

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MAY 11, 2015

WORK SESSION – 6:30 P.M. (Note the later start time.)

1. Presentation – 2015 – 2018 Strategic Plan

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve April 27, 2015 Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$937,704.23 (*A/P checks of \$846,296.43 and payroll of \$91,407.80*)
- VI. PRESENTATION – NOCH (Shelleye Yaklin and Joy Gaasch)
- VII. OLD BUSINESS
 1. Discussion – Proposal for Payroll Services
- VIII. NEW BUSINESS
 1. Approve Resolution 15-05-01 – Authorize MNRTF Land Acquisition Grant Agreement
 2. Accept Special Assessment Paving District Petition for Portion of Groesbeck & Private Road
- IX. REPORTS AND CORRESPONDENCE
 1. Correspondence
 2. Committee Reports
 3. Manager's Report
 - a. April Enforcement Report
 - b. April Building Report
 - c. April DPW Report
 - d. 1st Quarter Economic Development Report
 4. Others
- X. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY
(*LIMITED TO THREE MINUTES, PLEASE.*)
- XI. ADJOURNMENT

NOTE: The public will be given an opportunity to comment on any agenda item when the item is brought up for discussion. The supervisor will initiate comment time.

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, APRIL 27, 2015**

REGULAR MEETING

I. CALL TO ORDER

Supervisor French called the regular meeting of the Grand Haven Charter Township Board to order at 7:00 p.m.

II. PLEDGE TO THE FLAG

III. ROLL CALL

Board members present: French, Larsen, Kieft, Behm, Hutchins, Meeusen, and Redick.

Board members absent:

Also present was Manager Cargo. Auditor Vredeveld, Planner Fedewa, Ordinance Enforcement Officer Heins, and Dangerous Building Officer Nelson.

IV. APPROVAL OF MEETING AGENDA

Motion by Clerk Larsen and seconded by Trustee Meeusen to approve the meeting agenda. **Which motion carried.**

V. APPROVAL OF CONSENT AGENDA

1. Approve April 13, 2015 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$139,684.02 (A/P checks of \$54,707.93 and payroll of \$84,976.09)
3. Approve Bid Specifications for Re-decking Millhouse Bayou Boardwalk.

Motion by Treasurer Kieft and seconded by Trustee Behm to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PRESENTATIONS

1. Ottawa County Update, Roger Bergman, County Commissioner
2. 2014 Financial Audit, Douglas Vredeveld, CPA, Township Auditor

VII. PUBLIC HEARING – Dangerous Building (Parcel #70-03-33-300-015)

Supervisor French opened the public hearing at 7:25 p.m.

Planner Fedewa presented a history on enforcement actions and the alternative available for the Board with regard to enforcement of the Dangerous Buildings Hearing Officer's order.

Dangerous Building Officer Nelson noted his contacts with the property owner.

Steve Wilson (12743 Sanctuary Place) noted that he was the property owner's real estate agent and acted as her unofficial advisor. Wilson noted the lack of estate planning, the tax implications that forced the property owner to take a large loan from a bank to pay estate taxes (*which were recently paid*), the sale of a portion of the land to Shape Corporation to assist in paying the estate taxes, and the recent sale of additional land to Speedway.

Wilson acknowledged that the property owner is not engaging and tends to ignore issues rather than address these matters – including the violation of the dangerous building ordinance. A similar lack of attention has allowed large portions of the land to revert to wetlands. But, an MDEQ wetlands permit was granted that will allow a portion of the property to be developed and a drain to be relocated.

Wilson noted that there is a contract to have the buildings razed and that the process has begun with the salvage of metal. Further, the removal of the buildings and the clearing of some land for agricultural purposes are expected to begin on April 28th.

Wilson believed that 60 days would be sufficient to remove the buildings and comply with the Dangerous Buildings Hearing Officer's order.

Supervisor French closed the public hearing at 7:45 p.m.

VIII. OLD BUSINESS

1. The Board discussed the various alternatives with regard to the Dangerous Building enforcement.

Motion by Supervisor French, supported by Trustee Hutchins to affirm the findings and order of the Dangerous Buildings Hearing Officer, with the 60 days compliance timeline being extended to 90 days (*i.e., July 27th*). **Which motion carried** as indicated by the following roll call vote:

Ayes: Larsen, Hutchins, Kieft, Meeusen, Redick, Behm, French

Nays:

Absent:

IX. NEW BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Behm to approve with conditions the Final Plat of Brighamwood Subdivision No. 2 based on the submission meeting all requirements set forth in the Grand Haven Charter Township Subdivision Control Ordinance. This approval is contingent upon the following:

- a. Execution of a Special Assessment Lighting District Agreement; and,
- b. Submission of "as-built plans"

Which motion carried.

X. REPORTS AND CORRESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
 - i. Supervisor French noted that the appointment of Trustee Hutchins to

NORA would be effective after NORA's Special Meeting on April 30th.

- ii. Clerk Larsen noted that the Personnel Committee is scheduled to meet on Tuesday, June 2nd at 7:30 a.m.
- c. Manager's Report
 - i. March legal review
 - ii. Cargo noted that Supervisor French had selected Anlaan Corporation for the Chamber of Commerce's Annual Business Recognition Luncheon and Award.
- d. Others
 - i. The Board requested Cargo compile a cost estimate to replace the existing lighted flagpole at the Lakeshore Cemetery and to install a lighted flagpole at the Historic Cemetery.
 - ii. The Board requested Cargo have the DPW replace/repair the trail markers that have been vandalized in the Hofma Park/Preserve, ASAP.
 - iii. **Without objection**, the Board instructed Cargo to purchase a banner on behalf of Grand Haven Charter Township recognizing the 225th Anniversary of the Coast Guard at an estimated price of \$250.

XI. PUBLIC COMMENTS

None.

XII. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Hutchins to adjourn the meeting at 7:54 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Karl French
Grand Haven Charter Township Supervisor



SUPERINTENDENT'S MEMO

DATE: May 5, 2015
TO: Township Board
FROM: Bill Cargo
SUBJECT: Strategic Plan 2015 - 2018

Attached, please find (1) a copy of a PowerPoint presentation regarding “Who We Are & What We Do” that will be offered on Monday evening; and, (2) a copy of the proposed Strategic Plan 2015 – 2018.

Pursuant to the direction from the special joint meeting of the Planning Commission and Township Board in February, staff have updated and drafted a Strategic Plan for 2015 – 2018. Further, a PowerPoint presentation has been developed to focus the Board’s attention on “who” the Township is and “what” the Township does.

If, after reviewing both, the Board has no proposed amendments to the Strategic Plan, it is recommended that the plan be forwarded to the Planning Commission for review and comment. This will ensure that the Strategic Plan is complimentary to the Master Plan that the Planning Commission is in the midst of drafting – and clarifies to the Commission members the priorities of the Township Board.

If the Board supports the proposed draft of the Strategic Plan and concurs that the Planning Commission should comment on the same, the following motions can be offered:

Move to tentatively approve the proposed 2015 – 2018 Strategic Plan and to forward the same to the Planning Commission for review and comment.

Please contact me if you have any questions or comments.



GRAND HAVEN CHARTER TOWNSHIP

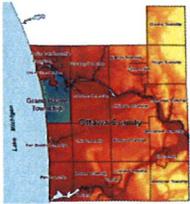
2015 Strategic Plan Presentation

Who We Are



A "Larger" Community

- ▶ Grand Haven Charter Township is the **largest** community in Northwest Ottawa County in terms of population, tax base and land area
- Population - 16,000+
- Tax Base - \$726+ million
- Land Area - 28.6 square miles

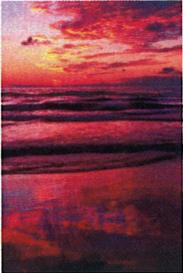


Who We Are



An Attractive Community

- ▶ GHT's lakeshores, dunes, river views, forested preserves, scenic bayous, and agricultural fields create an attractive area to live, work, and play.
- ▶ This is accompanied with a reasonable commute to larger regional employment areas - Grand Rapids (28 miles), Holland (17 miles) and Muskegon (13 miles)



Who We Are

A Bedroom Community

- GHT is considered by most to be a "bedroom" community given that the dominant land values and uses are residential.

Category	Percentage	Value
Residential	89.6%	\$536 Million
Commercial	6.3%	\$56.6 Million
Industrial	2.1%	\$17 Million
Agricultural	2.0%	\$16.7 Million

Who We Are

A Prosperous Agricultural Community

- 9% growth in land dedicated to farming.
- 37% increase in market value of products. Ottawa County sold over \$534 million in farm products.
- Ottawa County ranks:
 - 2nd in Michigan for fruits and berries (67th in U.S.)
 - 1st in Michigan for nursery stock (7th in U.S.)
 - 1st in Michigan for poultry and eggs (70th in U.S.)

Who We Are

A Growing Community

- GHT has experienced significant growth with a current population approaching 17,000.
- GHT's population is projected to climb to 22,277 by year 2030, an increase of 31%.

Year	Population
1870	508
1880	642
1890	823
1900	843
1910	866
1920	1,049
1930	1,185
1940	1,397
1950	3,479
1960	5,489
1970	7,236
1980	9,718
1990	11,278
2000	13,218
2010	15,218
2015	16,913

Who We Are



A Growing Community

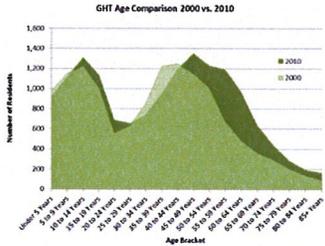
- ▶ GHT averages 132 new water connections each year.
- ▶ GHT's averages 25 new sanitary sewer connections each year.
- ▶ GHT has approved an additional 224 residential units and 264 apartment units in the past twelve months. *(Another 187 residential units are being planned.)*
- ▶ 2014 had the highest value of construction permits - over \$21.8 million - since the so-called "Great Recession".

Who We Are



An Aging Community

- ▶ Between 2000 and 2010:
- 0 - 9 decreased 4.1%
- 10 - 29 increased 10.7%
- 30 - 44 decreased 13.0%
- 45 - 59 increased 33.3%
- 60 - 74 increased 79.0%
- 75+ increased 47.5%



Number of Residents

Age Bracket

Who We Are



An Affluent Community

- ▶ The median income in the township, after adjusting for inflation, increased 12% from \$62,380 in 2000 to \$69,850 in 2010.
- ▶ The median household value in the township, after adjusting for inflation, increased 18% from \$149,900 in 2000 to \$176,900 in 2010.
- ▶ Over 40% of residents 25+ have a bachelor degree or higher.



Who We Are



An Affordable Community

- There are 24 taxing units in Ottawa County.
- The millage rates in these communities range from a high of 40.12 mills, to a low of 23.95 mills.
- GHT's PRE millage rate is 25.7 mills, the 5th lowest in the entire county. The Township's millage rate is 4.12 mills below the County average.
- This lower than average tax rate remains even after the voters approved recent increases.

Who We Are



A Financially Dependent Community

GHT relies on various revenue sources - many outside of the Township's control or influence - for our \$3.0 million General Fund, which is used to fund many public services and amenities. *(The Townships total budget is about \$8+ million.)*

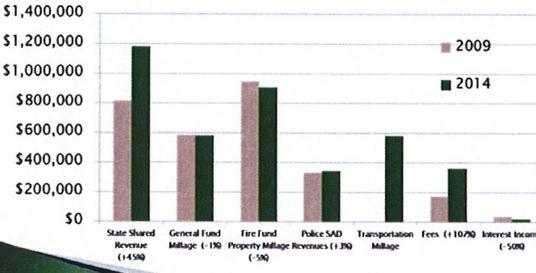
Shared State Revenue	Property Taxes	Fees and Services	Admin. Fees	Interest Income	Other Income
39%	29%	21%	9%	1%	1%



Who We Are



A Financially Stable Community



Category	2009	2014
State Shared Revenue (+450)	~800,000	~1,150,000
General Fund Millage (-190)	~550,000	~550,000
Fire Fund Property Millage Revenues (-300)	~900,000	~850,000
Police S&D	~300,000	~300,000
Transportation Millage	~550,000	~550,000
Fees (+1070)	~150,000	~350,000
Interest Income (-500)	~50,000	~50,000

Who We Are



A "Lean" Community

- Grand Haven Charter Township employs 27 full-time staff, 23 part-time fire fighters, 1 part-time enforcement officer, 6 seasonal employees, and about 50 election workers. This is 2 full-time staff less than 2006.
- Most staff are cross trained to work in more than one of the six departments, including:
 - › Administration (4 full-time staff)
 - › Assessing (2 full-time staff)
 - › Community Development (3 full-time staff)
 - › Finance (3 full-time staff)
 - › Fire/Rescue (7 full-time staff)
 - › Public Services Department (8 full-time staff)

"Of all of the communities I have worked in, Grand Haven Township is by far the leanest community I have seen."

- William Rye - 2006

Who We Are



A "Planned" Community

- Since 1992, Grand Haven Charter Township has adopted and implemented:
 - › Four Master Plans (*currently working on the fifth*)
 - › Five Strategic Plans (*currently working on the sixth*)
 - › Three IT Plans
 - › One Cemetery Plan
 - › Five Recreation Plans (*last one was a regional plan*)
 - › One DDA/TIF Plan
 - › Numerous annual business plans, capital improvement plans, department audits, customer service plans, pathway extension plans, etc., etc.

What We Do



A Commitment to Customer Service

- › The Township is a customer service orientated organization. Our motto is *"Above all else, provide Superior Customer Service to our Community"*.
- › Township staff have adopted this creed for ALL of the services and amenities that are provided to the citizens.
- › What services and amenities?

What We Do

Public Services & Amenities



- › Address Assignment
- › ALS Certified Medical Response
- › Boat Launch
- › Building Inspections
- › Business Registration
- › Builders Discussion Forums
- › Cemeteries
- › Christmas Tree Collection
- › Credit Card Payments
- › Code Enforcement
- › Community Education
- › Contractor Registration
- › Elections and Voter Registration
- › Electrical, Mechanical and Plumbing Inspections
- › Facility Rentals
- › Fire Protection
- › FOIA (Freedom of Information Act) Requests
- › GIS Maps
- › Land Divisions
- › Municipal Sanitary Sewer
- › Municipal Water
- › Parks and Facilities
- › Pathway System
- › Police Protection
- › Private Roads & Drives
- › Property Assessment
- › Rescue Operations
- › Road Maintenance
- › Road-End Water Access
- › Tax Collection
- › Township Publications
- › Website
- › Training for Builders
- › Yard Waste Drop-off
- › Zoning Review & Approval





What We Do

Collaborate Regionally



› In order to further reduce costs to citizens and to provide benefit to the region as a whole, GHT works cooperatively with adjacent communities and organizations.

› Regional cooperation has produced the following authorities and arrangements.

- Louth District Library Authority
- NOCH Ambulance Authority
- Grand Haven/Spring Lake Sewer Authority
- Harbor Transit Authority
- Mutual Defined Emergency Response Areas
- Sheriff Defined Service Arrangements
- IT Services with CHAPS (pending connection)
- North Ottawa Recreation Authority (NORA)
- North Ottawa Water System (NOWS)
- Regional Economic Development through a contract with the Chamber of Commerce
- Resilient Grand Haven Planning Process
- July 4th Fireworks
- Emergency Planning Services
- Harbor Dredging
- Grants for Collaborative Studies (e.g., Telephony, etc.)

Summary



› Grand Haven Charter Township is a very attractive community in which to live, work and play. Strong schools, relatively low taxes, natural amenities, recreational opportunities, employment opportunities, access to nearby urban centers, an identity shared with Grand Haven City... taken together these create our community.

› The Township's attractiveness is also due in part to the numerous good quality services and amenities that are made available to our citizens; services and amenities that the Township staff are committed to providing at the highest level.

› The challenge for the Township is continuing to provide the services requested by citizens while protecting the environment that helped foster the growth and controlling costs to maintain the lower tax rate.

GRAND HAVEN CHARTER TOWNSHIP STRATEGIC PLAN

2015 – 2018



GRAND HAVEN TOWNSHIP BOARD

Karl French, Supervisor
William Kieft III, Treasurer
Laurie Larsen, Clerk
Howard Behm, Trustee
Mike Hutchins, Trustee
Cal Meeusen, Trustee
Ron Redick, Trustee



GRAND HAVEN CHARTER TOWNSHIP

Above all else, our purpose is to provide superior customer service to our community.

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STRATEGIC PLANNING



Simply put, strategic planning is an organization’s process for defining its direction and identifying objectives to guide decisions regarding the allocation of capital and people. The focus of a strategic plan is typically on the whole organization and they are established for a specific timeframe, typically three to five years. Since strategic planning cannot foretell exactly how the marketplace will evolve and what issues will surface over time, it is essential to re-visit them on an annual basis.

