

**GRAND HAVEN CHARTER TOWNSHIP BOARD**  
**MONDAY, JULY 25, 2016**

**WORK SESSION CANCELLED**

**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 July 11, 2016 Board Minutes
  2. Approve Payment of Invoices in the amount of \$324,380.27 (*A/P checks of \$236,687.30 and payroll of \$87,692.97*)
  3. Reappointment of Dave Reenders to Planning Commission for term ending August 31, 2019
- VI. OLD BUSINESS
  1. Lincoln Pines PUD – Final Preliminary Plat (Re-Approve)
  2. Discussion on Utilizing either an Extra Voted Millage or a Dedicated Debt Millage
- VII. NEW BUSINESS
  1. Resolution 16-07-01 – Extra Voted Millage  
or  
Resolution 16-07-01 – Dedicated Debt Millage
  2. Resolution 16-07-02 – Refunding Build America Bonds for NOWS Treatment Plant
  3. Resolution 16-07-03 – Policies & Procedures Manual – Fire/Rescue Exercise Facility
- VIII. REPORTS AND CORRESPONDENCE
  1. Correspondence
  2. Committee Reports
  3. Manager’s Report
    - a. June DPW Report
    - b. Chamber of Commerce – Economic Development Quarterly Report
    - c. PUD Minor Amendment Report
    - d. Joint Meeting with Planning Commission Regarding U of M Studies
    - e. June Legal Review
  4. Others
- IX. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY  
(*LIMITED TO THREE MINUTES, PLEASE.*)
- X. 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, JULY 11, 2016**

**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, Behm, Larsen, Hutchins, and Kieft.

**Board members absent:** Redick, Meeusen

Also present was Manager Cargo and Fire/Rescue Chief Gerencer.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve June 27, 2016 Board Minutes
2. Approve Payment of Invoices in the amount of \$281,408.33 (*A/P checks of \$160,070.54 and payroll of \$121,337.79*)
3. Authorize replacement of UTV at a cost of \$30,940
4. Authorize replacement of Two Treadmills at a cost of \$8,200
5. Authorize Sale of Surplus Equipment

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

VI. OLD BUSINESS

1. The Board discussed the proposed Fiscal Year 2017 Budget Policies. Cargo was instructed to follow-up on the following:
  - a. Include a footnote in the budget regarding the cost of an HR staff;
  - b. Monies for Community Engagement on Wolfe and Witteveen properties, assuming this project is not included in 2016;
  - c. Cost of Zoning Ordinance Amendment – what is the current estimate.

**Motion** by Clerk Larsen and seconded by Supervisor French to approve the 2017 detailed budget assumptions and policies as delineated by the Superintendent within the July 7th memorandum and to instruct the Superintendent to proceed with completion of a 2017 Fiscal Year budget for Board review and consideration pursuant to state law and the proposed budget schedule. **Which motion carried.**

VII. NEW BUSINESS

1. The Board discussed a proposal to correct a storm water issue on 168<sup>th</sup> Avenue.

**Motion** by Supervisor French and seconded by Trustee Hutchins to authorize the expenditure of approximately \$12,000 to shift a portion of the 168th Avenue pathway that is adjacent to the Witteveen property, onto this public land. This shift will allow the Road Commission to construct a swale and address the flooding issues that occurs along this portion of 168th Avenue during moderate to heavy rains. If necessary, staff is instructed to prepare the necessary budget amendments for this project. Further, the Board requested that the pathway be shifted about twelve feet further to the East, as compared to the illustration provided. **Which motion carried.**

VIII. REPORTS AND CORRESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
  - i. Clerk Larsen noted that the August Personnel Committee will be held on the 1<sup>st</sup> (*as opposed to the 2<sup>nd</sup>*) due to the Primary Election.
- c. Manager's Report, which included:
  - i. June Building Report
  - ii. June Ordinance Enforcement Report
- d. Others
  - i. Clerk Larsen noted that 1,000 August Primary ballots have been mailed with 350 already returned.
  - ii. The number of litter letters was discussed and the Township's approach to enforcement

IX. PUBLIC COMMENTS

None

X. ADJOURNMENT

**Motion** by Supervisor French and seconded by Trustee Hutchins to adjourn the meeting at 7:55 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: July 21, 2016  
TO: Township Board  
FROM: Cargo  
SUBJECT: Supervisor French's Appointment - Planning Commission

Supervisor French requested that I forward information to the full Board regarding his proposed re-appointment of Planning Commissioner Dave Reenders, who lives at 16697 Johnson Street with his wife Kelley and children.

Reenders is in agribusiness and currently farms blueberries on about 300± acres of property within the Township under the name True North Farms, LLC. (*He also owns other property outside of Grand Haven Township including the Cross Roads Blueberry store at 144<sup>th</sup> and M-45 in Robinson Township.*)

French originally selected Reenders to ensure that the agricultural interests are represented on the Planning Commission and continues to believe that this is important.

To implement the aforementioned, the following motion can be offered:

**Move to re-appoint Dave Reenders to the Township Planning Commission for a term ending August 31, 2019.**

If you have any questions or comments prior to the meeting, please contact Supervisor French.



GRAND HAVEN CHARTER TOWNSHIP

## Community Development Memo

DATE: July 21, 2016  
TO: Township Board  
FROM: Stacey Fedewa, Community Development Director  
RE: Lincoln Pines Phase 1 – Final Preliminary Plat (Re-Approval)

### BACKGROUND

In December 2015, the Township Board adopted a motion to approve the Final Preliminary Plat for Phase 1 of the Lincoln Pines PUD Subdivision. One year before (*Dec 2014*) the developer submitted the same plat to the DEQ for review. A letter was issued stating the floodplain elevation would not be mapped, so the developer used the FEMA boundaries to identify the floodplain.

