00	9,070.00	860.00	4,380.00	67.43
101-101-701.101	WAGES - FILE CLERK	47,172.18	47,172.18	34,473.60	3,628.80	12,698.58	73.08
101-101-701.102	WAGES - TRUSTEE	13,450.00	13,450.00	9,160.00	1,175.00	4,290.00	68.10
101-101-701.103	WAGES - TRUSTEE	13,450.00	13,450.00	10,645.00	1,425.00	2,805.00	79.14
101-101-701.104	WAGES - TRUSTEE	13,450.00	13,450.00	8,750.00	1,175.00	4,700.00	65.06
101-101-701.105	WAGES - OFFICE COORDINATOR	43,927.26	43,927.26	23,313.31	3,379.20	20,613.95	53.07
101-101-726.000	SUPPLIES	6,500.00	6,500.00	4,652.03	443.58	1,847.97	71.57
101-101-726.001	POSTAGE	12,000.00	12,000.00	9,413.31	0.00	2,586.69	78.44
101-101-726.002	SUPPLIES - COPIER MAINTENANCE	7,500.00	7,500.00	4,363.82	361.34	3,136.18	58.18
101-101-801.002	LEGAL SERVICES - TOWNBOARD	10,000.00	10,000.00	3,828.00	379.50	6,172.00	38.28
101-101-801.004	LEGAL -Tax Tribunal	10,000.00	10,000.00	75.00	0.00	9,925.00	0.75
101-101-802.000	AUDIT AND ACCOUNTING	35,000.00	35,000.00	22,600.00	0.00	12,400.00	64.57
101-101-805.000	CONTRACTED AND OTHER SERVICES	7,500.00	32,500.00	31,162.66	9,454.00	1,337.34	95.89
101-101-860.000	MILEAGE	500.00	500.00	48.24	0.00	451.76	9.65
101-101-900.000	PRINTING & PUBLISHING	4,000.00	4,000.00	2,658.02	0.00	1,341.98	66.45
101-101-901.000	ADVERTISING	7,500.00	7,500.00	3,075.50	109.20	4,424.50	41.01
101-101-960.000	EDUCATION & TRAINING	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-101-965.101	DUES & PUBLICATIONS -TOWNBOAR	1,000.00	1,000.00	861.51	0.00	138.49	86.15
101-101-965.102	DUES - MICHIGAN TOWNSHIP ASSO	8,600.00	8,600.00	8,776.63	0.00	(176.63)	102.05
Total Dept 101 - TOWNBOARD		258,999.44	283,999.44	186,926.63	22,390.62	97,072.81	65.82
Dept 171 - TOWNSHIP SUPERVISOR							
101-171-701.201	WAGES - SUPERVISOR	95,140.91	95,140.91	69,526.13	7,318.54	25,614.78	73.08
101-171-860.200	MILEAGE - SUPERVISOR	1,000.00	1,000.00	186.13	0.00	813.87	18.61
101-171-960.200	EDUCATION - SUPERVISOR	2,000.00	2,000.00	664.48	0.00	1,335.52	33.22
101-171-965.000	DUES & PUBLICATIONS	4,000.00	4,000.00	1,219.81	0.00	2,780.19	30.50
Total Dept 171 - TOWNSHIP SUPERVISOR		102,140.91	102,140.91	71,596.55	7,318.54	30,544.36	70.10
Dept 215 - TOWNSHIP CLERK							
101-215-701.300	WAGES - CLERK	95,140.91	95,140.91	69,526.13	7,318.54	25,614.78	73.08
101-215-701.302	WAGES - DEPUTY CLERK	61,447.59	61,447.59	44,904.03	4,726.74	16,543.56	73.08
101-215-701.303	WAGES - ACCOUNTANT	6,000.00	6,000.00	5,000.00	0.00	1,000.00	83.33
101-215-701.304	WAGES - CLERK ASSISTANT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-215-726.000	SUPPLIES	1,500.00	1,500.00	199.98	0.00	1,300.02	13.33
101-215-860.300	MILEAGE - CLERK	600.00	600.00	0.00	0.00	600.00	0.00
101-215-860.301	MILEAGE - DEPUTY CLERK	400.00	400.00	0.00	0.00	400.00	0.00
101-215-960.000	EDUCATION & TRAINING	7,500.00	7,500.00	2,886.00	0.00	4,614.00	38.48
101-215-965.000	DUES & PUBLICATIONS	500.00	500.00	510.00	0.00	(10.00)	102.00
Total Dept 215 - TOWNSHIP CLERK		174,088.50	174,088.50	123,026.14	12,045.28	51,062.36	70.67
Dept 228 - COMPUTER SUPPORT							
101-228-726.000	SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 228 - COMPUTER SUPPORT		3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Dept 247 - BOARD OF REVIEW							
101-247-701.400	WAGES - B OF R	1,500.00	1,500.00	750.00	0.00	750.00	50.00
101-247-701.401	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00

User: Lanie

DB: Garfield

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR MONTH 09/30/24	AVAILABLE BALANCE	% BGD USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-247-701.402	WAGES - B OF R	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-247-701.403	WAGES - B OF R	1,500.00	1,500.00	1,750.00	0.00	(250.00)	116.67
101-247-960.000	EDUCATION & TRAINING	200.00	200.00	106.53	0.00	93.47	53.27
Total Dept 247 - BOARD OF REVIEW		6,200.00	6,200.00	2,606.53	0.00	3,593.47	42.04
Dept 253 - TOWNSHIP TREASURER							
101-253-701.500	WAGES - TREASURER	95,140.91	95,140.91	69,526.13	7,318.54	25,614.78	73.08
101-253-701.501	WAGES - ASSISTANT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-253-701.502	WAGES - DEPUTY TREASURER	61,447.59	61,447.59	44,904.03	4,726.74	16,543.56	73.08
101-253-726.000	SUPPLIES	1,500.00	1,500.00	1,056.46	299.92	443.54	70.43
101-253-726.001	POSTAGE	7,700.00	7,700.00	4,810.34	0.00	2,889.66	62.47
101-253-801.000	LEGAL SERVICES	3,000.00	3,000.00	30.00	0.00	2,970.00	1.00
101-253-809.000	Bank Fees	300.00	300.00	32.00	0.00	268.00	10.67
101-253-860.500	MILEAGE - TREASURER	700.00	700.00	0.00	0.00	700.00	0.00
101-253-860.501	MILEAGE - DEPUTY TREASURER	500.00	500.00	141.24	0.00	358.76	28.25
101-253-900.000	PRINTING & PUBLISHING	3,200.00	3,200.00	1,555.84	0.00	1,644.16	48.62
101-253-901.000	ADVERTISING	100.00	100.00	0.00	0.00	100.00	0.00
101-253-960.000	EDUCATION & TRAINING	4,500.00	4,500.00	2,844.00	0.00	1,656.00	63.20
101-253-965.000	DUES & PUBLICATIONS	750.00	750.00	0.00	0.00	750.00	0.00
Total Dept 253 - TOWNSHIP TREASURER		183,838.50	183,838.50	124,900.04	12,345.20	58,938.46	67.94
Dept 257 - ASSESSING DEPARTMENT							
101-257-701.202	WAGES - APPRAISER II	50,102.70	50,102.70	33,509.22	3,854.40	16,593.48	66.88
101-257-701.203	WAGES - GIS	10,000.00	10,000.00	11,610.00	1,185.00	(1,610.00)	116.10
101-257-701.204	WAGES - APPRAISER III	66,258.37	66,258.37	48,348.35	5,096.00	17,910.02	72.97
101-257-701.205	WAGES - ASSESSOR	117,468.87	117,468.87	85,842.57	9,036.06	31,626.30	73.08
101-257-726.000	SUPPLIES	1,800.00	1,800.00	399.89	0.00	1,400.11	22.22
101-257-726.001	POSTAGE	5,000.00	5,000.00	(320.17)	0.00	5,320.17	(6.40)
101-257-805.000	CONTRACTED AND OTHER SERVICES	35,000.00	35,000.00	17,948.85	0.00	17,051.15	51.28
101-257-860.201	MILEAGE - ASSESSOR	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-257-900.000	PRINTING & PUBLISHING	4,025.00	4,025.00	3,006.62	0.00	1,018.38	74.70
101-257-901.000	ADVERTISING	500.00	500.00	33.13	0.00	466.87	6.63
101-257-960.000	EDUCATION & TRAINING	6,750.00	6,750.00	3,322.53	2,287.53	3,427.47	49.22
101-257-965.000	DUES & PUBLICATIONS	0.00	0.00	721.22	721.22	(721.22)	100.00
Total Dept 257 - ASSESSING DEPARTMENT		297,904.94	297,904.94	204,422.21	22,180.21	93,482.73	68.62
Dept 262 - ELECTIONS							
101-262-701.000	WAGES	121,550.00	121,550.00	51,952.25	1,330.00	69,597.75	42.74
101-262-726.000	SUPPLIES	30,000.00	30,000.00	24,086.84	4,066.21	5,913.16	80.29
101-262-726.001	POSTAGE	1,000.00	1,000.00	8,628.53	3,200.00	(7,628.53)	862.85
101-262-860.000	MILEAGE	200.00	200.00	168.51	0.00	31.49	84.26
101-262-901.000	ADVERTISING	500.00	500.00	468.40	244.40	31.60	93.68
101-262-935.010	MACHINE MAINTENANCE	8,000.00	8,000.00	4,156.00	0.00	3,844.00	51.95
Total Dept 262 - ELECTIONS		161,250.00	161,250.00	89,460.53	8,840.61	71,789.47	55.48
Dept 265 - TOWNSHIP HALL							
101-265-701.011	Maintenance Wages	100.00	100.00	0.00	0.00	100.00	0.00
101-265-726.003	SUPPLIES-MAINTANCE	4,000.00	4,000.00	1,832.30	0.00	2,167.70	45.81

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR MONTH 09/30/24	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-265-850.000	TELEPHONE	14,000.00	14,000.00	9,972.76	1,104.29	4,027.24	71.23
101-265-920.601	HEATING / GAS	14,500.00	14,500.00	6,979.56	159.37	7,520.44	48.13
101-265-920.602	WATER / SEWER	4,000.00	4,000.00	2,857.64	502.67	1,142.36	71.44
101-265-920.603	LIGHTS BUILDING	12,000.00	12,000.00	7,826.39	1,135.75	4,173.61	65.22
101-265-935.601	SNOW PLOWING	10,000.00	10,000.00	800.00	0.00	9,200.00	8.00
101-265-935.602	LAWN MAINTENANCE	10,000.00	10,000.00	5,296.20	620.00	4,703.80	52.96
101-265-935.603	CLEANING SERVICE	17,200.00	17,200.00	11,200.00	1,550.00	6,000.00	65.12
101-265-935.604	RUBBISH REMOVAL	1,400.00	1,400.00	1,223.28	135.92	176.72	87.38
101-265-935.605	BUILDING REPAIR	10,000.00	10,000.00	186.00	0.00	9,814.00	1.86
101-265-935.608	MAINTENANCE-OTHER	15,000.00	15,000.00	14,571.79	1,810.44	428.21	97.15
Total Dept 265 - TOWNSHIP HALL		112,200.00	112,200.00	62,745.92	7,018.44	49,454.08	55.92
Dept 301 - POLICE SERVICES							
101-301-830.000	POLICE CONTRACT	1,600,000.00	1,600,000.00	715,937.51	0.00	884,062.49	44.75
Total Dept 301 - POLICE SERVICES		1,600,000.00	1,600,000.00	715,937.51	0.00	884,062.49	44.75
Dept 321 - TOWNSHIP VEHICLES							
101-321-862.000	GAS & CAR WASHES	4,000.00	4,000.00	2,076.26	0.00	1,923.74	51.91
101-321-863.000	OIL CHANGES	500.00	500.00	85.34	0.00	414.66	17.07
101-321-864.000	MISCELLANEOUS	1,500.00	1,500.00	1,027.80	0.00	472.20	68.52
Total Dept 321 - TOWNSHIP VEHICLES		6,000.00	6,000.00	3,189.40	0.00	2,810.60	53.16
Dept 371 - TOWNSHIP BUILDING INSPECTOR							
101-371-701.702	WAGES BUILDING ASSISTANT	19,872.83	19,872.83	14,823.10	1,560.34	5,049.73	74.59
101-371-701.703	WAGES - BUILDING OFFICIAL	98,316.14	98,316.14	71,846.41	7,562.78	26,469.73	73.08
101-371-701.704	WAGES - BUILDING INSPECTOR	28,930.13	28,930.13	16,962.25	1,811.17	11,967.88	58.63
101-371-701.705	WAGES - CONSTRUCTION BOARD	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-371-701.706	WAGES - BUILDING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-371-701.707	WAGES-SOIL & EROSION	500.00	500.00	0.00	0.00	500.00	0.00
101-371-726.000	SUPPLIES	1,000.00	1,000.00	355.43	113.74	644.57	35.54
101-371-960.000	EDUCATION & TRAINING	500.00	500.00	899.00	0.00	(399.00)	179.80
101-371-965.000	DUES & PUBLICATIONS	2,000.00	2,000.00	253.00	0.00	1,747.00	12.65
Total Dept 371 - TOWNSHIP BUILDING INSPECTOR		152,619.10	152,619.10	105,139.19	11,048.03	47,479.91	68.89
Dept 448 - STREET LIGHTS - TOWNSHIP							
101-448-920.005	STREET LIGHTS TOWNSHIP	70,000.00	70,000.00	51,537.24	6,942.85	18,462.76	73.62
Total Dept 448 - STREET LIGHTS - TOWNSHIP		70,000.00	70,000.00	51,537.24	6,942.85	18,462.76	73.62
Dept 701 - TOWNSHIP PLANNER							
101-701-701.900	WAGES - DIRECTOR OF PLANNING	93,004.61	93,004.61	67,964.90	7,154.20	25,039.71	73.08
101-701-701.901	WAGES - DEPUTY PLANNER	66,363.39	66,363.39	48,496.36	5,104.88	17,867.03	73.08
101-701-701.902	WAGES -PLANNER ASSISTANT	15,418.44	15,418.44	11,117.39	1,170.24	4,301.05	72.10
101-701-701.903	WAGES - GIS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-701-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-701-860.900	MILEAGE - TOWNSHIP PLANNER	300.00	300.00	0.00	0.00	300.00	0.00
101-701-860.901	MILEAGE - DEPUTY PLANNER	300.00	300.00	0.00	0.00	300.00	0.00

