

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MAY 14, 2018

WORK SESSION – 6:30 P.M. (Note Later Start Time)

1. Review 2018 Task List
2. Discussion – Muskegon Community College Annexation of Northwest Ottawa County

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 23, 2018 Board Minutes
 2. Approve Payment of Invoices in the amount of \$837,053.86 (*A/P checks of \$622,905.38 and payroll of \$214,148.48*)
 3. Approve Hire of Part-time Fire/Rescue Personnel – Ahmad Hijazi
 4. Approve Re-Appointment of Caryn Lannon as a Township Representative to the Loutit District Library Board for a term ending on June 30, 2021
- VI. OLD BUSINESS
 1. Approve PUD Amendment - Village at Rosy Mound & GHAPS
 2. Discontinue 158th Road Paving SAD Petition Process
 3. Approve Resolution 18-05-01 – FY 2018 Budget Amendments – 1st
 4. Approve Supplemental 2018 Road Paving Projects
- VII. NEW BUSINESS

None
- VIII. REPORTS AND CORRESPONDENCE
 1. Committee Reports
 2. Manager's Report
 - a. April Building Report
 - b. April Ordinance Enforcement Report
 - c. April DPW Report
 3. 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, APRIL 23, 2018**

WORKSESSION – 6:00 p.m.

1. Auditor Peter Haefner, CPA presented the Fiscal Year 2017 financial audit of the Township. The audit was “clean” with no weakness or deficiencies.
2. The Board discussed a request from the City of Grand Haven Neighborhood Services program to increase the Township’s contribution from \$7,200 annually to \$16,200 for FY 2019. No action was taken.

REGULAR MEETING

I. CALL TO ORDER

Supervisor Reenders 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: Gignac, Meeusen, Redick, Behm, Larsen, and Reenders
Board members absent: Kieft

Also present was Manager Cargo and HR Director Andrea Dumbrell.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve April 9, 2018 Board Minutes
2. Approve Payment of Invoices in the amount of \$356,374.12 (*A/P checks of \$231,723.23 and payroll of \$124,650.89*)
3. Award Schmidt Brothers Excavating the 2018 152nd Avenue & Groesbeck Street Pathway Extension Bid (\$636,232)
4. Approve Appointment of Frifeldt to Parks and Recreation Committee for Term Ending 8/31/20
5. Approve Appointment of DeJonge as Alternate for Board of Review for Term Ending 12/31/18

Motion by Trustee Gignac and seconded by Trustee Meeusen to approve the items listed on the Consent Agenda. **Which motion carried.**

VI. PUBLIC HEARING

Supervisor Reenders disclosed that his family relatives have financial connections to the

Village at Rosy Mound development and, pursuant to a recommendation from legal counsel and staff, requested authorization to recuse himself from consideration of the proposed PUD amendment.

Motion by Trustee Redick supported by Trustee Gignac to authorize Supervisor Reenders to recuse himself from the Village at Rosy Mound PUD matter due to family relatives' financial connection to the development. **Which motion carried**, pursuant to the following roll call vote:

Ayes: Larsen, Gignac, Meeusen, Redick, Behm, Reenders

Nays:

Absent: Kieft

Supervisor Reenders left the Board table.

Motion by Clerk Larsen supported by Trustee Gignac to select Trustee Redick as President Pro Tem during the review and consideration of the PUD amendment. **Which motion carried.**

President Pro Tem Redick opened a public hearing at 7:06 p.m. on the proposed PUD amendment to the Village at Rosy Mound PUD.

Manager Cargo presented a staff memo on the proposed amendment to the Village at Rosy Mound PUD noting that the amendment consists of the addition of an occasional use, gated, exit-only right-turn only driveway onto Rosy Mound Drive. This 3,025' drive will only be used by the High School and has been an objective of the School District and Township since the high school facility was originally constructed.

Clerk Larsen asked if "occasional use" is defined.

Public comments on the proposed amendment included the following:

1. Shirley Woodruff representing the Village at Rosy Mound noted that the easement for the drive would define "occasional use".
2. Kurt Koella representing GHAPS and Lakeshore Environmental noted that the impact on the wetland is less than originally anticipated. Further, narrowing the drive from 16' to 14' will further reduce the impact.
3. GHAPS Superintendent Andy Ingall affirmed that the drive will be only for occasional use, such as sporting events and graduation. It will not be used for normal daily traffic.
4. William Green (12407 Redbird Lane) opposed the amendment opining that it will have a detrimental impact on the environment.

With no further public comments, President Pro Tem Redick closed the public hearing at 7:14 p.m.

VIII. OLD BUSINESS

1. **Motion** by Trustee Gignac supported by Clerk Larsen to postpone consideration of the proposed PUD amendment for the Village at Rosy Mound to allow the Grand Haven Area Public Schools to construct an occasional use, gated, exit-only, right-turn only driveway onto Rosy Mound Drive until the May 14th Board meeting. **Which motion carried.**

Supervisor Reenders returned to the Board table and resumed his duties as the Township Supervisor.

2. **Motion** by Trustee Meeusen supported by Trustee Behm to approve the Zoning Map Amendment Ordinance concerning the rezoning of parcel 70-07-22-400-014 from Agricultural (AG) to Rural Residential (RR). This is a second reading. **Which motion carried** pursuant to the following roll call vote:

Ayes: Behm, Gignac, Meeusen, Redick, Reenders, Larsen

Nays:

Absent: Kieft

3. Karl Chapel offered to pay for 50% of the cost of improving 158th Avenue between Winans Street and Pierce Street, which paving cost is estimated by the Ottawa County Road Commission at about \$386k.

Manager Cargo noted that he was not prepared to provide a staff response to Chapel's proposal. That said, Manager Cargo opined that the offer by Chapel would be distinct and separate from the pending Special Assessment petition process.

The Board instructed Manager Cargo to work with Attorney Bultje to draft an agreement with Chapel for Board consideration at the May 14th Board meeting.

Motion by Trustee Meeusen supported by Trustee Redick to postpone consideration on the pending 158th Avenue paving SAD petition until the May 14th Board meeting to allow Manager Cargo an opportunity to discuss the Chapel proposal with legal staff. **Which motion carried.**

IX. NEW BUSINESS

None

X. REPORTS AND CORRESPONDENCE

a. Committee Reports

- i. Redick noted that the Parks and Recreation Committee will be meeting on Thursday, April 26th at 6:30 p.m.

b. Manager's Report

- i. March DPW Report
- ii. March Legal Review

c. Others

- i. Reenders noted that the audio system was not providing clear sound in the rear of

the Board room. Manager Cargo stated that this would be added to the “punch list”.

XI. PUBLIC COMMENTS

None.

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Gignac to adjourn the meeting at 7:26 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Mark Reenders
Grand Haven Charter Township Supervisor

2018 PROJECT LIST

DATE: May 10, 2018

TO: Township Board and Department Directors

FROM: Cargo

Pursuant to instructions from the Board, the Project List is to be reviewed every three months during a Board work session. Board priorities highlighted “yellow”.

ADMINISTRATION (101, 171 & 172)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Strategic Plan Update – 2019 through 2022	Board, Cargo, Fedewa
Act 425 Agreement on Robbins Road Redevelopment Property	Cargo, Fedewa, Bultje
Adjustment of border/boundaries between City/Township (<i>staff need to coordinate with city on start date</i>)	Fedewa, Cargo, Board, Bultje
March Change of Assessment Insert	Cargo
October Newsletter	Cargo
Summer Tax Insert	Cargo
Winter Tax Insert	Cargo
Monthly Electronic Newsletters (<i>five completed</i>)	Cargo
CCR Annual Report NOWS and GR (<i>posted on website</i>)	Cargo, Walsh
Freedom of Information Requests (<i>18 thus far in 2018</i>)	Cargo
Waste Hauler Licenses (2018) <ul style="list-style-type: none"> ➤ Republic Services ➤ Waste Management ➤ Potluc Pick up 	DeVerney, Cargo
Appointments to Committee/Board vacancies (<i>2 thus far in 2017</i>)	Reenders, Cargo, DeVerney
Selection of 2017 Chamber Business Recognition Recipient (June)	Reenders, DeVerney
Funding – July 4 th Fireworks (\$7,500)	Cargo
Funding – City of Grand Haven Imagination Station contribution (\$15,000)	Cargo
December Appreciation Dinner (<i>Scheduled for December 6th at Grand Hall – Porto Bello</i>)	Reenders, Dumbrell, Walsh
Noise Ordinance – Review for Constitutionality (<i>low priority</i>)	Cargo, Fedewa, Bultje
Complete survey of 168 th Avenue property owners regarding expansion of industrial land (<i>working with Chamber on a separate parcel at 45 & 31</i>)	Cargo, Fedewa, Chamber of Commerce
Establish E-Commerce Exchange Zone	Cargo, VerBerkmoes
Performance Evaluation – Dickinson Wright (Bultje)	Cargo
MCC Annexation of Northwest Ottawa County (<i>provide</i>)	Board, Cargo

<i>direction)</i>	
ASSESSING (257)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Annual mailing of Change of Assessment notices in February	Schmidt, Larrison
Board of Review – March, challenges to assessment roll	BOR, Schmidt, Larrison
Board of Review – July, technical and clerical adjustments to assessment roll	BOR, Schmidt, Larrison
EMPP Export to State of Michigan – April 1, 2018 State audit of all personal property data on assessment roll	Schmidt
Board of Review – December, technical and clerical adjustments to assessment roll	BOR, Schmidt, Larrison
Board of Review – Annual, February BOR, appearances and written ➤ L 4022 Report Board of Review Change Log ➤ 2017 Classification Change ➤ 2017 Equivalent SEV Roll ➤ Industrial real and personal report to State ➤ L 4626 Assessing Officer's Report of Taxable Values	BOR, Schmidt, Larrison
Land Divisions; 0 approved and 0 denied	Schmidt
Prepare Summer warrant for Tax Collection	Chalifoux
Prepare Winter warrant for Tax Collection	Chalifoux
Send out IFT surveys (December)	Schmidt
Prepare the IFT report for State (October)	Schmidt
Prepare the L 4626 for State filing (April)	Schmidt
Prepare form 5429 – Personal Property Taxable Value for Expired/ Expiring Renaissance Zones (June)	Schmidt
Prepare form 5403 – Personal Property Taxable Value for Expired Tax Exemptions (June)	Schmidt
Prepare form 3369 Renaissance Zone Tax Reimbursement Data for State filing (June)	Chalifoux
Form 5176-Request for State Reimbursement of TIF	Chalifoux
Form 4564 – IFT Exemption certificates (September)	Schmidt
Prepare L-4016 Special Assessment report (December)	Schmidt
Annual re-audit of residential neighborhoods (0% complete or 0) + sales and new construction. (i.e., about 800)	Larrison, Hoisington, Schmidt
Major MTT Actions a. Flagstar Bank	Schmidt, Fischer, Ottawa County
Purchase scanner	Hoisington
Purchase new camera	Hoisington
MMSVP Cost Tables and Web Service	BS&A, VerBerkmoes
BIKE PATH (408)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Bike Path construction for 2018 (Lincoln, Groesbeck & 168 th) ➤ Informal/optional open house to view plans and discuss project schedule ➤ Easements (<i>meeting with owners...in progress</i>) ➤ Survey, Design, Bid ➤ Construction (\$1.80 million)	Cargo Fedewa, VerBerkmoes, Bultje Fedewa, P & N, Bultje K Kieft, VerBerkmoes VerBerkmoes, K Kieft, Cargo
2018 Pathway maintenance	Tlachac, VerBerkmoes

<ul style="list-style-type: none"> ➤ Paint crosswalks (\$7k) ➤ Ongoing repairs to surface and appurtenances (\$10k) ➤ Resurface portion of Robbins and Comstock pathway (\$219k) 	VerBerkmoes VerBerkmoes, Tlachac VerBerkmoes, K. Kieft
BUILDING AND GROUNDS (265)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Generator Maintenance (November)	Tlachac, VerBerkmoes
Annual Fertilizer Quotes — (including cemeteries)	Tlachac, Walsh
Replacement of Board Room audio/visual equipment (\$75k)	VerBerkmoes, Cargo
Manual “J” HVAC study	VerBerkmoes / Consultant
Re-paint Front Parking Lot (with arrows)	VerBerkmoes / Consultant
DPW roof drain repairs/improvement (\$4k)	VerBerkmoes / Consultant
Administrative Building – replace portion of roof (\$10k)	VerBerkmoes / Consultant
Replace Server Room A/C (\$7k)	VerBerkmoes / Consultant
Certify 3 Employees for commonly used chemical application per State requirements (may not be necessary if using pre-mixed material)	Glueck, Johnson, McKay
CEMETERY (276)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Purchase vaults, memorials and urns for contract holders	Walsh
Study regarding plat for additional lots within Historic Cemetery <ul style="list-style-type: none"> ➤ Cost estimate and plan for additional lots in Historic Cemetery (east of current section) 	Prein & Newhof
Add expansion tank for Lakeshore Cemetery irrigation system	Tlachac
COMMUNITY DEVELOPMENT (371)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Landscape Compliance Inspections (<i>Winter/Spring</i>) <ul style="list-style-type: none"> ➤ Divided into 3-year cycles (<i>will check progress of 2017 cycle in late spring; will begin 2018 cycle in early summer</i>) 	K. French, Fedewa
April 2018 Builders Forum	DeVerney, Corbat
November 2018 Builders Forum	DeVerney, Corbat
Rental Housing Inspections Ordinance – per state mandate – (<i>continued lack of clarity or direction from state</i>)	Fedewa, Bultje
Board decision on – Short-term Rental Ordinance (if any)	Fedewa, Cargo, Board
DOWNTOWN DEVELOPMENT AUTHORITY (248)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Select 2019 DDA Construction Project	DDA Board, Cargo, Prein & Newhof
Annual DDA Report (<i>and publish in the Tribune</i>) (<i>Form 2604 because the GHT DDA does not collect the Education Tax,)</i> (July)	Chalifoux, Cargo
Annual Act 381 Report (Brownfield project) (<i>August</i>)	Chalifoux
Act 381 DEQ Brownfield Reporting Verification Worksheet – (<i>September</i>)	Chalifoux
GASB 77 Tax Abatement Disclosure Statements <ul style="list-style-type: none"> — Ottawa Area ISD — Grand Haven Public Schools — Ottawa County Treasurer — Loutit Library 	Chalifoux
Fill vacancy on DDA Board	Reenders