18 months later, the DEQ issued a second letter explaining they are now interpreting their policy differently and established an elevation for the floodplain. 6 weeks later, the State Plat Board contacted the developer and stated the Township's approval is void because of the DEQ change.

As such, the developer needs to have the Final Preliminary Plat reapproved in order to move forward with the Final Plat (*the developer is hopeful the Final Plat will be on the Aug 8<sup>th</sup> agenda*). For Township purposes the only changes are text boxes, no changes were made to the lots, so it meets the requirement of "substantially conforming" to the Tentative Preliminary Plat that was approved by the Board in December 2014.

### SAMPLE MOTIONS

If the Township Board finds the revised Final Preliminary Plat meets the applicable standards, the following motion can be offered:

**Motion to approve** the revised Final Preliminary Plat for Phase 1 of the Lincoln Pines Subdivision.

If the Township Board finds the revised Final Preliminary Plat does not meet the applicable standards the following motion can be offered:

**Motion to deny** the revised Final Preliminary Plat for Phase 1 of the Lincoln Pines Subdivision.

Please contact me prior to the meeting if you have questions or comments.





# Manager's Memo

DATE: June 21, 2016  
 TO: Township Board  
 FROM: Cargo  
 RE: Pathway Extension Funding Options

In January of 2015 the Township Board instructed staff to place the proposed ten mile extension of the Township's 28 mile pathway system on the ballot for the November Presidential elections – this was recommend to ensure a high voter turnout. *(Recall that a telephone survey by Epic-MRA of 300 registered Township voters indicated that 64% would support a 0.45 mills pathway millage—which equates to a tax rate of 45 cents for every \$1,000 of taxable value.)*

Prien and Newhof updated the cost projections – which increased from about an estimated \$4.2 million to \$4.4 million due to the “boom” in construction – an increase of about 4.8% over the past 18 months. *(See Engineer's Estimate below.)*

Item No.	Description	Cost Estimate	Length	Year
1	Lincoln Street Phase I (Lakeshore to 168 <sup>th</sup> ) & Lincoln Street Phase II (East of US-31 to 144 <sup>th</sup> and connector to Ferris Street)	\$1,729,650	4.1 miles	2018 2019
2	144 <sup>th</sup> Avenue (Mercury to Lincoln)	\$773,733	1.5 miles	2019
3	Buchanan Street (Lakeshore to 168 <sup>th</sup> )	\$491,749	0.8 miles	2017
4	152 <sup>nd</sup> Avenue (Ferris to Lincoln)	\$451,765	0.5 miles	2018
5	168 <sup>th</sup> Avenue (Buchanan to Ferris)	\$608,154	1.5 miles	2018
6	Groesbeck Street (152 <sup>nd</sup> to west end)	\$210,131	0.8 miles	2018
7	Sleeper Street (168 <sup>th</sup> to Hofma Preserve)	\$151,185	0.8 miles	2017
<b>Total Project Costs</b>		<b>\$4,416,366</b>	<b>10.0 miles</b>	

The tentative construction schedule would complete 1.6 miles of pathway in 2017; 3.5 miles in 2018; and, 4.9 miles in 2019. *(The most time consuming part of a pathway project is receiving the pathway easements and construction easements.)*

At this stage, the Township Board needs to approve the ballot wording prior to August 16<sup>th</sup>. Further, the Board will need to decide whether the language will be for an extra voted

millage (e.g., 0.45 mills for 20 years) that may be applied to pay principal and interest on a limited tax general obligation bond or whether the ballot should authorize a specific bond amount for the project (e.g., \$4.5 million, 20-year unlimited tax general obligation bond). (The ballot language for both options is attached.)

In general, the positive about an extra voted millage option is that the Township would have greater flexibility with regard to how the tax revenues are spent. Rather than being limited to a specific use (i.e., *construction of the 10 mile pathway extension*), the monies could also be used for a limited tax general obligation bond to pay for the construction and, if the millage monies generated were *greater* than needed for the bond debt, available millage monies could be used for pathway maintenance.

The negative about an extra voted millage option is that it is subject to Headlee rollbacks and uncertainty with regard to changes that Lansing might impose on how Taxable Value is calculated and/or the impact of a major recession wherein the Taxable Value of the Township could be reduced.

The extra voted millage option is a “good” choice if you expect the Township’s Taxable Value to increase over the next 20 years and you want to maximize monies available for maintenance. But, there is greater uncertainty with regard to the issue of Taxable Value.

With regard to a specified bond amount option, the positive is that regardless of the economy, the Township will have the authority to levy a millage sufficient to cover the unlimited tax obligation bond payments. This removes any uncertainty with regard to future debt payments; but, it eliminates the options of using monies that could be raised due to the future growth of the Taxable Value.

Past experience indicates that a millage necessary to cover a specified bond amount is reduced over time. For example, the last pathway unlimited tax obligation debt millage was initially levied in 1998 at 0.7569 mills. But, because of growth in the Township, the debt millage was reduced to .37 mills in 2007 – a reduction of about 51% over the term of the bond. (Another “extreme” example would be the water millage debt, which fell from 2.9 mills in 1979 to .22 mills in 2015 – a reduction of about 92%.)

The specified bond amount option is a “good” choice if you want to eliminate uncertainty with regard to future bond payments and have the potential to decrease the debt millage rate over time. But, it will require the Township to rely upon the General Fund for future maintenance costs of the pathway.