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR MONTH 09/30/24	AVAILABLE BALANCE	% BDBG USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-701-900.000	PRINTING & PUBLISHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-701-960.000	EDUCATION & TRAINING	5,000.00	5,000.00	3,821.82	0.00	1,178.18	76.44
101-701-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	725.00	0.00	275.00	72.50
Total Dept 701 - TOWNSHIP PLANNER		189,386.44	189,386.44	132,125.47	13,429.32	57,260.97	69.77
Dept 702 - ZONING ADMINISTRATOR							
101-702-701.601	WAGES - ZONING ADMINISTRATOR	66,363.66	66,363.66	48,496.55	5,104.90	17,867.11	73.08
101-702-701.602	WAGES - ZONING CODE ENFORCER	31,241.60	31,241.60	23,446.22	2,403.20	7,795.38	75.05
101-702-701.603	WAGES ZONING ASSISTANT	15,418.44	15,418.44	11,117.11	1,170.22	4,301.33	72.10
101-702-701.604	WAGES -ZONING CODE ENFORCER	28,371.20	28,371.20	20,862.38	2,182.40	7,508.82	73.53
101-702-701.606	WAGES -ZONING INTERN	500.00	500.00	0.00	0.00	500.00	0.00
101-702-726.000	SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-702-860.601	MILEAGE - ZONING ADMIN	150.00	150.00	0.00	0.00	150.00	0.00
101-702-860.602	MILEAGE - DEPT ZONING	150.00	150.00	145.39	0.00	4.61	96.93
101-702-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	178.50	0.00	1,821.50	8.93
101-702-965.000	DUES & PUBLICATIONS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 702 - ZONING ADMINISTRATOR		145,694.90	145,694.90	104,246.15	10,860.72	41,448.75	71.55
Dept 704 - ZONING BOARD OF APPEALS							
101-704-701.001	WAGES - ZONING	1,200.00	1,200.00	625.00	0.00	575.00	52.08
101-704-701.002	WAGES - ZONING	1,200.00	1,200.00	375.00	0.00	825.00	31.25
101-704-701.003	WAGES - ZONING	1,200.00	1,200.00	750.00	0.00	450.00	62.50
101-704-701.004	WAGES - ZONING	1,200.00	1,200.00	1,375.00	0.00	(175.00)	114.58
101-704-701.005	WAGES - ZONING	1,200.00	1,200.00	1,000.00	0.00	200.00	83.33
101-704-801.000	LEGAL SERVICES	10,000.00	10,000.00	6,838.95	0.00	3,161.05	68.39
101-704-805.000	CONTRACTED AND OTHER SERVICES	1,000.00	1,000.00	455.75	0.00	544.25	45.58
101-704-901.000	ADVERTISING	2,000.00	2,000.00	644.50	0.00	1,355.50	32.23
101-704-960.000	EDUCATION & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 704 - ZONING BOARD OF APPEALS		20,000.00	20,000.00	12,064.20	0.00	7,935.80	60.32
Dept 707 - PLANNING COMMISSION							
101-707-701.800	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	250.00	1,325.00	58.59
101-707-701.801	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	250.00	1,075.00	66.41
101-707-701.802	WAGES - PLANNING	3,200.00	3,200.00	2,000.00	125.00	1,200.00	62.50
101-707-701.804	WAGES - PLANNING	3,200.00	3,200.00	1,750.00	125.00	1,450.00	54.69
101-707-701.805	WAGES - PLANNING	3,200.00	3,200.00	2,000.00	250.00	1,200.00	62.50
101-707-701.806	WAGES - PLANNING	3,200.00	3,200.00	1,875.00	125.00	1,325.00	58.59
101-707-701.808	WAGES - PLANNING	3,200.00	3,200.00	2,125.00	125.00	1,075.00	66.41
101-707-801.000	LEGAL SERVICES	25,000.00	25,000.00	4,417.75	3,005.50	20,582.25	17.67
101-707-805.000	CONTRACTED AND OTHER SERVICES	6,000.00	6,000.00	1,419.50	169.25	4,580.50	23.66
101-707-900.000	PRINTING & PUBLISHING	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-707-901.000	ADVERTISING	2,000.00	2,000.00	785.05	165.45	1,214.95	39.25
101-707-960.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-707-965.000	DUES & PUBLICATIONS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 707 - PLANNING COMMISSION		59,400.00	59,400.00	20,372.30	4,590.20	39,027.70	34.30
Dept 720 - COMMUNITY PROMOTIONS							
101-720-880.003	COM. PROM. - ECONOMIC DEVELOPMENT	1,000.00	20,000.00	20,000.00	0.00	0.00	100.00

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR MONTH 09/30/24	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 101 - GENERAL OPERATING FUND							
Expenditures							
101-720-880.004	COM. PROM. - TC-TALUS	5,000.00	5,000.00	3,378.13	0.00	1,621.87	67.56
101-720-880.007	COM. PROM. - COMMUNITY AWAREN	40,000.00	40,000.00	50,872.80	0.00	(10,872.80)	127.18
101-720-880.008	COM. PROM. - CONTRACTED SERVI	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.009	COM. PROM. - TREE CARE	50.00	50.00	0.00	0.00	50.00	0.00
101-720-880.011	COM. PROM. - P.E.G.	100,000.00	100,000.00	59,501.67	0.00	40,498.33	59.50
Total Dept 720 - COMMUNITY PROMOTIONS		146,100.00	165,100.00	133,752.60	0.00	31,347.40	81.01
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
101-851-701.000	WAGES	9,100.00	9,100.00	6,751.08	750.12	2,348.92	74.19
101-851-701.027	UNEMPLOYMENT	4,000.00	4,000.00	1,640.00	0.00	2,360.00	41.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		13,100.00	13,100.00	8,391.08	750.12	4,708.92	64.05
Dept 900 - CAPITAL OUTLAY							
101-900-970.001	CAPITAL OUTLAY - ELECTIONS	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-900-970.002	CAPITAL OUTLAY - TOWNSHIP HAL	50,000.00	50,000.00	42,555.00	0.00	7,445.00	85.11
101-900-970.003	CAPITAL OUTLAY - COMPUTER	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
101-900-970.004	CAPITAL OUTLAY - VEHICLES	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
101-900-970.005	CAPITAL OUTLAY - LAND	50.00	50.00	0.00	0.00	50.00	0.00
Total Dept 900 - CAPITAL OUTLAY		155,050.00	155,050.00	42,555.00	0.00	112,495.00	27.45
TOTAL EXPENDITURES		3,856,972.73	3,900,972.73	2,194,994.69	139,760.14	1,705,978.04	56.27
Fund 101 - GENERAL OPERATING FUND: TOTAL EXPENDITURES		3,856,972.73	3,900,972.73	2,194,994.69	139,760.14	1,705,978.04	56.27

EXPENDITURE REPORT FOR GARFIELD TOWNSHIP

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	2024		YTD BALANCE 09/30/2024	ACTIVITY FOR MONTH 09/30/24	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2024 AMENDED BUDGET				
Fund 208 - PARK/RECREATION FUND							
Expenditures							
Dept 000							
208-000-701.905	WAGES - REC BOARD	7,000.00	7,000.00	3,375.00	750.00	3,625.00	48.21
208-000-701.906	Parks Steward	31,241.60	31,241.60	22,214.58	2,403.20	9,027.02	71.11
208-000-701.907	Park Steward 2	28,371.20	28,371.20	20,603.22	2,182.40	7,767.98	72.62
208-000-711.010	SOCIAL SECURITY - EMPLOYER	32,000.00	32,000.00	3,482.92	402.64	28,517.08	10.88
208-000-711.030	BENEFITS	999.70	999.70	0.00	0.00	999.70	0.00
208-000-801.000	LEGAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-000-805.000	CONTRACTED AND OTHER SERVICES	82,980.00	82,980.00	44,550.50	4,560.25	38,429.50	53.69
208-000-864.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.001	COM. PROM. - SILVER LAKE PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.006	COM. PROM. - BVNP (YMCA)	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.008	COM. PROM. - Cont. Serv GTCD	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
208-000-880.012	COM. PROM. - GT COMMONS	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.013	COM. PROM. - BOARDMAN RIVER	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.014	COM. PROM. - MILLER CREEK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.015	COM. PROM. - PARK & TRAIL MAI	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.016	COM. PROM. - KIDS CREEK PARK	100.00	100.00	0.00	0.00	100.00	0.00
208-000-880.019	RIVER EAST RECREATION AREA	100.00	100.00	0.00	0.00	100.00	0.00
208-000-890.000	CONTINGENCIES	100.00	100.00	0.00	0.00	100.00	0.00
208-000-935.000	MAINTENANCE - MISC, EQUIP	25,000.00	25,000.00	5,427.31	168.28	19,572.69	21.71
208-000-970.000	CAPITAL OUTLAY	365,000.00	365,000.00	33,698.61	0.00	331,301.39	9.23
Total Dept 000		584,592.50	584,592.50	133,352.14	10,466.77	451,240.36	22.81
Dept 851 - EMPLOYEE BENEFITS & INSURANCES							
208-851-711.010	SOCIAL SECURITY - EMPLOYER	5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
Total Dept 851 - EMPLOYEE BENEFITS & INSURANCES		5,407.50	5,407.50	0.00	0.00	5,407.50	0.00
TOTAL EXPENDITURES		590,000.00	590,000.00	133,352.14	10,466.77	456,647.86	22.60
Fund 208 - PARK/RECREATION FUND:							
TOTAL EXPENDITURES		590,000.00	590,000.00	133,352.14	10,466.77	456,647.86	22.60

**EMPLOYMENT AGREEMENT FOR THE
TOWNSHIP MANAGER
CHARTER TOWNSHIP OF GARFIELD**

THIS AGREEMENT is made this 8th day of October, 2024, by and between CHARTER TOWNSHIP OF GARFIELD, a Michigan municipality, hereinafter referred to as the Township or Township Board, and Chris Barsheff, hereinafter referred to as the Employee. The parties agree as follows:

1. **TERM:** The Township and the Employee agree to a two-year term of employment as the Township Manager beginning October 28th, 2024.
2. **DUTIES:** As Township Manager, the Employee shall have overall supervisory responsibility for the day-to-day Township operation pursuant to the Michigan Charter Township Act (Public Act 359 of the Public Acts of 1947) subject to the ordinances, policies, procedures, general rules and directives of the Township Board. The Employee agrees to maintain the qualifications, certifications, registrations to discharge said duties and agrees to carry out the administrative and operational functions as Township Manager of the Township as required by the Township Board. The Employee also agrees to use his best efforts and endeavors to promote the interests of the Township. Further, the Employee, as Township Manager, shall report to and work through the direction of the Township Board.
3. **EXTENT OF SERVICES:** The Employee agrees to accept employment as the Township Manager and, further, agrees to perform all duties and responsibilities of the Township Manager as required and described by the Township and the laws of the State of Michigan. The Employee agrees to devote such time, attention, skill, knowledge and professional ability as is necessary to most effectively and efficiently carry out the duties set forth in this agreement. The Township Board delegates the following duties to the Employee except where the duty would place the Employee in violation of the Incompatible Public Office Act (MCL 15.181 et seq.):
 - a. Supervise all Department Heads and employees. Full and part-time contracted professionals, i.e., attorneys, engineers and auditors, report to

Township Manager. The Manager shall not supervise the Township Clerk and the Township Treasurer (or their deputies) in their performance of their respective statutory duties, but shall assist the Township Clerk and Treasurer in their performance of their respective statutory duties as requested by those officials.

- b. Acts as Chief Administrative Officer of the Township. The Employee shall be responsible to the Township Board for the efficient administration of all departments of Township government. Regularly conducts staff meetings to coordinate departmental activities.
- c. In conjunction with the Township Supervisor, prepares and administers the annual budget pursuant to the policies of the Township Board and keeps the Township Board advised at all times as to the financial condition and needs of the Township.
- d. Administers the Townships personnel policies and acts as the Township's personnel director.
- e. Meets and/or corresponds with citizens interested in Township operations and handles public complaints finding solutions to problems in a timely and courteous manner.
- f. Makes recommendations to the Township Board for the adoption of such measures as the Employee may consider necessary for the operation of the Township. The Employee shall also review ordinances contracts and other written instruments before they are submitted to the Township Board.
- g. Prepares the Township meeting agenda, in conjunction with the Township Supervisor, and supervises the preparation of background information, packets and agenda items for distribution to Board members and others as determined by the Board.
- h. Attends meetings with representatives of other units of government, business, citizens and self-interest groups on matters of mutual concern, as authorized by the Township Board, and issues reports on such. The Employee shall not act in any manner that would violate the Incompatible Public Office Act.
- i. Reads extensively and keeps informed by attending various conferences, seminars and meetings within the State to keep current with Township government trends and needs.