Why is the Township doing a Strategic Plan?

Grand Haven Charter Township is a desirable place to live with its beautiful natural features, lakeshore location, and reasonable commute to regional employment centers. Over the last 60 years the Township’s population has grown from 1,997 to about 16,000+ and that rapid growth has led to an increased demand for public services.

The long lasting impacts of the so-called “Great Recession” have largely passed and the Township has entered a new period of growth. Although this growth is not as robust as the pre-2006 levels, the growth is expected to continue through 2017. Consequently, the Township is facing questions regarding the level of service and capital projects designed to improve quality of life as opposed to being mainly focused on cost control measures.

How will the Township use the Strategic Plan?

The plan will be used as a tool to:

- Assist with communicating the Township’s goals
- Assure that elected officials are all “on the same page”
- Set priorities and make decisions
- Monitor and measure implementation progress
- Identify needed changes

OUR PLANNING PROCESS



“Resilient Grand Haven” Planning Process

A joint planning project with the City of Grand Haven directed by the Land Information Access Association (LIAA), a non-profit community planning firm based out of Traverse City.

This collaborative planning process included the following steps:



“Resilience is the capacity to absorb severe shock and return to a desired state following a disaster.”

—Godschalk, 2009

1. Monthly **Community Planning Commission meetings** with the planning staff and commissioners from both jurisdictions.
2. The **Community Summit** invited residents, community leaders, and an array of presenters to learn about the project.
3. Three **Community Action Team (CAT)** meetings were held after the Summit. Each included six “break-out” sessions to focus on specific topics.
4. The **University of Michigan** presented their fiscal impact model based on a matrix of scenarios for various weather conditions.
5. Two **Special Joint Sessions** with the Township Board and Planning Commission were held to correlate the needs of an updated Strategic Plan with the “Resilient Grand Haven” Master Planning process.
6. Draft **Goals & Objectives** were submitted to Department Directors for review and comment.
7. At the **Community Open House** each municipality presented their updated “Resilient Grand Haven” master plans for public comment.
8. The updated **Master Plan** and **Strategic Plan** include valuable information obtained during the community engagement sessions and the “Resilient Grand Haven” planning process.

OUR MISSION



The Mission of Grand Haven Charter Township is to:

- Provide and continually improve those essential services that can best be provided by the Township and are necessary for the health, safety and welfare of all who live, work or visit the community;
- Protect and invest the financial resources entrusted to us;
- Provide a superior customer experience; and,
- Protect, promote and invest in our abundant natural resources.



The 2015 Mission statement shows only a minor evolution from the 1997 Strategic Plan Mission statement:

"The mission of the Grand Haven Charter Township Board is to provide those professional quality services that can best be furnished by the Township and are necessary for the health, safety and welfare of the residents.

The Township shall continually improve these services to accommodate the needs and expectations of the residents, who are the customers and stakeholders of the Township."

The 2015 Mission Statement recognize the fiscal constraints that exist even during periods of growth and places an emphasis on meeting the service needs of the citizens.

OUR GOALS



Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections (see page 7)

Deliver Superior Essential Services that Can Best Be Provided by the Township (see page 9)



Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life (see page 10)

Establish Strong Partnerships within Our Community, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources (see page 12)



Support and Retain Economic Development that Enhances the Quality of Life in Balance with the Protection of Our Community Character (see page 13)



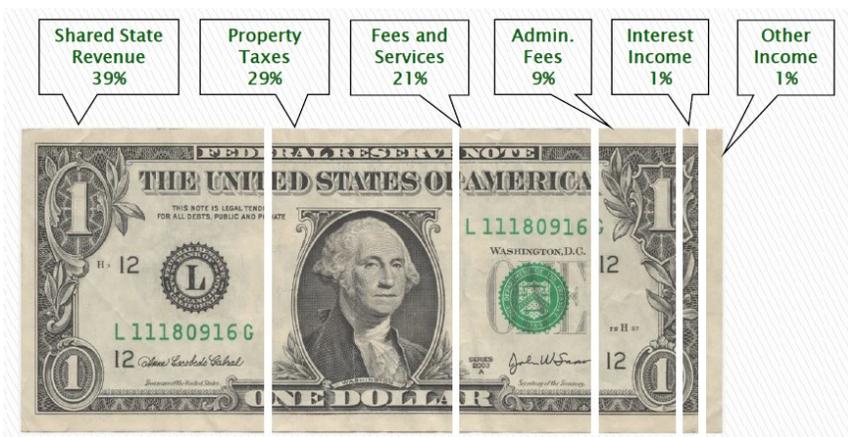
GOAL: Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections

Grand Haven Charter Township maintains eleven (11) funds with majority of operations found in eight (8), including the General Fund, Fire/Rescue Fund, Police Services Fund, DDA Fund, Municipal Street Fund, IT Fund, Water Fund and Sewer Fund. In general, monies from one fund cannot be transferred to the other funds.

The \$3.0± million annual expenditures from the General Fund are the source of most of the services associated with local government, such as assessing, building and zoning services, parks, elections, drain maintenance, pathways, etc. Grand Haven Charter Township relies on various sources of revenues to supply its General Fund, including property taxes, fees and state revenue sharing. Most of the revenue sources have stabilized since the so-called “Great Recession” with some revenue streams showing recent increases.

Although the Township collects over \$22 million in property taxes each year, the vast majority of these taxes are not kept by the Township. Rather, they are distributed to the State of Michigan, the local school districts, Ottawa County and other taxing jurisdictions. For every tax dollar that the Township collects, about 84.3 cents is distributed to others.

General Fund Revenue Sources

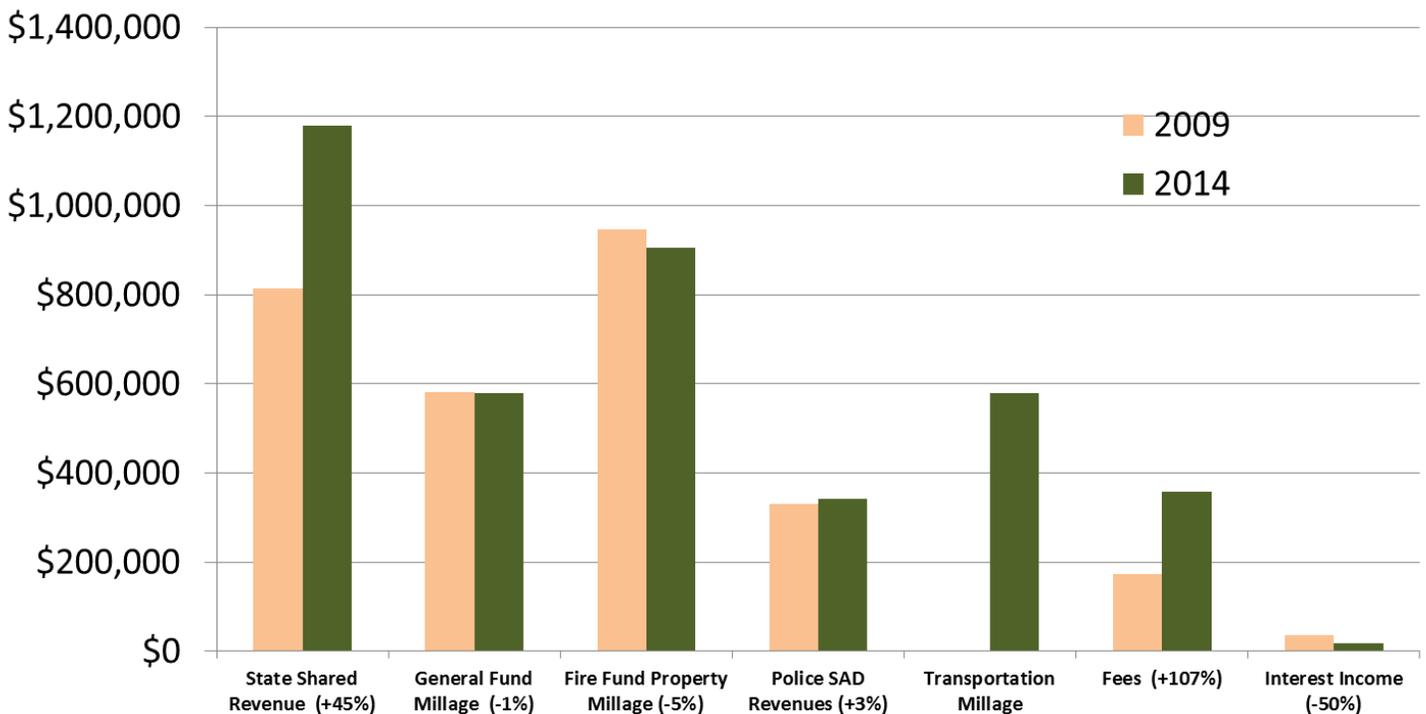


Objectives:

- Adopt policies that support – “living within our means”.
- Have sufficient financial reserves to respond to emergencies and economic downturns.
- Prioritize taxing and spending to focus on “quality of life” issues.

Low Millage Rate

Grand Haven Township’s millage rate is the 5th lowest of all 24 municipalities in Ottawa County and is about 4.12 mills below ↓ the average.



Selected Revenue Streams—change from 2009 (*not adjusted for inflation*)

ESSENTIAL SERVICES

Objectives:

- Define and prioritize those essential services that can be best furnished by the Township.
- Continually improve the services provided by the Township, especially those services that relate to public safety (*i.e., fire/rescue services and police protection*).
- During the annual budget approval process, review department organization, responsibilities, functions, and staffing (*including succession planning*).
- Develop a versatile professional workforce that is crossed trained to ensure superior customer service.
- Show appreciation for superior staff, committee and board service.
- Review and implement recommendations for sustainable and creative solutions.

GOAL: Deliver Superior Essential Services that Can Best Be Provided by the Township

Grand Haven Charter Township provides a broad array of public services and amenities to its citizens. The Township recognizes that unlike the private sector, citizens cannot “choose” to do business or receive their services from another local government or agency. With this in mind, the Township staff adopted the creed that *“Above all else, our purpose is to provide superior customer service to our community.”*

As the Township’s population has increased, so has the demand for services and the need to both maintain and expand the existing infrastructure (*e.g., pathways, streets, drain districts, bus service, etc.*).

The Township’s goal is to carefully evaluate and prioritize the services and amenities it offers to ensure they can be provided at the highest possible level and in a fiscally responsible manner.

Under state law, the only services that the Township Board must provide are:

Property assessments, tax collection, and elections.

However, the Board has chosen to provide or support a variety of services, many of which are considered foundational for local governments, including:

1. Fire/Rescue services
2. Contracted police services
3. Municipal water
4. Municipal sewer
5. Planning and Zoning
6. Building Code Enforcement
7. Parks
8. Pathways
9. Cemeteries
10. Economic development
11. Ambulance service
12. Road maintenance
13. Storm water maintenance
14. Property Code enforcement
15. Drain maintenance
16. Trash collection
17. Library services
18. Liquor control enforcement
19. Yard waste collection
20. Website and IT services
21. Recreational programs
22. Bus Service

INFRASTRUCTURE

GOAL: Maintain and Improve the Infrastructure that is Necessary to Enhance the Community's Health, Safety, and Quality of Life

Grand Haven Charter Township prides itself on the quality infrastructure it provides to its citizens. This is considered to be a basic and fundamental function for the Township.

Even during the so-called "Great Recession", the Township was able to sustain road maintenance in cooperation with the Ottawa County Road Commission (OCRC) at levels "fair" or higher. And, in cooperation with the Ottawa County Water Resources Commission (OCWRC), the Township was able to maintain the storm systems throughout the community.

Objectives:

- Establish and implement asset management principles for roads in the Township to address issues of safety, mobility and community character.
- Maintain funding source for basic infrastructure maintenance (e.g. roads, pathways and storm drains).
- Provide high quality water and sewer services.
- Collaborate and partner with other communities and agencies to provide and maintain essential infrastructure and services.
- Use technology to enhance services and to increase efficiencies in every aspect of operations.
- Integrate other Township plans with the Strategic Plan and use these as key tools in making decisions regarding operations, capital investments, and natural resource protection.
- Maintain and refine planning and zoning requirements so they are responsive to community character and priorities.



Infrastructure Facts Sheet

INFRASTRUCTURE	WHAT DO WE HAVE?	FUNDING SOURCE	FACTS
 <p>ROADS</p>	<ul style="list-style-type: none"> • 106.28 Miles of Public Roads <ul style="list-style-type: none"> • 23.25 Primary • 24.20 Local • 18.81 Gravel • 40.48 Subdivision 	<ul style="list-style-type: none"> • Tax monies through the OCRC • Municipal Street Fund • General Fund <p>Transportation Revenues are increasing.</p>	<p>At the end of 2014, all of the paved roads were rated “5” or better on the Pavement Surface Evaluation and Rating System (PASER) where “10” is excellent.</p>
 <p>DRAINS</p>	<ul style="list-style-type: none"> • 15 County Drainage Districts 	<ul style="list-style-type: none"> • Special Assessments • General Fund 	<p>All costs are paid through assessments, except for minor maintenance.</p>
 <p>WATER SYSTEM</p>	<ul style="list-style-type: none"> • 88.42 Miles of Main • (2) 500,000 Gallon Elevated Storage Tanks • 5 Meter Stations • 5,039 Taps 	<ul style="list-style-type: none"> • Water Use Fees • Connection Fees 	<p>A cost of service rate study will be completed in 2015.</p>
 <p>SEWER SYSTEM</p>	<ul style="list-style-type: none"> • 18.79 Miles of Main • 9 Pump Stations • 722 Connections 	<ul style="list-style-type: none"> • Sewer Use Fees • Connection Fees 	<p>A cost of service rate study will be completed in 2015.</p>
 <p>BIKE PATH</p>	<ul style="list-style-type: none"> • 26.7 Miles 	<ul style="list-style-type: none"> • Funded with 2 debt mileages approved by voters • Maintenance funded by General Fund 	<p>The last debt millage expired in 2008; plans for a ten mile expansion will be presented to the voters in 2016.</p>
 <p>PARKS</p>	<ul style="list-style-type: none"> • 437 Acres of Public Land with 6 Parks • Ottawa County has 587 acres of additional Park land in the Township 	<ul style="list-style-type: none"> • General Fund • Grants 	<p>During 2015, the Township expects an additional 115 acres from the Witteveen Estate and to purchase 40 acres with a MNRTF grant.</p>
 <p>CEMETERIES</p>	<ul style="list-style-type: none"> • Lakeshore Cemetery • Historic Cemetery 	<ul style="list-style-type: none"> • General Fund • User Fees 	<p>All tasks within a 2002 Cemetery Plan are complete. User Fees are insufficient to fund maintenance.</p>

STRONG PARTNERSHIPS

GOAL: Establish Strong Partnerships within Our Township, with Our Neighbors, and with Other Governmental Agencies to Promote Shared Essential Services and Resources

To further reduce costs and to provide benefits to the region as a whole, Grand Haven Charter Township is working cooperatively through partnerships with adjacent communities and organizations. In addition to the cost savings that result from improved efficiency, regional cooperation has also led to improved relations with adjacent municipalities and local agencies. The Township currently cooperates on a regional basis in the following ways:

- Grand Haven/Spring Lake Sewer Authority
- Harbor Dredging
- Harbor Transit
- Loutit District Library Authority
- Fire Department Mutual Defined Response Areas
- NOCH Ambulance Authority
- North Ottawa Community Hospital
- North Ottawa Recreation Authority
- North Ottawa Water System (NOWS)
- Regional Economic Development contract
- Resilient Grand Haven Plan
- Robbins Road Sub-area Plan
- July 4th Fireworks
- Emergency Management and Planning



North Ottawa Community Health System



Loutit District Library
Expanding Horizons, Enriching Minds



Objectives:

- Share progress on the Strategic Plan with the community through articles in the Township newsletter.
- Regularly communicate with the community about the issues facing the Township.
- Identify meaningful ways for citizens to engage in the process to govern.
- Collaborate with other governmental agencies to provide essential services and to enhance natural resources.



GOAL: Support and Retain Economic Development that Enhances the Quality of Life in Balance with Protecting Our Community Character

- Ottawa County is ranked second in Michigan and 98 in the United States in the total value of agricultural production.
- Tourism attracts nearly \$50 million each year to the greater Grand Haven area.
- Manufacturing provides for about 29% of the jobs in this region. This is more than 30,000 jobs.
- In comparison, only 12% of jobs in Michigan and only 14% of the jobs in the nation are provided by manufacturing.
- Of the three types of wealth creating businesses in this region, manufacturing is the most important.