Payment to City for Robbins Road traffic signal and striping	Cargo
ELECTIONS (262)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
May School Election	Larsen, DeVerney
August Mid-Term Primary Election	Larsen, DeVerney
November Mid-Term General Election	Larsen, DeVerney
Inactive Voter File maintenance (<i>ongoing & up-to-date</i>)	DeVerney, Slater
ENFORCEMENT/LEGAL ACTIONS – DIFFICULT ISSUES	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Schultz Landscaping Expansion (<i>attorney has contacted both parties, but did not gain clarity; drafting demand letter for resolution and compliance; to be mailed around May 14th</i>)	Fedewa
FINANCE/ACCOUNTING (191)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
2017 Financial Audit (<i>Week of March 26, 2018</i>)	Sandoval, Cargo
Audit Report submitted to the State of Michigan	Vredeveld
MD&A Audit Letter	Sandoval, Cargo, Vredeveld
F-65 Report (<i>prior to July</i>)	Sandoval
Quarterly – prepare and send 941's and UIA 1028 forms to State	Riggs, Sandoval
End of Year (2017) prepare W-2s, 1099s, and SUW-165	Riggs, Sandoval
Unclaimed Property Report to State (<i>June</i>)	Sandoval
Update Township's Dashboard (<i>June</i>)	Sandoval
Qualifying Statement to State (<i>June</i>)	Sandoval
Continuing Disclosure to EMMA (<i>June</i>)	Sandoval
2018 Bond Payments (<i>about \$1.24 million</i>)	Sandoval
<ul style="list-style-type: none"> ➤ 2019 Transmission Main Bond July & December (299k) ➤ 2021 Water Intake Expansion May & November (117k) ➤ 2021 Refunded Building Bond May & October (218k) ➤ 2028 Sewer Lift Station Bond July & December (83k) ➤ 2034 NOWS Plant Expansion May & November (245k) ➤ 2036 Pathway Bond May & November (279k) 	
Metro Authority Report (<i>April</i>)	Chalifoux
Budget Amendments – 2 nd Quarter	Cargo, Sandoval
Budget Amendments – 3 rd Quarter	Cargo, Sandoval
Budget Amendments – Final in December	Cargo, Sandoval
2019 Budget	Cargo, Department Directors
<ul style="list-style-type: none"> ➤ 08-28 – Budget policies submitted to the Board ➤ 08-31 – Initial department director meeting ➤ 10-10 – Department directors submit initial figures ➤ 10-24 – Department directors complete final draft ➤ 10-30 – Board holds budget work session ➤ 11-13 – SAD Hearing ➤ 11-13 – Final Approval of 2018 Budget 	Cargo, Board Cargo, Department Directors Cargo, Department Directors Cargo, Department Directors Cargo, Chalifoux, Board Board, Cargo Board, Cargo
Centron Tax Mailing – Summer of 2018 (<i>include newsletter insert</i>)	Chalifoux, B. Kieft, Cargo
Centron Tax Mailing – Winter of 2018 (<i>include newsletter insert</i>)	Chalifoux, B. Kieft, Cargo
Complete 170-B Industrial Facilities Report to State (<i>July 31st</i>)	Chalifoux
Complete CVTRS Annual Report to the State (December)	Sandoval
Complete SET Tax Report (December)	Chalifoux
Truth-in-Taxation Hearing	Chalifoux

Update Ten Year Building Department Revenue/Expenditure Report	Sandoval, Cargo
Annual Asset Forfeiture Report (February 1 st)	Sandoval
Census wage survey (preparation for upcoming 2020 Census)	Sandoval
Purchase chip credit card readers (2)	Sandoval
Other Post Employment Benefits (OPEB) Valuation	Sandoval, Cargo, Watkins Ross
Update General Ledger Chart of Accounts (December)	Sandoval
FIRE\RESCUE (206)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Fire Prevention Open House – October 9 th	Gerencer, Peterson
2018 commercial inspection program (34 completed of 180)	Marshall, Kriger, DeDoes
2018 Private road inspections (0 inspected of 126)	Kriger
Team 911 Academy June 18 th – 22 nd	Peterson, Gerencer
Equipment Purchases: ➤ Four sets of turn out gear (\$9,600) ➤ Tablets and phones (\$5k)	Gerencer, Schrader, Schweitzer
Replace 2012 Suburban (used for ALS calls) (\$53k)	Schrader, DeDoes, Gerencer
800mhz Radios implementation August	Schweitzer, Peterson, Gerencer
Fire Records management system upgrade October	Schweitzer
Update the 2013 Capital Improvement Plan (CIP)	Gerencer Schrader
INFORMATION SYSTEMS (645)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Install 2 nd server configuration for DR at GHAPS IT site	VerBerkmoes
Implement Mobile Device Management for tablets/phones/mobile PC's (Will require policy to manage both Township and non-Township owned devices) (testing software)	VerBerkmoes, EGL
Replace Cisco switches/hubs (\$38k)	
Wireless upgrade (\$4k)	
LAW ENFORCEMENT (207)	
Purchase miscellaneous equipment: ➤ Replace Taser (\$1,000) ➤ Promotional Materials (\$1,800) ➤ Drug Test Kits (\$500)	Cargo, Christiansen
PARKS AND RECREATION (751)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
MNRTF Grant Application (postponed to 2019)	Fedewa, Cargo
Update Recreation Plan – include Hofma Vision (P&R Committee aware of update requirements).	Fedewa
Maintenance Projects, including: ➤ Replace plaque base for Hofma Park bronze sign (\$3k) ➤ Pottawattomie Deck Erosion – resolve (\$32k) (Fedewa working with Coastal Zone Management Dept for 2018 grant funding for entire project and other improvements; P&N drafting engineers estimate to create concept plans) ➤ Replace certain landscaping at Boat Launch (\$5k) ➤ Hofma Park road repairs (\$15k) ➤ Replace Pottawattomie Sign (\$20k) ➤ Add sprinkling Pottawattomie (\$6k) ➤ Barrier free access Pottawattomie (\$10k) (see note above)	Tlachac & VerBerkmoes Fedewa

<ul style="list-style-type: none"> ➤ about CZM grant) ➤ Reroof storage building Pottawattomie (\$4k) ➤ Redeck equipment trailers (\$2k) 	
MDNR – Monitor and Testing of 9 wells	Tlachac
Witteveen Farm Property – Forest Management Plan (<i>consultant converting hand-drawn recommendation into a GIS map for better clarity and developing cost quotes</i>)	Cargo, Fedewa
Equipment purchases (\$10k) (<i>e.g., grappler for Tool Cat, cement mixer, high pressure cleaner, backpack blowers, etc.</i>)	Tlachac
Witteveen Farm property – Forester plan & cost estimate	Cargo, Parks and Recreation
Schmidt Heritage Park development plan	Reenders, Verberkmoes, Parks and Recreation
PERSONNEL / HUMAN RESOURCES	
PROJECT OR TASK	
RESPONSIBLE EMPLOYEE(S)	
Board Performance Evaluation of Superintendent	Board
Hire Finance Clerk (Riggs retirement)	Dumbrell, Sandoval
Hire PT Fire/Rescue staff (4) (2 hired as of May)	Gerencer, Dumbrell
Grand Way program (teaching, story boarding, etc.)	Dumbrell, Walsh, Peterson
Fill Captain vacancy	Dumbrell, Gerencer
Employee recognition luncheon (January) <ul style="list-style-type: none"> ➤ Select caterer ➤ Anniversary gifts and certificates ➤ Program development ➤ Policy change 	Dumbrell, Larsen, Walsh
Annual Job Descriptions – review and amend <ul style="list-style-type: none"> ➤ Fire/Rescue ➤ Public Works ➤ Administration ➤ Assessing/Accounting ➤ Community Development 	Cargo, Department Directors
Annual Compensation Summaries (December)	Dumbrell
Annual Driver’s License Record Program Review	Dumbrell
Review Retiree Medicare Options (July)	Cargo, Dumbrell
Annual Pension Reconciliation – MERS	Sandoval
Annual Benefits Renewal Negotiations (September)	Cargo, Dumbrell
Annual Workers Compensation Review and Renewal (June)	Cargo, Dumbrell
Annual Property & Liability Renewal (October)	Cargo, Dumbrell
Hire Summer Help – Beach Attendant; 4 Parks Staff	Dumbrell
Annual Background Checks (4th Quarter)	Dumbrell
Review service of Twp.’s Agent of Record for health insurance	Cargo, Dumbrell
Complete a review of employee health insurance options (<i>prior to any change to current coverage required by Obama Care</i>)	Cargo, Dumbrell
Review and update required labor law postings (December)	Dumbrell
Goal setting with each department (ongoing)	Dumbrell, Department Heads
The Grand Way Codes of Conduct training for all staff (Jan. – Dec.)	Dumbrell, Peterson, Walsh
Semi-Annual All Staff Meetings (May & October)	Cargo, Dumbrell
Safety trainings for DPW staff (January – March)	Dumbrell, VerBerkmoes
Modify performance evaluations (development plans)	Cargo, Dumbrell
Semi-Annual Retirement Readiness Meetings for Staff	Dumbrell
SANITARY SEWER (590)	

PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Adopt sanitary sewer construction standards (<i>drafted, pending review</i>)	VerBerkmoes, P&N
Wet Well Cleaning (<i>October or November</i>)	Tlachac, Pollution Control Systems
Equipment purchases: ➤ Upgrade SCADA at three pump stations (\$45k) ➤ Replace 2008 pickup (\$12k – 70% paid by Water Fund)	Tlachac, VerBerkmoes
Brucker Beach Woods sewer special assessment contract	Fedewa, Bultje
Complete Asset Management Plan	VerBerkmoes, K. Kieft
STORM SEWER (445)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Funding of Township/Public and/or At-Large Portions of various Drain Work projects (\$20k±)	Drain Commissioner, Cargo
Hiawatha Drain (BOD approved; currently in construction phase)	Drain Commission, Cargo
Orphan Drain Identification and BOD process to bring into County system (<i>five year project</i>) (\$20k) ➤ Complete Master Drain maps for GHT (August 2016) ➤ Project (<i>identify orphan drains, BOD hearings, etc.</i>)	Cargo, P & N, Water Resources Commissioner Water Resources Commissioner Consultant, Cargo
STREETS AND ROADS / TRANSPORTATION (204)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Township Funded Road Maintenance - Resurfacing (\$540k from GF and \$251k from Municipal Street Fund) ✓ Dust Control Contract (\$33k) ✓ Street Maintenance OCRC Contract (\$342k) ✓ Crack Sealing (\$10k) ✓ Regraveling (\$100k)	Cargo
Harbor Transit Transfer (\$396k)	Sandoval, Chalifoux
VEHICLES	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Replace one service truck through State Bid/Purchasing Program (\$40k)	VerBerkmoes
WASTE MANAGEMENT	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
Christmas tree collection program	Tlachac
Spring yard waste collection program	Tlachac
Fall yard waste collection program	Tlachac
WATER (591)	
PROJECT OR TASK	RESPONSIBLE EMPLOYEE(S)
2018 hydrant maintenance/painting/signs program (complete 300± of 1,080)	Tlachac
Draft and adopt policy regarding multiple uses on single service	VerBerkmoes, Bultje
Bi-annual quote/purchase of service line parts including brass, curb boxes, copper and meter setters (\$50k)	Walsh
Annual testing of large meters	Tlachac, Walsh
2018 testing for unregulated contaminants (EPA - UCMR3 and 4 Rules)	VerBerkmoes, Tlachac
Annual hydrant purchases (\$11k±)	Walsh, VerBerkmoes
Draft and adopt policy regarding extensions of water lines and	VerBerkmoes, Bultje

sewer lines	
Annual calibration of cathodic protection for water and sewer equipment (includes replacement of harnesses for west tank)	VerBerkmoes, Tlachac
Annual calibration of telemetry equipment (<i>master meters</i>)	VerBerkmoes, OCRC
Complete and post 2017 CCR (<i>NOWS and GR</i>)	Cargo, Walsh
\$215K to replace one and review need for second altitude valve	VerBerkmoes, P & N
MXU Replacement Program (2 years) (<i>completed about 500 of the 1,100 goal</i>)	VerBerkmoes
Equipment Purchases: <ul style="list-style-type: none"> ➤ Replace 2008 Pickup (\$26k, 70% from Water Fund) ➤ Pipe locator (\$5k) 	
Brucker Street water main replacement project (\$180k)	VerBerkmoes, Tlachac, Kieft
Replace drives at west meter station and west water tank	VerBerkmoes
ZONING / DEVELOPMENT PROJECTS	
PROJECT OR TASK	RESONSIBLE EMPLOYEE(S)
Re-Draft of Zoning Ordinance with McKenna Associates (70% done with project; estimated effective date in October)	Planning Commission, Fedewa, McKenna
ZBA Applications (2 for 2018, hearing for 3 rd application in May; likely a 4 th in June)	Fedewa, Hoisington
Rezoning (1 for 2018)	Fedewa, Hoisington
Stonewater - Phase 1 Subdivision Platting (<i>started construction; may pursue major PUD amendment to adjust lot lines and # of lots</i>)	Fedewa
Schultz Landscaping – Site Plan Review for Expansion (<i>waiting on for resolution on legal battle between business partners</i>)	Fedewa
Dykstra Dental – Timberview Outlot (<i>anticipate formal submission in summer</i>)	Fedewa
SLU Indoor Exercise – Fit Body Bootcamp (<i>applicant must supply traffic county justification to keep second entrance</i>)	Fedewa
Lincoln Pines – possible conversion to condos for phase 2 (PC recommends approval; hearing scheduled with Board for 1/8/18)	Fedewa
Lakeshore Gardens PUD (<i>public hearing to be scheduled for June</i>)	Fedewa
Robbins Centre Pointe PUD (under construction)	Fedewa
GHAPS/Village at Rosy Mound PUD Amendment for access road	Fedewa
Steve Davis residential development on Lincoln (<i>details unknown, no update available</i>)	Fedewa
Lincoln Pines – Platting Phase 2 (<i>due to a multitude of items, platting is delayed until later this year</i>)	Fedewa
River Watch PUD – David Bos – reviving residential development on River near 160 th & Mercury (<i>considering a dramatic change in density</i>)	Fedewa
Mike Bosgraaf – condo PUD on 152 nd at Millhouse Bayou	Fedewa
Old Woods Trail PUD (<i>no sewer available, pursuing land division route instead</i>)	Fedewa
Z-Tire (under construction)	Fedewa

SUPERINTENDENT'S MEMO

DATE: May 9, 2018

TO: Township Board

FROM: Cargo

SUBJECT: Muskegon Community College (MCC) – Annexation Proposal

The Chamber of Commerce and community leaders have been actively working to bring post-secondary institutions to the Grand Haven area to help fill the “talent gap” in Northwest Ottawa County.

In 2012, the City of Grand Haven leased a portion of their Community Center to MCC, which allows the community college to have a physical presence in the community. MCC is the state’s highest ranked community college with an in-district tuition rate of \$105 per credit hour (*compared to \$400-\$500 at Michigan’s four-year public universities*).

In an effort to construct post-secondary facilities in the Grand Haven area, a small group of elected officials met with the President and Board Chair of MCC to discuss the potential for expanding MCC programing into Northwest Ottawa County. (*Currently about 22% of MCC students come from Ottawa County – but, most travel to Muskegon County for classes.*)

Part of the discussion has been for MCC to annex certain portions of Ottawa County into their community college district. MCC has indicated support for starting a “*fact finding process*”, but only if the various municipalities and school districts express interest in the proposed annexation. Muskegon Community College (MCC) has a millage rate of about **2.55 mills** that is paid by communities within Muskegon County.