- j. Sees that all Township ordinances are enforced and represents the Township in traffic prosecutions, local ordinance prosecutions or other matters requested by the Township Board.
 - k. Attends all meetings of the Township Board, with the right to take part in discussions, but without the right to vote.
 - l. To be a member, ex-officio, of all committees of the Township Board.
 - m. To conduct all sales or purchases of personal property which the Township Board may authorize to be sold or purchased.
 - n. To attend meetings of the Planning Commission, Zoning Board of Appeals, Parks and Recreation Commission, and any other meeting or meetings, as determined by the Township Board.
 - o. Acts as Township's purchasing agent, coordinating the authority with Department Heads or, under the authority as Township Superintendent, delegates such duties to appropriately responsible Township employees.
 - p. Provide administrative assistance to the Township Board and to all Commissions and Committees of the Township.
 - q. Keep the Township Board informed of problems, needs and concerns.
 - r. Perform such duties of official job description and any duties as may be prescribed from time to time by the Township Board along with duties required by ordinance or by statute that are not assigned to another official in conformity with the Michigan Charter Township Act.
4. **COMPENSATION:** For the satisfactory performance of the duties set forth under this agreement, including any expenses incurred therewith, the Township agrees to pay the Employee an annual salary in the amount of \$120,000, which shall be payable in installments in the same manner as other employees of the Township are paid. In addition, the Township Board agrees to review and adjust the Employee's base salary and/or benefits as set forth in the compensation policy of the Township and also adjusted in accordance with performance evaluations as referenced below.
5. **PERFORMANCE EVALUATION:** (a) Performance evaluations will be completed by the Board. At a minimum, the performance evaluation process will include a written evaluation of the work performance during the previous rating period, a review of the Manager's goals and objectives for the next rating period, and a written summary of

the evaluation results. The first review shall occur in April, 2025, and annually thereafter. The Township has the option, but not the obligation, to decide, in its sole discretion, to augment the rate of increase of Manager's salary after each review.

(b) The Township Board thereof and Employee shall mutually establish performance goals to be achieved that year. The Township Board thereof shall also perform a review of the Employee, based on these mutually established goals, annually or at such times determined by the Township Board. The review should highlight successes and identify opportunities and be discussed with the Employee in a manner to provide the Employee with an opportunity to improve his abilities and services to the Township.

6. **EMPLOYEE BENEFITS:** Employee shall be entitled to the benefits available to all full-time employees as provided in the Township's Employee Manual including, but not limited to, paid leave, holidays, vacations, group insurance and pension plans. Specifically, **Employee is eligible for (3 or 4) weeks paid vacation each year,** beginning with the date of this Agreement. Employee is also eligible for 92 hours paid personal time each year, on January 1. The Township agrees to pay the premium hereon on the same basis as is provided to all full time Township employees.
7. **RESIDENCY REQUIREMENTS:** The Employee shall be required to maintain residence within twenty miles of the borders of the Charter Township of Garfield. The Township Board may review the residency requirement if circumstances warrant such action. Any other requirement of the Michigan Charter Act, MCL 42.11 (2) regarding residency shall be considered waived.
8. **OTHER EMPLOYMENT UNLESS APPROVED:** Except as set forth below, Employee agrees that he may not be an employee, consultant, independent contractor, director, or any other agent of any other person, firm, corporation, or municipal, political, or other legal entity of any kind during his employment with the Township. Specifically, Employee may continue to serve and work for the Grand Traverse County Sheriff's Office, as long as no issues of incompatibility arise with Employee's duties as Manager for the Township. Employee may engage in civic and charitable activities that do not interfere with his employment under this Agreement and that do not conflict with the Township's interests. Employee may also engage in

a paid or unpaid teaching assignment at a local college, university, or institution of higher education, provided he receives prior approval from the Township Board.

9. **PROFESSIONAL LIABILITY INSURANCE:** The Township will maintain for the duration of this agreement, and at current levels of coverage, its public officials liability insurance to protect the Employee against claims or actions against his personal property or income for any actions or failure to act in his/her official capacity. The Township Board shall reimburse the Employee for reasonable legal expenses as permitted by Michigan law for employment by Employee of legal counsel acceptable to Employee to defend himself against any lawsuits or legal actions taken against him in connection with his official duties as Township Manager.

10. **PROFESSIONAL DEVELOPMENT:** (a) The Township recognizes its obligation to the professional development of the Employee, and agrees that Employee shall be given adequate opportunities to develop his skills and abilities as Township Manager; and the Employee agrees to participate in professional development activities, provided such participation does not consume a disproportionate amount of time and contribute to a failure on the part of Employee to discharge his duties as determined by the Township Board.

(b) The Township, subject to availability of funds within the budget and with advance approval, agrees to pay for travel and related expenses of the Employee for short courses, institutes and seminars that are necessary for professional development and for the good of the Township. Employee shall submit request for payment of such expenses in writing to the Township Board in advance of the activity he wishes to participate in. The Township Board may establish limits on the number and frequency of such activities and on the maximum amount of reimbursement per activity including the number of national, state and local institutes and seminars. The Employee shall attend such activities as directed by the Township Board as part of his employment and shall provide a written report to the Township Board within thirty (30) days after the activity. Recreational functions shall not be reimbursed by the Township.

(c) The Township Board agrees to pay the professional dues and subscriptions of the Employee, which the Township Board, in its sole judgment, determines are

appropriate and necessary for his continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for this continued professional participation, growth, advancement, and for the good of the Township.

11. **TERMINATION:** (a) The Employee shall serve at the pleasure of the Township Board and either party may terminate the employment relationship at any time, for any reason, with or without cause. If the Township Board exercises its right to terminate the employment of Employee without cause and Employee is willing and able to perform the duties of Township Manager, the Township shall compensate the Employee in an amount equal to six (6) months of his current salary. The payment may be paid in a lump sum or may be paid over a six (6) month period at the option of the Township Board. The salary payments shall be payable in the manner established for regular salary payments. Said notice of termination must be by resolution of the Township Board at a regularly scheduled Township Board meeting. In the event the Township Board elects to give notice of termination and the Employee agrees to continue to fully execute the duties of Township Manager for the applicable time period following said notice, payments shall continue for the relevant time period or until the effective date of his voluntary resignation, whichever occurs first.

(b) Further, it is understood and agreed that if Employee is terminated for reasons constituting just cause, Employee shall not be entitled to the salary or the notice as provided above. Cause shall be defined: commission of a crime involving moral turpitude; an act of theft or dishonesty; as malfeasance in office, including being criminally charged; any action or conduct that is in violation or disregard of the standard of behavior which the Township has a right to expect from its Township Manager; any carelessness or negligence of a degree or occurrence as to manifest equal culpability or wrongful intent; an intentional and substantial disregard of the Township's interest; or any violation or deliberate disregard of the terms of this Agreement, Township policy or any directive of the Township Board.

(c) Any claims or controversies arising out of or relating to Employee's termination or the application or interpretation of this agreement, which might otherwise be litigated

in state or federal court, including, but not limited to common law tort claims or claims for wrongful discharge or employment discrimination, shall be filed with a court of competent jurisdiction in Grand Traverse County, Michigan within 180 days of the Township Board's decision to terminate the Employee's employment unless the action is subject to a statute of limitation providing for a shorter time for filing in which case the shorter time limit will apply. The Employee and the Township agree to waive any statutes of limitation contrary to the provisions set forth herein. The Employee and the Township hereby expressly and knowingly waive the right to a jury trial for any claim or controversy arising out of or relating to Employee's termination or the application or interpretation of this agreement.

12. **VOLUNTARY RESIGNATION:** The Employee may terminate his own employment by giving the Township Board at least thirty (30) days notice in writing. In the event the Township Board has not given the Employee notice of intent to terminate his employment and the Employee desires to voluntarily resign, the Employee must give the Board at least thirty (30) days notice of resignation unless both parties mutually agree that shorter notice is acceptable.
13. **NON-RENEWAL:** In the event the Township Board determines it will not renew this agreement, it shall provide the Employee with not less than thirty (30) calendar days' notice of the non-renewal. In the event notice of non-renewal is provided as set forth herein, this agreement shall expire on October 28th, 2026 and neither party shall have any further obligations hereunder.
14. **COMPENSATION UPON TERMINATION OF EMPLOYMENT:** The Township Board agrees that upon separation from the Township, salary and vacation time shall be paid to the Employee pursuant to the appropriate policy of the Township. Payment of the above-described benefits, will be paid as soon as the amount can, with due diligence, be computed and paid.
15. **TOWNSHIP'S AUTHORITY:** Employee agrees to observe and comply with the rules, regulations and policies of the Township, as adopted by the Township Board either orally or in writing, respecting the performance of the Employee's duties, and to carry out and to perform orders, directions and policies announced to the Employee by the Township Board, from time to time, either orally or in writing. The Employee

specifically understands that the Township shall have the final authority and power to direct, control or supervise the manner and time of the Employee's duties, as is consistent with the laws of the State of Michigan.

16. **PRIOR AGREEMENTS:** All prior agreements pertaining to, connected with, or arising in any manner out of the employment of the Employee by the Township, is hereby terminated and shall hereafter be of no force or effect whatsoever.
17. **GOVERNING LAW:** In view of the fact that the Township is a municipal corporation of the State of Michigan, it is understood and agreed that the construction and interpretation of this agreement shall, at all times and in all respects, be governed by the laws of the State of Michigan.
18. **ENTIRE AGREEMENT:** This contract contains the entire agreement and understanding by and between the Township and Employee with respect to the employment of employee, and no representations, promises, contracts or understandings, written or oral, not contained herein, shall be of any force or effect. No change or modification of this contract shall be valid or binding unless it is in writing and signed by the party intending to be bound. No waiver of any provisions of this contract shall be valid unless it is in writing and signed by the party against whom the waiver is sought to be enforced. No valid waiver of any provision of this contract, at any time, shall be deemed a waiver of any other provision of this contract at such time or at any other time.
19. **PROHIBITION AGAINST ASSIGNMENT:** Employee agrees on behalf of himself, his executors, administrators, heirs, legatees, distributees and any other person or persons claiming any benefit under his by virtue of this contract, that this contract and the rights, interest and benefits hereunder shall not be assigned, transferred or pledged in any way.
20. **SERVABILITY OF INVALID PROVISIONS:** The provisions of this contract shall be deemed severable, the invalidity or unenforceability of any one or more of the provisions of this contract shall not affect the validity and enforceability of other provisions. This contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

The Township hereby employs Employee and the Employee hereby accepts employment upon and subject to the terms and conditions herein set forth. IN WITNESS WHEREOF, the parties hereto have executed this agreement in duplicate originals on this ____ day in October, 2024.

TOWNSHIP MANAGER


CHARTER TOWNSHIP OF GARFIELD

Chris Barsheff

Chuck Korn, Supervisor

Lanie McManus, Clerk

WITNESSED:

 Charter Township of Garfield Planning Department Report No. 2024-78			
Prepared:	October 1, 2024	Pages:	2
Meeting:	October 8, 2024 Township Board	Attachments:	<input checked="" type="checkbox"/>
Subject:	Zoning Ordinance R-3 Amendment – Public Hearing/Resolution		

BACKGROUND:

The goal for housing in the Master Plan is “Provide a balance of housing choices with a variety of housing types.” This goal also aligns with the Township’s Strategic Plan. Currently any multi-family housing larger than a duplex requires a special use permit. To implement the housing goal in part and to provide flexibility for smaller multi-family housing, the following changes to the Zoning Ordinance are being recommended by the Planning Commission:

- Define “Dwelling, Triplex” (3 dwelling units) and allow by right in the R-3 district
- Define “Dwelling, Quadplex” (4 dwelling units) and allow by right in the R-3 district
- Redefine “Dwelling, Multiple Family” for anything requiring a Special Use Permit in R-3
- Require a Minimum Lot Size of 12,000 square feet for a Triplex and a Minimum Lot Size of 16,000 square feet for a Quadplex

The proposed amendment was introduced at the Planning Commission study session on July 24, 2024. A public hearing for the proposed amendment was held at the August 14, 2024 Planning Commission meeting, and the Commissioners recommended adoption of the proposed amendment to the Township Board. At its meeting on August 27, 2024, the Township Board set a public hearing for September 24, 2024. The September 24th meeting of the Township Board was cancelled, and the public hearing was moved to October 8, 2024. The proposed amendment language is included in the proposed resolution attached to this report.

STAFF COMMENT:

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

- **Section 201 – General Definitions**
 - Change the definition of “Dwelling, Multiple-Family” from three (3) to five (5) or more families
 - Add a definition for “Dwelling, Three-Family (Triplex)”
 - Add a definition for “Dwelling, Four-Family (Quadplex)”
- **Table 3-4 Use Chart**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right in R-3
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right in R-3
- **Section 315 – R-3 (Multiple Family Residential)**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right
 - For Minimum Lot Area, add “Three-Family (Triplex): 12,000 sq. ft.” and “Four-Family (Quadplex): 16,000 sq. ft.”
 - For Minimum Lot Width, add “Three-Family (Triplex): 100 feet” and “Four-Family (Quadplex): 100 feet”
 - For Minimum Yard Setbacks (A), change side setbacks to “Each Side: 10 feet” and “Each Side (Multi-Family only): 20 feet”

PROCESS:

The process for approving a text amendment includes two public hearings: one at the Planning Commission and one at the Township Board. The proposed text amendment is placed on tonight's agenda for a public hearing and consideration of a resolution.

ACTION REQUESTED:

The proposed text amendment is being placed on tonight's agenda for public hearing and potential adoption by the Township Board. If, following discussion and the public hearing, the Township Board is satisfied with the proposed text amendment as presented, the next step is to adopt the proposed resolution attached to this report. The following motion is suggested:

MOTION THAT Resolution #2024-25-T adopting Amendment No. 41 to Ordinance No. 68, Garfield Township Zoning Ordinance, BE ADOPTED.