Community wealth is created by businesses that sell products or provide services to others that are outside of the region. These businesses attract dollars to this region. The Township is fortunate to benefit from three different types of wealth creating businesses – tourism, agriculture and manufacturing. Also, North Ottawa Community Hospital is important to the area's economy through the 1,000± jobs provided.

Grand Haven Charter Township is a unique community that benefits from its proximity to Lake Michigan, the Grand River, and bayous. The economic vitality of the region is sustained by the agricultural, manufacturing, and tourism industries and the community supports its existing businesses and employers. It also encourages economic growth and development. While the makeup of the Township is varied, its rural character is nonetheless a prime asset. This unique dimension adds importance to establishing and maintaining development standards that appropriately respond to community character, surrounding land uses, and environmental features.



DEVELOPMENT

“In order for the Township to be successful, the Township must support and partner with local businesses”

Objectives:

- Support business retention and expansion.
- Seek economic development opportunities that provide employment and sustain community character and quality of life.
- Work with businesses and economic development organizations to identify and support the assets necessary for economic growth in alignment with the Township’s Master Plan.
- Collaborate with local agencies and neighboring municipalities to attract and support:
 - Higher education
 - Healthcare services
 - Senior housing and services
- Protect the Township’s environmental features that help define its rural character, including water resources, wetlands, and woodlands.
- Continue a policy of balanced development that is based on community character, surrounding land uses, and environmental features; establish design standards.





Grand Haven Charter Township
 Cost to Provide Payroll Services
 2015

				Ongoing cost to upload, review and record PR info	
	Hours	Rate/Hour	Total	Hours	Rate/Hour
Bi-weekly payroll processing and tax remittances					
Andrea	5	\$ 33.02	\$ 165.10	1	\$ 33.02
Suzanne	1	\$ 35.41	\$ 35.41	1	\$ 35.41
Linda	1	\$ 20.50	\$ 21.50	0	\$ -
Cost for one payroll	7		\$ 222.01	2	\$ 68.43
Cost for 26 payrolls	182		\$ 5,772.26	52	\$ 1,779.18
Quarterly wage reconciliation and 941 remittance					
Linda	3	\$ 20.50	\$ 61.50	0	\$ -
Andrea	1	\$ 33.02	\$ 33.02	0	\$ -
Cost for one quarter	4		\$ 94.52	0	\$ -
Cost for four quarters	16		\$ 378.08	0	\$ -
Yearly wage reconciliation and W-2 remittance					
Linda	15	\$ 20.50	\$ 307.50	0	\$ -
Andrea	4	\$ 33.02	\$ 132.08	0	\$ -
Cost for W-2 filing	19		\$ 439.58	0	\$ -
On going updates to payroll and benefits information					
Suzanne	1	\$ 35.41	\$ 35.41	1	\$ 35.41
Andrea	1	\$ 33.02	\$ 33.02	0	\$ -
Cost per month	2		\$ 68.43	1	\$ 35.41
Cost per year	24		\$ 821.16	12	\$ 424.92
Yearly updates to payroll and benefits information					
Suzanne	5	\$ 35.41	\$ 177.05	4	\$ 35.41
Andrea	2	\$ 33.02	\$ 66.04	0	\$ -
Cost per year	7		\$ 243.09	4	\$ 141.64
TOTAL COST TO PROCESS PAYROLL	248		\$ 7,654.17	68	\$ 2,345.74
			Savings	\$ 5,308.43	



Accounting Memo

DATE: May 7, 2015

TO: Township Board

FROM: Andrea Sandoval

RE: Cost to Provide Payroll Services

The administration of payroll services is a crucial and important service that the finance and human resource staff provide to Township employees. It involves specialized and meticulous record keeping, expert knowledge of labor and payroll regulations, as well as a thorough understanding of the policies and procedures that govern the Township (*e.g., overtime and Kelly Days for fire/rescue personnel, etc.*).

In Grand Haven Charter Township, the Human Resources Director and the Accounting Director have the responsibility of providing payroll services to the employees, elected officials, committee members and election workers on a bi-weekly basis. In addition to the actual payroll process, there are periodic updates that must be made to the payroll database for annual wage changes, benefit changes, new hires, changes to employee deductions and/or information etc. This is all handled internally by the BS&A Payroll and Timesheets software which integrates with the General Ledger application.

Attached is a breakdown of the hours and related costs to process payroll internally. The cost to provide these services on an annual basis is roughly **248** staff hours or about **\$8,000 annually**. This includes actual payroll preparation, quarterly filing of forms 941, annual filing of forms W-2, and the ongoing updates to payroll and benefit information throughout the year.

If the Township were to outsource payroll services, there would still be a cost involved to provide the payroll processing company with all of the payroll and staffing information, review the information for accuracy and ensure that the payroll data is properly entered into the Township's general ledger correctly on a bi-weekly basis. This ongoing cost would account for approximately **68** staff hours or **\$2,500 annually**.

Therefore, the staff hour difference between completing payroll internally and contracting this service to a third party vendor equates to a reduction of about **180** staff hours or **\$5,800 annually** (*which is about 1/12th of an FTE*).

Because GHT would only “save” 1/12th of an FTE divided between two department directors, this will not correspond to any reduction of staff. (*However, it would allow these staff to focus on other services provided by the Township.*) Further, the cost of privatizing this service would have to be absorbed by the Township and will likely exceed the \$5,800 cost to the Township to fund the 180 staff hours.

Typically, contracting out a service is considered prudent if one of two factors will be achieved. These factors include (1) the contracted service will allow the organization to reduce labor costs; and/or (2) the contracted service will significantly improve the quality of the service (*e.g., reduce errors, improve promptness of the service, etc.*)

Based upon this review, neither of these factors appear valid for contracting payroll services for the Township.

However, if the Board believes that staff should continue with this “Business Plan” task, a Request for Proposal (RFP) has been compiled for the Board’s review. To approve this RFP and authorize staff to proceed with contracting payroll services, the following motion can be offered:

Move to approve the attached Request for Proposal seeking contracted services for payroll processing and ancillary services.

If you have any questions or comments, please contact me at your convenience.

Request for Proposals

For Payroll Processing and Ancillary Services

For Grand Haven Charter Township

May 7, 2015

All questions regarding this RFP shall be directed to:

Andrea Sandoval
Director of Accounting
13300 168th Ave.
Grand Haven, MI 49417
616.604.6323
asandoval@ght.org

SECTION I

REQUEST FOR PROPOSAL (RFP) / PROJECT OVERVIEW

Grand Haven Charter Township is requesting proposals from qualified firms with significant experience to assist the Township with its payroll processing and other ancillary benefits management and human resource needs.

Grand Haven Charter Township relevant payroll-related facts:

- 148 W-2's in 2014 – filed electronically
- Bi-weekly payroll for approximately 25 full-time and 35 part-time/seasonal employees
- Monthly payroll for 7 elected officials
- Quarterly payroll for approximately 25 committee members
- Periodic payroll for approximately 50 election workers
- Full-time, part-time, seasonal, elected officials, elections workers, FLSA exempt, and OT eligible staff
- John Hancock and ICMA retirement system; health, dental, disability and life insurance; workers comp; optional deferred compensation; union dues; optional deductions such as Colonial Life and AFLAC
- Firefighter wages and benefits subject to Internal Association of Firefighters union contract
- Payment of payroll taxes through EFTPS and online sites where possible
- Utilize positive pay through banking institution
- Payroll processed on Mondays for the preceding 2 week time period, payday on Wednesdays
- Payroll processed internally utilizing BS&A payroll and timesheets programs

SECTION II

SCOPE OF SERVICES

The selected firm shall work with and cooperate with the Accounting Director, Human Resources Director, the Township Counsel and the Township Board of Trustees in rendering services pursuant to this RFP.

Goals of outsourcing services:

1. Efficient use of scarce resources through the reduction/elimination of duplicate processes; appropriate use of technology; process automation; access to reports.
2. Maintain accuracy and timeliness of all aspects of payroll processing including federal and state tax reporting and remittances.
3. Reduce risk by having more secure and solid payroll data, improved internal controls, automated regulatory filing and payment.

The services solicited in this RFP should address the stated goals for the outsourced services and include the following component areas of services.

A. Area of service: Accept Bi-weekly Time Reporting

1. Accept upload of bi-weekly time sheets in Excel 2010 or later version.
2. Ability to track time by multiple codes such as, but not limited to, specific general ledger accounts, projects and workers compensation codes.
3. Proposal for alternative time reporting technology that meets Township needs will be considered and should be described and priced clearly.

B. Area of Service: Process Payroll

1. Process bi-weekly and monthly payroll for entire employee base, to include direct deposit and paper checks and/or any combination of both payment methods. Direct deposit must have a capability to list a minimum of 7 banking transfers per employee with the ability to designate specific banking entities.
2. New banking instructions from employees shall be pre-noted with employee's banking institution prior to initiating new banking instructions to test validity of employee's banking information.
3. Ability to input employees with multiple pay rates and/or departments.
4. Provide ability to include and track taxable benefits including, but not limited to personal vehicle usage, life insurance over \$50,000 and long-term disability premiums.
5. Ability to track various leave banks accurately.
6. Process retro check payment amounts, final checks or special pay runs such as, but not limited to, sick pay buy-out payroll that do not occur in conjunction with the standard payroll time schedule. Process to occur in a timely manner and to be paid by direct deposit or paper check.
7. Provide notice of deposit directly to employees for direct deposit payments.
8. Ability to create banking upload file that contains a list of checks generated for the payroll period to be sent to the Township's banking institution for verification.

C. Area of Service: Tax Deposits, Quarterly & Annual Payroll Tax Reports, W-2 filing

1. All federal and state tax deposits to be made in a timely manner consistent with applicable state and federal law and reporting requirements.
2. Completion and filing of federal and state quarterly payroll tax reports in a timely manner consistent with state and federal law and reporting requirements. Ability to not report certain predefined employee populations that are exempt from inclusion such as, but not limited to, elected officials and election workers.

3. Completion and filing of W-2 forms, including employee mailings for distribution of employee copies.

D. Area of Service: Reporting and Data Download

1. Provide general ledger journal entry to record payroll batches into accounting software via Excel. Journal entry to be in summary format by department and general ledger account.
2. Provide report or ability to self create report for the purposes of budgeting and running alternate cost scenarios for salary and benefits by department, employee and/or general ledger account. List additional cost, if any, to produce a downloadable Excel file.
3. Provide report or ability to self-create report for the purposes of annual staff statements of total salary and benefits remuneration. List additional cost, if any, to produce a downloadable Excel file.

E. Area of Service: Employee Records and Interface

1. Provide online access, upload ability and/or other methodology for a single employee record set-up and maintenance. Record changes could include, but are not limited to, pay rate changes, position changes, withholding changes, union changes, address changes, benefit eligibility/election changes.
2. Ability to distribute payroll and fringe costs per employee basis to multiple general ledger cost center accounts.
3. Provide security levels that will facilitate internal controls such as, but not limited to, discrete staff have user rights to update employee records vs. upload hours vs. approve payroll disbursement vs. sole HR access to non-payroll records.
4. Employee records should retain/maintain history of employee over time.
5. Provide duplicate copies or access for online self-service to employees to produce copies of past pay check stubs and prior year W-2's.
6. Provide process automation wherever possible including, but not limited to, annual COLA pay scale update process, annual employee step increase process, annual open enrollment elections, and bargaining unit contract amendments.

F. Area of Service: Employee Benefits

1. Provide option to prepare and disburse insurance and other provider bills for payment.
2. Provide option to export John Hancock retirement deduction amounts to data file for transmission and payment through provider website.

3. Provide option to coordinate changes of address and/or benefit elections for insurance and other benefits through single entry of change in employee record. Grand Haven Charter Township's current benefit providers include Priority Health for health insurance, Delta Dental for dental insurance, Mutual of Omaha for disability and life insurance, John Hancock and ICMA for retirement, AFLAC, Colonial Life VOYA for income deferral and Michigan Municipal League for workers compensation.
4. Provide data required for annual workers compensation audit.

G. Area of Service: General

1. Data Security: provide information about your security standards given the sensitive nature of payroll data including tech specifications of any hosted data servers and software, web-based communications, electronic payments, data encryption, data storage, back-up systems for data and continuity of service for payroll processing etc.
2. Technical specifications: describe minimum and optimal technical specifications required for Township devices, hardware, software and connectivity to implement proposed services.
3. Research payroll and human resource issues on request.

SECTION III

PROPOSAL RESPONSE

You have received this invitation in a process that deemed you fit for this type of work. If you do not wish to provide a proposal, please advise Andrea Sandoval at 616.604.6323 upon receipt of this invitation.

Sealed proposals shall be delivered to the Township Offices no later than 11:00 a.m. on Monday June 1, 2015 and shall include the information outlined below.

Envelopes containing proposals shall be addressed as follows:

Payroll Processing Services Proposal

Andrea Sandoval, Director of Accounting
13300 168th Avenue
Grand Haven, MI 49417

The following are the complete criteria by which Proposals from responsible Proposers will be evaluated for the purposes of selecting a Proposal for a potential award.

1. Methodology/Approach: Provide information specific to each area of service identified in the Scope of Services that best displays the approach and methodology that will be used to complete the scope of work.
2. Statement of Qualifications and Experience: Provide a brief explanation of why your firm is qualified to provide payroll processing and ancillary services to Grand Haven Charter Township. Describe the experience of your firm in providing these services for public and private sector clients.
3. Staffing: Identify the specific personnel who will be assigned to provide services pursuant to this RFP. For each of these persons, please provide a resume as an exhibit.
4. Sample Reports, Data Sets and Technology: Provide samples of the kind of reports you would be preparing for Grand Haven Charter Township. Describe format and availability options (web based, self service, file format, etc.) for reports.
5. Response Service: Explain how your firm will be able to provide the immediacy of response and personal quality of service needed for a small, general purpose local government.
6. Client References: Provide a list of clients for whom you have provided payroll services for the past three years. Include names and telephone numbers of at least three references with the types of services noted; ideally the references are public sector organizations.
7. Pricing: Provide cost of services and pricing information (note any alternate or grouped service pricing).

SECTION IV

EVALUATION AND SELECTION

Proposals will be evaluated based on the quality of responses to specific items outlined in the PROPOSAL RESPONSE section of this RFP. Each valid proposal will be reviewed by the Personnel Committee. Additional clarifying material may be requested. The Personnel Committee will develop a shortlist of firms and may or may not interview the firms. A recommendation will then be made by the Committee to the full Board. Subject to the approval of the Board, the contract will be awarded to the firm whose qualifications best meet the needs of the Township.

The Board of the Charter Township of Grand Haven reserves the right to accept or reject any or all bids, quotations and/or qualifications, to waive any irregularities, informalities, or defects in the documentation, to accept any bid in whole or in part, which it shall deem to be in the best interest of the Township, and to negotiate with the successful respondent.

Invitations mailed to:

ADP Grand Rapids, 1575 Arboretum Dr. SE, Grand Rapids, MI 49546

BenePay, 2464 Byron Station Drive, Byron Center, MI 49315

Dominion Systems, Inc., 401 Hall St. SW Ste 185, Grand Rapids, MI 49503

FlexChecks, Inc., 2930 3 Mile Rd. NW, Grand Rapids, MI 49534

Paychex, Inc., 625 Kenmoor Avenue Ste 100, Grand Rapids, MI 49546

Paycor, 2851 Charlevoix Dr. SE Ste 210, Grand Rapids, MI 49546

Axios, Inc., 801 Broadway NW Ste 200, Grand Rapids, MI 49504

SUPERINTENDENT'S MEMO

DATE: May 5, 2015

TO: Township Board

FROM: Bill Cargo

SUBJECT: Michigan Natural Resources Trust Fund Land Acquisition (MNRTF) Agreement

Attached, please find and review the following documents:

1. Resolution 15-05-01 – Approving the MNRTF Land Acquisition Project Agreement;
2. The MNRTF Project Grant Agreement;
3. The Preliminary Site Plan of the project; and,
4. The Project Location Map.

As you may recall, in April of 2014, the Township applied for a MNRTF Land Acquisition grant in the amount of \$368,700 to purchase a forty acre parcel located along Ferris Street, which abutted and was adjacent to the Hofma Park and Preserve. *(Please see attached Project Location Map.)*

Further, in March of 2015, the grant application was approved and monies were appropriated by the Michigan Legislature for up to 75% *(or \$276,500)* for the purchase of this parcel. *(Please see the attached Preliminary Site Plan.)*

That said, receiving a grant from the MNRTF requires an agreement between the Michigan Department of Natural Resources (*MDNR*) and the Township. As the grantee, GHT is responsible for taking all actions necessary to complete the land acquisition project, starting with Township Board approval of the grant agreement by the GHT Board prior to July 25, 2015.