Supervisor Reenders and Manager Cargo have been invited to an informal discussion of this proposal over lunch at the Grand Haven Area Community Foundation conference room on **May 24th at 11:30 a.m.** However, prior to attending this meeting, it may be prudent for the Township Board to discuss this annexation proposal and provide some direction.

On the “Pro” side of the annexation discussion, it is noted that if MCC provides a “*brick and mortar*” presence within Grand Haven, student will have easier access to post-secondary institutions, adults would receive a reduction in the tuition rate, and the facility would be served by Harbor Transit.

Further, any newly constructed MCC facility could also be designed to allow training for industries and businesses within the region.

On the “Con” side of the annexation discussion, it is noted that there is a danger that tax payers will develop “*tax fatigue*” at another education tax. This could negatively impact future millage needs of the school district or local municipalities (*e.g., a proposed K-12 enhancement millage, possible parks millage, etc.*)

Further, a new tax rate of about 2.55 mills may not create that much of a benefit since MCC facilities are located about 15 minutes north of the Grand River and MCC is already providing some classes within the City.

In addition, there is no assurance that the mandatory millage amount would be spent within the annexed region.

Finally, from a "tuition" benefit perspective, current GHAPS students would not benefit (*since tuition is already “free”*) and the total cost of the MCC millage would well exceed any reduction of tuition for adult residents.

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



Administrative Memo

TO: Township Board

FROM: Chief Gerencer and Andrea Dumbrell

DATE: May 10, 2018

RE: Part-Time Firefighter Hire

In April 2018, the Township received approximately two resumes for the open Part-Time Firefighter positions and both candidates were offered interviews and the opportunity to complete the agility test.

During April 2018, the selection committee consisting of Tom Gerencer, Fire Chief; Shawn Schrader, Fire Captain; David Marshal, Fire Lieutenant; Matt Schweitzer, Fire Lieutenant; and myself interviewed one candidate for the Part-Time Firefighter positions.

Specific knowledge, skills, experience and residency the selection committee looked for, when evaluating applicants, were:

- High School Diploma; CPR certification, firefighting training & paramedic license
- Live south of Grand Haven's drawbridge and within 7 miles of the Grand Haven Charter Township's Fire Station
- Ability to work under pressure situations and make decisions in emergency situations, while being exposed to extreme temperatures; heavy smoke conditions; chemical, physical, and mechanical hazards; heights and confined spaces
- Flexibility to fill 12 and 24-hour shifts, at the Township's Fire Station, when needed

After review of the interview, there was consensus to offer one of the Part-Time Firefighter positions to Ahmad Hijazi. Mr. Hijazi currently lives in Grand Haven and graduated last year with a Bachelor of Science Degree in Chemical Engineering from Michigan State University. He is employed fulltime as an engineer at Arconic in Whitehall. Additionally, Mr. Hijazi has certifications in Safety in Chemical Process and Inherently Safer Design by the American Institute of Chemical Engineering.

The Administration and Fire/Rescue Departments, at Grand Haven Charter Township, look forward to working with and training Ahmad, and we believe his knowledge, skills, and experience will be valuable assets to our Township.

Under State law, all Fire/Rescue positions, full-time and part-time, must be approved by the Board. If the Board concurs with the Personnel Committee's recommendation to hire Ahmad Hijazi, the following motion could be offered for consideration:

Move to approve the hire of Ahmad Hijazi, as a Part-Time Firefighter, effective immediately.

Enclosed are Ahmad Hijazi's application and contingent offer letter. If you have any questions, please do not hesitate to contact Chief Gerencer or Andrea Dumbrell.

SUPERINTENDENT'S MEMO

DATE: May 9, 2018
TO: Township Board
FROM: Cargo
SUBJECT: Supervisor Reenders' Loutit District Library Re-Appointment

Pursuant to Section 2.11 of the Administrative Policies and Procedures Manual, Supervisor French is recommending the re-appointment of the Caryn Lannon to the Loutit District Library (LDL) Board for a term ending June of 2021.

As you may recall, Lannon was originally appointed to the LDL Board in June of 2014.

Caryn Lannon lives in the township with her husband Michael (Beau), and their two sons, Clayton and Finneas. Caryn has been a teacher with the Spring Lake Public Schools District for the last 17 years.

Caryn grew up in Grand Haven and graduated from Grand Haven High School. She attended Western Michigan University and Aquinas College for her undergraduate degree. She has a BS in Political Science and Environmental Studies. Caryn earned her Master's degree in the Art of Teaching from Aquinas College in 1992.

If the Board supports the re-appointments, the following motions can be offered:

Move to approve the re-appointment of Caryn Lannon to the Loutit District Library Board for a term ending June 30, 2021.

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



Community Development Memo

DATE: May 8, 2018

TO: Township Board

FROM: Stacey Fedewa, Community Development Director

RE: PUD Amendment – Village at Rosy Mound & GHAPS – Driveway

BACKGROUND

The Village at Rosy Mound (VARM) was approved as a PUD in 2017. VARM has indicated their willingness to work with the Grand Haven Area Public Schools (GHAPS) to construct a driveway from the high school to Rosy Mound Drive.

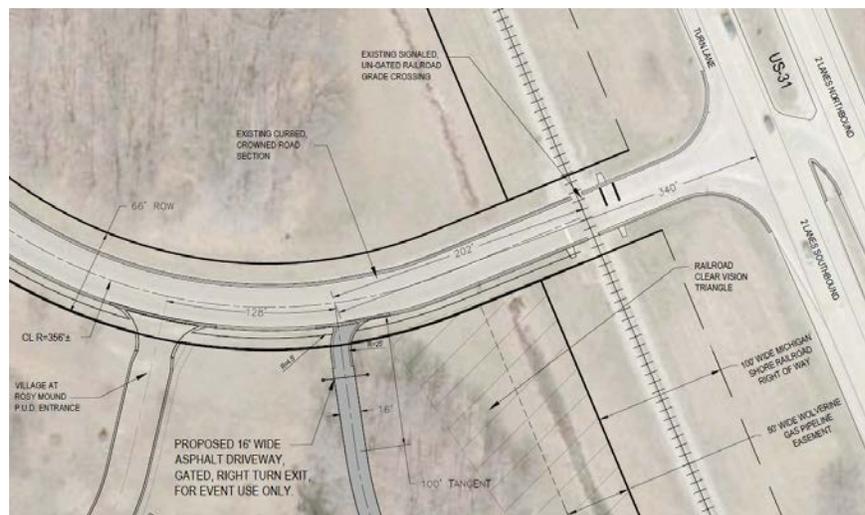
As staff understands, the traffic back-up that occurs after events at GHHS is extreme, and the district has been making a concerted effort to rectify the problem since at least 2012. With the help of VARM, the district has found a solution, which has resulted in this PUD Amendment application.

PROPOSAL

VARM, on behalf of GHAPS, is requesting to allow an occasional use, gated, exit-only, right-turn only driveway onto Rosy Mound Drive. It is proposed as a 3,025-foot long drive that is 16-feet in width.

Only about 600-feet of this road is crossing the VARM property. The remainder is on land owned by GHAPS, and not subject to this application.

Regarding the width—Fire/Rescue has indicated they are willing to accept a 14-foot width. Staff notified the project engineer, who was glad to learn of the reduction.



WETLAND IMPACT

There is an extremely large regulated wetland between GHHS and VARM. The proposed design is intended to impact the wetland as little as possible, but regardless the overall impact is large enough the federal Environmental Protection Agency (EPA) is actually the agency that has to issue the permit.

At the time staff notified the engineer of the reduced width, the EPA application had already been submitted. As staff understands, the engineer will offer the reduced width during the EPA permitting process as a way to offset the total wetland impact.

Regardless, staff advises the Township to establish a requirement the **width be reduce to 14-feet, to ensure the wetland impact is minimal.**

It is also important to note that GHAPS has attempted to reduce the impact by locating it as close to the railroad right-of-way as legally allowed.



MODIFICATION OF ACCESS STANDARDS

Pursuant to Section 15A.07, the Planning Commission can allow modifications to the access management standards after consideration to determine if the following conditions apply.

Black Font = 15A.07 provision language
Red Font = Applicant's response to 15A.07
Blue Font = Staff response to 15A.07

1. Practical difficulties exist on the site that make compliance unreasonable (sight distance limitations, topography, wetlands, drain or water body, woodlands that will be preserved, existing development, unique site configuration or shape), or existing off-site access points make it impractical to fully comply with the standards.
 - The PUD requires a secondary emergency access. The topography on the west edge of the site makes a direct access to Lakeshore Avenue impractical.
 - A clear vision triangle is enforced at the intersection of Rosy Mound Drive and the railroad, which prevents locating the proposed occasional use, gated, exit only, right turn only driveway further east to complying with the centerline spacing.
 - In this specific instance, it is staff's opinion that each of the examples provided are applicable to this site:
 - Sight distance limitations based on MDOT, CSX, and OCRC standards.
 - A 30' variation in topography.
 - An extremely large regulated wetland that requires federal EPA approval.
 - County drain between CSX and US-31.

- Substantial woodlands will still be preserved via the VARM site and the trees within the regulated wetland, which all act as a visual buffer between the uses as well.
 - Existing development (*VARM & Cottage Hills Subdivision*) prevent compliance.
 - Unique site configuration, which became evident during the VARM PUD approval process.
2. The use involves an access improvement to an existing site or a new use that will generate less traffic than the previous use.
- **This condition does not apply to this previously undeveloped site.**
 - Staff believes this road will improve access management for GHHS by improving the Level of Service and enabling special event traffic to disperse the site in a faster, and more orderly fashion.
3. The proposed modification is consistent with MDOT guidelines and MDOT staff support the proposed access design.
- **MDOT Staff reviewed the driveway configuration and have no objections.**
4. The proposed modification is consistent with the general intent of the standards of this Overlay Zone and the recommendations of the U.S. 31 and M-45 Corridor Study.
- Staff believes the following items listed in Findings and Statement of Purpose section are consistent with the general intent of the Overlay Zone:
 - Promote public safety and efficient flow of vehicular traffic by minimizing conflicts from turning movements resulting from the proliferation of unnecessary curb cuts and driveways.
 - Ensure safe access by emergency vehicles.
 - Encourage efficient flow of traffic by minimizing the disruption and conflicts between through traffic and turning movements.
 - Preserve the capacity along U.S. 31/M-45 and other roads in the Overlay Zone by limiting and controlling the number and location of driveways, and requiring alternate means of access through shared driveways, service drives, and access via cross streets.
 - Require coordinated access among adjacent lands where possible.
 - Provide landowners with reasonable access, although the access may be restricted to a shared driveway, service drive, or via a side street, or the number and location of access points may not be the arrangement most desired by the landowner or applicant.
 - Promote a more coordinated development review process with the Michigan Department of Transportation and the Ottawa County Road Commission.
5. If deemed necessary by the Planning Commission, a traffic study by a qualified traffic engineer has been provided that certifies the modification will improve traffic operations and safety along U.S. 31 or M-45, and is not simply for convenience of the development.

6. The applicant shall demonstrate with dimensioned drawings that such modification shall not create non-compliant access to adjacent lands that may develop or redevelop in the future.
 - The modifications are proposed to enhance access to adjacent land that is already developed.
 - All adjacent lands on Rosy Mound Drive are encumbered with existing operations that are highly unlikely to redevelop. Thus, the proposed driveway would not create non-compliant access to adjacent lands.
7. Roadway improvements will be made to improve overall traffic operations prior to the project completion or occupancy of the first building.
 - The driveway will be installed as soon as all permitting requirements have been met.
 - Overall traffic operations for the GHHS site will improve for dispersal of special events.
8. Indirect or shared access is not reasonable.
 - No sharing will be possible. The proposed driveway is separate and distinct, gated, and for occasional, event related use.
 - As described in the applicant's narrative, concerted effort has been made to locate this drive in different locations to no avail.
9. Such modification shall be demonstrated to be the minimum necessary.
 - The proposed departure is for an occasional use, gated, exit only, right turn only driveway.
 - Staff has ensured the requested modifications are the absolute minimum necessary.

SAMPLE MOTIONS

If the Township Board finds the application complies with the standards, the following motion can be offered:

Motion to conditionally approve the proposed PUD Amendment for Village at Rosy Mound to allow the Grand Haven Area Public Schools to construct an occasional use, gated, exit-only, right-turn only driveway onto Rosy Mound Drive. This motion is subject to, and incorporates, the following report and conditions.

If the Township Board finds the application does not comply with the standards, the following motion can be offered:

Motion to deny the PUD Amendment for Village at Rosy Mound, and direct staff to draft a formal motion and report with those discussion points, which will be reflected in the meeting minutes. This report and motion will be reviewed and considered for adoption at the next meeting.

REPORT (TO BE USED WITH A MOTION TO APPROVE)

REPORT – VILLAGE AT ROSY MOUND – PUD AMENDMENT

Pursuant to the provisions of the Grand Haven Charter Township (the “Township”) Zoning Ordinance (the “Zoning Ordinance”), the following is the report of the Grand Haven Charter Township Board (the “Board”) concerning an application by RW Properties I LLC (the “Developer”) for approval of a Village at Rosy Mound Planned Unit Development (the “Project” or the “PUD”).

The Project amendment will consist of an occasional use, gated, exit-only, right-turn only driveway onto Rosy Mound Drive for the benefit of the Grand Haven Area Public Schools to effectively discharge traffic from the Grand Haven High School. The Project as recommended for approval is shown on a final site plan (the “Final Site Plan”), last revised 2/15/2018, referred to as the “Documentation,” presently on file with the Township.

The purpose of this report is to state the decision of the Board concerning the Project, the basis for the Board’s determination, and the Board’s decision that the Village at Rosy Mound PUD Amendment be approved as outlined in this motion. The Developer shall comply with all of the Documentation submitted to the Township for this Project. In granting the approval of the proposed PUD application, the Board makes the following findings pursuant to Section 17.04.3 of the Zoning Ordinance.

1. The Project meets the site plan review standards of Section 23.06 of the Zoning Ordinance. Specifically, pursuant to Section 23.06.7, the Board finds as follows:
 - A. The uses proposed will not adversely affect the public health, safety, or welfare. Uses and structures located on the site take into account topography, size of the property, the uses on adjoining property and the relationship and size of buildings to the site. The site will be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Ordinance.
 - B. Safe, convenient, uncontested, and well defined vehicular and pedestrian circulation is provided for ingress/egress points and within the site. Drives, streets and other circulation routes are designed to promote safe and efficient traffic operations within the site and at ingress/egress points.
 - C. The arrangement of public or private vehicular and pedestrian connections to existing or planned streets in the area are planned to provide a safe and efficient circulation system for traffic within the Township.
 - D. Removal or alterations of significant natural features are restricted to those areas which are reasonably necessary to develop the site in accordance with the requirements of this Ordinance. The Board has required that landscaping, buffers, and/or greenbelts be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.
 - E. Areas of natural drainage such as swales, wetlands, ponds, or swamps are protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
 - F. The site plan provides reasonable visual and sound privacy for all dwelling units located therein and adjacent thereto. Landscaping shall be used, as appropriate, to accomplish these purposes.
 - G. All buildings and groups of buildings are arranged so as to permit necessary emergency vehicle access as requested by the Fire/Rescue Department.
 - H. All streets and driveways are developed in accordance with the Ottawa County Road Commission (“OCRC”) specifications, as appropriate. In addition, an internal sidewalk system and a non-motorized pathway within the Rosy Mound Drive right-of-way have been included.
 - I. Appropriate measures have been taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Provisions have been made to accommodate storm water, prevent erosion and the formation of dust.