Both choices are viable options.

**Bottom line** – the Township’s financial position remains “strong” with the Township’s total general obligation debt being only **\$1,060,000**. This is merely **1.3%** of the \$83,235,160 in debt that the Township is authorized to issue under state law.

Even if the Township adds \$4.5 million to the existing debt for an additional 10 miles of pathway, the Township would only be at **6.7%** of the Township’s \$83 million debt limit.

If there are any questions or comments prior to the meeting, please contact me.

**EXCERPTS OF MINUTES**

At a regular meeting of the Township Board of the Grand Haven Charter Township, Ottawa County, Michigan, held at the Township Hall at 13300 - 168<sup>th</sup> Avenue, Grand Haven, Michigan, on the 25<sup>th</sup> day of July, 2016, at 7:00 p.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by Board Member \_\_\_\_\_  
and supported by Board Member \_\_\_\_\_:

**RESOLUTION 16-07-01**

WHEREAS, the Township desires to place before its electors at the November 8, 2016 election a bicycle path millage proposition;

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS.

1. The following proposition shall be submitted to the qualified electors of Grand Haven Charter Township, Ottawa County, Michigan, at an election held on Tuesday, November 8, 2016:

**BICYCLE PATH BOND AND MILLAGE PROPOSITION**

Shall Grand Haven Charter Township be authorized to borrow an amount not to exceed \$4,500,000, for a maximum of 20 years, absent refunding, and issue general obligation tax bonds for the following bicycle path extension project: Phase III Ten Mile Extension; and shall the Township be authorized to levy an increase in property taxes which may be levied against all property in the Township, for 20 years, 2016 through 2035, inclusive, in the initial amount of 0.45mill (\$0.45 per thousand dollars of taxable valuation), to provide funds to repay the bonds? The estimate of the revenue the Township will collect if the millage is approved and levied in its entirety in the 2016 calendar year is approximately \$301,725.

YES (     )   
NO (     )

2. The Township Clerk is authorized and directed to timely certify this Resolution, containing the Bicycle Path Millage Proposition, to the County Clerk for the County of Ottawa, Michigan prior to August 16, 2016 at 4:00 p.m.

3. All resolutions in conflict in whole or in part are revoked to the extent of such conflict.

YES: \_\_\_\_\_  
\_\_\_\_\_

NO: \_\_\_\_\_

RESOLUTION DECLARED AND ADOPTED.

DATED: July 25, 2016.

\_\_\_\_\_  
Laurie Larsen, Township Clerk

**CERTIFICATE**

I, the undersigned, the duly qualified and acting Township Clerk of Grand Haven Charter Township, 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 25<sup>th</sup> day of July, 2016. 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, Township Clerk

**EXCERPTS OF MINUTES**

At a regular meeting of the Township Board of the Grand Haven Charter Township, Ottawa County, Michigan, held at the Township Hall at 13300 - 168<sup>th</sup> Avenue, Grand Haven, Michigan, on the 25<sup>th</sup> day of July, 2016, at 7:00 p.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by Board Member \_\_\_\_\_  
and supported by Board Member \_\_\_\_\_:

**RESOLUTION 16-07-01**

WHEREAS, the Township desires to place before its electors at the November 8, 2016 election a bicycle path millage proposition;

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS.

1. The following proposition shall be submitted to the qualified electors of Grand Haven Charter Township, Ottawa County, Michigan, at an election held on Tuesday, November 8, 2016:

**BICYCLE PATH MILLAGE PROPOSITION**

Shall an increase in property taxes which may be levied against property in Grand Haven Charter Township, Ottawa County, Michigan, be approved for twenty (20) years, 2016 through 2035, inclusive, in the amount of 0.45 mill (\$0.45 per thousand dollars of taxable valuation), for all property in the Township, to provide funds for planning, constructing, maintaining, reconstructing, operating, and constructing bicycle paths, for acquiring rights-of-way for bicycle paths and for the principal and interest on any bonds issued for the same; and shall the Township be authorized to levy the tax? The estimate of the revenue the Township will collect if the millage is approved and levied in its entirety in the 2016 calendar year is approximately \$301,725.

YES (     )   
NO (     )

2. The Township Clerk is authorized and directed to timely certify this Resolution, containing the Bicycle Path Millage Proposition, to the County Clerk for the County of Ottawa, Michigan prior to August 16, 2016 at 4:00 p.m.

3. All resolutions in conflict in whole or in part are revoked to the extent of such conflict.

YES: \_\_\_\_\_  
\_\_\_\_\_

NO: \_\_\_\_\_

RESOLUTION DECLARED AND ADOPTED.

DATED: July 25, 2016.

\_\_\_\_\_  
Laurie Larsen, Township Clerk

**CERTIFICATE**

I, the undersigned, the duly qualified and acting Township Clerk of Grand Haven Charter Township, 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 25<sup>th</sup> day of July, 2016. 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, Township Clerk



## Superintendent's Memo

DATE: July 19, 2016

TO: Township Board

FROM: Bill

RE: BAB NOWS Treatment Plant Refunding

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Ottawa County issued **\$15,420,000** in bonds in 2009 on behalf of the North Ottawa Water System (NOWS) in order to expand the NOWS water plant and intake. This bond issue took advantage of the Build America Bonds (BAB), a federal program that included a subsidy to reduce the interest cost to recipients.

At the time of the issuance, it was understood that refunding was not an option. However, there is now a mechanism to take advantage of both the subsidy and the historically low interest rates.