The grant agreement will require the Township to:

- ✓ Purchase the forty acre parcel in fee simple title prior to June 30, 2017.
- ✓ Pay for 100% of the total reimbursable costs *(e.g., purchase price, appraisal costs, recording fees, title insurance, environmental assessments, etc.)* with 75% of this total being reimbursed by the MDNR. *(The final 10% will only be reimbursed after the MDNR completes an audit of the project.)*
- ✓ The Township will be responsible to fund 25% of the project *(or \$92,200)*. However, any cost overruns will be the responsibility of GHT.
- ✓ Complete an appraisal of the property prior to any purchase offer.

- ✓ To erect and maintain a sign on the property that acknowledges the assistance of the MNRTF (*i.e., a specific plaque that will be purchased through the MDNR*).
- ✓ To conduct a dedication/ribbon-cutting ceremony and give notification of the same to the MDNR.
- ✓ Incur a long-term obligation to maintain the property in a safe manner and commit the project area to public outdoor recreation in perpetuity. And,
- ✓ Acknowledge that failure to complete any of the aforementioned requirements will constitute a material breach of the grant agreement and that the MDNR could terminate the agreement and either withhold payments or seek repayment of any grant funds already paid.

To approve the attached MNTRF project agreement, the following motion can be offered:

Move to approve Resolution 15-05-01 that accepts the terms of the Michigan Natural Resources Trust Fund Land Acquisition Project Agreement and authorizes Superintendent Cargo to execute the same.

Please contact me if you have any questions or comments.

At a regular meeting of the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 - 168th Avenue, Grand Haven Charter Township, Ottawa County, Michigan, on the 11th day of May, 2015, at 7:00 p.m., local time.

After certain matters of business had been completed, Supervisor French announced that the next order of business was the consideration of an agreement as received from the Michigan Department of Natural Resources regarding a land acquisition grant for the purchase of a forty acre of parcel on Ferris Street adjacent to Hofma Park and Preserve.

The proposed agreement was discussed by the members of the Board, and after discussion was completed the following resolution was offered by _____ and seconded by _____:

**GRAND HAVEN CHARTER TOWNSHIP
RESOLUTION NO. 15-05-01**

RESOLVED, that the Grand Haven Charter Township (“Township”), Michigan, does hereby accept the terms of the agreement as received from the Michigan Department of Natural Resources (“Department”) and that the Township does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide Ninety-Two Thousand and Two Hundred dollars (\$92,200.00) to match the grant authorized by the Department.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Department for auditing at reasonable times in perpetuity.
3. To regulate the use of the property acquired and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
4. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

BE IT FURTHER RESOLVED, that the Township Superintendent is authorized to execute the agreement with the Department on behalf of the Township.

Ayes:

Nays:

Absent and Not Voting:

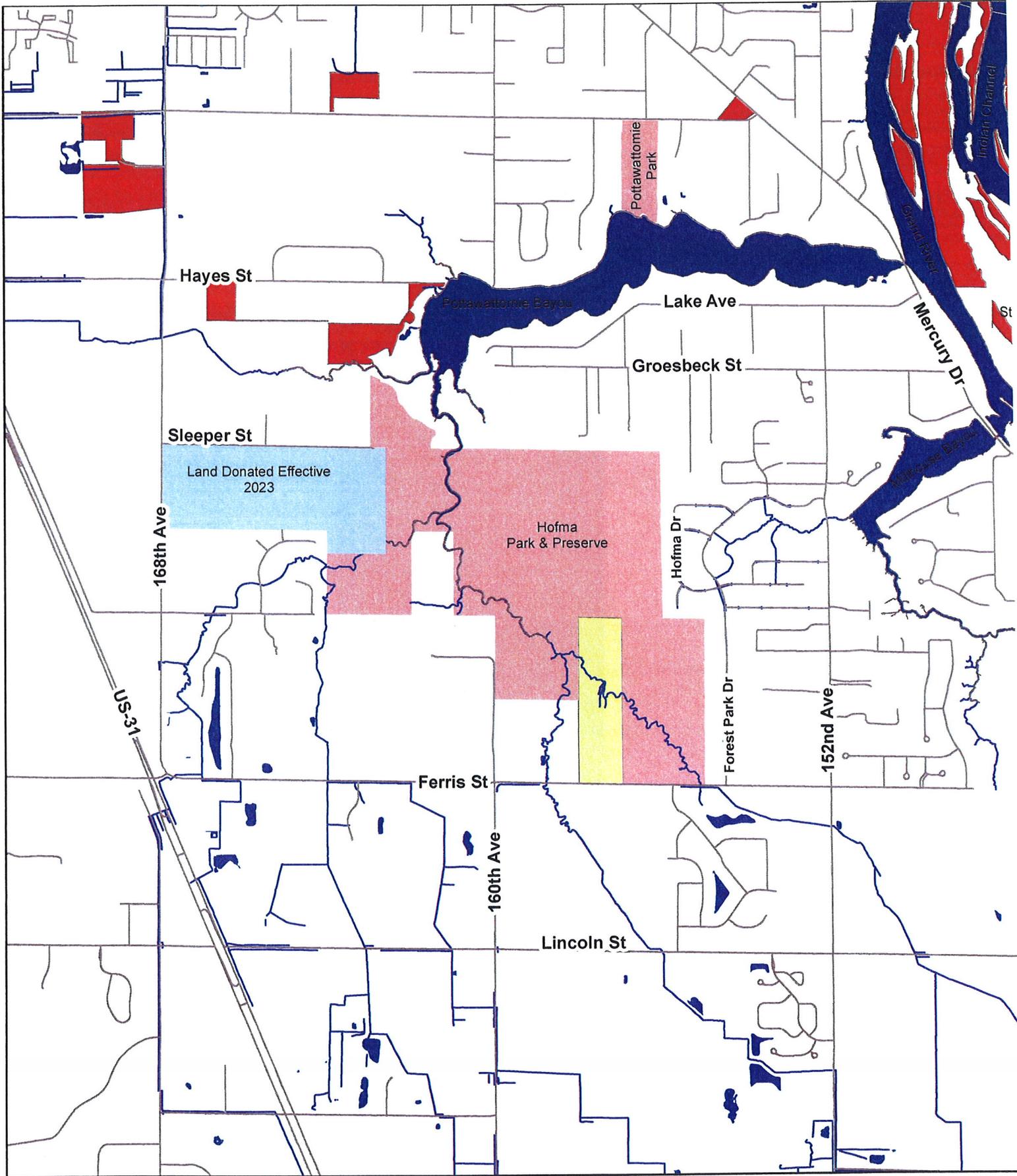
Resolution Declared: **Adopted On May 11, 2015**

Laurie Larsen
Grand Haven Charter Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 11th day of May, 2015. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen
Grand Haven Charter Township Clerk



**70-07-11-100-002
Location Map**



Legend

- Street Centerlines
- GHT_2023
- County Parks
- Local Parks
- Open Space
- Project Parcel

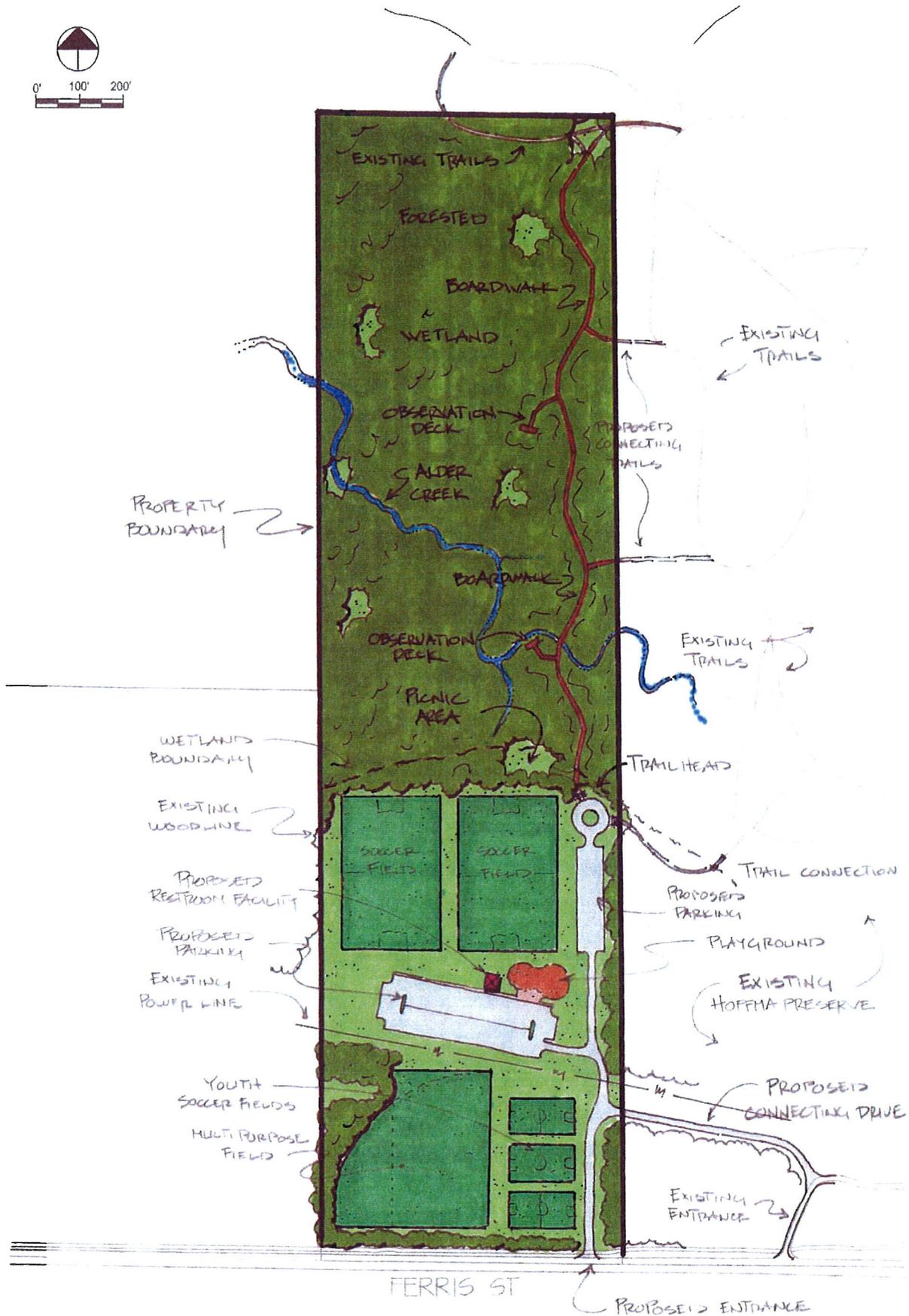
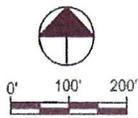


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 laws, the Ottawa County Policy on Enhanced
 Access to Public Records and Act 462 of the
 Public Acts of 1996, as amended

GIS
 IT Department
 12220 Filmore Street, Suite 320
 West Olive, Michigan 49460
 Phone (616) 738-4600
 Fax (616) 738-4610
 www.gis.mtawwa.org

Photography date April 2008

Date: 2/26/2014





**MICHIGAN NATURAL RESOURCES TRUST FUND
LAND ACQUISITION PROJECT AGREEMENT**

Project Number: TF14-0117

Project Title: Hofma Park and Preserve Land Acquisition Project

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and **Grand Haven Charter Township IN THE COUNTY OF Ottawa County** ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the acquisition of land for resource protection and public outdoor recreation under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. In PA 7 of 2015, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of this Agreement, the GRANTEE is required to sign and return it to the DEPARTMENT with the necessary attachments by **05/31/2015**.

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B) and Recreation Grant application bearing the number **TF14-0117** (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion 04/01/2015 through **03/31/2017**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management. All reports, documents, or actions required of the GRANTEE shall be submitted through the MiRecGrants website unless otherwise instructed by the DEPARTMENT.
4. The grant herein provided is for the acquisition by the GRANTEE of **40 acres of land in Fee Simple title** free of all liens and encumbrances, situated and being in the city/village/township of **Grand Haven Charter Township**, in the County of **Ottawa, STATE OF MICHIGAN** as described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B). As used in this Agreement, the words "project area" shall mean the lands acquired under this Agreement as described in this Section.
5. The project area shall be used for **general passive recreation and natural resource conservation, as further described in the GRANTEE'S proposal to the DEPARTMENT and approved by the MNRTF Board**. Significant changes in the use of the project area as described in this Section require the prior written authorization of the DEPARTMENT.
6. In order to preserve the financial resources of the State and to prevent an unjust enrichment of a third party interim owner, if the landowner listed in the project application grants any rights in the real property to an

individual or agency other than the GRANTEE, the DEPARTMENT may inspect the terms of the conveyance as a condition to approving the GRANTEE to close.

7. The DEPARTMENT agrees as follows:

- a. To grant to the GRANTEE a sum of money equal to **Seventy-Five (75%) percent** as reimbursement or as payment into an escrow account for escrow closing, of the total eligible cost of acquisition of fee simple title free of all liens and encumbrances to the lands in the project area, not to exceed the sum of **Two Hundred and Seventy-Six Thousand Five Hundred (\$276,500.00) dollars**.
- b. To include the following in the total cost of acquisition eligible for grant funding (based on grant percentage) as provided for in Section 7(a):
 - i. Purchase price of the land, up to the fair market value, in the project area acquired by the GRANTEE during the project period as provided for in this Agreement;
 - ii. Reasonable and appropriate costs incurred and paid by the GRANTEE during the project period for recording fees, title insurance, and environmental assessments; and
 - iii. Costs incurred and paid by the GRANTEE for appraisal(s) as provided for in Section 9(f) and approved by the DEPARTMENT.
- c. To grant funds to the GRANTEE for eligible costs and expenses incurred, as follows:
 - i. Payments will be made on a reimbursement basis or to an escrow account for escrow closing for **Seventy-Five (75%) percent** of the eligible expenses incurred by the GRANTEE up to 90% of the maximum amount allowable under the grant.
 - ii. Reimbursement (or payment to an escrow account for escrow closing) will be made only upon DEPARTMENT review and approval of a complete reimbursement (or escrow closing) request submitted by the GRANTEE on forms provided by the DEPARTMENT that meet all documentation requirements set forth by the DEPARTMENT. A complete reimbursement or escrow closing request must document the total cost of the acquisition and the GRANTEE's compliance with Section 8 of this Agreement and DEPARTMENT acquisition project procedures.
 - iii. The DEPARTMENT shall conduct an audit of the project's financial records upon approval of the final reimbursement request or completion of the escrow closing. The DEPARTMENT may issue an audit report with no deductions or may find some costs ineligible for final audit reimbursement.
 - iv. The final 10% of the grant amount will be released upon completion of a satisfactory audit by the DEPARTMENT and documentation that the GRANTEE has erected proper signage acknowledging MNRTF assistance in compliance with Section 9(q) of this Agreement.

8. Closing Options:

a. **FOR REIMBURSEMENT PROJECTS:**

The GRANTEE shall be eligible for reimbursement only upon GRANTEE'S completion of all of the following:

-
- i. Electing to use the grant reimbursement closing process at time of signing this project agreement (See grey box prior to signature section).
 - ii. Acquisition by GRANTEE of fee simple title free of all liens and encumbrances of all land in the project area.
 - iii. Submission of proof of acquisition of marketable record title to the DEPARTMENT in the form of a policy of title insurance insuring the GRANTEE is possessed of marketable record title in fee simple, free of all liens and encumbrances to the land in the project area. Said policy is to insure the GRANTEE against loss or damage at least equal to the purchase price of the subject land.
 - iv. Proper conveyance to the State of Michigan of all mineral interest to which the State is entitled under this Agreement as outlined in Section 9(m).
 - v. Submission of a complete request for reimbursement as set forth in this Agreement.

b. FOR ESCROW CLOSING PROJECTS:

The GRANTEE shall be eligible for grant funding through escrow closing process only upon GRANTEE'S completion of the following:

- i. Electing to use the escrow closing process at time of signing this project agreement (See grey box prior to signature section).
- ii. Securing the services of a reputable title company who will agree to serve as the escrow closing agent.
- iii. Execution of escrow closing agreement by GRANTEE, DEPARTMENT, LANDOWNER/SELLER and title company (agent).
- iv. Provide Department and title company an approximate desired timeframe for closing.
- v. Send DEPARTMENT draft closing packet (reference Land Acquisition Escrow Closing Package Checklist) at least 60 days prior to desired closing date.
- vi. Coordinate with title company to schedule exact closing date after DEPARTMENT'S approval of draft closing documents and submit to DEPARTMENT an updated closing statement from the title company at least 10 days before desired closing date.
- vii. Submit local matching funds plus 10% of the eligible grant amount to title company for deposit into escrow account and provide proof of escrowed funds to the DEPARTMENT.