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

Attachments:

1. Resolution 2024-25-T

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

ORDINANCE NO. 68 (Zoning Ordinance): AMENDMENT NO. 41

RESOLUTION #2024-25-T

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

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

WHEREAS the Garfield Township Board of Trustees, following the October 8, 2024 public hearing, finds that an amendment to the Charter Township of Garfield Zoning Ordinance is necessary to incorporate the following changes:

- **Section 201 – General Definitions**
 - Change the definition of “Dwelling, Multiple-Family” from three (3) to five (5) or more families
 - Add a definition for “Dwelling, Three-Family (Triplex)”
 - Add a definition for “Dwelling, Four-Family (Quadplex)”
- **Table 3-4 Use Chart**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right in R-3
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right in R-3
- **Section 315 – R-3 (Multiple Family Residential)**
 - Add the word “(Duplex)” to “Dwelling, Two-Family”
 - Add “Dwelling, Three-Family (Triplex)” as a use by right
 - Add “Dwelling, Four-Family (Quadplex)” as a use by right
 - For Minimum Lot Area, add “Three-Family (Triplex): 12,000 sq. ft.” and “Four-Family (Quadplex): 16,000 sq. ft.”
 - For Minimum Lot Width, add “Three-Family (Triplex): 100 feet” and “Four-Family (Quadplex): 100 feet”
 - For Minimum Yard Setbacks (A), change side setbacks to “Each Side: 10 feet” and “Each Side (Multi-Family only): 20 feet”

NOW, THEREFORE, THE CHARTER TOWNSHIP OF GARFIELD ORDAINS:

AMENDMENT NO. 41 TO GARFIELD TOWNSHIP ORDINANCE NO. 68 (Zoning Ordinance):

- A. THAT **Section 201 Dwelling, Multiple-Family** BE REPEALED AND REPLACED in its entirety with the following language: Dwelling, Multiple-Family: A building, a portion thereof, or buildings containing five (5) or more dwelling units and designed for or occupied by five (5) or more families living independently

of each other.

- B. THAT **Section 201 Dwelling, Three-Family (Triplex)** BE ADDED in its entirety with the following language: Dwelling, Three-Family (Triplex): A building containing three (3) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by three (3) families living independently of each other.
- C. THAT **Section 201 Dwelling, Four-Family (Quadplex)** BE ADDED in its entirety with the following language: Dwelling, Four-Family (Quadplex): A building containing four (4) single-family dwelling units totally separated from each other by an un-pierced, above ground, wall or floor and occupied exclusively by four (4) families living independently of each other.
- D. THAT **Table 3-4 Use Chart** BE REPEALED AND REPLACED in its entirety with the following language:

Table 3-4 Use Chart

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Adult Foster Care, Family Home	R	R	R	R	R								R		
Adult Foster Care, Small Group Home	SUP	SUP	SUP	SUP									SUP		§ 708
Adult Foster Care, Large Group Home			SUP			R	R	R	R				SUP		§ 709
Adult Foster Care Facility			SUP			SUP	SUP	SC	SUP						§ 710
Airport or Airfield													SUP		
Auditorium or Assembly Hall								R	R	R					
Bar, Tavern, or Night Club								R	R	R					
Bed and Breakfast			SUP	SUP									SUP		§ 713
Boarding Residence			SUP												§ 714
Business College or Trade School								R			SC	SC			
Campground or Travel Trailer Park									SUP				SUP	SUP	§ 716
Car Wash								SUP			SUP	SUP			§ 717
Catering Establishment											R	R			
Cemetery	R	R	R	R									R		
Child Care, Family Home (<7)	SC	SC	SC	SC	R								SC		§ 718
Child Care, Small Group Home (7-12)	SC	SC	SC	SC									SC		§ 719
Child Care Center			SUP		SUP	SUP	SUP	SC	SUP				SUP		§ 720
Commercial District Housing Development								SUP	SUP	R					§ 725
Contractor's Establishment											R	R			
Crematorium											SUP	SUP			§ 727
Data Center and Computer Operations											R	R			
Drive-In Business								SUP	R	R					§ 730
Drive-Through Business								SUP	R	R					§ 730
Dry Cleaning Plant											SC	SC			
Dwelling, Single Family	R	R	R	R									R		
Dwelling, Two-Family (Duplex)		R	R												
Dwelling, Three-Family (Triplex)			R												
Dwelling, Four-Family (Quadplex)			R												
Dwelling, Multiple Family			SUP												
Essential Service Facility, Major	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	§ 737.B
Essential Service Facility, Minor	R	R	R	R	R	R	R	R	R	R	R	R	R	R	§ 737.A
Farm Employees House													SC		
Farm Market													R		
Farm Operation													R		

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Financial Institution, with Drive-Through						SUP	SUP	SC	R	R					§ 730
Financial Institution, without Drive-Through						R	R	R	R	R					
Game or Hunting Preserve, Commercial													SUP		
Gasoline Service Station						SUP		SC	SC		SUP	SUP			§ 748
Golf Course or Country Club	SC	SC	SC	SC									SUP		§ 749
Greenhouse, Commercial													SUP		
Home Industry													R		
Home Occupation	R	R	R	R									R		§ 612
Hospital								R	R	R					
Hotel or Motel								SC	SC	R					§ 750
Incinerator												SUP	SUP		
Indoor Entertainment Center								R	SC	R	R	R			§ 751
Institutional Uses and Structures	SUP	SUP	SUP	SUP		SUP	SUP	SC	SUP		SUP	SUP	SUP		§ 752
Junk Yard												SUP			§ 753
Keeping of Chickens, Personal	SC	SC	SC	SC											§ 754.A
Keeping of Farm Animals													R		
Keeping of Horses, Personal				SC									SC		§ 754.B
Kennel								R			R		SUP		§ 755
Live-Work Unit							R			R	R	R			
Livestock Auction Yard													SUP		
Lumber Processing and Sawmill											R	R	SUP		§ 756
Manufacturing, Heavy												R			
Manufacturing, Light											R	R			
Marina						R		R							
Mechanical Amusement Arcade								R	R		SUP				
Medical Marihuana Cultivation Facility											SC	SC			§ 757
Medical Marihuana Residential Cultivation	SC	SC	SC	SC									SC		§ 758
Medical Office, Clinic						R	R	R	R	R					
Medical Office, Surgical Center							R	R	R	R					
Metal Plating, Buffering, and Polishing												SUP			
Mobile Home					R										
Mobile Home Park					SC										§ 759
Mobile Home Subdivision					SC										
Mortuary or Funeral Home			SC			SUP		SC			SUP				§ 760

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Office						R	R	R	R	R	SUP				
Off-Site Parking						R	SC	R			SUP	SUP			
Open Space Preservation	SC	SC	SC	SC											§ 428
Outdoor Entertainment Center, Major												SUP	SUP		§ 761
Outdoor Entertainment Center, Minor								R							
Outdoor Sales, Major								SC	SC		SUP				§ 762.A
Outdoor Sales, Minor								SC	SC						§ 762.B
Outdoor Sales, Temporary						SC		SC	SC						§ 762.C
Outdoor Storage, Accessory Use	SC	SC	SC	SC											§ 613.A (4)
Outdoor Storage, Primary Use											SC	SC			§ 763
Park, Mini	R	R	R	R	R	R	R	R	R	R	R	R	R	R	
Park, Neighborhood	R	R	R	R							R	R	R	R	
Park, Community - Low Intensity														R	
Park, Community - High Intensity														SUP	
Passenger Terminal								R	R		R	R			§ 764
Pet Grooming Establishment							R	R			R		R		
Pet Shop						SC		SC		R	SUP				§ 765
Printing or Publishing Enterprise											R	R			
Processing Operation											SUP	SUP			
Professional Showroom							R								
Professional Studio							R	R		R	SUP				
Recreational Facility								R	SC	R	R	R			
Recreational Field Complex	SC	SC	SC	SC									SUP		§ 766
Recycling Facility												SUP			
Rehabilitation Center							R								
Research and Design Facility							SC				SC	SC			§ 767
Restaurant, with Drive-Through								SUP	R	R					§ 768; § 730
Restaurant, without Drive-Through						SC		R	R	R					§ 768
Retail Fabricator								SUP							§ 769
Retail, Industrial Accessory											R	R			§ 611
Retail, Industrial Primary											SUP				§ 770
Retail, Low Volume						R		R	R	R					
Retail, Medium Volume								R	R	R					
Retail, High Volume								SUP	R	R					
Roadside Stand													R		
Sale of Prefabricated Structures								SUP							
Sand or Gravel Pit, Quarry												SUP	SUP		§ 771

Use Name	R-1	R-2	R-3	R-R	R-M	C-L	C-O	C-G	C-H	C-P	I-G	I-L	A	P-R	Conditions
Service Establishment, Business						SC		R	R	R					§ 772
Service Establishment, Personal						R	R	R	R	R					
Sexually Oriented Businesses								SC							§ 640
Shopping Center, General								SUP							
Shopping Center, Local						SUP		SC							
Small Warehousing Establishment											R	R			
Solar Energy System, Accessory	R	R	R	R	R	R	R	R	R	R	R	R	R	R	§ 773.A
Solar Energy System, Primary	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	SUP	§ 773.B
Stormwater Containment, Non-Agricultural													SC		§ 774
Swimming Pool, Private	SC	SC	SC	SC											§ 776
Transportation Dispatch Center											R	R			
Truck or Rail Freight Terminal											SUP	SUP			
Vehicle Dealership, with Outdoor Sales								SC	SC		SUP				§ 762
Vehicle Dealership, without Outdoor Sales								R	SC		SC				
Vehicle Service Center, Major								R	R		R	R			
Vehicle Service Center, Minor								R	R		SUP	SUP			
Veterinary Hospital						SC	SC	SC	R		R		SUP		
Warehouse or Distribution Center											R	R			
Warehouse or Distribution Center, Hazardous Materials												SUP			§ 777
Waterfront Stairways and Landings	SC	SC	SC	SC											§ 778
Wholesaler								SC			R	R			§ 779
Wind Energy Conversion System						SUP		SUP			SUP	SUP	SUP		§ 780
Wind Energy Conversion System, Personal	SUP	SUP	SUP	SUP	SUP								SC		§ 781
Wireless Communication Facilities								SUP	SUP		SUP	SUP	SUP		§ 792

E. THAT **Section 315 R-3** BE REPEALED AND REPLACED in its entirety with the following language:

SECTION 315 R-3 (MULTIPLE FAMILY RESIDENTIAL)

PURPOSE – The R-3 (Multiple Family Residential) districts provide areas for medium to high density one and two family residential dwelling units mixed with a variety of multiple family residential dwelling types, including apartments and group housing, where adequate public facilities and services exist with capacity to serve such development. The districts are composed mainly of areas containing an existing mix of these dwelling types as well as areas within which such development appears likely and desirable. They are intended to encourage more intensive development in and near the core areas of the township. The R-3 districts are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, places of worship and parks that will promote a sense of community, urban vitality and the efficient provision of infrastructure. R-3 district regulations are designed to allow for market and design flexibility while preserving the neighborhood character and permitting applicants to cluster development to preserve environmentally sensitive and natural land areas.

A. USES PERMITTED BY RIGHT:

- (1) Adult Foster Care, Family Home
- (2) Cemetery
- (3) Dwelling, Single Family
- (4) Dwelling, Two Family (Duplex)
- (5) Dwelling, Three-Family (Triplex)
- (6) Dwelling, Four-Family (Quadplex)
- (7) Essential Service Facility, Minor – § 737.A
- (8) Home Occupation
- (9) Park, Mini
- (10) Park, Neighborhood
- (11) Solar Energy System, Accessory – § 773.A

B. USES PERMITTED BY SPECIAL CONDITIONS:

- (1) Child Care, Family Home (<7) – § 718
- (2) Child Care, Small Group Home (7-12) – § 719
- (3) Golf Course or Country Club – § 749
- (4) Keeping of Chickens, Personal – § 754.A
- (5) Medical Marihuana Residential Cultivation – § 758
- (6) Mortuary or Funeral Home – § 760
- (7) Open Space Preservation – § 428
- (8) Outdoor Storage, Accessory Use – § 613.A (4)
- (9) Recreational Field Complex – § 766
- (10) Swimming Pool, Private – § 776
- (11) Waterfront Stairways and Landings – § 778

C. USES PERMITTED BY SPECIAL USE PERMIT:

- (1) Adult Foster Care, Small Group Home – § 708
- (2) Adult Foster Care, Large Group Home – § 709
- (3) Adult Foster Care Facility – § 710
- (4) Bed and Breakfast – § 713
- (5) Boarding Residence – § 714
- (6) Child Care Center – § 720
- (7) Dwelling, Multiple Family
- (8) Essential Service Facility, Major – § 737.B
- (9) Institutional Uses and Structures – § 752
- (10) Solar Energy System, Primary – § 773.B
- (11) Wind Energy Conversion System, Personal – § 781

D. ADDITIONAL STANDARDS:

- (1) Driveways for single family residences shall comply with § 511.
- (2) Completion. Any single-family dwelling, accessory building or addition thereto must be completed on the exterior surface with a suitable finishing material including painting or staining in the case of wood, within two (2) years from date of issuance of a land use permit or one (1) year from the date of occupancy whichever occurs last.
- (3) Uses permitted by Special Use Permit in the R-3 District shall provide a minimum of 300-square feet of open space per dwelling unit. Required open space shall be consolidated and contiguous to the greatest extent reasonably possible to provide usable park-like areas. Structures shall be adjoined by open space areas on at least one side.