The crossover refunding mechanism was analyzed by the County's financial advisor, Public Financial Management (PFM). Their analysis indicated total savings in the range of **\$1.69 to \$1.98 million**, or 10.75% to 12.73% in net present value savings.

There is some uncertainty over the future actions from the federal government regarding this program – for example, the subsidy has already been reduced by 6.9% with sequestration.

However, even with this uncertainty, savings from the refunding will still be substantial under the worst case scenario, which would be the elimination of the subsidy after refunding, resulting in about **\$1.0 million** in savings.

Staff held a meeting with PFM and Ottawa County during which the refunding of the NOWS Treatment Plant "Build America Bonds" (BAB) were reviewed. (*Please see summary below.*)

# BAB Summary of Refunding Analysis

Scenario 1  
Assumes Sequestration through  
Maturity (6.9%)

Scenario 2  
Assumes Sequestration through  
FYE 2017

2009A BABs Crossover Refunding	
Average Interest Rate on Bonds to be Refunded (net of subsidy at 32.585%)	4.83%
TIC% on Refunding Bonds	2.52%
Total Savings-Net of Cost of Issuance	\$1,982,020
Net Present Value (NPV) Savings	\$1,644,853
NPV Savings as % of Refunded Bonds	12.73%
Redemption Date on Bonds to be Refunded	5/1/2019
Negative Arbitrage	\$406,517
Negative Arbitrage Yield Impact	0.38%

\* Scenario assumes current interest rates, as of June 28, 2016.

2009A BABs Crossover Refunding	
Average Interest Rate on Bonds to be Refunded (net of subsidy at 35.000%)	4.66%
TIC% on Refunding Bonds	2.52%
Total Savings-Net of Cost of Issuance	\$1,690,247
Net Present Value (NPV) Savings	\$1,389,230
NPV Savings as % of Refunded Bonds	10.75%
Redemption Date on Bonds to be Refunded	5/1/2019
Negative Arbitrage	\$407,289
Negative Arbitrage Yield Impact	0.38%

\* Scenario assumes current interest rates, as of June 28, 2016.

In order proceed with this refunding of the BAB bonds, the following motion can be offered:

**Move to approve and adopt Resolution 16-07-02, that authorizes the refunding of the Build America Bonds issued in 2009 by Ottawa County on behalf of the North Ottawa Water System.**

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

**EXCERPTS OF MINUTES**

At a regular meeting of the Township Board of the Grand Haven Charter Township, Ottawa County, Michigan, held at the Township Hall at 13300 - 168<sup>th</sup> Avenue, Grand Haven, Michigan, on the 25<sup>th</sup> day of July, 2016, at 7:00 p.m., local time.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by Board Member \_\_\_\_\_  
and supported by Board Member \_\_\_\_\_:

**RESOLUTION 16-07-02**

**CHARTER TOWNSHIP OF GRAND HAVEN  
RESOLUTION TO AUTHORIZE ISSUANCE  
OF REFUNDING BONDS**

**WHEREAS**, pursuant to the provisions of Act No. 342, Public Acts of Michigan, 1939, as amended, the City of Grand Haven, the Charter Township of Grand Haven (the “Township”), the Township of Spring Lake, the City of Ferrysburg, and the Village of Spring Lake (hereinafter referred to collectively as the “Municipalities”) and the County of Ottawa (the “County”), acting by and through its Board of County Road Commissioners as county agency, have entered into the Northwest Ottawa Water System 2009 Improvements Contract, dated as of March 1, 2009 (the “Contract”); and

**WHEREAS**, pursuant to the Contract the County issued its Ottawa County Water Supply Bonds (Northwest Ottawa Water System 2009 Improvements), Series A dated July 7, 2009 in the original principal amount of \$15,420,000 (the “2009 Bonds”); and

**WHEREAS**, the 2009 Bonds were issued in anticipation of payments to be made to the County by the Municipalities, pursuant to the Contract; and

**WHEREAS**, the 2009 Bonds remain outstanding in the aggregate principal amount of \$13,720,000, mature in various principal amounts in the years 2017 through 2034 and bear interest at rates per annum which vary from 5.65% to 7.25%; and

**WHEREAS**, the Municipalities have been advised that conditions in the bond market have now improved from the conditions which prevailed at the time the 2009 Bonds were sold and that part of the outstanding 2009 Bonds could be refunded at a considerable savings to the Municipalities; and

**WHEREAS**, it is the determination and judgment of this Township Board that part of the outstanding 2009 Bonds should be refunded to secure for the Municipalities the anticipated savings.