9. The GRANTEE agrees as follows:

- a. To immediately make available all funds needed to pay all necessary costs required to complete the project and to provide **Ninety-Two Thousand Two Hundred (\$92,200.00) dollars** as local match to this project. This sum represents **Twenty-Five (25%) percent** of the total eligible cost of acquisition including incidental costs. Any cost overruns incurred to complete the project called for by this

Agreement shall be the sole responsibility of the GRANTEE.

- b. To complete the acquisition in compliance with the acquisition project procedures set forth by the DEPARTMENT.
- c. To make no written offer or commitment to purchase lands in the project area before execution of this Agreement and before written DEPARTMENT approval as provided for in Section 9. Failure to comply with this requirement shall, at the option of the DEPARTMENT, make the cost of the property an ineligible expense under this Agreement and subject this Agreement to termination by the DEPARTMENT.
- d. To provide verification that the site is not a facility as defined by State Law, based on the results of due diligence and, if needed, an environmental assessment or if the site has been determined to be a facility, to provide documentation of due care compliance. The results of the due diligence must be accounted for in the appraisal(s).
- e. To complete a 40-year title review on the property. The results of the title review must be accounted for in the appraisal(s).
- f. To complete an appraisal of the project area in accordance with standards established by the DEPARTMENT to determine the fair market value thereof; two appraisals meeting these standards being required for properties valued at \$750,000 or more. Failure to complete the appraisal in this manner shall make the cost of said appraisal(s) an ineligible expense under this Agreement.
- g. To submit the appraisal(s) to the DEPARTMENT for approval no later than 120 days after the date of execution of this Agreement. No written offer or commitment to purchase land in the project area shall be transmitted by the GRANTEE until after approval has been given in writing by the DEPARTMENT.
- h. To perform, or to directly contract for the performance of, all appraisals, appraisal reviews, title review and closing, actual acquisition of all lands in the project area.
- i. To eliminate all pre-existing non-recreation uses of the project area within 90 days of the date of acquisition, unless otherwise approved by the DEPARTMENT in writing.
- j. To remove existing structures or make ready for an appropriate use in a reasonable time frame after completion of the acquisition.
- k. To complete acquisition of the entire project area before **06/30/2017**. Failure to acquire the project area by **06/30/2017** shall constitute a breach of this Agreement and subject the GRANTEE to the remedies provided by law and set forth in Section 23 of this Agreement.
- l. To provide the DEPARTMENT all documents and information as specified in Sections 8a or 8b of this Agreement. If utilizing reimbursement process, documents must be submitted within 60 days after the transaction is closed. If utilizing escrow closing process, documents must be submitted no later than 60 days prior to desired closing.
Failure to submit the required documents and information for review shall constitute a breach of this Agreement and subject the GRANTEE to remedies provided for by law and Section 22 of this Agreement. Proof of payment to seller (such as cancelled check, wire confirmation, etc.), recorded warranty deed, recorded mineral royalty deed and recorded Declaration and Notice must be submitted

to the DEPARTMENT within 60 days after closing. The final 10% of eligible grant amount will be released upon satisfactory audit review and approval by the DEPARTMENT.

- m. For parcels over 5 acres, to execute, acknowledge and deliver to the DEPARTMENT a deed conveying to the State of Michigan a perpetual nonparticipating 1/6 interest in all of the rights acquired by the GRANTEE in coal, oil, gas, sand, gravel or any other minerals in, on or under the lands in the project area.
- n. To retain all rights acquired by the GRANTEE in coal, oil, gas, sand, gravel or any other minerals in, on or under the lands in the project area in perpetuity.
- o. To not develop any rights acquired by the GRANTEE in coal, oil, gas, sand, gravel or any other minerals in, on or under the lands in the project area in a manner that diminishes the usefulness of the project area for its intended purposes. In addition, GRANTEE agrees not to develop, or allow others to develop, any such minerals from sites adjacent to the project area in a manner that diminishes the usefulness of the project area for its intended purposes.
- p. To maintain satisfactory financial accounts, records, and documents and to make them available to the DEPARTMENT for auditing upon request. Such accounts, records, and documents shall be retained by the GRANTEE for not less than three years following submittal of the final audit reimbursement request.
- q. To erect and maintain a sign or other acknowledgement as approved by the DEPARTMENT on the property which designates this project as one having been acquired with the assistance of the MNRTF. The size, color, and design of this sign shall be in accordance with DEPARTMENT specifications.
- r. To conduct a dedication/ribbon-cutting ceremony as soon as possible after the project is completed and the MNRTF sign is erected within the project area. At least 30 days prior to the dedication/ribbon-cutting ceremony, the DEPARTMENT must be notified in writing of the date, time, and location of the dedication/ribbon-cutting ceremony. GRANTEE shall provide notice of ceremony in the local media. Use of the grant program logo and a brief description of the program are strongly encouraged in public recreation brochures produced by the GRANTEE. At the discretion of the DEPARTMENT, the requirement to conduct a dedication/ribbon-cutting ceremony may be waived.
- s. To provide the DEPARTMENT for approval, a complete tariff schedule containing all charges to be assessed against the public utilizing the project area and/or any facilities constructed thereon, and to provide the DEPARTMENT for approval, all amendments thereto before the effective date of such amendments. Any tariff schedule proposed shall provide solely for sufficient revenues to cover the costs of operating, maintaining and/or developing the premises and/or any facilities provided thereon. Preferential membership or annual permit systems are prohibited at this site. Differences in admission and other fees may be instituted on the basis of residence. Nonresident fees shall not exceed twice that charged residents. If no resident fees are charged, nonresident fees may not exceed the rate charged residents at other comparable state and local public recreation facilities.
- t. To separately account for any revenues received from the project area which exceed the demonstrated operating costs and to reserve such surplus revenues for the future maintenance and/or expansion of the GRANTEE'S park and outdoor recreation program.
- u. To furnish the DEPARTMENT, upon request, detailed statements covering the annual operation of

project area and/or facilities, including income and expenses and such other information the DEPARTMENT might reasonably require.

- v. To adopt such ordinances and/or resolutions as shall be required to effectuate the provisions of this Agreement; certified copies of all such ordinances and/or resolutions adopted for such purposes shall be forwarded to the DEPARTMENT before the effective date thereof.
 - w. To maintain the premises in such condition as to comply with all federal, State, and local laws which may be applicable and to make any and all payments required to pay any and all taxes, fees, or assessments legally imposed against the project area.
 - x. To make the project area and any facilities located thereon and the land and water access ways to them open to the public within 90 days of the date of acquisition and to keep them open to the public at all times on equal and reasonable terms. No individual shall be denied ingress or egress thereto or the use thereof on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability.
 - y. To make the project area and any future facilities provided thereon available for public outdoor recreation in perpetuity and in accordance with uses described in this Agreement and APPENDIX C, to regulate the use thereof and to provide for the maintenance thereof to the satisfaction of the DEPARTMENT, and to appropriate such moneys and/or provide such services as shall be necessary to provide such adequate maintenance.
10. The GRANTEE shall acquire fee simple title, free of all liens, encumbrances, or restrictions on future use to the lands in the project area. The fee simple title acquired shall not be subject to (1) any possibility of reverter or right of entry for condition broken or any other executory limitation which may result in defeasance of title or (2) to any reservations or prior conveyance of coal, oil, gas, sand, gravel or any other mineral interests.
11. The GRANTEE shall not allow any encumbrance, lien, security interest, mortgage or any evidence of indebtedness to attach to or be perfected against the project area.
12. The project area and any facilities located thereon shall not be wholly or partially conveyed, either in fee, easement or otherwise, or leased for a term of years, or for any other period, nor shall there be any whole or partial transfer of title, ownership, or right of ownership or control without the written approval and consent of the DEPARTMENT.
13. The assistance provided to the GRANTEE as a result of this Agreement is intended to have a lasting effect on the supply of outdoor recreation, scenic beauty sites, and recreation facilities beyond the financial contribution alone and permanently commits the project area to Michigan's outdoor recreation estate, therefore:
- a. The GRANTEE agrees that lands in the project area are being acquired with MNRTF assistance and shall be maintained in public outdoor recreation use in perpetuity. No portion of the project area shall be converted to other than public outdoor recreation use without the approval of the DEPARTMENT. The DEPARTMENT shall approve such conversion only upon such conditions as it deems necessary to assure the substitution by GRANTEE of other outdoor recreation properties of equal or greater fair market value and of reasonably equivalent usefulness and location. Such substituted land shall become part of the project area and will be subject to all the provisions of this Agreement.

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- b. Approval of a conversion shall be at the sole discretion of the DEPARTMENT .
- c. Before completion of the project, the GRANTEE and the DEPARTMENT may mutually agree to alter the project area through an amendment to this Agreement to provide the most satisfactory public outdoor recreation area.
14. Should title to the lands in the project area or any portion thereof be acquired from the GRANTEE by any other entity through exercise of the power of eminent domain, the GRANTEE agrees that the proceeds awarded to the GRANTEE shall be used to replace the lands affected with outdoor recreation properties of equal or greater fair market value, and of reasonably equivalent usefulness and location. The DEPARTMENT shall approve such replacement only upon such conditions as it deems necessary to assure the substitution with other outdoor recreation properties of equal or greater fair market value and of reasonably equivalent usefulness and location. Such replacement land shall be subject to all the provisions of this Agreement.
15. The GRANTEE acknowledges that:
- a. The GRANTEE has examined the project area and has found the property safe for public use or actions will be taken by the GRANTEE to make the property safe for public use no later than 90 days after the date of acquisition; and
- b. The GRANTEE is solely responsible for development, operation, and maintenance of the project area, and that responsibility for actions taken to develop, operate, or maintain the project area is solely that of the GRANTEE; and
- c. The DEPARTMENT'S involvement in the premises is limited solely to the making of a grant to assist the GRANTEE in acquiring same.
- d. The GRANTEE acknowledges that the DEPARTMENT is not responsible for any tax liability assessed on the property after closing by the GRANTEE. Further, the eligible amount of tax pro-rated at time of closing will be determined by the DEPARTMENT.
16. Before the DEPARTMENT will give written approval to make a written offer to purchase the property included in this project, the GRANTEE must provide documentation to the DEPARTMENT that indicates either:
- a. It is reasonable for the GRANTEE to conclude, based on the advice of an environmental consultant, as appropriate, that no portion of the project area is a facility as defined in Part 201 of the Michigan Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended; or
- b. If any portion of the project area is a facility, documentation that Department of Environmental Quality-approved response actions have been or will be taken to make the site safe for its intended use within the project period, and that implementation and long-term maintenance of response actions will not hinder public outdoor recreation use and/or the resource protection values of the project area.
17. If the DEPARTMENT determines that, based on contamination, the project area will not be made safe for the planned recreation use within the project period, or another date established by the DEPARTMENT in

writing, or if the DEPARTMENT determines that the presence of contamination will reduce the overall usefulness of the property for public recreation and resource protection, the grant may be cancelled by the DEPARTMENT with no reimbursement made to the GRANTEE.

18. The GRANTEE shall acquire and maintain, or cause to be acquired or maintained, insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.
19. Nothing in this Agreement shall be construed to impose any obligation upon the DEPARTMENT to operate, maintain or provide funding for the operation and/or maintenance of any recreational facilities in the project area.
20. The GRANTEE hereby represents that it will defend any suit brought against either party which involves title, ownership, or any other rights, whether specific or general, including any appurtenant riparian rights, to and in the project area and any lands connected with or affected by this project.
21. The GRANTEE is responsible for the use and occupancy of the premises, the project area and the facilities thereon. The GRANTEE is responsible for the safety of all individuals who are invitees or licensees of the premises. The GRANTEE will defend all claims resulting from the use and occupancy of the premises, the project area and the facilities thereon. The DEPARTMENT is not responsible for the use and occupancy of the premises, the project area and the facilities thereon.
22. Failure by the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement.
23. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law and this Agreement, may:
 - a. Terminate this Agreement; and/or
 - b. Withhold and/or cancel future payments to the GRANTEE on any or all current recreation grant projects until the violation is resolved to the satisfaction of the DEPARTMENT; and/or
 - c. Withhold action on all pending and future grant applications submitted by the GRANTEE under the Michigan Natural Resources Trust Fund and the Land and Water Conservation Fund; and the Recreation Passport Grant Program and/or
 - d. Require repayment of grant funds already paid to GRANTEE.
 - e. Seek specific performance of the Agreement terms. The GRANTEE agrees that the benefit to be derived by the State of Michigan from the full compliance by the GRANTEE with the terms of this Agreement is the preservation, protection and the net increase in the quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United

States and such benefit exceeds to an immeasurable and unascertainable extent the amount of money furnished by the State of Michigan by way of assistance under the terms of this Agreement. The GRANTEE agrees that after final audit reimbursement has been made to the GRANTEE, repayment by the GRANTEE of grant funds received would be inadequate compensation to the State for any breach of this Agreement. The GRANTEE further agrees therefore, that the appropriate remedy in the event of a breach by the GRANTEE of this Agreement after final audit reimbursement has been made shall be the specific performance of this Agreement.

24. The GRANTEE may not assign or transfer any interest in this Agreement without prior written authorization of the DEPARTMENT.

25. The rights of the DEPARTMENT under this Agreement shall continue in perpetuity.

26. The Agreement may be executed separately by the parties. This Agreement is not effective until:

- a. The GRANTEE has signed it and returned it together with the necessary attachments within 60 days of the date the Agreement is issued by the DEPARTMENT, and
- b. The DEPARTMENT has signed it.

Required - Please choose one

Acquisition Closing Option Desired:

- This project will be completed utilizing a grant reimbursement process. Grantee will purchase land and seek reimbursement after closing.
- This project will be completed utilizing an escrow closing process.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals, on this date

Approved by resolution (true copy attached) of the _____,
date _____
_____ meeting of the _____.
(special or regular) (name of approving body)

GRANTEE

SIGNED:

WITNESSED BY:

By _____

1) _____

Print Name: _____

Title: _____

2) _____

Date: _____

Grantee's Federal ID#

38-1817417 _____

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED:

WITNESSED BY:

By _____
Steve DeBrabander

1) _____

Title: Manager, Grants Management

2) _____

Date: _____



DIRECTOR OF ASSESSING

DATE: May 5, 2015

TO: Township Board Members

FROM: Denise M. Chalifoux

RE: Petition for Street Paving – End of Groesbeck Street

A petition to pave approximately 300 feet of the end of Groesbeck Street from Western Avenue and approximately 520 feet of the private road extending from the end of Groesbeck Street, was circulated and returned.

According to P.A. 188 of 1954, as amended, it requires signatures from a minimum of 51% of the total front footage within the Special Assessment District in order to proceed. A review of the petition finds that all owners, *except one removal*, benefiting from this improvement have signed. Therefore, the necessary signatures to warrant a public hearing of the proposed Street Improvement Special Assessment District by the Township Board have been obtained.

Attached, please find a map of the proposed district and a copy of the signed circulated petition.

The next step in this process is to accept the petition and schedule a public hearing on the proposed street paving.

If the Board concurs, the following motion could be offered for consideration:

Motion to accept the petition for the street paving of Groesbeck Street from Western Avenue and approximately 520 feet of the private road extending from the end of Groesbeck Street and schedule the 1st public hearing on June 8, 2015

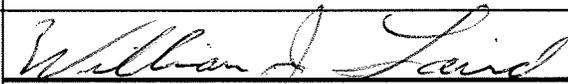
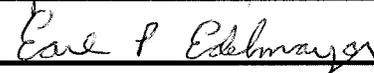
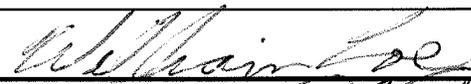
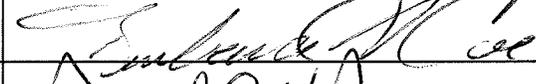
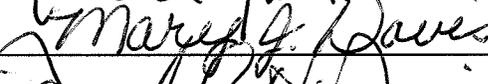
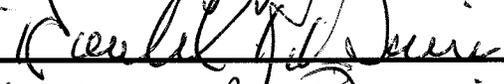
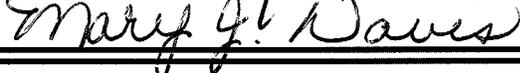
PETITION

TO GRAND HAVEN CHARTER TOWNSHIP FOR GROESBECK STREET IMPROVEMENT

We the undersigned property owners, do hereby petition Grand Haven Charter Township to establish a special assessment district for the purpose of paying for approximately 300 feet of the end of Groesbeck Street from Western Avenue west and approximately 520 feet of the private road which extends from the end of Groesbeck Street which lies in said Charter Township of Grand Haven, Ottawa County, Michigan.