E. DIMENSIONAL STANDARDS:

Minimum Lot Area:

- One-Family: 10,000 sq. ft.
- Two-Family (Duplex): 10,000 sq. ft.
- Three-Family (Triplex): 12,000 sq. ft.
- Four-Family (Quadplex): 16,000 sq. ft.
- Multi-Family: 4,000 sq. ft. per dwelling unit

Maximum Building Height:

- In Stories: 3 stories
- In Feet: 40 feet (See section 341)

Minimum Yard Setbacks (A):

- Front: 25 feet
- Each Side: 10 feet
- Each Side (Multi-Family only): 20 feet
- Rear: 20 feet

Minimum Lot Width:

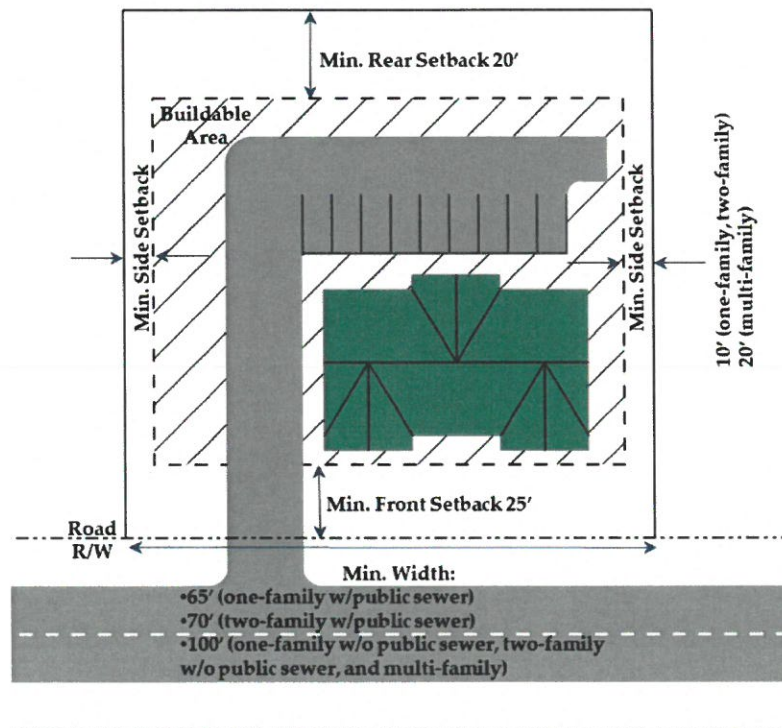
- 1- Family w/ Public Sewer: 65 feet
- 1- Family w/o Public Sewer: 100 feet
- 2-Family w/ Public Sewer: 70 feet
- 2-Family w/o Public Sewer: 100 feet
- Three-Family: 100 feet
- Four-Family: 100 feet
- Multi-Family: 100 feet

Maximum Lot Coverage: 35 %

Minimum Bldg. Cross Section: 24 feet

Notes to Dimensional Standards:

(A) Setbacks shall be measured from the furthest protruding point of structure.



Not to scale. To be used for illustrative purposes only

Moved:

Supported:

Ayes:

Nays:

Absent and Excused:

By:

Chuck Korn, Supervisor
Charter Township of Garfield

CERTIFICATE

I, Lanie McManus, Clerk of the Charter Township of Garfield, do hereby certify that the above is a true and correct copy of Resolution 2024-25-T which was adopted by the Township Board of the Charter Township of Garfield on the 8th day of October 2024. Amendment No. 41 to Garfield Township Ordinance No. 68 (Zoning Ordinance) shall take effect upon the expiration of seven (7) days following publication.

Dated: _____

Lanie McManus, Clerk
Charter Township of Garfield

Introduced: August 27, 2024

Adopted: October 8, 2024

Published:

Effective:

ARPA Project

Landscaping Services for Logan’s Landing and Woodmere Medians

*these projects are located in the road right of way are subject to the permit approval process of the Road Commission. Any major changes will come back to the Board for approval.

Logan’s Landing

Premier Outdoors	\$43,055.00	50 flowering trees in a row like an orchard and flower beds with 50 hydrangeas at cut throughs Stone for mulching flower beds Decorative Grass around guard rails Clean up around river – leave natural buffer
Old Mission	\$106,989.94	50 flowering trees in a row like an orchard and flower beds with 21 hydrangeas at cut throughs Pine for mulching flower beds Clean up around river – leave natural buffer

Woodmere

Premier Outdoors	\$58,010.00	Low maintenance “zero scape” look with pavers replacing grass and 5 planters w/flowers
Old Mission	\$25,236.67	Low maintenance drought-resistant colorful sedum ground cover

Suggested Motions:

- (1) To approve _____ to provide landscaping services at the **Logan’s Landing medians** in the amount of \$_____ to come out of the Township’s ARPA Funds.
- (2) To approve _____ to provide landscaping services at the **Woodmere medians** in the amount of \$_____ to come out of the Township’s ARPA Funds.

Premier Outdoors Of Traverse City LLC
 PO Box 255
 Grawn, MI 49637 US
 premieroutdoors15@gmail.com



ADDRESS

Charter Township of Garfield
 3848 Veterans Dr
 Traverse City, Michigan 49684

Estimate 2419

DATE 08/29/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Landscape Service	Landscape Service: tear out and remove trees	1	10,800.00	10,800.00
	Landscape Service	Landscape Service: 60 hydrangea's	1	3,600.00	3,600.00
	Tree's	50 crab apple and placed in rows like an orchard pink and white in color	1	12,880.00	12,880.00
	Landscape Service	Landscape Service:7 decorative grasses around guard rail	1	280.00	280.00
	Landscape Service	Landscape Service: stone around 16 bases of maple trees	1	1,200.00	1,200.00
	Edging	This "edge" puts a line between the grass and borders or sidewalks.	1	600.00	600.00
	Landscape Service	Landscape Service: weed mat and pins	1	950.00	950.00
	Landscape Service	Landscape Service: stone for turnarounds beds where hydrangea's go	1	2,600.00	2,600.00
	Landscape Service	Landscape Service: top soil and seed	1	1,910.00	1,910.00
	Labor	to install	1	7,240.00	7,240.00
	Equipment Rental	stump grinder	1	350.00	350.00
	Equipment Rental	Auger rental	1	645.00	645.00

we will need 65% down before project can start

TOTAL \$43,055.00

Accepted By

Accepted Date

**GARFIELD TOWNSHIP
3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684**

Sales: Karina Kluck
S. Airport Median Landscape Install - Garfield Twp.
3848 Veterans Drive Traverse City, Michigan 49684

Est ID: EST4789648
Date: Jul-23-2024

Removals & Clean-Up \$46,078.50

Pruning of existing evergreen trees & clean-out weeds and unwanted growth from within existing median landscape beds. Remove and dispose of vines and invasive growth in the 'buffer zone', leaving all good existing plantings. Chemical treatment in proposed planting bed areas to kill off existing lawn. Amend planting areas with topsoil, clear treated grass from these areas. All pricing below is for initial budget purposed and does not include the following;

- Traffic control
- Stump Removals within lawn areas
- Dead tree removal within natural buffer zone
- Irrigation adjustments (we can get exact pricing once design has been finalized)

75 CY Topsoil- OMA - Each Screened

Install new Trees & Hydrangea Beds \$60,911.44

Provide and install new flowering trees through the center of the medians within the existing lawn areas. Mulch around each tree with a natural spade edge at the base of them. Create small beds at the ends of the medians and install Limelight Hydrangea for accents and spread mulch below the new plantings.

Irrigation adjustments and work budget can be provided after design approval

10 CY Topsoil- OMA - Each Screened
10 CY Compost - CY Bulk Compost

25 Each	Malus 'Sutyzam' - 2"	Sugar Tyme Crabapple
25 Each	Malus 'Snowdrift' - 2"	Snowdrift Crabapple
21 Each	Hydrangea Limelight Prime® - #3	Limelight Prime Hydrangea
10 CY	Mulch, Pine - Each	Double Shredded Red Pine
		Subtotal
		\$106,989.94
		Taxes
		\$0.00
		Estimate Total
		\$106,989.94

1)Terms & Conditions:

This document shall serve as a binding contract between Old Mission Associates (OMA) and the undersigned client. A deposit in the amount of 50% of the proposed work shall accompany this contract to secure the contract and for the purchase of materials and direct costs. This proposal and pricing are valid for a period of 45 days from dated signature line below.

All final payments are due within 10 days of invoicing for completion of the project. OMA will gladly accept credit cards as payment, but a 3.4% processing fee will be added to the invoice total. An interest charge of two percent (2%) per month will be applied to the total balance of the account if not paid within 30 days.

2)Workmanship & Project Guarantee:

All plant material (except for annuals) is guaranteed for one (1) full year from planting date provided they are adequately watered with automated irrigation system. This warranty includes a one-time replacement of the plant material & includes the labor to do so. Transplanted trees, shrubs, perennials and ground covers will not be warranted. Warranty does not cover plant material damaged by animals, loss of power to irrigation system, vandalism, severe storm or other 'acts of God'.

Old Mission Associates (OMA) guarantees that all work performed will be done according to standard practices in the trade and will be done in a professional, timely and workmanlike manner. OMA guarantees all hardscape work and materials for three years from the date of installation. Material warranties purchased for the project will be handled by the manufacturer and honored by OMA. All warranties will be void due to misuse, improper maintenance, or if damaged by other than an employee of OMA. All warranties only valid if account is paid in full.

3)Time & Material Charges, Change Orders:

Any alterations or deviations requested by client, from original proposal involving extra costs to OMA will be invoiced as an additional charge to client at \$70/man hour, plus materials, equipment charges, dump fees & sub-contractor rates as needed.

Dump Fees: \$15/cubic yard Materials + 25% Trucking \$150/hour Sub Contractor + 15%

Irrigation work: \$90/hour + materials

4)Utility Marking & Permitting:

OMA is responsible for contacting MissDig for utility marking of only main lines prior to commencing work. It is the responsibility of the client to mark (or make OMA aware) of any secondary lines on the property leading to other buildings.

Federal, State & local permits may be needed for the proposed scope of work in this proposal. Unless clearly noted in proposal, fees for this cost will be invoiced to client at rates defined in item #3.

5)Differing Site Conditions:

If OMA does not clearly define in the proposal that there are pre-existing site condition concerns, the client will assume additional costs for scope of work needed to correct or modify issues or concerns that may directly affect the proper installation of landscape or construction process. These could include, but are not limited to; sub surface water drainage, unsuitable soil structures, contaminated soils. The cost to mitigate these issues will be billed per the schedule in item #3.

Contractor: 
Karina Kluck

Client: _____

Signature Date: 10/01/2024

Signature Date: _____

Email: karina@oldmissionlandscapes.com



- Clean-up (natural ~~land~~ (buffer))
- flowering trees
- low maintenance mulched garden beds

Premier Outdoors Of Traverse City LLC
 PO Box 255
 Grawn, MI 49637 US
 premieroutdoorsacct@gmail.com



ADDRESS

Charter Township of Garfield
 3848 Veterans Dr
 Traverse City, Michigan 49684

Estimate 2208

DATE 03/04/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Landscape Service	Landscape Service: Block, edging, spike delivery.	1	25,821.00	25,821.00
	Stone	Deliver and install Stone, 25A crushed stone 58 tons	1	2,958.00	2,958.00
	Stone	Deliver and install Stone 1/4 crushed, chip limestone 33ton	1	1,720.00	1,720.00
	Landscape Service	Landscape Service: Sand 14ton	1	650.00	650.00
	Equipment Rental	saw	1	500.00	500.00
	Equipment Rental	compactor	1	500.00	500.00
	Equipment Rental	dingo	1	400.00	400.00
	Labor		1	24,961.00	24,961.00
	planting of plants/flowers	Planters, plants 5	1	500.00	500.00

woodmere medians rip out and install pavers in medians

TOTAL

\$58,010.00

Accepted By

Accepted Date



**GARFIELD TOWNSHIP
3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684**

Sales: Karina Kluck
S. Airport Median Landscape Install - Garfield Twp.
3848 Veterans Drive Traverse City, Michigan 49684

Est ID: EST4789648
Date: Jul-23-2024

Woodmere Median Upgrades \$25,236.67

Provide and install all approved plant material via the landscape design given by Old Mission Associates.

*Irrigation adjustments and work budget can be provided after design approval.

36 CY	Topsoil- OMA - Each	Screened
11 Each	Sedum 'VooDoo' - 38 cell G	Sedum VooDoo
11 Each	Sedum Dragons Blood - 38 cell	Dragons Blood Creeping Sedum
11 Each	Sedum ellacomb Kamtschaticum - 38 cell G	Creeping Yellow Sedum

Subtotal	\$25,236.67
Taxes	\$0.00
Estimate Total	\$25,236.67

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Old Mission Associates
6410 Center Rd
Traverse City, Michigan
49686

P.2312239222

oldmissionlandscapes.com
karina@oldmissionlandscapes.com

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Contractor: Karina Kluck
Karina Kluck

Client: _____

Signature Date: 10/01/2024

Signature Date: _____

Email: karina@oldmissionlandscapes.com





Charter Township of Garfield

Grand Traverse County

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

TO: Garfield Township Board
FROM: Chloe Macomber, Treasurer
DATE: October 8, 2024
SUBJECT: Township Logo and Official Seal

Dear Township Board,

The Township Board on April 9th of 2024 decided to contract with Civic Clarity and New Moon to help us to redesign and majorly update our township website and image to better serve and reflect the community.

Our staff, along with our website committee, made up of Chris, Chuck, and myself, have made great progress on our website and are now getting into the design and creative phase of the project.

We are asking that the Board look at and decide on a new logo to be used to reflect Garfield Township. The options included have been created after much thought, time, and research by New Moon's professional, Kim Rivera. During this process Kim's team spent a lot of time gathering information from residents and stakeholders to ensure these logos reflect our community and values.