**THEREFORE, BE IT RESOLVED:**

1. The County is requested and authorized to issue its refunding bonds in the aggregate principal amount of not to exceed \$15,000,000 (the “Refunding Bonds”) pursuant to the provisions of Act No. 34, Public Acts of Michigan, 2001, as amended, for the purpose of refunding part of the outstanding 2009 Bonds and paying the costs of issuing the Refunding Bonds.
2. The proceeds of the Refunding Bonds shall be sufficient, together with other funds available to the Municipalities, if any, to pay the costs of issuing the Refunding Bonds and to establish an Escrow Fund in an amount that will be sufficient to pay the principal of, redemption premiums, if any, and the interest on the 2009 Bonds that are refunded.
3. The Township covenants and agrees to continue to make payments to the County in accordance with the requirements of the Contract, said payments to be in amounts sufficient to pay its percentage share of the principal of and interest on the Refunding Bonds and any of the 2009 Bonds that are not refunded as the same shall become due and all paying agency fees and other expenses and charges (including the county agency’s administrative expenses) that are payable on account of the Refunding Bonds and those 2009 Bonds that are not refunded. The Township acknowledges and agrees that its obligations as set forth in the Contract shall continue for the Refunding Bonds and the County shall have all rights and remedies set forth in the Contract to enforce the obligations of the Township with respect to the Refunding Bonds in the same manner and to the same extent that such rights and remedies are available with respect to the 2009 Bonds.
4. The Township specifically (but not by way of limitation) reaffirms its pledge of its full faith and credit for the payment of its obligations with respect to the Refunding Bonds and its obligation to levy taxes for the payment of its percentage share of the principal of and interest on the Refunding Bonds in accordance with the provisions of the Contract.
5. The Supervisor is authorized, if necessary, to file an application for State Treasurer’s approval to issue the Refunding Bonds.
6. The Supervisor or the Clerk is authorized, if necessary, to approve the circulation of a preliminary and final official statement for the Refunding Bonds, to cause the preparation of those portions of the preliminary and final official statement that pertain to the Township, and to do all other things necessary for compliance with Rule 15c2 12 issued under the Securities Exchange Act of 1934, as amended (the “Rule”). The Supervisor or the Clerk is authorized to execute and deliver such certificates and to do all other things necessary to effectuate the sale and delivery of the Refunding Bonds.

7. The Supervisor or the Clerk is authorized, if necessary, to execute a certificate of the Township, constituting an undertaking to provide ongoing disclosure about the Township for the benefit of the holders of the Refunding Bonds as required under paragraph (b)(5) of the Rule, and amendments to such certificate from time to time in accordance with the terms of the certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The Township hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate.

The foregoing resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

YES: \_\_\_\_\_

\_\_\_\_\_

NO: \_\_\_\_\_

RESOLUTION DECLARED AND ADOPTED.

DATED: July 25, 2016.

\_\_\_\_\_  
Laurie Larsen, Township Clerk

**CERTIFICATE**

I, the undersigned, the duly qualified and acting Township Clerk of Grand Haven Charter Township, 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 25<sup>th</sup> day of July, 2016. 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, Township Clerk

At a regular meeting of the Township Board of Trustees of the Charter Township of Grand Haven, Ottawa County, Michigan, held on the 25<sup>th</sup> day of July 2016, at 7:00 p.m. The meeting was held at the Township of Grand Haven, 13300 168th Avenue, Grand Haven, Michigan.

PRESENT:

ABSENT:

After certain matters of business had been discussed, Supervisor French announced that the next order of business was the consideration of a resolution to amend Section 7.22 Fire/Rescue Exercise Facility of the Grand Haven Charter Township Personnel Policies and Procedures Manual. Following discussion, the following resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_:

### **RESOLUTION NO. 16-07-03**

**WHEREAS**, Grand Haven Charter Township has adopted a Personnel Policies and Procedures Manual; and,

**WHEREAS**, the Board of Trustees of Grand Haven Charter Township believes that it is in the best interest of the Township to amend Section 7.22 fire/Rescue Exercise Facility of the Personnel Policies and Procedures Manual.

**WHEREAS**, the proposed addendum is recommended for discussion and/or adoption.

**NOW, THEREFORE**, be it resolved that the attached Section 7.22 is hereby amended and adopted as part of the Grand Haven Charter Township's Personnel Policies and Procedures Manual, to become effective immediately and which shall read as follows:

#### **“7.22 FIRE/RESCUE EXERCISE FACILITY**

The Fire/Rescue exercise facility is available for use by Township employees, elected officials, and their spouse, partner, and/or their children between the ages of 15 and 26.

This policy is intended to reinforce all other existing Township policies regarding the personal use of Township property, equipment, and time on duty. To protect against litigation and to further clarify the rights and responsibilities of Township employees, elected officials, and their spouse, partner, and/or children, with respect to the use of the exercise facility, the following policy of the Township is invoked:

#### **A. Appropriate Use.**

1. Use of the facility is limited to Township employees, elected officials of the Township, and their spouse, partner, and/or children between the ages of 15 and 26. Employees utilizing the facility will do so on their non-scheduled working hours. EXCEPTION: Fire/Rescue personnel are required to

complete a regimen during their 24-hour shift).

2. Employees, officials, and their spouse, partner, parents on behalf of minor children; and/or children between ages of 18 and 26 must complete a Risk Assumption form prior to using the facility.
3. Children 18 years of age and younger require the supervision of a parent; children over 18 years of age will not require parental supervision. All unsupervised children will be required to leave the station in the event of an emergency call.
4. All users of the facility are expected to wear proper exercise attire while in the facility. Shirts and clean, dry, shoes are required at all times.
5. Any and all accidents must be reported to staff immediately.
6. Spray bottles and towels must be used to wipe off equipment after use (*i.e. seats, treadmills, hand rails, etc.*)

B. Inappropriate Use.

1. There will be no food or beverage in the exercise area. (*Water bottles are permitted and encouraged.*)
2. No visitors, guests, or pets are allowed to accompany users of the facility.
3. No loitering is allowed in the facility.

.”

**BE IT FURTHER RESOLVED**, that all policies, procedures, resolutions in conflict with this resolution and the addendum to the Personnel Policies and Procedures Manual are hereby repealed to the extent of any such conflict.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED:

Adopted.