- J. Exterior lighting is arranged so that it is deflected away from adjacent properties and so it does not interfere with the vision of motorists along adjacent streets and consists of sharp cut-off fixtures to reduce light pollution and preserve the rural character of the Township.
 - K. All loading and unloading areas and outside storage areas, including areas for the storage of trash, which face or are visible from residential districts or public streets, are screened.
 - L. Entrances and exits are provided at appropriate locations so as to maximize the convenience and safety for persons entering or leaving the site.
 - M. The Documentation conforms to all applicable requirements of County, State, Federal, and Township statutes and ordinances.
 - N. As appropriate, fencing will be installed around the boundaries of the Project if deemed necessary by either the Township or the Developer to prevent trespassing or other adverse effects on adjacent lands.
 - O. The general purposes and spirit of the Zoning Ordinance and the Master Plan of the Township are maintained.
2. The Board finds the Project meets the intent for a PUD, as described in Section 17.01.3 of the Zoning Ordinance. By approving this Project as a PUD, the Township has been able to negotiate various amenities and design characteristics as well as additional restrictions with the Developer, as described in this report, which the Township would not have been able to negotiate if the PUD Chapter of the Zoning Ordinance was not used.
3. Section 17.01.5, and Section 17.02.1.B.1-4 of the Zoning Ordinance, as well as Section 503 of the Michigan Zoning Enabling Act, allow for departures from Zoning Ordinance requirements; these provisions are intended to result in land use development that is substantially consistent with the goals and objectives of the Township Master Plan and the Zoning Ordinance, and consistent with sound planning principles. The Developer requested a modification of access standards pursuant to Section 15A.07. The Board makes the following findings.
- A. Section 15A.07.1 – practical difficulties exist on site that makes compliance unreasonable.
 - i. As part of the site plan review process the Board considered this condition and find that sight distance limitations, topography, wetlands, existing development, and unique site configuration warrant the requested modifications.
 - B. Section 15A.07.2 – involves an access improvement to an existing site.
 - i. As part of the site plan review process the Board considered this condition and find that access and dispersal of traffic from the existing Grand Haven High School site will be improved.
 - C. Section 15A.07.3 – modification is consistent with MDOT guidelines and MDOT staff support the proposed access design.
 - i. As part of the site plan review process the Board considered this condition and find that MDOT staff have reviewed the driveway configuration and have no objections.
 - D. Section 15A.07.4 – modification is consistent with the general intent of the standards of the Overlay Zone and the recommendations of the U.S. 31 and M-45 Corridor Study.
 - i. As part of the site plan review process the Board considered this condition and find the requested modifications are consistent with the general intent and standards listed in Section 15A.01.
 - E. Section 15A.07.5 – if necessary, a traffic study will be provided that certifies the modifications will improve traffic operations and safety and is not simply for convenience of the development.
 - i. As part of the site plan review process the Board considered this condition and find that a traffic study is not necessary. The applicant, and representatives from Grand Haven Area Public Schools have supplied enough evidence to satisfy this condition.
 - F. Section 15A.06 – demonstrate such modification shall not create non-compliant access to adjacent lands that may develop or redevelop in the future.

gas lines, telephone, cable television, public water and sanitary sewer.

- D. The internal road system in the Project is designed to limit destruction of existing natural vegetation and to decrease the possibility of erosion.
 - E. Vehicular circulation, traffic and parking areas have been planned and located to minimize effects on occupants and users of the Project and to minimize hazards to adjacent properties and roadways.
 - F. The Project is reasonably compatible with the natural environment of the site and the adjacent premises.
 - G. The Project will not unduly interfere with the provision of adequate light or air, nor will it overcrowd land or cause an unreasonably severe concentration of population.
 - H. Signage is compliant with Section 24.13 of the Zoning Ordinance.
 - I. The Project will not have a substantially detrimental effect upon or substantially impair the value of neighborhood property, as long as all of the standards and conditions of this approval of the Project are satisfied.
 - J. The Project is in compliance with all applicable Federal, State, County, and local laws and regulations. Any other permits for development that may be required by other agencies shall be available to the Township Board before construction is commenced.
 - K. A maximum of one driveway or street opening per existing public street frontage has been permitted, unless otherwise modified.
 - L. The Project abuts a single family residential district and a woodland will provide a sufficient obscuring effect and act as a transitional area.
 - M. The Project is consistent with the goals and objectives of the Master Land Use Plan.
7. The Board also finds the Project complies with the Overlay Zone findings and statement of purpose found in Section 15A.01 and 15A.04.6 of the Zoning Ordinance.
- A. The Project accommodates a variety of uses permitted by the underlying zoning, but ensures such uses are designed to achieve an attractive built and natural environment.
 - B. The Project promotes public safety and efficient flow of vehicular traffic by minimizing conflicts from turning movements resulting from the proliferation of unnecessary curb cuts and driveways.
 - C. The Project ensures safe access by emergency vehicles.
 - D. The Project encourages efficient flow of traffic by minimizing the disruption and conflicts between through traffic and turning movements.
 - E. The Project preserves the capacity along US-31 and other roads in the Overlay Zone by limiting and controlling the number and location of driveways and requires alternate means of access through service drives.
 - F. The Project seeks to reduce the number and severity of crashes by improving traffic operations and safety.
 - G. The Project requires coordinated access among adjacent lands where possible.
 - H. The Project provides landowners with reasonable access, although the number and location of access points may not be the arrangement most desired by the Developer.
 - I. The Project preserves woodlands, view sheds, and other natural features along the corridor.
 - J. The Project ensures that distractions to motorists are minimized by avoiding blight and clutter while providing property owners and businesses with appropriate design flexibility and visibility.
 - K. The Project implements the goals expressed in the US-31/M-45 Corridor Study.
 - L. The Project establishes uniform standards to ensure fair and equal application.
 - M. The Project addresses situations where existing development within the Overlay Zone does not conform to the standards.

- N. The Project promotes a more coordinated development review process with the Michigan Department of Transportation and the OCRC.
 - O. The Project's existing views to natural areas, woodlands and other natural features, will be preserved to the extent practical.
 - P. The number of access points within the Project have been restricted to the fewest needed to allow motorists reasonable access to the site.
 - Q. The Project's access spacing from intersections, other driveways, and any median crossovers meet the standards within the Overlay Zone, and the standards of applicable MDOT and the OCRC, and are the maximum practical.
 - R. Provisions for this Project have been made to share access with adjacent uses, either now or in the future, including any necessary written shared access and maintenance agreements.
 - S. Traffic impacts associated with the Project are accommodated by a road system that will not degrade the level of service below one grade, and in no case shall any movements be projected at a level of service below D, unless improvements are made to address the impacts.
8. The Board also finds the Project shall comply with the below additional conditions as well.
- A. The width of the proposed occasional use, gated, exit-only, right-turn only driveway shall be decreased to 14-feet.
 - B. Emergency vehicles shall be able to utilize the occasional use, gated, exit-only, right-turn only driveway if an emergency situation presents itself and it is impractical to gain access via an alternative location.
 - C. Project shall comply with all the prior conditions of the prior PUD approval, to the extent relevant.
 - D. Project shall comply with all applicable federal state county, and Township laws and ordinances.
 - E. Developer shall execute a PUD Agreement between the Township and the Developer.
 - F. A safety officer that is approved by a recognized law enforcement agency shall be onsite to assist with traffic control when each event concludes.
 - G. The Township shall review this application again in 1-year to determine if any changes are warranted to improve the function and compatibility of the road. The Township intends to collect feedback from all relevant agencies, including, but not limited to the Ottawa County Road Commission and Ottawa County Sheriff's Office.

Staff notes the correspondent sent an email on 4/13/18, and appears his concerns have been addressed. Email is enclosed.

March 26, 2018

To: Stacey Fedewa, Community Development Director
Grand Haven Charter Township
13300 168th Ave
Grand Haven, MI 49417

From: Jeff and Kelly Kurburski

Re: Proposed amendment to Village of Rosy Mound PUD to allow for easement access for GHAPS.

To whom it may concern:

Having read the formal proposed amendment to the Rosy Mound PUD, we are formally objecting to the proposed amendment as written, and are seeking the Grand Haven Township Planning commission to recommend changes to the proposed amendment before granting approval. Some of our specific concerns are:

- The current language does not provide enough clarity surrounding “special events” or “occasional use” by GHAPS, and would like specific wording and detail included in the amendment surrounding the determination of such events.
- The current language does not provide enough clarity about the impact or changes to the associated wetlands needed to construct the GHAPS access road, and would like specific wording and detail included in the amendment. Over the past several years, standing water on the east side of our property has become a more prevalent issue following rain and snow melt. We already have concerns that this could worsen with the Village of Rosy Mound development. Not understanding what the GHAPS plans are at addressing the wetland and runoff of the proposed exit road is a concern.
- The current proposed exit road for GHAPS should be a safety concern to citizens. The maximum width doesn’t meet the requirements for fire equipment, and the closeness to the CSX crossing (which is erroneously called out as a ‘signaled’ crossing. There are only signs) is a concern that should be addressed more thoroughly by the Township Planning Commission. One should assume that the exit road will be used during ‘high volume’ events. Pushing traffic to an intersection that has less safety features for both the railroad crossing and entry to the highway than that of Ferris Street, appears ill advised.
- Being that this request is being made by the owners of the Village of Rosy Mound PUD, Grand Haven Township was only required by the State of Michigan to send public notifications to

property owners who are within 300ft of the PUD. While this is may be the legal requirement, it defies logic as property owners who are adjacent to the proposed exit road by GHAPS, which would be allowed by the approval of this amendment, could see the greatest impact to their property. We feel that Grand Haven Township should give public notice and opportunity for feedback from those who also fall within 300 feet of the GHAPS property.

The prior approval by the Grand Haven Township Planning Commission on June 12, 2017 to allow the PUD to move forward with an underlying stipulation that Village of Rosy Mound obtain an easement in the future from GHAPS has created a quid pro quo which isn't a healthy situation. The Village of Rosy Mound is well under construction and advertising a summer opening, yet is still seeking approval for a final easement. Similarly awkward, GHAPS is seeking an easement which appears less than ideal by the limited restrictions of use by the OCRC, and by diverting traffic from Ferris Street where railroad and traffic safety features are in place to Rosy Mound where queue space is limited and no safety features exist to current crossings and intersections.

We do wish to see both the Village at Rosy Mound, and the Grand Haven Area Public Schools succeed in their ultimate requests for an easement exchange, and don't have concerns about locations of either proposed location. Our suggestion is much like what the Township Planning Commission did on the original PUD request for the Village of Rosy Mound, by allowing it to move forward with the stipulation to obtain an easement on Lakeshore Drive. We believe a more general amendment/easement exchange amendment could be granted with the stipulation that the Grand Haven Area Public Schools would be required to come before the Planning Commission with final details around an exit road at a future date, and that the township would request a future public hearing and approval of these final plans. This would allow the Village of Rosy Mound to proceed forward as planned, while providing time to GHAPS to answer more specific details that are currently missing or vague in this original amendment proposal.

Sincerely,

Jeff and Kelly Kurburski
13816 Cottage Drive
Grand Haven, MI 49417
616-847-4033
Email: jkurburski@gmail.com

From: Jeff Kurburski
To: [Stacey Fedewa](#)
Subject: Rosy Mound PUD
Date: Friday, April 13, 2018 12:16:18 PM

Stacey,

Happy Friday. Received the notice for the township board meeting. Prior, I did see the article in the Trib, and Shirley from Reender's reached out to me with language around the use of the easement with GHAPS. Both gave me insight and confirmation that my concerns were being addressed, and really don't think I have any more with the easement exchange. That said, if you'd forward me the doc with any new incorporate language, I would like to look through it to be sure.

Thanks again

EVENT EGRESS EASEMENT

THIS EVENT EGRESS EASEMENT (the "**Agreement**") is given on this _____ day of _____, 2017 (the "**Effective Date**"), by Rosy Mound Cottages, LLC, a Michigan limited liability company, whose address is 950 Taylor Avenue, Grand Haven, MI 49417 (the "**Grantor**") to Grand Haven Area Public Schools, a Michigan general powers school district, of 1415 Beechtree Street, Grand Haven, MI, 49417 (the "**Grantee**") upon the terms and conditions set forth below.

1. BACKGROUND. Grantor is the owner of that certain parcel of real property located in the Charter Township of Grand Haven, Ottawa County, State of Michigan, legally described on the attached Exhibit A ("**Grantor's Parcel**"). Grantee is the owner of those certain parcels of real property legally described on the attached Exhibit B ("**Grantee's Parcels**"), which are contiguous to the Grantor's Parcel and which are the location of Grand Haven High School. Grantee desires to obtain from Grantor and Grantor desires to grant to Grantee a limited ingress and egress easement over a portion of the Grantor's Parcel which will burden the Grantor's Parcel for the benefit of the Grantee's Parcels . Grantor and Grantee desire to set forth the terms of their understanding in this Agreement.

2. GRANT OF EASEMENT. For good and valuable consideration, the receipt and sufficiency of which are acknowledged, consistent with the terms and conditions of this Agreement, Grantor hereby grants, conveys and warrants to Grantee a perpetual, non-exclusive easement appurtenant (the "**Easement**"), across, over, and through that portion of the Grantor's Parcel depicted and legally described on the attached Exhibit C (the "**Easement Premises**") for the purposes of constructing, maintaining, using, repairing, reconstructing, inspecting and keeping in good working order a private paved driveway (the "**Driveway**") for the purpose of vehicular egress on the Driveway within the Easement Premises from the Grantee's Parcels to Rosy Mound Drive. The Easement may be used only for Event Egress (as defined in paragraph 3(c)), on the terms set forth herein, by Grantee and Grantee's students, guests, agents, employees, invitees, and licensees. The Easement may also be used for ingress and egress by emergency and other public vehicles for any emergency or necessary public services.

3. CONSTRUCTION, MAINTENANCE AND USE.

(a) **CONSTRUCTION.** Grantee shall be entitled, at Grantee's sole expense, to design, construct and improve the Driveway on the Easement Premises. If and when Grantee constructs the Driveway, Grantee shall be required, at Grantee's sole expense, to install and maintain two separate access control gates across the Driveway ("**Gates**"), one at the north end of the Driveway and the one at the south end of the Driveway. Grantee agrees to design and construct the

Driveway and the Gates in a manner substantially consistent with the Site Plan attached hereto as Exhibit D, and in compliance with all applicable laws, rules, regulations, permits and ordinances, including but not limited to permits and consents and conditions of Grand Haven Charter Township, the Ottawa County Road Commission, the Michigan Department of Transportation, and the Michigan Department of Environmental Quality. Grantee shall construct the Driveway and Gates on the Easement Premises on or before _____. No improvements shall be constructed or located on the Easement Premises except for the Driveway and Gates, without the written consent of the Grantor.