WARNING

A person who knowingly signs this petition more than once, signs a name other than his or her signature on a petition, date other than the actual date the signature was affixed, is violating the provisions of the Michigan election law.

Parcel Number Name Address	Signature of Property Owner	Date Signed
70-07-02-151-015 JACQUELINE R SIMPSON TRUST 16034 LAKE AVE. GRAND HAVEN, MI 49417		4/6/15
70-07-03-200-015 LAIRD TRUST 16009 GROESBECK ST. GRAND HAVEN, MI 49417		4/6/2015
		4/6/2015
70-07-03-200-016 EARL P EDELMAYER 16033 GROESBECK ST. GRAND HAVEN, MI 49417		4/2/2015
70-07-03-200-017 WILLIAM & BARBRA COE 16057 GROESBECK ST. GRAND HAVEN, MI 49417		4-5-15
		4-3-15
70-07-03-200-019 RONALD K & MARY J DAVIS 16080 GROESBECK ST. GRAND HAVEN, MI 49417		4-2-15
		4-2-15
70-07-02-151-032 RONALD K & MARY J DAVIS 16080 GROESBECK ST. GRAND HAVEN, MI 49417		4-2-15
		4-2-15

CERTIFICATE OF CIRCULATOR

The undersigned circulator of the above petition asserts that he or she is qualified to circulate this petition, that each signature on the petition was signed in his or her presence, that to his or her best knowledge and belief each signature is the genuine signature of the person purporting to sign the same and that the person was, at the time of signing, a qualified property owner of Grand Haven Township and was qualified to sign the petition.

Circulator - Do not sign or date certificate until after circulating petition.

	16080 Groesbeck St, G.H., MI. 49417	4-2-15
Signature of Circulator	Complete Address	Date Signed

WARNING

- (1) A circulator knowingly making a false statement in the above certificate, a person not a circulator who signs as a circulator or a person who signs a name other than his or her own as circulator is guilty of a misdemeanor.
- (2) The circulator of a petition shall be a qualified property owner.
- (3) The circulator of a petition shall sign and date the certificate of circulator only after all property owners' signatures appearing on the petition on the date of filing have been obtained. A filing official shall not count property owners' signatures which were obtained after the date the circulator signs the certificate.

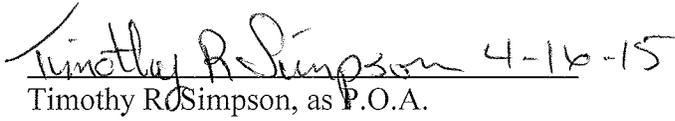
April 20, 2015

Denise Chalifoux, Assessing Director
Grand Haven Township

I would like my name taken off the petition that was circulated on April 6, 2015 pertaining to the paving of the west end of Groesbeck Street. I did not know that it would affect the assessment of my property.

Thank you.


Jacqueline R. Simpson 4-16-15


Timothy R. Simpson, as P.O.A. 4-16-15

Groesbeck Paving Project

Public Portion of Groesbeck

Private Portion of Groesbeck

LAIRD TRUST

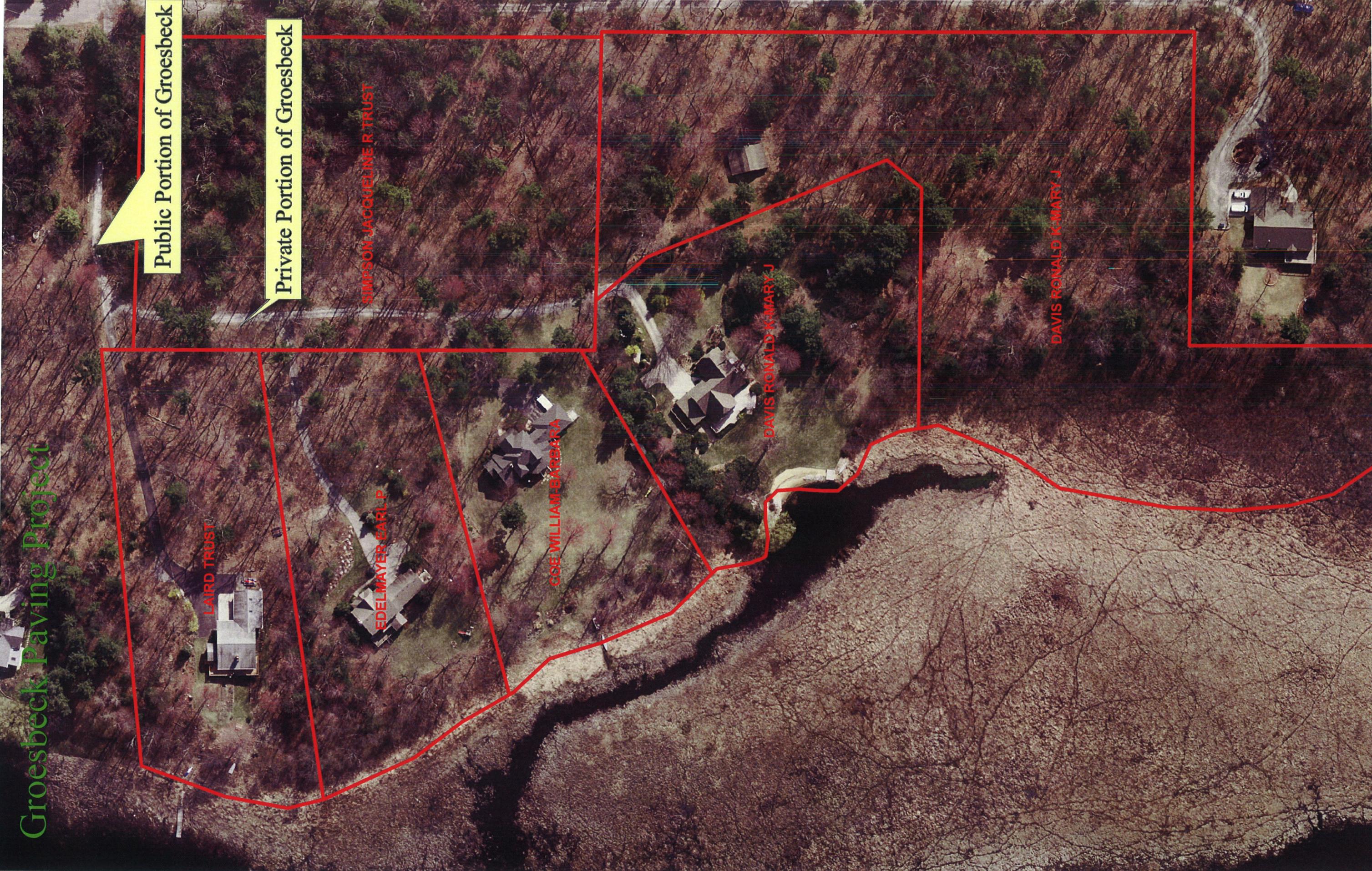
EDELMAYER EARL P

CSE WILLIAM-BARBARA

DAVIS RONALD K MARY J

DAVIS RONALD K MARY J

SIMPSON JACQUELINE R TRUST



April Open Enforcements By Category Monthly Report

04/29/15

BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0068	14110 172ND AVE	COMPLAINT LOGGED	04/01/15		
E15CE0089	14235 TERRY TRAILS	COMPLAINT LOGGED	04/21/15		
E15CE0092	11627 LAKESHORE DR	COMPLAINT LOGGED	04/22/15		

Total Entries 3

CORNER CLEARANCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0074	17200 ROBBINS RD	DISTRICT COURT	04/06/15		

Total Entries 1

FENCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0088	16213 VANDEN BERG DR	NO VIOLATION	04/21/15	04/15/15	
E15CE0101	15981 MERCURY DR	COMPLAINT LOGGED	04/27/15		
E15CE0109	15074 DEREMO AVE	COMPLAINT LOGGED	04/29/15		

Total Entries 3

HOME OCCUPATION

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0099	15333 ARBORWOOD DR	COMPLAINT LOGGED	04/27/15		

Total Entries 1

JUNK & RUBBISH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0072	15395 COLEMAN AVE	1ST WARNING VIOLATION LETTER	04/02/15	04/15/15	
E15CE0077	15118 154TH AVE	COMPLAINT LOGGED	04/13/15		
E15CE0078	14934 172ND AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/27/15	
E15CE0079	14931 160TH AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/16/15	
E15CE0080	17200 ROBBINS RD	1ST WARNING VIOLATION LETTER	04/13/15	04/23/15	

April Open Enforcements By Category Monthly Report

04/29/15

E15CE0085	15256 HOFMA DR	1ST WARNING VIOLATION LETTER	04/16/15	04/27/15
E15CE0090	15521 HARRY ST	COMPLAINT LOGGED	04/21/15	
E15CE0094	15879 ROBBINS RD 15875	COMPLAINT LOGGED	04/22/15	
E15CE0100	11853 GARNSEY AVE	NO VIOLATION	04/27/15	04/27/15
E15CE0103	14064 172ND AVE	COMPLAINT LOGGED	04/27/15	

Total Entries 10

LITTER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0087	14536 ANGELUS CIR	NO VIOLATION	04/13/15	04/15/15	
E15CE0104	14866 172ND AVE	COMPLAINT LOGGED	04/28/15		

Total Entries 2

OTHER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0069	14878 CANARY DR	VERBAL WARNING	04/02/15	03/31/15	

Total Entries 1

PARKING ON THE GRASS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0093	15399 MEADOWWOOD DR	COMPLAINT LOGGED	04/21/15		
E15CE0095	15547 CLOVERNOOK DR	COMPLAINT LOGGED	04/23/15		

Total Entries 2

SIGNS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0075		COMPLAINT LOGGED	04/06/15	04/06/15	04/06/2015 PULLED SIGN
E15CE0076		COMPLAINT LOGGED	04/10/15	04/10/15	04/10/2015 PULLED SIGN
E15CE0081	17200 ROBBINS RD	1ST WARNING VIOLATION LETTER	04/13/15	04/23/15	
E15CE0105		COMPLAINT LOGGED	04/28/15	04/27/15	04/27/2015 PULLED SIGN
E15CE0106		COMPLAINT LOGGED	04/27/15	04/27/15	04/27/2015 PULLED SIGN

April Open Enforcements By Category Monthly Report

04/29/15

BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0068	14110 172ND AVE	COMPLAINT LOGGED	04/01/15		
E15CE0089	14235 TERRY TRAILS	COMPLAINT LOGGED	04/21/15		
E15CE0092	11627 LAKESHORE DR	COMPLAINT LOGGED	04/22/15		

Total Entries 3

CORNER CLEARANCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0074	17200 ROBBINS RD	DISTRICT COURT	04/06/15		

Total Entries 1

FENCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0088	16213 VANDEN BERG DR	NO VIOLATION	04/21/15	04/15/15	
E15CE0101	15981 MERCURY DR	COMPLAINT LOGGED	04/27/15		
E15CE0109	15074 DEREMO AVE	COMPLAINT LOGGED	04/29/15		

Total Entries 3

HOME OCCUPATION

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0099	15333 ARBORWOOD DR	COMPLAINT LOGGED	04/27/15		

Total Entries 1

JUNK & RUBBISH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
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E15CE0077	15118 154TH AVE	COMPLAINT LOGGED	04/13/15		
E15CE0078	14934 172ND AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/27/15	
E15CE0079	14931 160TH AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/16/15	
E15CE0080	17200 ROBBINS RD	1ST WARNING VIOLATION LETTER	04/13/15	04/23/15	

April Open Enforcements By Category Monthly Report

04/29/15

Total Entries 5

TRASH RECEPTACLES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0071	14658 177TH AVE	COMPLAINT LOGGED	04/02/15		
E15CE0073	14185 LONDON LN PVT UNIT 1	1ST WARNING VIOLATION LETTER	04/02/15	04/15/15	
E15CE0083	15343 160TH AVE 15341	1ST WARNING VIOLATION LETTER	04/15/15	04/27/15	
E15CE0086	15420 COMSTOCK ST	NO VIOLATION	04/02/15	04/15/15	
E15CE0091	15352 MEADOWS DR	COMPLAINT LOGGED	04/21/15		
E15CE0107	15678 MERCURY DR	COMPLAINT LOGGED	04/27/15		

Total Entries 6

VEHICLE IN ROW

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0082	13901 BITTERSWEET DR	VERBAL WARNING	04/14/15	04/21/15	
E15CE0084	17076 DONAHUE WOODS DR	1ST WARNING VIOLATION LETTER	04/15/15	04/27/15	
E15CE0098	13390 LAKESHORE DR	COMPLAINT LOGGED	04/23/15		

Total Entries 3

VEHICLE SALES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0096	16259 MERCURY DR	COMPLAINT LOGGED	04/23/15		
E15CE0097	13390 LAKESHORE DR	COMPLAINT LOGGED	04/23/15		
E15CE0102	11806 US-31	COMPLAINT LOGGED	04/27/15		
E15CE0108	14830 LAKESHORE DR	COMPLAINT LOGGED	04/28/15		

Total Entries 4

Enforcement.DateFiled Between 3/31/2015
12:00:00 AM AND 4/30/2015 11:59:59 PM

Total Records: 41

April Closed Enforcements By Category Monthly Report

04/29/15

DANGEROUS BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E13CE0208	13894 168TH AVE	2ND WARNING VIOLATION LETTER	11/20/13	04/28/15	
Total Entries					1

FENCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0088	16213 VANDEN BERG DR	NO VIOLATION	04/21/15	04/15/15	
Total Entries					1

JUNK & RUBBISH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0018	13327 GREENLEAF LN	2ND WARNING VIOLATION LETTER	01/26/15	04/06/15	
E15CE0043	15281 MILLHOUSE CT 15283	1ST WARNING VIOLATION LETTER	03/16/15	04/15/15	
E15CE0061	15128 COLEMAN AVE	1ST WARNING VIOLATION LETTER	03/25/15	04/15/15	
E15CE0072	15395 COLEMAN AVE	1ST WARNING VIOLATION LETTER	04/02/15	04/15/15	
E15CE0078	14934 172ND AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/27/15	
E15CE0079	14931 160TH AVE	1ST WARNING VIOLATION LETTER	04/13/15	04/16/15	
E15CE0080	17200 ROBBINS RD	1ST WARNING VIOLATION LETTER	04/13/15	04/23/15	
E15CE0085	15256 HOFMA DR	1ST WARNING VIOLATION LETTER	04/16/15	04/27/15	
E15CE0100	11853 GARNSEY AVE	NO VIOLATION	04/27/15	04/27/15	
Total Entries					9

LITTER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0087	14536 ANGELUS CIR	NO VIOLATION	04/13/15	04/15/15	
Total Entries					1

OTHER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0069	14878 CANARY DR	VERBAL WARNING	04/02/15	03/31/15	

April Closed Enforcements By Category Monthly Report

04/29/15

Total Entries 1

PARKING ON THE GRASS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0041	13992 152ND AVE 13990.0	1ST WARNING VIOLATION LETTER	03/09/15	04/06/15	
E15CE0044	15843 GROESBECK ST	1ST WARNING VIOLATION LETTER	03/16/15	04/06/15	
E15CE0046	13961 152ND AVE 13959	1ST WARNING VIOLATION LETTER	03/17/15	04/06/15	

Total Entries 3

SIGNS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0075		COMPLAINT LOGGED	04/06/15	04/06/15	04/06/2015 PULLED SIGN
E15CE0076		COMPLAINT LOGGED	04/10/15	04/10/15	04/10/2015 PULLED SIGN
E15CE0081	17200 ROBBINS RD	1ST WARNING VIOLATION LETTER	04/13/15	04/23/15	
E15CE0105		COMPLAINT LOGGED	04/28/15	04/27/15	04/27/2015 PULLED SIGN
E15CE0106		COMPLAINT LOGGED	04/27/15	04/27/15	04/27/2015 PULLED SIGN

Total Entries 5

TRASH RECEPTACLES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0053	15884 MERCURY DR 15882	1ST WARNING VIOLATION LETTER	03/18/15	04/15/15	
E15CE0055	15105 163RD AVE	1ST WARNING VIOLATION LETTER	03/18/15	04/06/15	
E15CE0058	15151 COLEMAN AVE	1ST WARNING VIOLATION LETTER	03/25/15	04/06/15	
E15CE0060	15128 COLEMAN AVE	1ST WARNING VIOLATION LETTER	03/25/15	04/15/15	
E15CE0063	13102 WOODVALE CT	1ST WARNING VIOLATION LETTER	03/25/15	04/21/15	
E15CE0073	14185 LANDON LN PVT UNIT 1	1ST WARNING VIOLATION LETTER	04/02/15	04/15/15	
E15CE0083	15343 160TH AVE 15341	1ST WARNING VIOLATION LETTER	04/15/15	04/27/15	
E15CE0086	15420 COMSTOCK ST	NO VIOLATION	04/02/15	04/15/15	