ADOPTED ON:

July 25, 2016

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Laurie Larsen, Township Clerk

**CERTIFICATE**

I, the undersigned, the duly qualified 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 25<sup>th</sup> day of July 2016. 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, Township Clerk

**PUBLIC SERVICES DEPARTMENT  
END OF THE MONTH REPORT  
2016**

**WATER**

MONTH	WORK ORDERS	METER INSTALLS		REPLACED METERS	REPLACED MXU'S	NEW TAPS		MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS WATER	MILLION GALLONS OF G.R. WATER	G.R. SUPPLIMENTAL WATER
		3/4"	1"			3/4"	1"				
JANUARY	70	4	2	1	0	1	0	0	29.93	0.95	0.00
FEBRUARY	70	2	3	0	0	1	2	0	28.17	1.10	0.00
MARCH	113	4	3	7	15	4	8	0	30.16	1.50	0.00
APRIL	213	4	4	4	127	0	2	0	32.41	2.16	0.00
MAY	238	2	4	4	102	0	3	4048	57.77	4.84	0.00
JUNE	276	5	6	9	165	5	1	2100	68.67	3.81	0.00
JULY											
AUGUST											
SEPTEMBER											
OCTOBER											
NOVEMBER											
DECEMBER											
TOTAL YTD	980	21	22	25	409	11	16	6148	247.09	14.37	0.00
TOTALS		43				27		5148		14.37	
									261.47		

NOTES:

5/18/16 - 2" Meter installed at Conference Grounds

**WASTEWATER**

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	4	2	0	7.69
FEBRUARY	0	8	0	7.97
MARCH	5	1	0	8.66
APRIL	0	3	0	8.45
MAY	1	1	0	10.01
JUNE	0	6		6.70
JULY				
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				
TOTAL YTD	10	21	0	49.46
TOTALS		743		

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 Second Quarter of 2016:
  - City of Grand Haven (8)
  - Grand Haven Charter Twp (3)
  - Spring Lake Twp (3)
  - Spring Lake Village (0)
  - City of Ferrysburg (1)
- Score Counseling sessions (8)
- SBDC Counseling sessions (74)

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

Economic activity for the second quarter of 2016 has improved, with many companies reporting that sales had solidified after a soft first quarter. Orders are typically up but employers continue to share that lack of available workers has hurt their

ability to grow. A couple local companies have indicated that their lack of available workers is reaching the critical point.

Average wages for all workers continue to rise as a result, and many firms are

looking to boost their benefits and looking at their bonus systems to try to differentiate themselves from other employers.

Many report significant competition from other employers as a threat to their business.

## Shipston Aluminum Technologies Expands

Shipston Aluminum Technologies received local and state support for a recent expansion in Spring Lake Township. The company was recently purchased and has decided to expand their operations in Northwest Ottawa County. The company which employs 315 will receive a \$600,000 Business Development Grant from the Michigan Economic Development Corporation for creating up to 140 new jobs, as well as investing \$1,994,000 in leasehold improvements, computers and IT equipment, machinery and equipment, and special tooling. The company is also adding \$8,000,000 in new equipment. In addition to the grant, the company will apply for a tax abatement for the real property investment. Additionally, the

company will receive up to \$128,000 in training funds, as well as support including recruitment assistance and pre-hire screening from West Michigan Works!

Shipston Aluminum Technologies, LLC (SAT) is a premier manufacturer of safety critical aluminum automotive components. Utilizing squeeze casting and a proprietary VRC/PRC (vacuum/pressure riserless casting) process, SAT provides high-performance castings found in the chassis, suspension, engine, and driveline systems of vehicles worldwide. Their customers represent virtually all of the North American, Asian, and European OEMs as well as major tier 1 suppliers.

## 30th Annual Business Recognition Luncheon

On June 15th, the Chamber, along with representatives from all five units of government gathered at the Grand Haven Community Center to recognize one business from each municipality. In addition to the award, each company was presented with a resolution from the County and a tribute from the State of Michigan. Being recognized this year were:

SD Enterprises—City of Ferrysburg

Village at the Pines and Grand Pines Assisted

Living—City of Grand Haven

Lake Trust Credit Union—Grand Haven Charter Township

Shape Corporation—Spring Lake Township

Small Town Sandwich Shop—Village of Spring Lake

Congratulations to all of this year's recipients!

## Lakeshore 504

The 20 year rate for 504 loans in June was **4.23%** and the 10 year rate was **4.20%**. Rates have been continuing their downward trend in the second quarter of 2016.

### 504 Update

During the second quarter of 2016 the rules came out for the SBA 504 refinance. This program will be permanent as long as the 504 program does not require a U.S. Government subsidy. Three presentations of the refinance program were made for loan officers of lenders that

participate in the 504 program. Those institutions were, Community Shores Bank, Kellogg Community Credit Union and Chemical Bank. More presentations are scheduled for the third quarter. The refinance program allows borrowers to use equity in their buildings as their down payment.

### Chamber Annual Dinner

This year's Chamber Annual Dinner was memorable as it was emceed by Judge Ed Post. Judge Post is retiring this year and had turned down many opportunities to speak at events, but he could not resist when asked to emcee the Chamber Dinner one last time. It's a good thing that Judge Post agreed to be there, because he ended up receiving the Chamber's Lifetime Achievement Award. John Naimitz received the Spirit of Community Award.