(b) MAINTENANCE. Grantee, at Grantee's sole cost and expense, shall be solely responsible to maintain in good condition the Driveway, the Gates, and the Easement Premises.

(c) EVENT EGRESS ONLY. The Driveway shall be used only for Event Egress, and the Gates shall be and remain closed except in the case of Event Egress or for repairs, maintenance or testing. For purposes of this Agreement, "Event Egress" means a major event or activity at Grand Haven High School which major event would both: (1) substantially fill the main parking lot at Grand Haven High School, and (2) result in substantially all vehicles departing the High School parking lot at or around the same time. Examples of such major events include, but not be limited to graduation, home football and basketball games, overlapping music and drama events, MHSAA tournament games, major athletic events, and major arts events. The Grantor and Grantee anticipate that there will be approximately 15-20 such major events per calendar year. The Grantee shall open and operate the Gates in connection with any such major event or activity, and shall close the Gates promptly upon the departure of the traffic attending any such major event or activity. The Driveway may not be used for normal daily student or staff ingress or egress, or for buses or delivery vehicles, or for any other traffic or use, except as described in this Agreement. Any use of the Easement or Driveway which is different than, or in excess of, the uses and purposes specified herein shall constitute an overburdening of the Easement under Michigan law.

(d) TRAFFIC FLOW. The Driveway shall be designed, constructed, and used so that all traffic flow on the Driveway shall be northbound only, and so that all traffic shall exit the Driveway to eastbound Rosy Mound Drive on a right-turn (east) only basis.

(e) NOTICE AND COOPERATION. The Grantee shall provide reasonable prior notice to Grantor of Grantee's proposed construction and maintenance activities on the Easement Premises and shall reasonably cooperate with Grantor in connection with the construction and use of the Driveway, so as to minimize any disruption or inconvenience to Grantor's use and operation of Grantor's Parcel.

(f) GRANTOR'S USE. Notwithstanding anything to the contrary in this Agreement, the Grantor's residents, tenants, guests, and invitees (including but not limited to all residents of Grantor's Parcel and adjacent senior communities) shall be entitled to use the Driveway for pedestrian access to Grand Haven High School.

4. INTEREST IN REALTY; TERMINATION. The Easement over the Grantor's Parcel is for the use and benefit of the Grantee's Parcels and is to be an appurtenance to the Grantee's Parcels and shall run with the land. Notwithstanding the foregoing or any other terms or conditions of this

Agreement, all rights of the Grantee under this Agreement shall automatically terminate (without further action by either party) if Grantee's Parcels cease to be used as a high school campus.

5. **RESTORATION.** Upon completion of any work described in paragraph 3, Grantee shall be responsible to return the Grantor's Parcel to the same condition as before such work except as otherwise provided in the Site Plan.

6. **INSURANCE.** Grantee and subsequent owner(s) of the Grantee's Parcels shall obtain liability insurance to cover any liabilities which arise as a result of the construction and maintenance of the improvements on the Easement Premises and as a result of the use of the Easement by the Grantee or its successor owners. Such liability policy(s) shall name Grantor and any subsequent owner(s) of the Grantor's Parcel as an additional named insured. Certificates evidencing such insurance shall be provided to the Grantor annually and upon its reasonable request.

7. **INDEMNIFICATION.** To the extent permitted by law, Grantee and subsequent owner(s) of the Grantee's Parcels agrees to, and hereby does, indemnify and hold the owner of the Grantor's Parcel harmless from any and all claims, debts, causes of actions, or judgments for any damage to any property or injury to any person which may arise out of any of the owner of the Grantee's Parcels actions within, or use of or around the Easement, by themselves, their agents, employees, representatives, and contractors. This provision shall survive the termination of this Agreement.

8. **MISCELLANEOUS.**

(a) **ASSIGNMENT OF RIGHTS.** All rights hereunder granted shall not be further assignable by either parcel owner except as an appurtenance to and in conjunction with the sale, assignment, or transfer of such parcel owner's parcel.

(b) **AMENDMENT.** The provisions of this instrument may be amended, but only with the consent of all the parties burdened and benefited by this Agreement.

(c) **NOTICE.** All notices required under this Agreement shall be effective only if in writing or in a form of electronic transmission which provides evidence of receipt, and shall be either personally served, electronically transmitted, or sent with postage prepaid to the appropriate party at its address as set forth in the introductory paragraph of this Agreement. Either party may change its address by giving notice of the change or a new electronic transmission address or number to the other as provided in this paragraph.

(d) **ENTIRE AGREEMENT.** This Agreement and all exhibits constitute the entire agreement between the parties with respect to the subject matter of this Agreement, and all prior negotiations and agreements with respect to the Easement between the parties, whether written or oral, shall be of no further force and effect. This Agreement may not be modified except by a written document signed by both parties.

(e) **PARTIES BOUND.** Except as otherwise expressly provided hereunder, the terms and conditions of this Agreement shall bind and benefit the parties and their successors and assigns.

(f) GOVERNING LAW; VENUE. Any disputes under this conveyance shall be subject to the laws of the State of Michigan and venue for any disputes shall lie in Ottawa County, Michigan.

(g) SEVERABILITY. If any term, covenant, or condition of this Agreement or the application of which to any party or circumstance shall be to any extent invalid or unenforceable, the remainder of this Agreement, or the application of such term, covenant, or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall be effective, and each term, covenant, or condition of this Agreement shall be valid and enforced to the fullest extent permitted by law.

(h) EXEMPT FROM TAXES. The grant of the easement contained in this Agreement are exempt from county real estate transfer taxes pursuant to MCL 207.505(a) and (f) and from state real estate transfer taxes pursuant to MCL 207.526(a) and (f).

(Signatures follow on next page.)

SUPERINTENDENT'S MEMO

DATE: May 9, 2018

TO: Property Owners Within Proposed Special Assessment District (SAD)

FROM: Cargo

SUBJECT: 158th Avenue Special Assessment Paving District

Four (4) property owners along 158th Avenue have expressed their preference that their names be removed from the Special Assessment Paving District petition.

Based upon the requests from these property owners, Assessor Schmidt determined that the percent of property owners that support the proposed special assessment district has fallen↓ from about 65% to about **45%** based upon front footage.

Although the Township cannot legally remove the names of these property owners from the petition after the close of the first public hearing and although the Township Board could legally proceed forward with this proposed special assessment road paving project, I am recommending that the SAD petition process be discontinued.

Specifically, I recommend that the Township Board acknowledge at the May 9th Board meeting that based upon further information and input from area residents, it appears that public support has declined↓ to less than 50%. Further, because of this apparent lack of public support, I further recommended that any action on the proposed 158th Avenue special assessment paving district be discontinued, and the proposed capital project stopped.

Please note that this recommendation is completely distinct and separate from the proposed 158th Avenue Road Paving agreement that the Township is currently pursuing with Karl Chapel.

If the Board agrees, the following motion may be offered:

Motion to discontinue and cease any action on the proposed 158th Avenue special assessment paving district because of further input from area residents that indicate that support from property owners within the proposed district has fallen to about 45 percent and instructing Manager Cargo to cease any

further action or expenditures on the proposed 158th Avenue SAD petition process.

If you have any questions prior to the Board meeting, please contact me.

SUPERINTENDENT'S MEMO

DATE: May 18, 2018
TO: Township Board
FROM: Cargo and Sandoval
SUBJECT: May Budget Amendments

Attached, please find the proposed budget amendments for May 2018 and the resolution necessary to adopt the changes.

In brief, the changes reflect decisions made by the Board and the 2017 Financial Audit. Specifically, the following amendments are proposed:

- 1) The General Fund expenditures are increased↑ by **\$429,830**, which reflect a variety of Board decisions and the strength of the FY2017 financial audit. The significant changes for expenditures include the following:
 - a. Legislative expenditures are increased↑ by \$16,180 mostly due to monies donated to the “Reimagination Station” playground facility;
 - b. Administrative expenditures are increased↑ by \$23,600 mostly due to the decision to increase the hours of the Human Resources Director;
 - c. Accounting expenditures are increased↑ by \$9,300 mostly due to the hiring of an Accounting Clerk to replace a retired employee;
 - d. Building and Grounds expenditures are increased↑ by \$78,500 mostly due to the carry-forward of the Board room audio visual project from FY2017 and the establishment of an “E-Commerce Zone”;
 - e. Cemetery expenditures are increased↑ by \$1,500 because of unexpected equipment maintenance;
 - f. Parks expenditures are increased↑ by \$1,000 because of additional consulting expenditures related to the proposed Schmidt Heritage Park project;
 - g. Appropriate Transfers Out to the Municipal Street Fund are increased↑ by \$215,000 because of (1) the Board approved re-graveling road program (*i.e., about \$45,000*); and (2) additional street re-surfacing (*i.e., about \$170,000*); and,
 - h. Appropriation Transfers to Information Technology are reduced↓ by \$95,250 because of a variety of projects over the past two years being under↓ budget.

The designated fund balance of the General Fund is increased↑ by \$180,000 to a total of **\$550,000**. These monies are set aside for future park improvement projects.

The undesignated fund balance of the General Fund is expected to be about **\$1.54 million** at the end of the current fiscal year. This is considered a very robust and healthy fund.

- 2) The Municipal Street Fund revenues are increased↑ by **\$215,000** due to the transfer of additional monies from the General Fund and expenditures are increased↑ by a like amount – increasing road paving to a total of **\$655,950** for 2018.

The undesignated fund balance of the Municipal Street Fund will be an estimated **\$5,851** at the end of the current fiscal year.

- 3) The Fire/Rescue Fund revenues are increased↑ by **\$500** while expenditures are decreased↓ by **\$24,150** due to lower Information Technology costs.

The undesignated fund balance of the Fire/Rescue Fund will be an estimated **\$612,831** at the end of the current fiscal year. *(This “surplus” will be about 58% above↑ what was promised to the voters when the Fire/Rescue millage was approved. This could allow the next fire apparatus to be ordered prior to 2021 listed in the Capital Improvement Plan.)*

- 4) The Downtown Development Authority Fund expenditures are increased↑ by **\$57,800** to reimburse the City of Grand Haven for improvements to Robbins Road. *(These expenditures occurred in FY 2017; but, the City was delayed in forwarding the invoice to the Township.)*

The undesignated fund balance of the DDA Fund will be about **\$1.3 million** at the end of the current fiscal year.

- 5) The Sewer Fund revenues are increased↑ by **\$8,400** due to reimbursements while expenditures are increased↑ by **\$5,350** because SCADA upgrade costs exceeded estimates.

The undesignated fund balance of the Sewer Fund will be an estimated **\$1.79 million** at the end of the current fiscal year.

- 6) The Water Fund expenditures are decreased↓ by **\$21,450** due to lower Information Technology costs.

The undesignated fund balance of the Water Fund will be an estimated **\$1.87 million** at the end of the current fiscal year.

- 7) The Information Technology (IT) Fund revenues are decreased↓ by **\$150,000** due to a variety of IT projects being under budget and the use of cash reserves for current projects.

The fund balance of the IT Fund will be an estimated **\$3,955** at the end of the current fiscal

year.

If the Board supports the proposed budget amendments, the following motion may be offered:

Move to adopt Resolution 18-05-01 that adopts the May budget amendments for fiscal year 2018.

If you have any questions or comments, please contact either Cargo or Sandoval at your convenience.

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
May 14, 2018**

		From	To	+ or (-)
General Fund Revenues (No changes)				
TOTAL GENERAL FUND REVENUE		3,447,320	3,447,320	0
Dept. Group 101 - Legislative				
707.000	Committee Meeting & Conference Pay	600	1,700	1,100
715.000	FICA	1,580	1,660	80
885.000	Community Promotion (Reimagine Project)	14,700	29,700	15,000
	Total	161,030	177,210	16,180
Dept. Group 172 - Administrative				
702.000	Salaries (HR Director to 32 hours)	104,410	110,410	6,000
715.000	FICA	16,670	17,170	500
718.000	Pension	25,910	26,510	600
719.000	Health Insurance	19,930	34,410	14,480
719.100	Dental Insurance	1,230	2,660	1,430
719.200	Disability Insurance	1,520	2,030	510
719.300	Life Insurance	400	480	80
	Total	294,220	317,820	23,600
Dept. Group 191 - Accounting				
718.000	Pension	16,540	13,540	(3,000)
719.000	Health Insurance (Accounting Clerk)	6,800	18,650	11,850
719.100	Dental Insurance	2,220	2,670	450
	Total	226,450	235,750	9,300
Dept. Group 215 - Clerk				
802.000	Conferences, Dues & Subs	3,580	3,380	(200)
976.000	Equipment Purchases	1,750	1,950	200
	Total	40,690	40,690	0
Dept. Group 265 - Building & Grounds				
976.000	Equipment Purchases (E-commerce cameras)	1,300	3,500	2,200
970.000	Capital Outlay (Audio Visual Project from 2017)	17,500	93,800	76,300
	Total	208,500	287,000	78,500
Dept. Group 276 - Cemetery				
936.000	Equipment Maintenance	3,500	5,000	1,500
	Total	158,110	159,610	1,500
Dept. Group 722 - Zoning Board of Appeals				

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
May 14, 2018**

		From	To	+ or (-)
801.000	Legal & Professional Fees	2,000	1,800	(200)
802.000	Conferences, Dues & Subs	300	500	200
	Total	4,740	4,740	0
Dept. Group 751 - Parks and Recreation				
801.000	Legal & Professional Fees	3,480	4,480	1,000
	Total	374,650	375,650	1,000
Dept. Group 966 - Appropriation Transfers				
999.200	Operating Transfers Out - IT	157,530	62,280	(95,250)
999.204	Operating Transfers Out - Municipal Street Fund	230,000	445,000	215,000
	Total	872,630	992,380	119,750
Dept. Group 390 - Fund Balance				
393.000	Designated Fund Balance (Park Improvements)	370,000	550,000	180,000
	Total	370,000	550,000	180,000
TOTAL GENERAL FUND EXPENDITURES		3,456,280	3,886,110	429,830
GENERAL FUND - FUND BALANCE:				
	Fund Balance (from 2017 Financial Audit)			2,528,069
	2018 Revenue			3,447,320
	Total Revenue budget amendments			0
	2018 Amended Revenue			3,447,320
	2018 Expenditures			3,456,280
	Total Expense budget amendments			429,830
	2018 Amended Expenditures			3,886,110
Net Budget Amendments				(429,830)
Projected Total Fund Balance - 12/31/18				2,089,279
Projected Undesignated Fund Balance - 12/31/18				1,539,279
Projected Designated Fund Balance - 12/31/18				550,000

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
MUNICIPAL STREET FUND
May 14, 2018**