The committee is recommending that in addition to adopting a new logo, the Township should also adopt an official seal – comprised of our old logo with a ring around it.

The seal would be placed on official documents, our flag, ect, and will represent our history. The logo will be used to reflect Garfield in a modern and updated way that is fresh and easily identifiable by our residents on our website, business cards, email signatures, etc.

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

Chloe Macomber

Chloe Macomber, Treasurer

Cmacomber@garfield-twp.com

231-225-3043

In our RFP we asked for a clean, modern, high-quality design that will serve the Township organization and residents
 New logo ideas to be considered for website, social media, employee email signatures, business cards, and unofficial documents:



Symbolism: Four leaves representing the different elements of Garfield all coming together into the shape of a "G" with a sparkle in the middle. Represents nature, industry, commercial, and residential all coming together in one unique place.



Symbolism: Lower case "g" for Garfield and colors representing the four seasons. Leaf to represent nature and drop of water to represent our lakes and river.



Symbolism: Location, location, location. Represents a location marker used on maps to show a destination. Implies Garfield township is the place to be. Nature is represented by the layers of water and hills and topped with a sun or moon rising or setting.



-Board to pick a logo (check your favorite)



-Board to pick a matching font to be used for logo and seal (check your favorite)

Garfield

Garfield

Garfield

-Board to pick a tagline they like best (check your favorite)

- Where it all comes together
- The gateway made for today
- It's all here

-Board to approve the updated original logo as our seal

Current Logo/Seal of the Charter Township of Garfield:



Seal with updated original logo - to be kept and be used for our flag and official documents:



New Moon

For A Fresh
Perspective...

**Garfield
Township**



NEW MOON
VISIONS
Place Branding & Marketing

What Have We Learned?

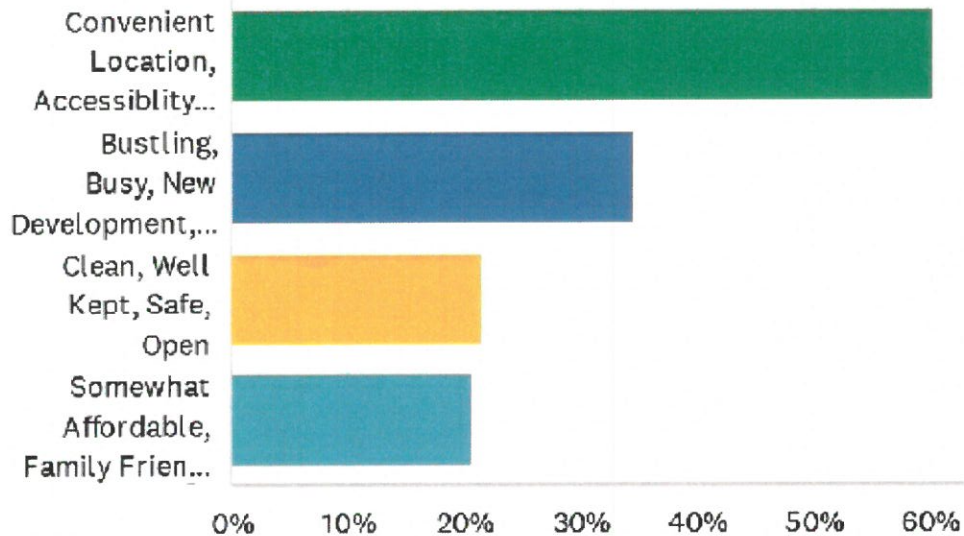
11 leadership and resident interviews,
133 community survey participants,
a committee visioning session,
an in-person tour, and review of plans
and studies, all show us the true nature
of Garfield Township...



New Moon
VISIONS
Place Branding & Marketing

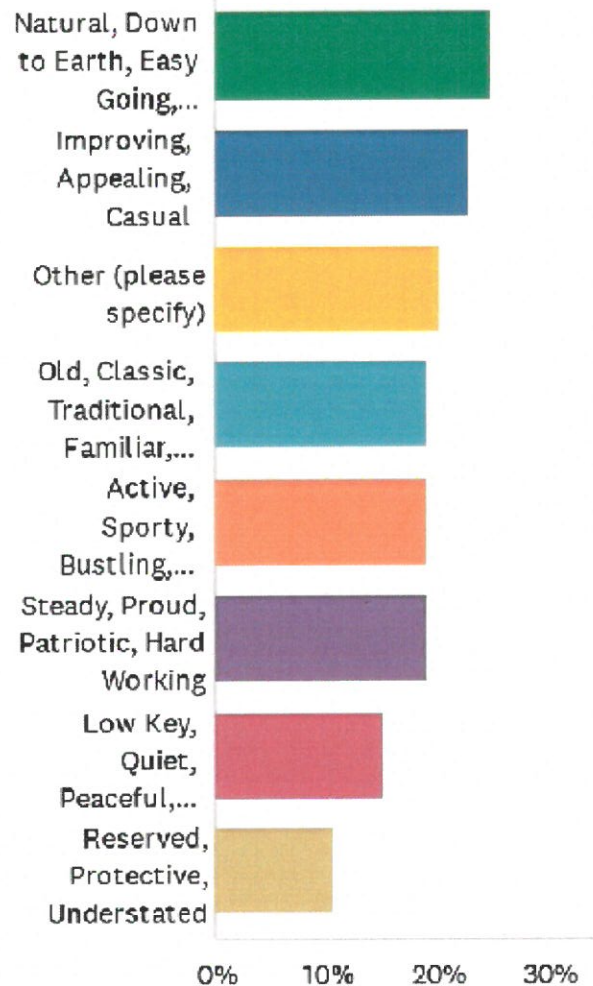
Garfield Township Experiences

Top survey responses noted the convenient location, with access to parks, trails, lakes, the Boardman Loop, the Commons, the Barns and Botanical Gardens, the Grand Traverse Bay and Traverse City. They also cited a clean, open, bustling, and growing community where people feel safe, affordability and a peaceful, family-friendly lifestyle.



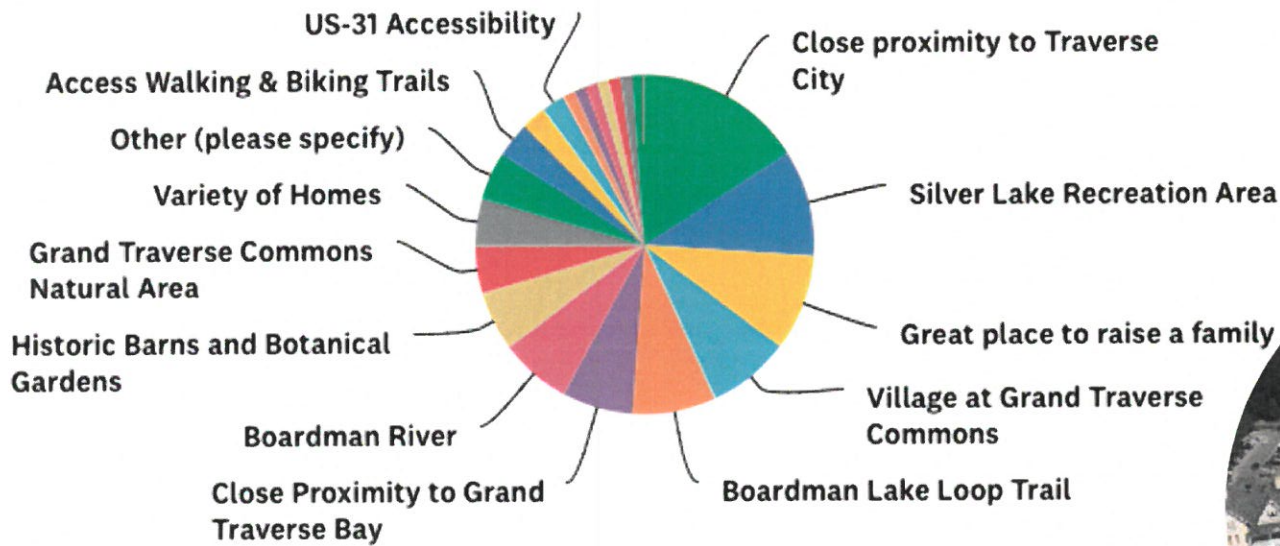
Garfield Township's Personality

In *Song of Myself*, Walt Whitman said, "Do I contradict myself? Very well then I contradict myself, (I am large, I contain multitudes.)" What's true for our beloved Walt also appears true for Garfield Township. It's easy-going and bustling. Reserved and sporty. Old and improving. It seems contradictory, yet in contradictions lies our story...and our distinction.



Garfield Township's Greatest Asset

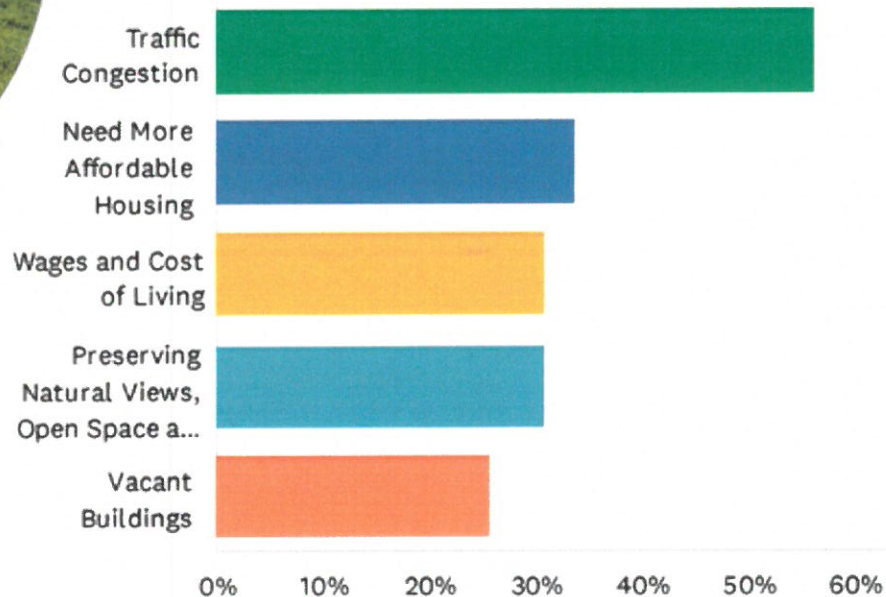
In the multiple and varied responses to this question we can also begin to see something that sets Garfield Township apart. Close to Traverse City yet a great place to raise a family. Trails and the Village. There seems to be a "best of all worlds" story to be told here.





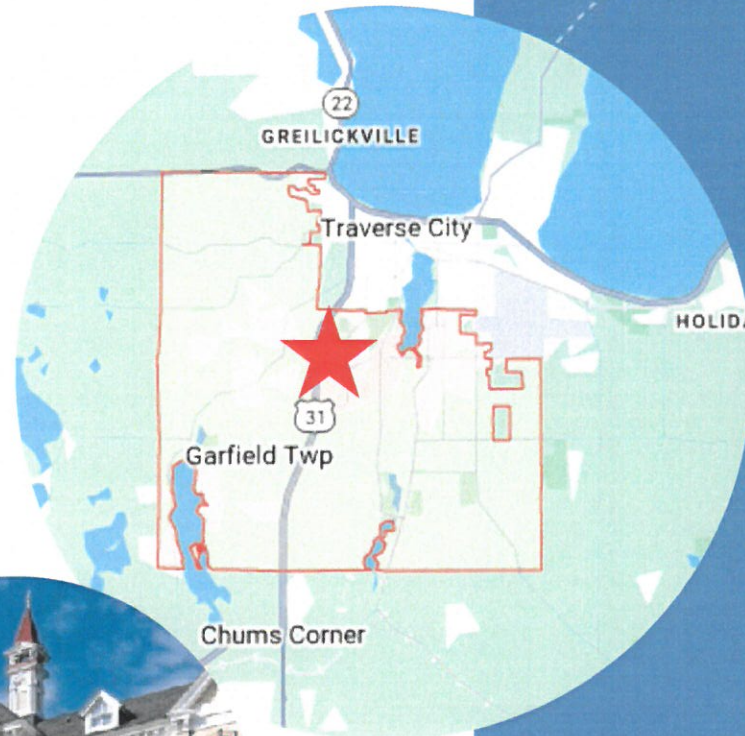
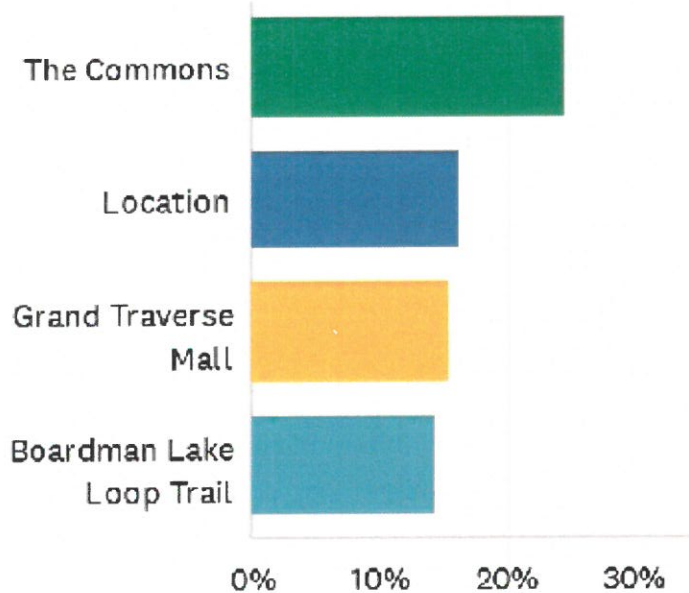
Garfield Township's Challenges

With the bustling business, traffic is congested. People need more affordable housing and wages are not keeping up with cost of living. Preserving the open space, natural views and agriculture will ensure the peaceful quality of life. Filling vacant buildings with unique businesses will create more variety for the community.