### Ribbon Cuttings

The second quarter was busy for ribbon cuttings. The Chamber held ribbon cuttings at the following businesses:

- Extended Grace in Ferrysburg
- Capstone Companies in Grand Haven
- Yankee Peddler in Grand Haven
- Tri Cities Historical Museum in Grand Haven
- Evolve Bank & Trust in Grand Haven Township
- Adorn Kids in Grand Haven
- D & W in Grand Haven

### Ottawa County Brownfield Redevelopment Authority

The Ottawa County Brownfield Redevelopment Authority held a tour of several of the buildings that they had assisted in being redeveloped. Included in the tour were the former Challenge Machinery building on Beechtree St. in Grand Haven, as well as the new gas station and convenience store on Beechtree. From there, the group went on to the former Stanco building on M-104 in

Spring Lake Township which had been vacant for many years. The group then went on to Gull Lake Marine in Wright Township, and finished up at the Anew fueling station in Blendon Township. Ottawa County was notified by the U.S. EPA that they were not awarded another assessment grant in May. They had received \$400,000 for environmental assessment and leveraged \$47million in investments in Brown-

field properties county-wide, leading to the creation of 490 jobs at 34 sites.



# Community Development Memo

DATE: July 19, 2016  
TO: Township Board  
FROM: Stacey Fedewa, Community Development Director  
RE: Minor PUD Amendment Report

## BACKGROUND

Section 17.11.6 of the Zoning Ordinance states, “all minor changes to an approved PUD shall be communicated by the zoning administrator to both the full Board and Planning Commission after they are processed.”

The information below was presented to the Planning Commission on July 18<sup>th</sup>.

## WALMART – MAY 2015

Walmart was approved to:

- Reface the ground sign and freestanding sign.
- Replace the wall signs.
- Upgrade the exterior materials and paint to match the new company color scheme.
- Renovate the interior.



EXISTING PYLON SIGN



PROPOSED PYLON SIGN

- New Walmart sign panel
- Paint cabinet Duranodic Bronze

## COPPER STONE – JULY 2015

Copper Stone was approved to reduce the number of streetlights to 14, and slightly alter their location. The approved plan contained 33 streetlights, which far exceeded the number required by the Subdivision Control Ordinance.

Partly, this was due to cost savings. Consumers Energy will no longer allow Special Assessment Lighting Districts on private roads. As such, there is a higher cost for the metered pedestals that is billed directly to the development.



## COPPER STONE – NOVEMBER 2015

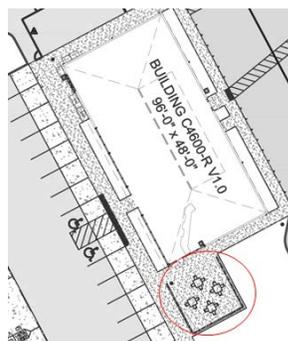
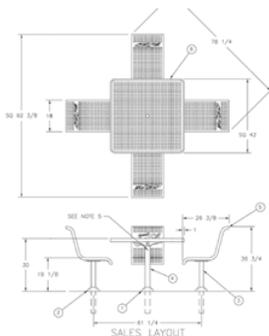
Copper Stone was approved for two amendments concerning landscaping and signage. After a landscape contractor was hired they found the plants identified on the approved landscape plan were not native to Michigan, susceptible to disease, or difficult to source. Instead, they utilized sustainable species that are native to Michigan and easy to source.

Additionally, rather than having lighthouses as the entryway feature they were approved to use a stone wall with wooden accents.



## SPEEDWAY – APRIL 2016

Speedway was approved to reduce the number of outdoor seating tables from 4 to 2.



## PIPER LAKES – APRIL 2016

Piper Lakes was approved for two amendments concerning exterior building materials and building height.

Exterior building materials – the original materials were comprised of brick and siding with a color range of red, green, and tan. The revised materials are stone and siding with a color range of gray, blue, and white.

Building height – while drafting the construction documents and researching high quality materials the developer revised the floor structure design and thickness to ensure a quality end-product. In order to accommodate this change the building height increased by 10” for an overall new building height of 36’-2”.



## PIPER LAKES – MAY 2016

Piper Lakes was approved to have an additional height increase of 6” resulting in an overall new building height of 36’-8”.

This additional height increase is directly related to meeting the new Energy Code regulations.

The additional spacing affords enough room to install the HVAC duct work, and will allow the contractor to have adequate room to seal the duct work in order to meet the “air-leakage” standards of the Energy Code.

## GRAND HAVEN GOLF CLUB (GOLF VIEW SUBDIVISION) – MAY 2016

The Golf View Subdivision, which is part of the Grand Haven Golf Club PUD, was approved to reduce the rear yard setback of the remaining lots by 10 feet.

Only 2 of the 5 lots have been constructed and the builder—Redstone Homes—believes that constructing homes substantially similar to those found in The Retreat (*also part of the GH Golf Club PUD*) would have more success. However, the homes in The Retreat were too large for the Golf View building envelope. As such, they were granted a 10 foot departure for the rear yard setback.



**BIGNELL RIDGE – JUNE 2016**

Bignell Ridge was approved to add enclosed sunrooms to some (*or all*) of the condominium units.

**Views of Existing Sunrooms & Decks**

Utilizing Section 17.11.5, which allows staff to send an amendment request to the Township Board to determine if the request is minor or major. On June 13<sup>th</sup> the Township Board approved the request to add 12' x 14' enclosed sunrooms to certain units (*this is an upgrade option that is available to allow customization*).



**TIMBER VIEW – JULY 2016**

Timber View was approved to add a dog park. The approved dog park is approximately 4,500 square feet in size and is enclosed by a 4' tall fence, which will allow dogs to play off-leash.



Please contact me prior to the meeting with questions or concerns.

## Bill Cargo

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**From:** Bill Cargo  
**Sent:** Thursday, July 21, 2016 11:17 AM  
**To:** Township Board  
**Cc:** Stacey Fedewa  
**Subject:** FW: Resilient Grand Haven - Integrated Assessment Update

To All:

Please see the update below from Planner Fedewa.