Total Entries 8

VEHICLE IN ROW

April Closed Enforcements By Category Monthly Report

04/29/15

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0082	13901 BITTERSWEET DR	VERBAL WARNING	04/14/15	04/21/15	
E15CE0084	17076 DONAHUE WOODS DR	1ST WARNING VIOLATION LETTER	04/15/15	04/27/15	
Total Entries					2
VEHICLE SALES					
Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0065	14880 MERCURY DR	1ST WARNING VIOLATION LETTER	03/30/15	04/10/15	
Total Entries					1
ZONING					
Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0040	17200 ROBBINS RD	RESOLVED	03/10/15	04/10/15	
Total Entries					1

Enforcement.DateClosed Between 3/31/2015
12:00:00 AM AND 4/30/2015 11:59:59 PM

Total Records: 33

April Enforcement Letters by Category

All enforcement letters sent the previous month

FENCE LETTER	1
LITTER WARNING LETTER	9
TRASH CAN WARNING 2ND NOTICE	1
TRASH CAN WARNING LETTER	5
VEHICLE IN ROW LETTER	2
VEHICLE ON GRASS LETTER	2
VEHICLE SALE WARNING	4
Total Letters Sent:	24

Letter.LinkFromType = Enforcement
AND
Letter.Carrier = <Empty> AND
Letter.DateTimeCreated Between 03/31/2015 AND 04/30/2015 AND
Letter.Carrier = <Empty> AND
Letter.Carrier = <Empty> AND
Letter.Carrier = <Empty>

ACCESSORY BUILDING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0065	SCHMIDT JAMES A	14516 INDIAN TRAILS DR	\$382.40	\$382.40

Total Fees For Type: \$382.40
Total Permits For Type: 1

ADDITIONS

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0073	MOSER GALE E JR-SYLVA	14506 ANGELUS CIR	\$313.90	\$313.90
P15BU0084	HUISMAN BRADLEY J-CATHY	14862 MERCURY DR	\$307.05	\$307.05
P15BU0094	ZIETLOW MICHELLE K	9712 HIAWATHA DR	\$313.90	\$313.90

Total Fees For Type: \$934.85
Total Permits For Type: 3

ADDRESS

Permit #	Owner	Address	Fee Total	Amount Paid
P15AD0009	PIGEON CREEK LLC	10222 SHANNONS WY	\$14.00	\$14.00
P15AD0010	ROZANC JOHN-HILL BARBARA	13040 ALWAYS LN PVT	\$14.00	\$14.00
P15AD0011	TRI CITIES HABITAT	15157 MEADOWS DR	\$14.00	\$14.00
P15AD0012	ZIESEMER MATTHEW	16510 LAKE MICHIGAN DR	\$14.00	\$14.00
P15AD0013	WESTVIEW CAPITAL LLC	14411 BRIGHAM DR	\$14.00	\$14.00
P15AD0014	LITTLE PIGEON CREEK LLC	10288 MESIC DR	\$14.00	\$14.00
P15AD0015	NYQUIST DWANE R	13097 152ND AVE	\$14.00	\$14.00

Total Fees For Type: \$98.00
Total Permits For Type: 7

AG EXEMPT

Permit #	Owner	Address	Fee Total	Amount Paid
P15AG0001	CECH ANNA TRUSTEES	14218 168TH AVE	\$20.00	\$20.00
P15AG0002	CECH ANNA TRUSTEES	14218 168TH AVE	\$20.00	\$20.00

Total Fees For Type: \$40.00

Total Permits For Type: 2

ALTERATIONS

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0066	WILLSON JAMES-DIANE	14946 BIGNELL DR	\$120.75	\$120.75
P15BU0080	BAKER LARRY-DIANE	15103 178TH AVE	\$114.25	\$114.25
P15BU0095	PETERSON JOHN E-JANICE M	15128 LAKESHORE DR	\$42.00	\$42.00
P15BU0106	BESSERT ROBERT L	18314 INDIAN VILLAGE LN	\$313.90	\$313.90

Total Fees For Type: \$590.90

Total Permits For Type: 4

BASEMENT FINISH

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0062	DENNISON MANIFA S	14858 BIRDSONG LN	\$218.00	\$218.00
P15BU0064	JARRELL ANTHONY W JR	13721 FOREST PARK DR	\$190.60	\$190.60
P15BU0067	FRAZER BRANDON-VERONICA	11564 LAKESHORE DR	\$416.65	\$416.65
P15BU0068	JENKINS DIANA M	13468 HIDDEN CREEK CT	\$279.65	\$279.65
P15BU0071	GREENEY WENDY F	12773 WILDERNESS TRL	\$105.00	\$105.00
P15BU0098	BAKER LARRY-DIANE	15103 178TH AVE	\$136.50	\$136.50

Total Fees For Type: \$1,346.40

Total Permits For Type: 6

COMMERCIAL

Permit #	Owner	Address	Fee Total	Amount Paid
P15MI0001	CHRISTIAN REFORMED CONF	12253 LAKESHORE DR	\$50.00	\$0.00

Total Fees For Type: \$50.00

Total Permits For Type: 1

DECK

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0074	THIBDAUE LISA J	14220 CRICKLEWOOD RD	\$63.00	\$63.00
P15BU0096	BRADBURN MARK-FOX LINDS/	17622 BRUCKER ST	\$73.50	\$73.50
P15BU0099	PIASECKI DEBRA A	13151 152ND AVE	\$113.00	\$113.00

Total Fees For Type: \$249.50

Total Permits For Type:**3****DEMOLITION**

Permit #	Owner	Address	Fee Total	Amount Paid
P15DE0005	HARBOR INDUSTRIES INC	14110 172ND AVE	\$32.50	\$32.50
P15DE0006	HULSING JON H-TAMARA J	11627 LAKESHORE DR	\$20.00	\$20.00
P15DE0007	BOTTJE ALICE	172ND AVE	\$0.00	\$0.00

Total Fees For Type:**\$52.50****Total Permits For Type:****3****ELECTRICAL**

Permit #	Owner	Address	Fee Total	Amount Paid
P15EL0042	EASTBROOK HOMES INC	15247 RACHEL CT PVT	\$254.00	\$254.00
P15EL0043	EASTBROOK HOMES INC	15235 RACHEL CT PVT	\$254.00	\$254.00
P15EL0044	BAYOU DEVELOPERS LLC	14131 LONDON LN	\$254.00	\$254.00
P15EL0045	EASTBROOK HOMES INC	15241 RACHEL CT PVT	\$254.00	\$254.00
P15EL0046	WELCH WENDI	12836 MARIPOSA ST	\$72.00	\$72.00
P15EL0047	KALIMAR INVESTMENTS LLC	13040 US-31 STE B	\$64.00	\$64.00
P15EL0048	ROONEY DEVELOPMENT GRO	12525 RETREAT DR PVT	\$179.00	\$179.00
P15EL0049	BUTH STEVEN J-MARY FRANCE	14881 FAIRMOUNT CT	\$72.00	\$72.00
P15EL0050	JARRELL ANTHONY W JR	13721 FOREST PARK DR	\$60.00	\$60.00
P15EL0051	JOHNSON JON W-KATHLEEN A	15672 GRAND POINT DR	\$122.00	\$122.00
P15EL0052	MORROW MICHAEL A II-MICHE	14774 WILLIAMS WY	\$122.00	\$122.00
P15EL0053	BILL TYSMAN MINI STORAGE I	15133 172ND AVE	\$65.00	\$65.00
P15EL0054	TYSMAN WILLIAM J TRUST	17114 ROBBINS RD	\$65.00	\$65.00
P15EL0055	HARBOR INDUSTRIES INC	14110 172ND AVE	\$50.00	\$50.00
P15EL0056	HARTLEY CHRISTOPHER T-NIC	15171 155TH AVE	\$55.00	\$55.00
P15EL0057	MORGAN STEVEN R-MARLO A	14947 HAWTHORNE ST	\$104.00	\$104.00
P15EL0058	JD SNIP BUILDERS LLC	12585 CANTERBURY CT PVT	\$259.00	\$259.00
P15EL0059	BAKER LARRY-DIANE	15103 178TH AVE	\$64.00	\$64.00
P15EL0060	VANDERLAAN DAVID	14924 FERRIS ST	\$108.00	\$108.00
P15EL0061	FRAZER BRANDON-VERONICA	11564 LAKESHORE DR	\$122.00	\$122.00
P15EL0062	JENKINS DIANA M	13468 HIDDEN CREEK CT	\$122.00	\$122.00
P15EL0063	BAKER JAMES M-REBECCA A	15131 155TH AVE	\$55.00	\$55.00
P15EL0064	SISPERA MICHAEL F	12434 LAKE BREEZE LN	\$253.00	\$253.00
P15EL0065	RIVER HAVEN OPERATING CO	13902 OAKWOOD CIRCLE	\$56.00	\$56.00
P15EL0066	BOWMASTER PAUL-POLK SHEF	11128 POND VIEW LN PVT	\$254.00	\$254.00
P15EL0067	SUNSET DUNES INC	15540 SWEETBRIAR DR	\$272.00	\$272.00
P15EL0068	SUNSET DUNES INC	12960 SWEETBRIAR DR	\$278.00	\$278.00
P15EL0069	LUTZ-BRIMMER MARY	15704 CHARLES CT	\$120.00	\$120.00

P15EL0070	TANKE CHRISTOPHER W-TERR	15178 154TH AVE	\$60.00	\$60.00
P15EL0071	BAKER LARRY-DIANE	15103 178TH AVE	\$110.00	\$110.00
P15EL0072	RIVER HAVEN OPERATING CO	13596 PINWOOD DR	\$56.00	\$56.00
P15EL0073	MOSER GALE E JR-SYLVA	14506 ANGELUS CIR	\$106.00	\$106.00
P15EL0074	ZURAKOWSKI DALE W-PAMEL	16430 LAKE MICHIGAN DR	\$277.00	\$277.00
P15EL0075	WOITESHEK ERIC J-KRISTEN L	10276 SHANNONS WY	\$330.00	\$330.00

Total Fees For Type: \$4,948.00
Total Permits For Type: 34

FENCE

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZL0007	ROBBINS ROAD DEVELOPMEN	17200 ROBBINS RD	\$25.00	\$25.00
P15ZL0008	WOLFF JAMES A-REBECCA A	13261 RAVINE VIEW DR	\$25.00	\$25.00
P15ZL0012	MACKELLER CHRIS L-ANGELA	13771 LAKESHORE DR	\$25.00	\$25.00
P15ZL0013	COOKE JAMES-ELIZABETH E	13780 LAKE SEDGE DR	\$25.00	\$25.00

Total Fees For Type: \$100.00
Total Permits For Type: 4

FOUNDATION ONLY

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0085	RIVER HAVEN OPERATING CO	13596 PINWOOD DR	\$36.75	\$36.75
P15BU0086	RIVER HAVEN OPERATING CO	13902 OAKWOOD CIRCLE	\$36.75	\$36.75
P15BU0100	RIVER HAVEN OPERATING CO	14522 WHITE PINE LN	\$36.75	\$36.75
P15BU0101	RIVER HAVEN OPERATING CO	14523 WHITE PINE LN	\$36.75	\$36.75
P15BU0102	RIVER HAVEN OPERATING CO	13672 PINWOOD DR	\$36.75	\$36.75
P15BU0103	RIVER HAVEN OPERATING CO	13860 PINWOOD DR	\$36.75	\$36.75

Total Fees For Type: \$220.50
Total Permits For Type: 6

GROUND SIGN

Permit #	Owner	Address	Fee Total	Amount Paid
P15SG0004	BILL TYSMAN MINI STORAGE I	15133 172ND AVE	\$80.00	\$80.00
P15SG0005	TYSMAN WILLIAM J TRUST	17114 ROBBINS RD	\$170.00	\$170.00

Total Fees For Type: \$250.00
Total Permits For Type: 2

MECHANICAL

Permit #	Owner	Address	Fee Total	Amount Paid
P15ME0090	OUTDOOR ADVENTURES FUN	10910 US-31	\$280.00	\$280.00
P15ME0091	JARRELL ANTHONY W JR	13721 FOREST PARK DR	\$120.00	\$120.00
P15ME0092	MORROW MICHAEL A II-MICHI	14774 WILLIAMS WY	\$125.00	\$125.00
P15ME0093	JD SNIP BUILDERS LLC	12585 CANTERBURY CT PVT	\$230.00	\$230.00
P15ME0094	BRUMMEL BARBARA TRUST	14946 177TH AVE	\$55.00	\$55.00
P15ME0095	GREENEY WENDY F	12773 WILDERNESS TRL	\$75.00	\$75.00
P15ME0096	SIERVELD MICHAEL-MARCIA J	10345 MESIC DR	\$230.00	\$230.00
P15ME0097	FRAZER BRANDON-VERONICA	11564 LAKESHORE DR	\$70.00	\$70.00
P15ME0098	JIM TIBBE HOMES LLC	12900 SWEETBRIAR DR	\$135.00	\$135.00
P15ME0099	REENDERS KENNETH	14079 168TH AVE	\$80.00	\$80.00
P15ME0100	OUTDOOR ADVENTURES FUN	10910 US-31	\$75.00	\$75.00
P15ME0101	BAKER LARRY-DIANE	15103 178TH AVE	\$100.00	\$100.00
P15ME0102	JD SNIP BUILDERS LLC	12585 CANTERBURY CT PVT	\$130.00	\$130.00
P15ME0103	OLSEN SYLVIA	14646 177TH AVE	\$80.00	\$80.00
P15ME0104	WELCH WENDI	12836 MARIPOSA ST	\$125.00	\$125.00
P15ME0105	JENKINS DIANA M	13468 HIDDEN CREEK CT	\$75.00	\$75.00
P15ME0106	TUREK GLENN A-SUSAN	18205 SHORE ACRES RD	\$80.00	\$80.00
P15ME0107	ROONEY DEVELOPMENT GRO	12525 RETREAT DR PVT	\$240.00	\$240.00
P15ME0108	RIVER HAVEN OPERATING CO	13596 PINWOOD DR	\$80.00	\$80.00
P15ME0109	HARTLEY CHRISTOPHER T-NIC	15171 155TH AVE	\$110.00	\$110.00
P15ME0110	SUNSET DUNES INC	12960 SWEETBRIAR DR	\$135.00	\$135.00
P15ME0111	RIVER HAVEN OPERATING CO	13902 OAKWOOD CIRCLE	\$80.00	\$80.00
P15ME0112	NORTHLAND EXPRESS TRANSI	11288 US-31	\$80.00	\$80.00
P15ME0113	SISPERA MICHAEL F	12434 LAKE BREEZE LN	\$215.00	\$215.00
P15ME0114	PODEIN JOHN K JR	16230 ROBBINS RD	\$55.00	\$55.00
P15ME0115	DENNISON MANIFA S	14858 BIRDSONG LN	\$75.00	\$75.00
P15ME0116	SUNSET DUNES INC	15540 SWEETBRIAR DR	\$285.00	\$285.00
P15ME0117	SUNSET DUNES INC	12960 SWEETBRIAR DR	\$285.00	\$285.00
P15ME0118	JAFFE MICHAEL K	11520 OAK GROVE RD	\$275.00	\$275.00

Total Fees For Type: \$3,980.00

Total Permits For Type: 29

MOBLE HOME SET-UP

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0087	RIVER HAVEN OPERATING CO	13596 PINWOOD DR	\$125.00	\$125.00
P15BU0088	RIVER HAVEN OPERATING CO	13902 OAKWOOD CIRCLE	\$125.00	\$125.00
P15BU0117	RIVER HAVEN OPERATING CO	13866 OAKWOOD CIRCLE	\$125.00	\$125.00
P15BU0118	RIVER HAVEN OPERATING CO	13860 PINWOOD DR	\$125.00	\$125.00

P15BU0119	RIVER HAVEN OPERATING CO	13672 PINWOOD DR	\$125.00	\$125.00
P15BU0120	RIVER HAVEN OPERATING CO	13500 PINWOOD DR	\$125.00	\$125.00
P15BU0122	RIVER HAVEN OPERATING CO	14494 WHITE PINE LN	\$125.00	\$125.00
P15BU0123	RIVER HAVEN OPERATING CO	14522 WHITE PINE LN	\$125.00	\$125.00
P15BU0125	RIVER HAVEN OPERATING CO	14523 WHITE PINE LN	\$125.00	\$125.00
P15BU0126	RIVER HAVEN OPERATING CO	13351 WINDING CREEK DR	\$125.00	\$125.00
P15BU0128	RIVER HAVEN OPERATING CO	14506 MAGNOLIA DR	\$125.00	\$125.00
P15BU0129	RIVER HAVEN OPERATING CO	14515 CROOKED TREE LN	\$125.00	\$125.00
P15BU0130	RIVER HAVEN OPERATING CO	14501 MAGNOLIA DR	\$125.00	\$125.00
P15BU0131	RIVER HAVEN OPERATING CO	14463 TRILLIUM CIRCLE	\$125.00	\$125.00