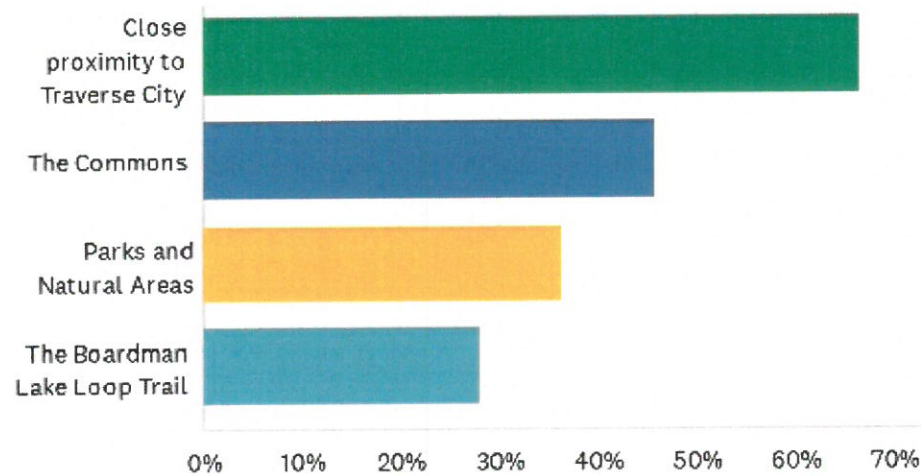
Garfield Township is Famous for:

The top highlights by far according to survey respondents are the Villages at Grand Traverse Commons, the township's location, the Grand Traverse Mall and the Boardman Lake Loop Trail. This supports the perspective that the blend of nature and modern-day conveniences is what sets Garfield Township apart.



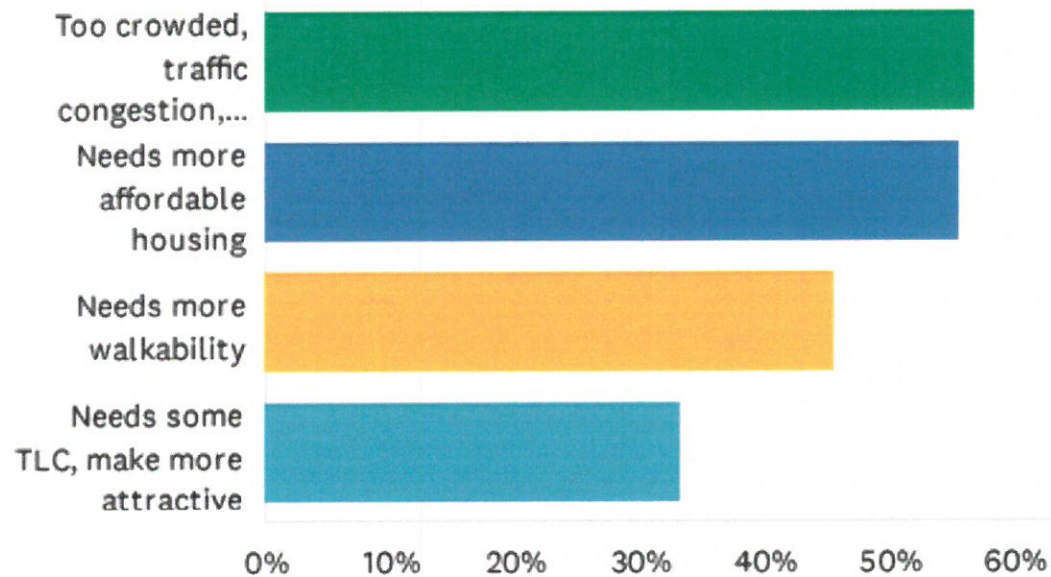
Best Things Attracting Visitors to Garfield Township

With its location so close to Traverse City, visitors can stay in nearby Garfield and enjoy all the attractions i.e.; The Commons, the parks and natural areas and the Boardman Lake Loop Trail offer a draw.



Prevents more People Moving to or Visiting Garfield Township

People would like to see the traffic congestion alleviated, more affordable housing and more walkability. They would also like to see spaces made more attractive.



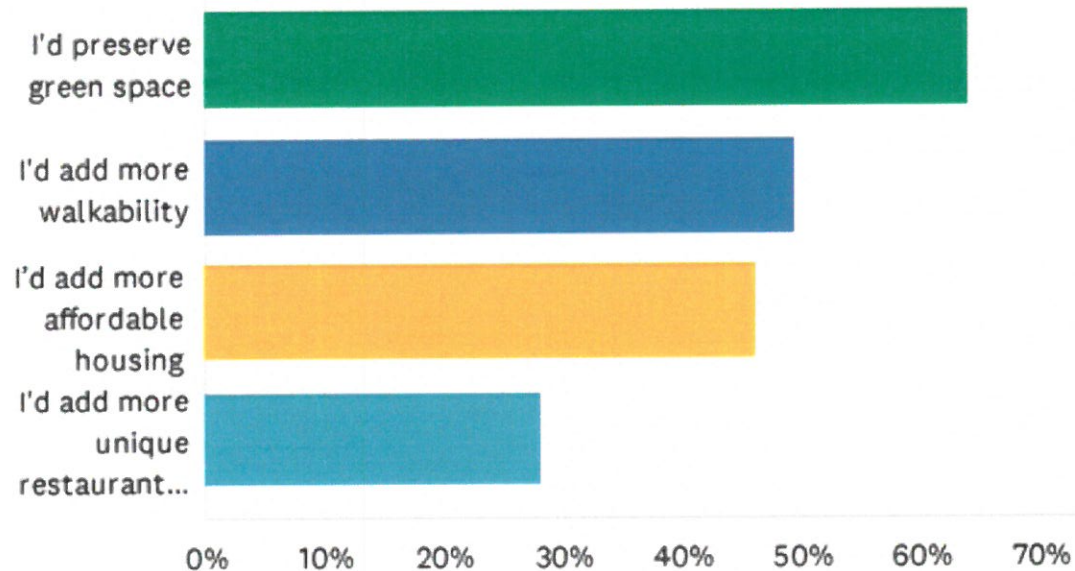
Ways to positively affect the future of Garfield Township

Preserve green space.

Add more walkability/bikeability.

Add more affordable housing.

Add more unique restaurants.



Brand Essence:

You love getting away from it all and communing with the healing power of nature. What you don't love: driving 40 minutes to get a loaf of bread and some eggs. We've got you. Because we get it.

At some point you're gonna need groceries... new flip flops...bug spray. You might need a tire fixed or your oil changed. Here, you can get away without leaving behind access to all the things that make life easier. We're your people. Welcome home.

The logo for New Moon Visions features the words "New Moon" in a large, white, serif font. The letter "O" in "Moon" is replaced by a white crescent moon. Below "New Moon" is the word "VISIONS" in a smaller, white, sans-serif font, with each letter spaced out. At the bottom, the text "Place Branding & Marketing" is written in a small, white, sans-serif font.

NEW MOON
VISIONS
Place Branding & Marketing

Tagline Concepts:

Where it all comes together.

How many places on this planet enable you to hike a nature trail, see buffalo and a beautiful sparkling bay, then turn around and walk in to a 24-hour super center? Exactly.

The getaway made for today.

We're just going to say it. The charm of roughing it in a rustic, remote town is overrated. Real relaxation is immersing yourself in nature... and the knowledge that if you want sunscreen or groceries or a great restaurant, it's just around the corner.

It's all here.

In Garfield Township, you've got a getaway in the middle of nature. A historic landmark renovated and filled with shops and restaurants. Convenient super centers within easy reach.

Tagline Concepts (Garfield-centered):

Garfield is good for you.

There's nothing healthier than time in nature. But if that time comes with the stress of figuring out how far you have to drive for snacks or gas...well, you're back to zero. Unless you find Garfield Township... where everything you need is within easy reach.

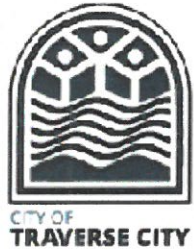
Your Go-To.

Let's take the GT of Garfield Township and explode the acronym. It's your Go-To for nature and all the conveniences. It's a place to Get Together with the people you care about. It's a place to have a Great Time.



NEW MOON
VISIONS
Place Branding & Marketing

Review Logos from Surrounding Area:



RFP: A clean, modern, high quality design and brand that will serve the Township organization and audience.

Goal: Craft a fresh brand identity that authentically embodies the warm, inclusive spirit of the Township, celebrating its vibrant community and dedication to preserving its natural riches and high quality of life.

Logo Concepts:



**Garfield
Township**



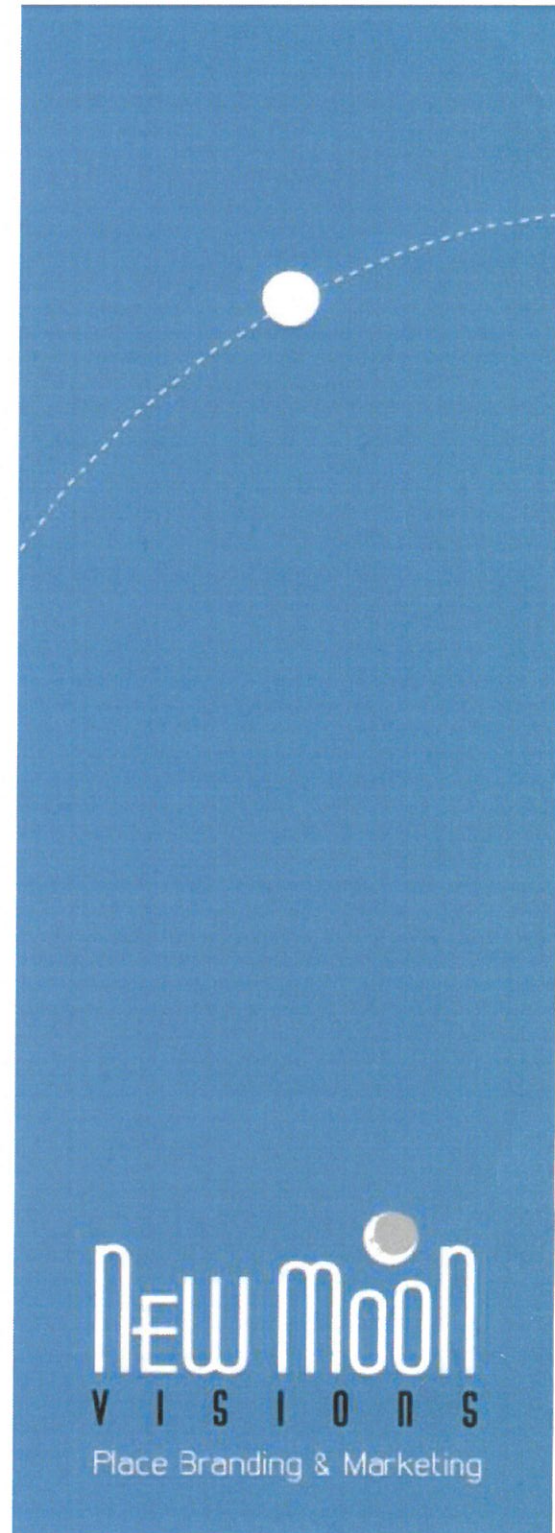
Garfield Township



**Garfield
Township**



Garfield Township



Logo Concepts:



**Garfield
Township**

Where it all comes together.



Garfield Township

Where it all comes together.



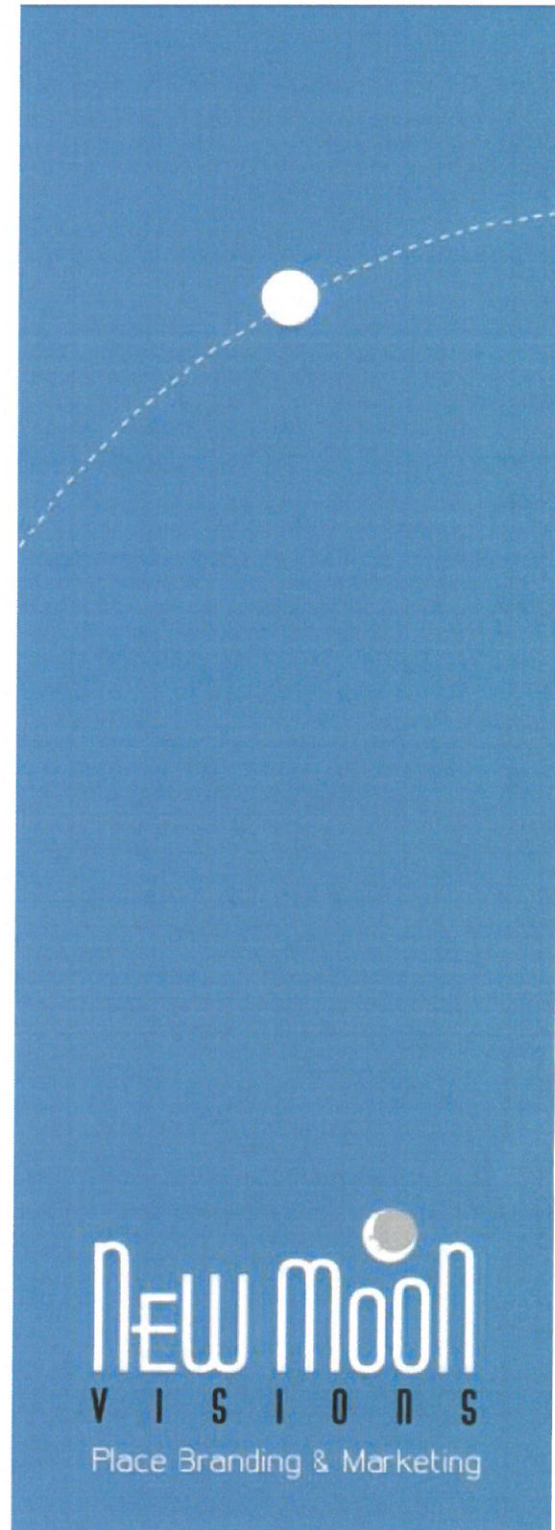
**Garfield
Township**

Where it all comes together.