I have concerns with some of the "coastal issues" that the Planning Commission may study (*i.e., research and draft proposed ordinances*). See my comments below highlighted in "yellow".

Before this Planning Commission authorizes University of Michigan to complete research in these areas, it may be beneficial to have a joint meeting with the Planning Commission to ensure that the Board is comfortable with these proposed areas of research.

I will address this further at Monday's Board meeting.

FYI

**William D. Cargo**  
Superintendent  
Grand Haven Charter Township  
(616) 604-6324

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**From:** Stacey Fedewa  
**Sent:** Tuesday, July 19, 2016 11:56 AM  
**To:** Bill Cargo <BCargo@ght.org>  
**Subject:** Resilient Grand Haven - Integrated Assessment Update

Bill,

Last night, the Integrated Assessment team (*U of M and LIAA*) gave a presentation to the Planning Commission identifying 6 coastal issues that could be researched further in order to begin drafting zoning text amendments. The team noted the Township is experiencing a high rate of new development and some redevelopment, which comes with a set of benefits, challenges, and concerns:

### Benefits

- Growing community
- Tax revenue
- Quality development
- Includes trails and other new amenities

### Challenges

- Reduce fire risk

- Promote improved water quality
- Conserve viewsheds

### Concerns

- Regulatory takings
- Conflict of laws
- Political viability
- Administrative challenges

With those in mind, the 6 coastal issues that will receive further research are listed below in order of importance established by the PC after last night's presentation:

#### 1. Dunes/Fire Hazards

Sand dunes are aesthetically pleasing, a desirable location to live, and they retain high property values. However, the location poses challenges such as fire risk. It can take over 20 minutes for Fire/Rescue to setup and stage hoses to begin fighting a fire in the dunes. In some cases the delay in time will allow the fire to spread to adjacent structures resulting in more damage. Another challenge is access. Although F/R can see a house on fire they may have to travel several miles in order to reach the fire because the existing roads are narrow, winding, and do not provide connectivity. Emergency evacuations are concerning too because the roads are so narrow that traffic can only move in one-direction. If emergency crews need to access a site, but residents need to evacuate there can be a serious conflict that arises. Particularly, if the evacuee's have blocked the road with their cars preventing crews from accessing the site to address the emergency.

The team has been very intrigued by this issue and will be doing in depth research to learn what options the Township may have to make improvements. (Recall that the Fire/Rescue Department was involved in a previous program with the State to increase education regarding preparedness and fire safety within the dune area.)

#### 2. Water Quality (Stormwater)

The EPA and DEQ are working to update stormwater regulations. Based on the draft language the new regulations will be cumbersome and there is an emphasis on implementing Best Management Practices (BMPs) to assist with stormwater disposition. The team will be working to update the Township's existing stormwater policy to include BMPs, maintenance requirements, and granting more authority to the OCWRC to address issues that may arise (*because they are the experts, staff is more comfortable with their department addressing stormwater issues*).

Additionally, the team will look at developing a "maximum lot coverage" regulation that limits the amount of impervious surface that is allowed on a property.

#### 3. Viewsheds

There is an incredibly wide range of regulations that can pertain to viewsheds. For example, the most common is through zoning by restricting height, accessory buildings, setbacks, fencing, pools, etc.; second, require new development to be clustered to keep green space preserved (*green space would be strategically located to provide scenic views*); third, a purchase or transfer of development rights program could be established that would provide some form of compensation to a property owner, and in return they would have restrictions placed on their property to protect scenic views; fourth, the Township could pursue an acquisition program to purchase strategically located properties in order to preserve scenic views. (This could evolve into a significant expansion zoning regulations and could be controversial.)

#### 4. Hard Structures on Shoreline

There is less information on this subject because the conversation grew organically during the meeting. According to the team, local governments have the right to develop ordinances that restrict or prohibit hard structures (*e.g., sea walls*) from being erected along the shoreline. The Planning Commission requested the

team research this issue further because these structures can cause significant erosion to adjacent properties, and believe it would be beneficial to explore this to understand the risk vs. reward. (This is currently regulated by the Army Corp of Engineers and MDEQ and adding another layer of oversight/regulations could be controversial and might be considered unnecessary.)

5. Development Review Coordination Process/Checklist

Townships have limited jurisdiction when it comes to roads, stormwater, water wells, etc., and have found the various agencies tend to amend their regulations quite frequently making it difficult for residents and staff to stay knowledgeable on the subject. As such, the team will look at developing a review coordination process/checklist that can be used by staff during plan reviews. It is anticipated this information will greatly assist staff in determining when permits are needed from other agencies, which will in turn speed-up the permitting process.

6. Coastal Wetlands

Generally, the Planning Commission was not in favor of developing regulations for wetlands under 5 acres in size because they believe it will be too cumbersome and expensive for property owners to perform delineations. Rather, the Commission requested the team only create a public educational effort for residents, developers, and local officials about the strategies to protect wetlands and the benefits they provide. (The Planning Commission appears to not want to become involved in the oversight of “unregulated wetlands” ... and that there are likely few wetlands within GHT that would fall into this category. However, the Board may want to affirm this direction.)

Staff anticipates the team will present draft ordinances for review and comment in Sept/Oct, and will have the final versions completed in Nov/Dec. At that time, the Township will determine what, if any, ordinances should be adopted and incorporated into the Zoning Ordinance.

Please contact me if this raises further questions.

Best regards,

Stacey Fedewa  
Community Development Director  
Grand Haven Charter Township  
(616) 604-6326 Direct  
(616) 260-4982 Cell  
sfedewa@ght.org