Total Fees For Type: \$1,750.00
Total Permits For Type: 14

PLUMBING

Permit #	Owner	Address	Fee Total	Amount Paid
P15PL0035	WELCH WENDI	12836 MARIPOSA ST	\$126.00	\$126.00
P15PL0036	SUNSET DUNES INC	15540 SWEETBRIAR DR	\$214.00	\$214.00
P15PL0037	REDSTONE GROUP RETREAT I	12726 RETREAT DR PVT	\$243.00	\$243.00
P15PL0038	ROONEY DEVELOPMENT GRO	12548 RETREAT DR PVT	\$243.00	\$243.00
P15PL0039	ROONEY DEVELOPMENT GRO	12636 RETREAT DR PVT	\$243.00	\$243.00
P15PL0040	JARRELL ANTHONY W JR	13721 FOREST PARK DR	\$133.00	\$133.00
P15PL0041	MORROW MICHAEL A II-MICHE	14774 WILLIAMS WY	\$123.00	\$123.00
P15PL0042	EASTBROOK HOMES INC	15247 RACHEL CT PVT	\$214.00	\$214.00
P15PL0043	EASTBROOK HOMES INC	15235 RACHEL CT PVT	\$214.00	\$214.00
P15PL0044	EASTBROOK HOMES INC	15241 RACHEL CT PVT	\$214.00	\$214.00
P15PL0045	MORRIS JAMIE M-THERESA L	17193 MAPLERIDGE DR	\$208.00	\$208.00
P15PL0046	BOWMASTER PAUL-POLK SHEF	11128 POND VIEW LN PVT	\$219.00	\$219.00
P15PL0047	SISPERA MICHAEL F	12434 LAKE BREEZE LN	\$226.00	\$226.00
P15PL0048	BAKER LARRY-DIANE	15103 178TH AVE	\$70.00	\$70.00
P15PL0049	FRAZER BRANDON-VERONICA	11564 LAKESHORE DR	\$118.00	\$118.00
P15PL0050	SIERVELD MICHAEL-MARCIA J	10345 MESIC DR	\$220.00	\$220.00
P15PL0051	JENKINS DIANA M	13468 HIDDEN CREEK CT	\$128.00	\$128.00
P15PL0052	JD SNIP BUILDERS LLC	13024 WOODRUSH CT	\$218.00	\$218.00
P15PL0053	RIVER HAVEN OPERATING CO	13596 PINWOOD DR	\$55.00	\$55.00
P15PL0054	RIVER HAVEN OPERATING CO	13902 OAKWOOD CIRCLE	\$55.00	\$55.00
P15PL0055	WOITESHEK ERIC J-KRISTEN L	10276 SHANNONS WY	\$263.00	\$263.00
P15PL0056	BAYOU DEVELOPERS LLC	14111 LONDON LN	\$229.00	\$229.00
P15PL0057	BAYOU DEVELOPERS LLC	14119 LONDON LN	\$234.00	\$234.00

Total Fees For Type: \$4,210.00
Total Permits For Type: 23

POOL_SPA_HOT TUB

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0061	VANDERLAAN DAVID	14924 FERRIS ST	\$272.80	\$272.80
P15BU0089	LUTZ-BRIMMER MARY	15704 CHARLES CT	\$211.15	\$211.15

Total Fees For Type: \$483.95

Total Permits For Type: 2

REPLACEMENT WINDOWS/DOORS

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0090	BROWN SARAH E	15677 CHARLES CT	\$89.25	\$89.25

Total Fees For Type: \$89.25

Total Permits For Type: 1

RE-ROOFING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0069	PIASECKI TRACY L-LAWRENCE	15341 MEADOWWOOD DR	\$100.00	\$100.00
P15BU0070	HARBOR INDUSTRIES INC	14130 172ND AVE	\$100.00	\$100.00
P15BU0072	HAICK BRAIN R-CATHERINE V	17864 HIDDEN ACRES LN	\$100.00	\$100.00
P15BU0075	SCHUTTEMA LINDA K-JOPPIE JI	14801 152ND AVE	\$100.00	\$100.00
P15BU0076	CHRISTENSEN LUANN	15780 LAKE AVE	\$100.00	\$100.00
P15BU0077	BOEZWINKLE TRUST	13299 FOREST PARK DR	\$100.00	\$100.00
P15BU0079	DICKINSON JAMES-BRENDA	13509 RAVINE VIEW DR	\$100.00	\$100.00
P15BU0092	PRELESNIK JAMES JR-ISLA	17870 HILLANDALE LN	\$100.00	\$100.00
P15BU0104	GREEN PINE PROPERTIES	15323 MERCURY DR 15315	\$100.00	\$100.00
P15BU0105	CRAMAROSSO MICHAEL-SUSAN	14364 WOODHAVEN CT	\$100.00	\$100.00
P15BU0108	TOVEY LISA L	13584 STREAMSIDE CT	\$100.00	\$100.00
P15BU0109	BOUCHARD GLORIA J TRUST	12031 168TH AVE	\$100.00	\$100.00
P15BU0110	TALLMAN JEFFREY E	15416 FERRIS ST	\$100.00	\$100.00
P15BU0113	JOSLIN ROGER M-RUTH A L	13516 HIDDEN CREEK CT	\$100.00	\$100.00
P15BU0116	BERRY WILLIAM S	14994 BIGNELL DR	\$100.00	\$100.00
P15BU0121	KOHLEY CHRISTOPHER	15151 DEREMO AVE	\$100.00	\$100.00
P15BU0124	LEWIS MICHAEL A	13533 FOREST PARK DR	\$100.00	\$100.00
P15BU0127	RIVER HAVEN OPERATING CO	13663 OAKTREE COURT	\$100.00	\$100.00

Total Fees For Type: \$1,800.00

Total Permits For Type: 18

RE-SIDING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0112	SCHMIDT SCOTT A	15148 DAVID ST	\$100.00	\$100.00

Total Fees For Type: \$100.00
Total Permits For Type: 1

SHED (200 S.F. OR LESS)

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZL0002	RIVER HAVEN OPERATING CO	14491 WINTERGREEN DR	\$25.00	\$25.00
P15ZL0004	VANDERLAAN DAVID	14924 FERRIS ST	\$25.00	\$25.00
P15ZL0005	BUCKWALD GREGORY M	15162 LAKE AVE	\$25.00	\$25.00
P15ZL0006	BEHM HOWARD-SHARON	15898 RIDGEFIELD ST	\$25.00	\$25.00
P15ZL0009	PETERSON JOHN E-JANICE M	15128 LAKESHORE DR	\$25.00	\$25.00
P15ZL0010	MEISTE BRIAN-SARA	13120 CEDARBERRY AVE	\$25.00	\$25.00
P15ZL0011	TRI-CITIES AREA HABITAT FOF	11232 156TH AVE	\$25.00	\$25.00

Total Fees For Type: \$175.00
Total Permits For Type: 7

SINGLE FAMILY DWELLING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0060	SIERVELD MICHAEL-MARCIA J	10345 MESIC DR	\$2,132.15	\$2,132.15
P15BU0063	HALL LARRY E-DOREEN S	14952 WESTRAY ST	\$1,895.90	\$1,895.90
P15BU0078	WOITESHEK ERIC J-KRISTEN L	10276 SHANNONS WY	\$2,158.40	\$2,158.40
P15BU0081	ELEMENT CUSTOM HOMES LLC	15960 RIDGEFIELD ST	\$1,465.40	\$1,465.40
P15BU0082	BAYOU DEVELOPERS LLC	14119 LONDON LN	\$1,281.56	\$1,281.56
P15BU0083	BAYOU DEVELOPERS LLC	14111 LONDON LN	\$1,538.90	\$1,538.90
P15BU0091	SUNSET DUNES INC	12947 SWEETBRIAR DR	\$1,376.15	\$1,376.15
P15BU0093	ZURAKOWSKI DALE W-PAMEL	16430 LAKE MICHIGAN DR	\$1,622.90	\$1,622.90
P15BU0115	HOFFMAN JOAN M TRUST	12620 GOLF ESTATES LN	\$2,000.90	\$2,000.90

Total Fees For Type: \$15,472.26
Total Permits For Type: 9

VEHICLE SALES

Permit #	Owner	Address	Fee Total	Amount Paid
P15VS0007	KEMINK PAUL B-BRIGETTE N	12462 LAKESHORE DR	\$0.00	\$0.00

P15VS0008	BUTCHER JOSEPH F-VICKI L	14850 177TH AVE	\$0.00	\$0.00
P15VS0009	NADER CHAD	14880 MERCURY DR	\$0.00	\$0.00
P15VS0010	WOLFFIS TIMOTHY A-KRISTIN	12668 LAKESHORE DR	\$0.00	\$0.00
P15VS0011	MAIER MARK	13969 148TH AVE	\$0.00	\$0.00
P15VS0012	COHEN JUDITH ELLEN LVG TF	13390 LAKESHORE DR	\$0.00	\$0.00

Total Fees For Type: \$0.00

Total Permits For Type: 6

ZONING BOARD OF APPEALS

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZBA0001	ROBBINS ROAD DEVELOPMEN	17200 ROBBINS RD	\$0.00	\$0.00

Total Fees For Type: \$0.00

Total Permits For Type: 1

Report Summary

Population: All Records

Permit.DateIssued Between 4/1/2015 12:00:00
AM AND 4/30/2015 11:59:59 PM
AND

Permit.Category Not = BURN PERMITS

Grand Total Fees: \$37,323.51

Grand Total Permits: 187

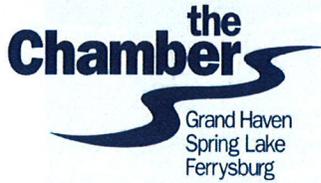
**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2015**

MONTH	WATER										WASTEWATER		
	WORK ORDERS	METER INSTALLS 3/4" 1"	REPLACED METERS 3/4" 1"	NEW TAPS 1"	MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS WATER	MILLION GALLONS OF SUPPLIMENTAL WATER	G.R. WATER	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED	
JANUARY	66	1	2	1	1	0	28.43	0.91	0.00	1	0	8.37	
FEBRUARY	87	6	1	6	1	0	27.70	0.85	0.00	0	0	9.59	
MARCH	110	3	0	1	6	2	26.59	0.87	0.00	3	4	7.95	
APRIL	142	7	0	0	3	0	35.18	1.31	0.00	3	6	9.43	
MAY								0.00					
JUNE								0.00					
JULY								0.00					
AUGUST								0.00					
SEPTEMBER								0.00					
OCTOBER								0.00					
NOVEMBER								0.00					
DECEMBER								0.00					
TOTAL YTD	405	17	3	8	11	2	117.90	3.94	0.00	7	10	35.34	
TOTALS	20	13	5055				121.85	3.94			732		

NOTES:

Economic Development Report

By David Miller, Vice President Economic Development



One South Harbor Drive
Grand Haven, MI 49417
Phone 616-842-4910

Chamber activities at a glance

- Chamber activities and events impacted businesses in the following communities during the First Quarter of 2015:
 - City of Grand Haven (9)
 - Grand Haven Charter Twp (3)
 - Spring Lake Twp (0)
 - Spring Lake Village (2)
 - City of Ferrysburg (1)
- Score Counseling sessions (4)
- SBDC Counseling sessions (71)

For any additional information please contact the following Chamber staff:

- David Miller, Economic Development 846-3153
- Nancy Manglos, Workforce Development 842-0529
- Pam Blake, Member Services 842-4910

Economic Outlook

As we enter into 2015 most of our manufacturers continue to report positive economic outlooks. Many, especially those in the automotive supply sector report record sales month after month. The biggest issues they face continue to be a shortage of labor at all levels. Many are facing the prospect of expanding their operations

and express concerns that if they chose to expand in northwest Ottawa County, they will struggle to find the talent necessary to grow their business.

This is a national issue, not just a Michigan issue or a West Michigan issue. Most states are reporting the same phenomena. It is magnified here by the

size of our manufacturing sector.

The office furniture market is picking up with growth forecasted for 2015. The construction sector is really strong, but here as well, lack of skilled building trades talent is impacting these businesses. Unemployment rates are low all across West Michigan.

Ottawa County Brownfield Redevelopment Authority

Ottawa County's Brownfield Redevelopment Authority made a change of their environmental consultant in January of 2015 naming Lakeshore Environmental as their consultant of record. After a short delay in getting them approved by the U.S. EPA, the Authority began funding projects all over the county. By the end of the first quarter, resources were being spent quickly.

The total funds spent in Northwest Ottawa County to date is \$118,381 out of a total of \$400,000 split between hazardous substances and petroleum substances. Of these funds, \$61,230 has been spent on

three projects in the City of Grand Haven, \$30,181 has been spent on three projects in Spring Lake Village, \$24,300 has been spent on two projects in Grand Haven Charter Township and \$2,670 was spent on one project in Spring Lake Township.

Once these funds are used, the Authority will reapply for additional funding from the EPA. The County is also interested in recouping significant amounts of money spent on projects using Tax Increment Financing to create a local revolving loan fund for future projects. This would allow the Authority to continue to effect redevelopment of Brownfield sites after EPA funds are gone.

Last Erickcek Economic Forecast

On February 3rd, George Erickcek presented his last Economic Forecast for Ottawa County. There were two reasons that this was the last presentation. The first reason is that beginning in 2015, Ottawa County data will be mixed in with Grand Rapids data, making it more difficult to extract Ottawa County only numbers.

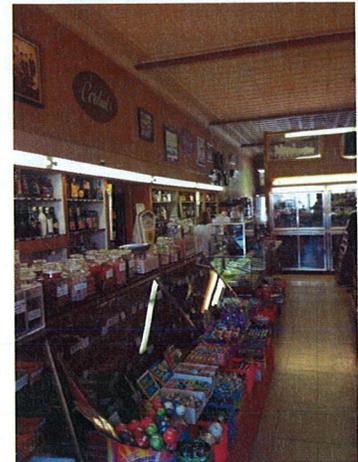
The second and more important reason, is that George Erickcek is retiring from the W.E. Upjohn Institute. They will be looking for a replacement but if you have ever seen George's presentation, no one can replace him! We wish George the best as he moves into the retirement phase of life. Thanks for all the great forecasts George!

Lakeshore 504

The 20 year rate for 504 loans in March was **4.79%** and the 10 year rate was **4.4%**. Rates have stabilized and there were only modest fluctuations in rates during the first quarter of 2015.

504 Activity

During the first quarter of 2015, activity in the 504 loan program has been very quiet. In this quarter the Fortino's deal funded, and the Odd Side Ales project continued into its renovation stage. Funding for this project is expected to be in the second quarter of 2015.



Legacy Group Tours Hayworth

In January, a group from our Legacy Sustainable Business Practices group took a tour of the Hayworth facility in Holland, MI. This plant has done many innovative things to become a "zero Landfill" company. The systems set up for recycling just about everything imaginable were very helpful for those taking the tour. Hayworth has indicated a will-

ingness to talk with any business about setting up a similar system within their organization.

The Legacy group has taken several road trips to visit local businesses and service providers including the Northwest Ottawa Water Treatment Plant, the Grand Haven/Spring Lake Wastewater Treatment Plant,

the Muskegon Wastewater Treatment Plant, and Beacon's Recycling to name a few. The intent of the group is to share best practices related to the triple bottom line, People, Planet and Profit. This group meets for lunch every other month, typically at the Chamber Conference Room. As many as 12 people attend on a regular basis.

GHSP Expansion

In January, the Grand Haven City Council held a public hearing to discuss the application from GHSP for property tax exemption on their latest expansion. The application was for \$1 million in new real property improvements, and \$8.4 million in personal property improvements. The City Council approved the application after touring the facility and seeing the improvements that had been made to the plant.

LDFA Update

In January, Chamber staff made a presentation to the Grand Haven Charter Township Board of Trustees to talk about the growing need for industrial land within Northwest Ottawa County. The concept of a Local Development Finance Authority that would bring together the City of Grand Haven, and possibly Grand Haven Charter Township and /or Spring Lake Township to facilitate the development of more industrial land to support the growth of area industry. This was the first meeting to discuss the topic and there were lots of questions as to why it was needed, and how it would work. Hopefully there will be more discussions to come as we are almost out of land for our industrial businesses.