	From	To	+ or (-)
Municipal Street Fund Revenues			
699.000 Appropriations - Transfers In	230,000	445,000	215,000
TOTAL FUND REVENUE	883,060	1,098,060	215,000
Dept. Group 446 - Road Construction			
873.400 Street Paving	440,950	655,950	215,000
TOTAL EXPENDITURES	883,100	1,098,100	215,000
MUNICIPAL STREET FUND BALANCE:			
Fund Balance (from 2017 Financial Audit)			5,891
2018 Revenue			883,060
Total revenue budget amendments			215,000
2018 Amended Revenue			1,098,060
2018 Expenditures			883,100
Total expense budget amendments			215,000
2018 Amended Expenditures			1,098,100
Net Budget Amendments			0
Projected Total Fund Balance - 12/31/18			5,851

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
FIRE/RESCUE FUND
May 14, 2018**

	From	To	+ or (-)
Fire Fund Revenues			
677.000 Reimbursements (Insurance proceeds)	200	700	500
TOTAL FIRE/RESCUE FUND REVENUE	1,326,920	1,327,420	500
Dept. Group 336 - Fire/Rescue Department			
726.200 Address Sign Expense	600	300	(300)
820.000 Public Education Expense	600	900	300
999.200 Operating Transfers Out - IT	39,830	15,680	(24,150)
TOTAL FIRE DEPT. EXPENDITURES	1,184,410	1,160,260	(24,150)
FIRE DEPARTMENT FUND BALANCE:			
Fund Balance (from 2017 Financial Audit)			445,671
2018 Revenue			1,326,920
Total revenue budget amendments			500
2018 Amended Revenue			1,327,420
2018 Expenditures			1,184,410
Total expense budget amendments			(24,150)
2018 Amended Expenditures			1,160,260
Net Budget Amendments			24,650
Projected Total Fund Balance - 12/31/18			612,831

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
DOWNTOWN DEVELOPMENT AUTHORITY
May 14, 2018**

	From	To	+ or (-)
DDA Revenues (No changes)			
TOTAL FUND REVENUE	584,920	584,920	0
Dept. Group 000 - DDA Department			
970.250 Capital Outlay Professional Fees (Traffic lights at Robbins Rd)	0	57,800	57,800
TOTAL EXPENDITURES	72,420	130,220	57,800
DDA FUND BALANCE:			
Fund Balance (from 2017 Financial Audit)			840,939
2018 Revenue			584,920
Total revenue budget amendments			0
2018 Amended Revenue			584,920
2018 Expenditures			72,420
Total expense budget amendments			57,800
2018 Amended Expenditures			130,220
Net Budget Amendments			(57,800)
Projected Total Fund Balance - 12/31/18			1,295,639

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
SEWER FUND
May 14, 2018**

	From	To	+ or (-)
Sewer Fund Revenues			
677.000 Reimbursements (Sewer Authority Refund)	1,800	10,200	8,400
TOTAL SEWER FUND REVENUE	910,020	918,420	8,400
Dept. Group 590.537 - Sewer Fund			
970.000 Capital Outlay (SCADA upgrade)	148,000	161,000	13,000
999.200 Operating Transfers Out - IT	12,530	4,880	(7,650)
TOTAL SEWER FUND EXPENDITURES	680,280	685,630	5,350
SEWER FUND CASH RESERVES:			
Projected Cash Reserves (From 2017 Financial Audit)			1,560,536
2018 Revenue			910,020
Total Revenue budget amendments			8,400
2018 Amended Revenue			918,420
2018 Expenditures			680,280
Total Expense budget amendments			5,350
2018 Amended Expenditures			685,630
Net Budget Amendments			3,050
Projected Unassigned Cash Reserves - 12/31/18			1,793,326

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
WATER FUND
May 14, 2018**

	From	To	+ or (-)
Water Fund Revenues (No changes)			
TOTAL WATER FUND REVENUE	2,686,160	2,686,160	0
Dept. Group 591.536 - Water Department			
976.000 Equipment Purchases (Paddlewheel meter)	7,100	8,600	1,500
999.200 Operating Transfers Out - IT	38,050	15,100	(22,950)
TOTAL WATER FUND EXPENDITURES	2,966,210	2,944,760	(21,450)
WATER FUND CASH RESERVES:			
Projected Cash Reserves (From 2017 Financial Audit)			2,129,647
2018 Revenue			2,686,160
Total Revenue budget amendments			0
2018 Amended Revenue			2,686,160
2018 Expenditures			2,966,210
Total Expense budget amendments			(21,450)
2018 Amended Expenditures			2,944,760
Net Budget Amendments			21,450
Projected Unassigned Cash Reserves - 12/31/18			1,871,047

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
INFORMATION TECHNOLOGIES
May 14, 2018**

		From	To	+ or (-)
IT Revenues				
696.000	General Fund Contribution	157,530	62,280	(95,250)
696.100	Fire Fund Contribution	39,830	15,680	(24,150)
696.200	Sewer Fund Contribution	12,530	4,880	(7,650)
696.300	Water Fund Contribution	38,050	15,100	(22,950)
TOTAL FUND REVENUE		247,940	97,940	(150,000)
Dept. Group 000 - IT Department (No Changes)				
TOTAL EXPENDITURES		247,850	247,850	0
INFORMATION TECHNOLOGY FUND BALANCE:				
Fund Balance (from 2017 Financial Audit)				153,865
2018 Revenue				247,940
Total revenue budget amendments				(150,000)
2018 Amended Revenue				97,940
2018 Expenditures				247,850
Total expense budget amendments				0
2018 Amended Expenditures				247,850
Net Budget Amendments				(150,000)
Projected Total Fund Balance - 12/31/18				3,955

RESOLUTION NO. 18-05-01

WHEREAS, Grand Haven Charter Township has formally adopted the 2018 fiscal year budget;

WHEREAS, the Grand Haven Charter Township Board of Trustees have determined that the proposed attached amendments to this budget are necessary to comply with the requirements of the State of Michigan and to respond to changes that have occurred since the budget was adopted in November of 2017;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Grand Haven Charter Township determines:

SECTION 1:

This resolution shall be known as the Grand Haven Charter Township 2018 May Budget Amendments.

SECTION 2:

The list of attached amendments to the 2018 fiscal year budget are found to be acceptable and are adopted by the Board.

SECTION 3:

Motion made by _____ and seconded by _____ to adopt the foregoing resolution upon the following roll call vote:

AYES:

NAYS:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED: ADOPTED.

The **motion** carried and the resolution was duly adopted on May 14, 2018.

Laurie Larsen, Township Clerk
Dated: May 14, 2018



SUPERINTENDENT'S MEMO

DATE: May 9, 2018

TO: Township Board

FROM: Bill Cargo

SUBJECT: FY 2018 Street Resurfacing - Supplemental

As you may recall, the Board previously approved \$368,250 for resurfacing eight streets (or **1.65 miles**) within the Township. *(This is in addition to the re-graveling program and the major streets that will be resurfaced by the Road Commission.)*

Because the 2017 financial audit indicated that fund balance for the General Fund exceeded its minimum and because the final 2017 street paving costs were under budget, Cargo is recommending that five additional streets be added to the 2018 street paving budget.

Specifically, the following **0.70 miles** of roadways are being considered for paving. All of the proposed streets have a Pavement Surface Evaluation and Rating (PASER) rating of 5 or less on the PASER 10-point scale.

1. Pine Dunes Court – 168 th to cul-de-sac	1,269'	\$61,386
2. Majestic Court – Lakeshore Drive East to cul-de-sac	427'	\$22,324
3. Reenders Court – Lakeshore Drive East to cul-de-sac	799'	\$41,593
4. Mitchell Street – Robbins Road south to end	656'	\$22,226
5. 160 th Avenue – west to cul-de-sac	565'	\$24,278

TOTAL \$171,807

Recall that the Township has about **40 miles of subdivision streets**. Further, since 1987 the Road Commission delegated 100% of the costs associated with subdivision resurfacing to the Townships. For 2018, Grand Haven Township will resurface about **5.9%** of all subdivision streets.

The cost estimate is a pre-bid estimate and the actual paving cost is typically less↓ than the estimate.

To proceed forward with this additional street resurfacing project, the following motion can be offered:

Move to approve the Township to fund the re-surfacing of an additional 0.7 miles of streets and for the Township Superintendent to execute the Project Estimate agreement with the Ottawa County Road Commission at an estimated cost of \$171,806.25.

Please contact me with any questions or comments at your convenience.

**OTTAWA COUNTY ROAD COMMISSION
PROJECT ESTIMATE**

Township: Grand Haven

Street Termini & Length: Various Streets (See Attached Sheet) 0.70 miles (3,716')

General Description of Work:

Bituminous resurface existing pavements and restore shoulders.

TOTAL ESTIMATED COST **\$ 171,806.25**

The attached list will bid as an alternate with any or all streets subject to Grand Haven Township approval.

OTTAWA COUNTY ROAD COMMISSION

By  _____
Engineering Director

TO: Ottawa County Road Commission
Grand Haven, MI 49417

Gentlemen:

At a meeting of the _____ Township Board held on _____, the above project and estimate was approved. The Road Commission is authorized to proceed to accomplish the work and bill the township for all direct costs charged to the project, plus a maximum overhead charge of five percent (5%) of the total direct costs so charged; and the township hereby agrees to pay same in full (less county contributions, if any, as indicated in writing attached hereto and incorporated by reference). Direct costs include any payments for: contracts with contractors, engineers and other consultants; materials; force account labor at 1.5 times payroll charges; equipment rental; and advertising and printing. The township agrees to make advance payments, if required, and to pay any balances due within thirty (30) days of receipt of the billing for same. The township also understands and agrees that final direct costs and quantities may vary from the estimate.

Signed By _____

Manager of _____ Township

Date _____

PROJECT ESTIMATE GRAND HAVEN TOWNSHIP SUBDIVISION STREETS 2018 - ALTERNATE STREETS

Sec	Street	To/From	Length	Last Rating	Year Last Resurfaced	Street Costs	Section Costs
15	Pine Dunes Ct	168th Ave East to Cul-de-sac	1269	5: Fair	2008 (Resurfacing)	\$ 61,385.50	\$ 61,385.50
33	Majestic Ct	Lakeshore Dr East to Cul-de-sac	427	5: Fair	1997 (New Construction)	\$ 22,323.95	\$ 63,917.15
	Reenders Ct	Lakeshore Dr East to Cul-de-sac	799	5: Fair	1998 (Resurfacing)	\$ 41,593.20	
34	Mitchell St	Robbins Rd South to End	656	5: Fair	1997 (Resurfacing)	\$ 22,225.50	\$ 46,503.60
	Robrick Ave	160th Ave West to Cul-de-sac	565	5: Fair	1996 (Resurfacing)	\$ 24,278.10	

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
ACCESSORY BUILDING				
P18BU0126	HESSE ERIC S-LORRI L	15080 DENSLOW DR PVT	\$30,000	\$286.50
P18BU0132	O'NEAL BENJAMIN-ERICA	15414 LYONS LN PVT	\$14,400	\$211.15
P18BU0136	VANOORDT CRAIG-BROOKHOUSE ALISON	10528 168TH AVE	\$24,647	\$279.65
P18BU0149	FREDRICKS TODD E-KAREN M	14851 LAKESHORE DR	\$300	\$36.75
P18BU0172	ESSENBURG ERWIN G JR-DAWN M	13504 FOREST PARK DR	\$20,500	\$190.60
			\$89,847	\$1,004.65
			<i>Total Permits For Type:</i>	5

ADDITIONS				
P18BU0147	HOGEBOOM JAKE J-KELSEY	15064 COPPER CT	\$250,000	\$1,580.90
			\$250,000	\$1,580.90
			<i>Total Permits For Type:</i>	1

ADDRESS				
P18AD0014	J LOFTIS FARMS LLC	11946 168TH AVE	\$0	\$14.00
P18AD0015	VIRONDA MARILYN S-PHILLIP A	12378 168TH AVE	\$0	\$14.00
P18AD0016	GRAND HAVEN DEVELOPMENT GROUP LLC	2967 COPPERWAY DR	\$0	\$14.00
P18AD0017	TIBBE JARON	12761 152ND AVE	\$0	\$14.00
			\$0	\$56.00
			<i>Total Permits For Type:</i>	4

AG EXEMPT				
P18AG0002	WILLIAMS ROBERT-ADELE	14615 HUNTERS CT	\$0	\$20.00
			\$0	\$20.00
			<i>Total Permits For Type:</i>	1

ALTERATIONS				
P18BU0133	REENDERS LAWRENCE ENT	13709 168TH AVE	\$200	\$36.75
P18BU0148	MEYER LEVI	16054 COMSTOCK ST	\$1,600	\$42.00
P18BU0152	SMITH BRIAN T-KATHLEEN A	17236 SANDGATE PL	\$1,200	\$42.00
P18BU0154	HILBER DANIEL-CELESTE	15322 NICKOLAS DR	\$4,500	\$89.25
P18BU0158	KENNEDY FRANK I-DIANE C	14438 WESTWIND LN	\$15,115	\$218.00
			\$22,615	\$428.00
			<i>Total Permits For Type:</i>	5

BASEMENT FINISH				
P18BU0098	FRISINGER JAMES-KIM	15244 FOREST PARK DR	\$20,000	\$286.50
P18BU0118	PEARSON BRIAN M-STACY K	17362 TIMBER DUNES DR	\$20,000	\$0.00
P18BU0119	HANSEN KYLE R	15906 RIDGEFIELD ST	\$22,500	\$265.95
P18BU0123	JOY WELCH TRUST	17462 PINE BLUFF CT PVT	\$20,000	\$0.00
P18BU0134	PRENTICE BRADLEY-LINDSEY	12960 SWEETBRIAR DR	\$16,000	\$231.70
P18BU0143	SKODACK RICHARD E-JULIE	12236 LAKESHORE DR	\$29,550	\$313.90
P18BU0157	JANSEN MICHAEL-WENDY TRUST	13359 GREENBRIAR DR	\$27,780	\$231.70

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18BU0168	HE JIAN P	13515 HIDDEN CREEK CT	\$12,500	\$168.00

\$168,330
Total Permits For Type: **8**

DECK

P18BU0145	PARCHETA RICHARD-JILAINE	12902 MARIPOSA ST	\$3,180	\$73.50
P18BU0150	EL CASSABGUI CHRISTOPHER-ALISON	14973 ARBORWOOD DR	\$4,600	\$89.25

\$7,780
Total Permits For Type: **2**

DEMOLITION

P18DE0006	WOLFFIS TIMOTHY A-KRISTIN S	12668 LAKESHORE DR	\$0	\$20.00
P18DE0007	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0008	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0009	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0010	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0011	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0012	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0013	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0014	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
P18DE0015	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00