Garfield Township

Where it all comes together.



Logo Concepts:



Garfield
Township



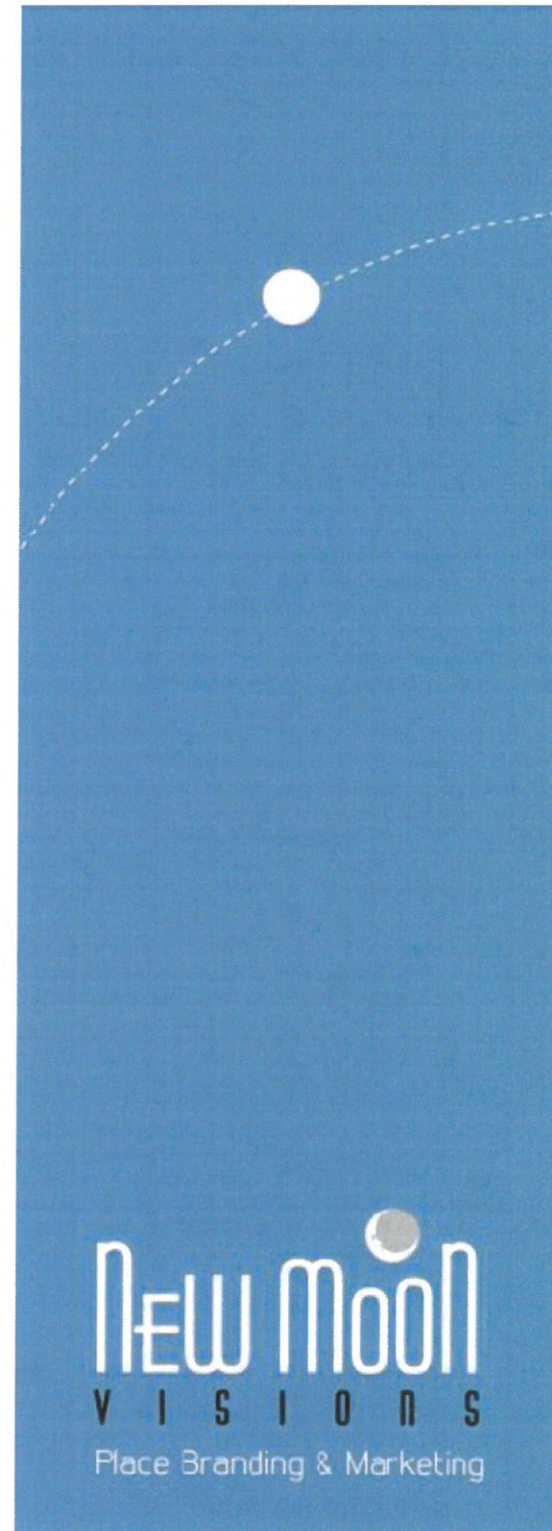
Garfield Township



Garfield
Township



Garfield Township



Logo Concepts:



Garfield
Township

The getaway made for today.



Garfield Township

The getaway made for today.



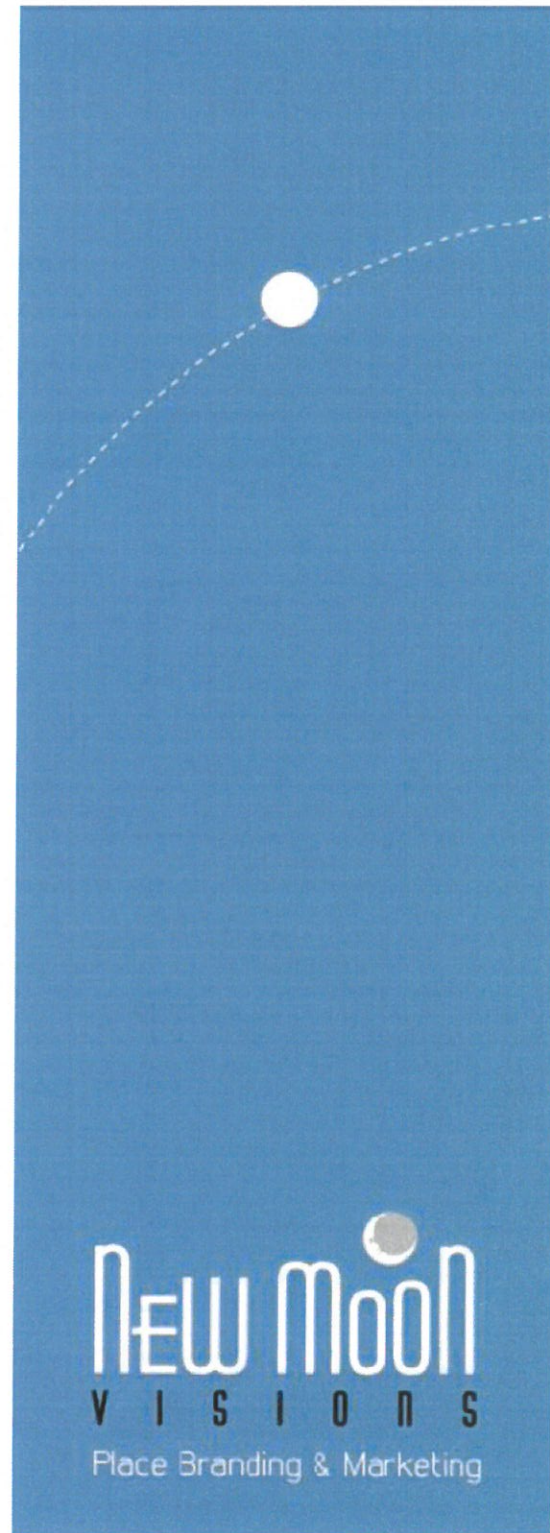
Garfield
Township

The getaway made for today.



Garfield Township

The getaway made for today.



Logo Concepts:



Garfield
Township



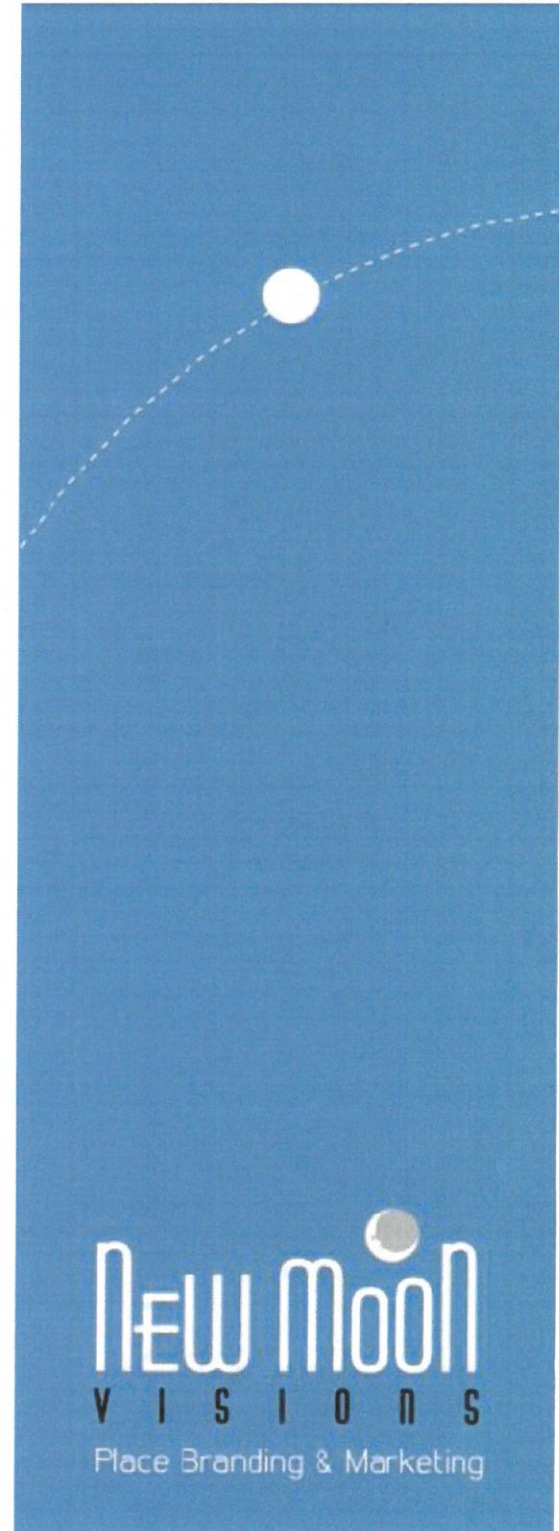
Garfield Township



Garfield
Township



Garfield Township



Logo Concepts:



**Garfield
Township**
It's all here.



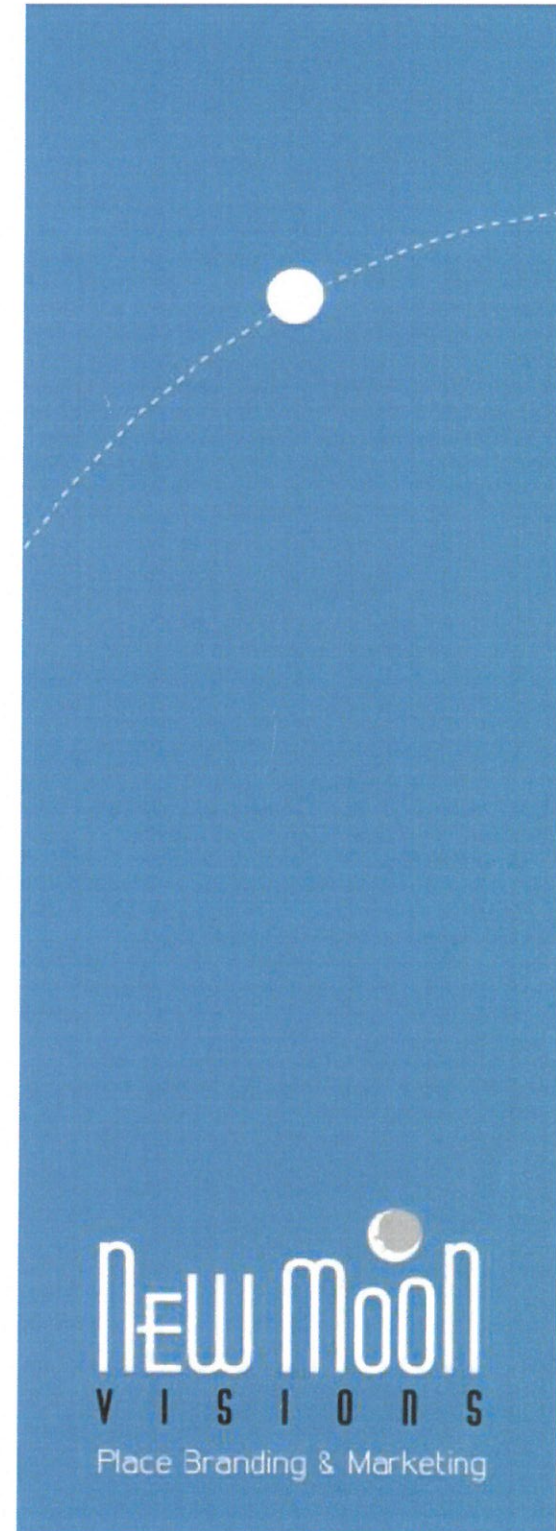
Garfield Township
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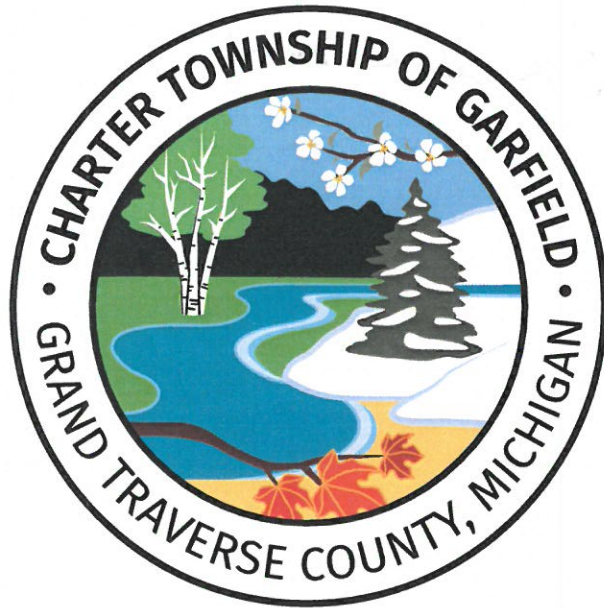
NEW MOON
VISIONS
Place Branding & Marketing

Original Garfield Township Seal



The logo is set against a solid blue background. At the top, a white circle representing a moon is positioned on a dashed white arc that curves across the upper portion of the page. In the lower right, the text "New Moon" is written in a white, serif font, with a small white circle above the letter 'o' in "Moon". Below this, the word "VISIONS" is written in a smaller, white, sans-serif font with wide letter spacing. At the very bottom, the phrase "Place Branding & Marketing" is written in a small, white, sans-serif font.

New Garfield Township Seal v1



A



B