\$0
Total Permits For Type: **10**

ELECTRICAL

P18EL0165	BIERMAN JOSEPH P-ARLENE K	16360 ROBBINS RD	\$0	\$174.00
P18EL0170	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$116.00
P18EL0181	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #210	\$0	\$155.00
P18EL0182	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #211	\$0	\$155.00
P18EL0183	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #212	\$0	\$133.00
P18EL0184	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #213	\$0	\$133.00
P18EL0185	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #214	\$0	\$133.00
P18EL0186	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #215	\$0	\$133.00
P18EL0187	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #216	\$0	\$155.00
P18EL0188	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D #217	\$0	\$133.00
P18EL0189	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 2-WING D-CORRIDOR	\$0	\$64.00
P18EL0190	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #310	\$0	\$155.00
P18EL0191	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #311	\$0	\$155.00
P18EL0192	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #312	\$0	\$133.00
P18EL0193	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #313	\$0	\$133.00
P18EL0194	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #314	\$0	\$133.00
P18EL0195	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #315	\$0	\$133.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18EL0196	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #316	\$0	\$155.00
P18EL0197	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D #317	\$0	\$133.00
P18EL0198	ROSY MOUND LDHA LIMITED PARTNERSHIP	7283 VARM-FL 3-WING D-CORRIDOR	\$0	\$64.00
P18EL0199	15198 LAKESHORE PROPERTIES LLC	15198 LAKESHORE DR	\$0	\$64.00
P18EL0200	SLOAN DAVID	14706 PARK AVE	\$0	\$80.00
P18EL0201	DYKSTRA KYLE-BRADBURY CHELSEA	15317 RED OAK ST	\$0	\$73.00
P18EL0202	RUGGERI MICHAEL A-GLYNN ANN	10213 LAKESHORE DR	\$0	\$66.00
P18EL0203	LAVALLEE CHRISTOPHER R-CYNTHIA L	12900 SWEETBRIAR DR	\$0	\$114.00
P18EL0204	VANDERLINDE DAVID JR-SARAH	17466 BEECH HILL DR	\$0	\$112.00
P18EL0205	WHALEN TIMOTHY S-TRACIE	16527 LAKE MICHIGAN DR	\$0	\$74.00
P18EL0206	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 106-BLDG 8	\$0	\$212.00
P18EL0207	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 108-BLDG 8	\$0	\$212.00
P18EL0208	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 206-BLDG 8	\$0	\$212.00
P18EL0209	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 208-BLDG 8	\$0	\$212.00
P18EL0210	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 210-BLDG 8	\$0	\$212.00
P18EL0211	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 212-BLDG 8	\$0	\$212.00
P18EL0212	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 214-BLDG 8	\$0	\$212.00
P18EL0213	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 306-BLDG 8	\$0	\$212.00
P18EL0214	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 308-BLDG 8	\$0	\$212.00
P18EL0215	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 310-BLDG 8	\$0	\$212.00
P18EL0216	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 312-BLDG 8	\$0	\$212.00
P18EL0217	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL 314-BLDG 8	\$0	\$212.00
P18EL0218	PIPER LAKES APARTMENTS LLC	14851 PIPER LAKES TRL GARAGE	\$0	\$150.00
P18EL0219	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 101-BLDG 8	\$0	\$212.00
P18EL0220	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 102-BLDG 8	\$0	\$212.00
P18EL0221	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 103-BLDG 8	\$0	\$212.00
P18EL0222	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 104-BLDG 8	\$0	\$212.00
P18EL0223	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 201-BLDG 8	\$0	\$212.00
P18EL0224	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 202-BLDG 8	\$0	\$212.00
P18EL0225	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 203-BLDG 8	\$0	\$212.00
P18EL0226	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 204-BLDG 8	\$0	\$212.00
P18EL0227	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 301-BLDG 8	\$0	\$212.00
P18EL0228	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 302-BLDG 8	\$0	\$212.00
P18EL0229	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 303-BLDG 8	\$0	\$212.00
P18EL0230	PIPER LAKES APARTMENTS LLC	14847 PIPER LAKES TRL 304-BLDG 8	\$0	\$212.00
P18EL0231	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 105-BLDG 8	\$0	\$212.00
P18EL0232	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 107-BLDG 8	\$0	\$212.00
P18EL0233	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 205-BLDG 8	\$0	\$212.00
P18EL0234	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 207-BLDG 8	\$0	\$212.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18EL0235	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 209-BLDG 8	\$0	\$212.00
P18EL0236	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 211-BLDG 8	\$0	\$212.00
P18EL0237	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 213-BLDG 8	\$0	\$212.00
P18EL0238	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 305-BLDG 8	\$0	\$212.00
P18EL0239	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 307-BLDG 8	\$0	\$212.00
P18EL0240	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 309-BLDG 8	\$0	\$212.00
P18EL0241	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 311-BLDG 8	\$0	\$212.00
P18EL0242	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL 313-BLDG 8	\$0	\$212.00
P18EL0243	PIPER LAKES APARTMENTS LLC	14831 PIPER LAKES TRL GARAGE	\$0	\$150.00
P18EL0244	VLIEM ANDREA	15498 WINCHESTER CIR PVT	\$0	\$152.00
P18EL0245	WOLFE MICHAEL A	15665 HIGH RIDGE DR	\$0	\$128.00
P18EL0246	RYAN ROGER G	14650 LAKESHORE DR	\$0	\$118.00
P18EL0247	VANOORDT CRAIG-BROOKHOUSE ALISON	10528 168TH AVE	\$0	\$75.00
P18EL0248	PRENTICE BRADLEY-LINDSEY	12960 SWEETBRIAR DR	\$0	\$118.00
P18EL0249	HILBER DANIEL-CELESTE	15322 NICKOLAS DR	\$0	\$50.00
P18EL0250	HOWARD MARY CATHERINE-KEVIN	12809 WILDERNESS TR PVT	\$0	\$60.00
P18EL0251	URBYTES MITCHELL G-SUSAN M	18326 HOLCOMB RD	\$0	\$174.00
P18EL0252	VELERIS REVOCABLE TRUST	10333 LAKESHORE DR	\$0	\$66.00
P18EL0253	SIGNATURE LAND DEVELOPMENT CORP	13008 WILDVIEW DR	\$0	\$221.00
P18EL0254	BROWN THORNE JAMES-ETAL	10853 LAKESHORE DR	\$0	\$78.00
P18EL0255	RIVER HAVEN OPERATING COMPANY LLC	13840 RIVER HAVEN BLVD	\$0	\$56.00
P18EL0256	RIVER HAVEN OPERATING COMPANY LLC	13624 SILVERBROOK DR	\$0	\$56.00
P18EL0257	RIVER HAVEN OPERATING COMPANY LLC	13594 SILVERBROOK DR	\$0	\$56.00
P18EL0258	RIVER HAVEN OPERATING COMPANY LLC	13582 SILVERBROOK DR	\$0	\$56.00
P18EL0259	RIVER HAVEN OPERATING COMPANY LLC	13568 SPRINGBROOK DR	\$0	\$56.00
P18EL0260	RIVER HAVEN OPERATING COMPANY LLC	14468 STILLWATER DR	\$0	\$56.00
P18EL0261	RIVER HAVEN OPERATING COMPANY LLC	14449 STILLWATER DR	\$0	\$56.00
P18EL0262	RIVER HAVEN OPERATING COMPANY LLC	13663 PINWOOD DR	\$0	\$56.00
P18EL0263	RIVER HAVEN OPERATING COMPANY LLC	13622 WINDING CREEK DR	\$0	\$56.00
P18EL0264	REENDERS LAWRENCE ENT	13709 168TH AVE	\$0	\$132.00
P18EL0265	KENNEDY FRANK I-DIANE C	14438 WESTWIND LN	\$0	\$110.00
P18EL0266	SALTSMAN TRUST	11353 OAK GROVE RD	\$0	\$62.00
P18EL0267	HEILES MARY	10615 LAKESHORE DR	\$0	\$60.00
P18EL0268	DENHERDER THOMAS-SUSAN MILLER	12065 BLUEWATER RD	\$0	\$56.00
			\$0	\$13,357.00
			<i>Total Permits For Type:</i>	
			90	
FENCE				
P18ZL0017	MILLER KRISTIN R	15448 MEADOWLARK DR	\$1,250	\$25.00
P18ZL0018	TLACHAC DANIEL	15333 CHERRY ST	\$968	\$25.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18ZL0019	GOUDIE ROBERT-BARBARA	11901 GARNSEY AVE	\$0	\$25.00
P18ZL0020	POEL SHERI L	15080 WESTRAY ST	\$2,000	\$25.00
P18ZL0021	DURSO WILLIAM-SHELLY	14818 BIRDSONG LN	\$5,804	\$25.00
P18ZL0022	POWER GUY C	15621 160TH AVE	\$6,439	\$25.00
P18ZL0023	STONESIFER MICHAEL I-LAURIE A	14674 PEPPERRIDGE AVE	\$6,521	\$25.00
P18ZL0024	CARMONA EDUARDO JR-VANESSA L	15219 MERCURY DR	\$800	\$25.00
			\$23,782	\$200.00
			Total Permits For Type: 8	

MANUFACTURED HOME SET-UP

P18BU0159	RIVER HAVEN OPERATING COMPANY LLC	13840 RIVER HAVEN BLVD	\$0	\$300.00
P18BU0160	RIVER HAVEN OPERATING COMPANY LLC	13624 SILVERBROOK DR	\$0	\$300.00
P18BU0161	RIVER HAVEN OPERATING COMPANY LLC	13594 SILVERBROOK DR	\$0	\$300.00
P18BU0162	RIVER HAVEN OPERATING COMPANY LLC	13582 SILVERBROOK DR	\$0	\$300.00
P18BU0163	RIVER HAVEN OPERATING COMPANY LLC	13568 SPRINGBROOK DR	\$0	\$300.00
P18BU0164	RIVER HAVEN OPERATING COMPANY LLC	14468 STILLWATER DR	\$0	\$300.00
P18BU0165	RIVER HAVEN OPERATING COMPANY LLC	14449 STILLWATER DR	\$0	\$300.00
P18BU0166	RIVER HAVEN OPERATING COMPANY LLC	13663 PINWOOD DR	\$0	\$300.00
P18BU0167	RIVER HAVEN OPERATING COMPANY LLC	13622 WINDING CREEK DR	\$0	\$300.00
			\$0	\$2,700.00
			Total Permits For Type: 9	

MECHANICAL

P18ME0176	BOUR ROGER-KRIS	12767 LAKESHORE DR	\$0	\$80.00
P18ME0177	LAMOURIE PETER-DIANE	17216 MAPLERIDGE DR	\$0	\$135.00
P18ME0178	ROSY MOUND LDHA LIMITED PARTNERSHIP	172 ROSY MOUND LN BLDG 1 #1	\$0	\$230.00
P18ME0179	ROSY MOUND LDHA LIMITED PARTNERSHIP	174 ROSY MOUND LN BLDG 1 #2	\$0	\$230.00
P18ME0180	ROSY MOUND LDHA LIMITED PARTNERSHIP	1784 ROSY MOUND LN BLDG 2 #4	\$0	\$230.00
P18ME0181	ROSY MOUND LDHA LIMITED PARTNERSHIP	1782 ROSY MOUND LN BLDG 2 #3	\$0	\$230.00
P18ME0182	ROSY MOUND LDHA LIMITED PARTNERSHIP	1786 ROSY MOUND LN BLDG 2 #5	\$0	\$230.00
P18ME0183	ROSY MOUND LDHA LIMITED PARTNERSHIP	1792 ROSY MOUND LN BLDG 3 #6	\$0	\$230.00
P18ME0184	ROSY MOUND LDHA LIMITED PARTNERSHIP	1794 ROSY MOUND LN BLDG 3 #7	\$0	\$230.00
P18ME0185	ROSY MOUND LDHA LIMITED PARTNERSHIP	1796 ROSY MOUND LN BLDG 3 #8	\$0	\$230.00
P18ME0186	LAVALLEE CHRISTOPHER R-CYNTHIA L	12900 SWEETBRIAR DR	\$0	\$125.00
P18ME0187	MILLER LARRY-LARK E	15935 RIDGEFIELD ST	\$0	\$80.00
P18ME0188	GLASS MARIA	15111 LAKE MICHIGAN DR	\$0	\$80.00
P18ME0189	EAGLE CREEK HOMES LLC	10317 MESIC DR	\$0	\$230.00
P18ME0190	BLEASE ROBERT M JR-KRISTINE A	15321 CHERRY ST	\$0	\$80.00
P18ME0191	FISHER DAVID J-SARAH L TRUST	15106 163RD AVE	\$0	\$80.00
P18ME0192	ROSA MARCIA TRUST	15300 164TH AVE	\$0	\$80.00
P18ME0193	DIEPHOUSE DOUGLAS E-CHERYL L	11944 TURTLE TRAIL PVT	\$0	\$130.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18ME0194	PRENTICE BRADLEY-LINDSEY	12960 SWEETBRIAR DR	\$0	\$120.00
P18ME0195	BECKER ANDREW T-REBECCA A	12889 WOODRUSH CT	\$0	\$55.00
P18ME0196	LINDERMAN JAMES G-ROSENKRANZ JANN	7850 HILLANDALE LN	\$0	\$110.00
P18ME0197	SCHINCARIOL JOHN	13345 GREENLEAF LN	\$0	\$80.00
P18ME0198	CITY OF GRAND RAPIDS	11177 LAKESHORE DR	\$0	\$80.00
P18ME0199	DIEPHOUSE DOUGLAS E-CHERYL L	11944 TURTLE TRAIL PVT	\$0	\$240.00
P18ME0200	D'OYLY BETTY J	17285 LINCOLN ST	\$0	\$140.00
P18ME0201	VLIEM ANDREA	15498 WINCHESTER CIR PVT	\$0	\$125.00
P18ME0202	VELERIS REVOCABLE TRUST	10333 LAKESHORE DR	\$0	\$110.00
P18ME0203	EAGLE CREEK HOMES LLC	10275 MESIC DR	\$0	\$230.00
P18ME0204	SIGNATURE LAND DEVELOPMENT CORP	13008 WILDVIEW DR	\$0	\$225.00
P18ME0205	LAUNIERE MATTHEW M-STEPHANIE D	10108 LAKESHORE DR	\$0	\$55.00
P18ME0206	RIVER HAVEN OPERATING COMPANY LLC	13840 RIVER HAVEN BLVD	\$0	\$80.00
P18ME0207	RIVER HAVEN OPERATING COMPANY LLC	13624 SILVERBROOK DR	\$0	\$80.00
P18ME0208	RIVER HAVEN OPERATING COMPANY LLC	13594 SILVERBROOK DR	\$0	\$80.00
P18ME0209	RIVER HAVEN OPERATING COMPANY LLC	13582 SILVERBROOK DR	\$0	\$80.00
P18ME0210	RIVER HAVEN OPERATING COMPANY LLC	13568 SPRINGBROOK DR	\$0	\$80.00
P18ME0211	RIVER HAVEN OPERATING COMPANY LLC	14468 STILLWATER DR	\$0	\$80.00
P18ME0212	RIVER HAVEN OPERATING COMPANY LLC	14449 STILLWATER DR	\$0	\$80.00
P18ME0213	RIVER HAVEN OPERATING COMPANY LLC	13663 PINEWOOD DR	\$0	\$80.00
P18ME0214	RIVER HAVEN OPERATING COMPANY LLC	13622 WINDING CREEK DR	\$0	\$80.00
P18ME0215	PIPER LAKES APARTMENTS LLC	14861 PIPER LAKES TRL MAINTENA	\$0	\$170.00
P18ME0216	WERNER PROPERTIES LLC	13844 172ND AVE	\$0	\$110.00
P18ME0217	FLACK ANDREW-MOLLY	13140 SIKKEMA DR	\$0	\$120.00
P18ME0218	ZAMMARRON GEORGE-SUSAN TRUST	11490 LAKESHORE DR	\$0	\$115.00
P18ME0219	GLUECK DANIEL-NANCY	15091 LINCOLN ST	\$0	\$80.00
P18ME0220	FOUTZ STEPHEN E-KATHLEEN A	14564 LINCOLN ST	\$0	\$80.00
P18ME0221	JANSEN MICHAEL-WENDY TRUST	13359 GREENBRIAR DR	\$0	\$130.00
P18ME0222	SODEMANN JOHN-PAMELA	11400 PRESERVE RD PVT	\$0	\$110.00
P18ME0223	SCHAAP CYNTHIA TRUST	11411 SKOGEN LN	\$0	\$110.00

\$0 **\$6,255.00**
Total Permits For Type: **48**

MISCELLANEOUS

P18ZL0016	HESSE ERIC	15080 DENSLOW DR PVT	\$6,500	\$50.00
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\$6,500 **\$50.00**
Total Permits For Type: **1**

PLUMBING

P18PL0066	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$115.00
P18PL0067	TWA JAMES	15965 CEDAR AVE	\$0	\$213.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18PL0068	SMALLEGAN DAVID A-DARION C	16453 BUCHANAN ST	\$0	\$178.00
P18PL0069	SIGNATURE LAND DEVELOPMENT CORP	12861 PINE GLEN DR	\$0	\$229.00
P18PL0070	LAVALLEE CHRISTOPHER R-CYNTHIA L	12900 SWEETBRIAR DR	\$0	\$120.00
P18PL0071	SIGNATURE LAND DEVELOPMENT CORP	13008 WILDVIEW DR	\$0	\$234.00
P18PL0072	EAGLE CREEK HOMES LLC	10275 MESIC DR	\$0	\$234.00
P18PL0073	BEHM TRUST	14250 152ND AVE	\$0	\$55.00
P18PL0074	BENES NANCY ET AL	15636 GROESBECK ST	\$0	\$55.00
P18PL0075	WILHELM MARK-DEBBIE	14551 SOUTH HIGHLAND DR	\$0	\$240.00
P18PL0076	PRENTICE BRADLEY-LINDSEY	12960 SWEETBRIAR DR	\$0	\$115.00
P18PL0077	CARON JOHN-LAURA	10361 MESIC DR	\$0	\$218.00
P18PL0078	VLIEM ANDREA	15498 WINCHESTER CIR PVT	\$0	\$115.00
P18PL0079	WHITCOMB RYAN- ANNE	18099 SHORE ACRES RD	\$0	\$238.00
P18PL0080	RIVER HAVEN OPERATING COMPANY LLC	13840 RIVER HAVEN BLVD	\$0	\$55.00
P18PL0081	RIVER HAVEN OPERATING COMPANY LLC	13624 SILVERBROOK DR	\$0	\$55.00
P18PL0082	RIVER HAVEN OPERATING COMPANY LLC	13594 SILVERBROOK DR	\$0	\$55.00
P18PL0083	RIVER HAVEN OPERATING COMPANY LLC	13582 SILVERBROOK DR	\$0	\$55.00
P18PL0084	RIVER HAVEN OPERATING COMPANY LLC	13568 SPRINGBROOK DR	\$0	\$55.00
P18PL0085	RIVER HAVEN OPERATING COMPANY LLC	14468 STILLWATER DR	\$0	\$55.00
P18PL0086	RIVER HAVEN OPERATING COMPANY LLC	14449 STILLWATER DR	\$0	\$55.00
P18PL0087	RIVER HAVEN OPERATING COMPANY LLC	13663 PINWOOD DR	\$0	\$55.00
P18PL0088	RIVER HAVEN OPERATING COMPANY LLC	13622 WINDING CREEK DR	\$0	\$55.00
P18PL0089	KENNEDY FRANK I-DIANE C	14438 WESTWIND LN	\$0	\$133.00

\$0 **\$2,987.00**
Total Permits For Type: **24**

POOL/SPA/HOT TUB

P18BU0129	VANDERLINDE DAVID JR-SARAH	17466 BEECH HILL DR	\$70,895	\$594.75
P18BU0177	HECKLEMAN LEWIS-MELISSA	16064 LINCOLN ST	\$3,000	\$63.00

\$73,895 **\$657.75**
Total Permits For Type: **2**

REPLACEMENT WINDOWS/DOORS

P18BU0142	GAGNON MARK J-KATHERINE E	17450 BEECH HILL DR	\$18,687	\$338.55
P18BU0153	TIFFIN ROBERT PROTECTION TRUST	15881 GROESBECK ST	\$1,211	\$42.00
P18BU0171	STEVENS PAMELA J	17211 TIMBER DUNES DR	\$1,000	\$36.75

\$20,898 **\$417.30**
Total Permits For Type: **3**

RE-ROOFING

P18BU0128	WEITZ MATHIAS G-CATHERINE A	11403 OAK GROVE RD	\$14,820	\$100.00
P18BU0130	RIVER HAVEN OPERATING COMPANY LLC	13368 WINDING CREEK DR	\$5,644	\$100.00
P18BU0131	SMITH GARY P-JILL D	15077 WILLOWWOOD CT	\$8,400	\$100.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18BU0135	CLARK GALE A	16165 FERRIS ST	\$8,249	\$100.00
P18BU0137	GUY VIRGINIA BENDER TRUST	15021 STICKNEY RIDGE	\$6,890	\$100.00
P18BU0138	SCHAFFER PATRICK C-ANNA J	17045 DONAHUE WOODS DR	\$16,550	\$100.00
P18BU0140	STOLPER WILLIAM P-DELORES R	13500 HIDDEN CREEK DR	\$10,405	\$100.00
P18BU0141	COOK KENNETH L-JEAN L	15277 MEADOWWOOD DR	\$16,000	\$100.00
P18BU0144	POEL SHERI L	15080 WESTRAY ST	\$11,960	\$100.00
P18BU0169	CURRIER JON G	14999 ROBINWOOD CT	\$7,950	\$100.00
P18BU0173	BAREHAM KURT N-EMILY	15638 RONNY RD	\$4,995	\$100.00
P18BU0175	HATHAWAY ANTHONY	15447 FOREST PARK DR	\$0	\$100.00
P18BU0176	OTTAWA COUNTY	9791 LAKESHORE DR	\$10,100	\$100.00
P18BU0178	WILTHOF LARRY	15625 ROBBINS RD	\$14,224	\$100.00

\$136,187 **\$1,400.00**
Total Permits For Type: **14**

RE-SIDING

P18BU0151	JASENAS DAWN M	15513 COMSTOCK ST	\$6,700	\$100.00
P18BU0156	BAGLEY JOHN	12342 LAKESHORE DR	\$9,200	\$100.00
P18BU0179	WILTHOF LARRY	15625 ROBBINS RD	\$14,225	\$100.00

\$30,125 **\$300.00**
Total Permits For Type: **3**

SHED (<200 SQFT)

P18ZL0015	ERTZINGER TONIA A	15032 BRIARWOOD ST	\$0	\$25.00
P18ZL0025	RODGERS DALE E-FREDA I	15035 FAIRMOUNT CT	\$1,800	\$25.00
P18ZL0026	SPITLER NICHOLAS J	14062 OAK CHAPEL AVE	\$0	\$25.00
P18ZL0029	CAVE CHARLES L-JAYNE E	13615 STREAMSIDE CT	\$3,400	\$25.00

\$5,200 **\$100.00**
Total Permits For Type: **4**

SINGLE FAMILY DWELLING

P18BU0139	HOWARD MARY CATHERINE-KEVIN	12809 WILDERNESS TR PVT	\$980,000	\$3,765.60
P18BU0155	WHITCOMB RYAN- ANNE	18099 SHORE ACRES RD	\$328,000	\$1,706.90
P18BU0170	THORNELL DANIEL-BONNIE	15237 WIDGEON RD	\$197,615	\$1,307.90

\$1,505,615 **\$6,780.40**
Total Permits For Type: **3**

TEMPORARY SIGN

P18SG0007	ROBBINS ROAD REAL ESTATE LLC	17200 ROBBINS RD	\$0	\$20.00
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\$0 **\$20.00**
Total Permits For Type: **1**

VEHICLE SALES

P18VS0014	DAVIS-VERHOEKS-HILLIARD	15570 MERCURY DR	\$0	\$0.00
P18VS0015	LOFTIS JAMES M TRUST	13888 172ND AVE	\$0	\$0.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P18VS0016	UMLOR DEBORA A	13096 LAKESHORE DR	\$0	\$0.00
P18VS0017	WEZEMAN HENRY J-NANCY K	13800 152ND AVE	\$0	\$0.00
P18VS0018	BOTTJE CARLA J	14065 152ND AVE	\$0	\$0.00
P18VS0019	BUITENHUIS RICHARD-LAURA L	14854 MERCURY DR	\$0	\$0.00
P18VS0020	TUUK LISA A-KEVIN J	13297 LAKESHORE DR	\$0	\$0.00
P18VS0021	PARADISE TRUST	17179 TIMBER DUNES DR	\$0	\$0.00
			\$0	\$0.00
			<i>Total Permits For Type:</i>	8
Totals			\$2,340,774	\$40,174.50
			<i>Total Permits In Month:</i>	254

April Open Enforcements By Category Monthly Report

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0092	15014 BIGNELL DR	CLOSED	04/20/18	04/24/18	

Total Entries: 1

HOUSE NUMBERS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0093	14700 MERCURY DR	INVESTIGATION ONLY	04/20/18		

Total Entries: 1

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0086	14065 152ND AVE	INVESTIGATION ONLY	04/05/18		
E18CE0087	15284 MILLHOUSE CT 15282	CLOSED	04/11/18	04/26/18	

Total Entries: 2

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0099	14001 148TH AVE	1ST NOTICE OF VIOLATION LETTER	04/26/18		
E18CE0100	14766 MERCURY DR	CITATION/CIVIL INFRACTION	04/26/18		

Total Entries: 2

OTHER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0088		CITATION/CIVIL INFRACTION	04/12/18		

Total Entries: 1

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0096	15111 DEREMO AVE	NO VIOLATION	04/16/18	05/01/18	
E18CE0097	12977 BLACKHAWK AVE	1ST NOTICE OF VIOLATION LETTER	04/24/18		

Total Entries: 2

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action

April Open Enforcements By Category Monthly Report

E18CE0090	VERBAL WARNING	04/20/18	
E18CE0091	VERBAL WARNING	04/20/18	

Total Entries: 2

SOIL EROSION & SEDIMENTATION CONT

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0098	14837 PINE RIDGE RD	PENDING	04/26/18	05/01/18	

Total Entries: 1

VEHICLE IN ROW

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0089	14751 INDIAN TRAILS DR	1ST NOTICE OF VIOLATION LETTER	04/18/18		

Total Entries: 1

WATER METER REPLACEMENT

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0094	17749 COMSTOCK ST	1ST NOTICE OF VIOLATION LETTER	04/20/18		
E18CE0095	13511 HIDDEN CREEK DR	CLOSED	04/20/18	05/01/18	

Total Entries: 2

Enforcement.DateFiled Between 4/1/2018 12:00:00 AM
AND 4/30/2018 11:59:59 PM

Total Records: 15

Total Pages: 2

Report Created: 05/01/18

April Closed Enforcements By Category

Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0032	15032 BRIARWOOD ST	CLOSED	01/30/18	04/02/18	
E18CE0035	15261 GROESBECK ST	CLOSED	01/31/18	04/17/18	

Total Entries: 2

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0057	13521 144TH AVE	CLOSED	02/22/18	04/18/18	
E18CE0070	15423 LINCOLN ST	CLOSED	03/07/18	04/18/18	
E18CE0092	15014 BIGNELL DR	CLOSED	04/20/18	04/24/18	

Total Entries: 3

DANGEROUS BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E16CE0430	10716 158TH AVE	CLOSED	10/11/16	04/20/18	

Total Entries: 1

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0018	10144 HIAWATHA DR	CLOSED	01/22/18	04/18/18	

Total Entries: 1

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0042	15979 CEDAR AVE	CLOSED	02/08/18	04/18/18	
E18CE0052	15801 WINANS ST	CLOSED	02/20/18	04/20/18	
E18CE0056	14040 152ND AVE	CLOSED	02/21/18	04/20/18	
E18CE0059	15161 161ST AVE	CLOSED	02/27/18	04/18/18	
E18CE0062	14658 177TH AVE	CLOSED	02/27/18	04/18/18	
E18CE0063	14738 AMMERAAL AVE	CLOSED	02/28/18	04/18/18	
E18CE0064	14726 INDIAN TRAILS DR	CLOSED	02/28/18	04/18/18	
E18CE0074	14130 152ND AVE 14132	CLOSED	03/07/18	04/20/18	

April Closed Enforcements By Category Monthly Report

E18CE0077	10110 HIAWATHA DR	CLOSED	03/08/18	04/18/18
E18CE0087	15284 MILLHOUSE CT 15282	CLOSED	04/11/18	04/26/18

Total Entries: 10

LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0041	14643 PARKWOOD DR	CLOSED	02/08/18	04/18/18	
E18CE0069	14297 SHIAWASSEE DR	CLOSED	03/06/18	04/18/18	

Total Entries: 2

OTHER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E17CE0470	13014 BLACKHAWK AVE	CLOSED	12/14/17	04/25/18	
E17CE0471	13030 BLACKHAWK AVE	CLOSED	12/14/17	04/25/18	

Total Entries: 2

PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0075	14456 LINCOLN ST	CLOSED	03/08/18	04/18/18	
E18CE0076	14458 LINCOLN ST	CLOSED	03/08/18	04/18/18	
E18CE0082	13622 152ND AVE	CLOSED	03/27/18	04/25/18	

Total Entries: 3

VEHICLE IN ROW

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0061	17665 BRUCKER ST	CLOSED	02/27/18	04/18/18	
E18CE0071	12888 MARIPOSA ST	CLOSED	03/07/18	04/24/18	

Total Entries: 2

WATER METER REPLACEMENT

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0065	17981 COMSTOCK ST	CLOSED	03/06/18	04/18/18	
E18CE0067	17890 BRUCKER ST	CLOSED	03/06/18	04/18/18	

Total Entries: 2

April Closed Enforcements By Category Monthly Report

Enforcement.DateClosed Between 4/1/2018 12:00:00 AM
AND 4/30/2018 11:59:59 PM

Total Records: 28

Total Pages: 3

Report Created: 05/01/18

April Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
CITATION LETTER	1
HOUSE NUMBERS LETTER	1
LITTER 2ND NOTICE	2
LITTER WARNING LETTER	1
VEHICLE IN ROW LETTER	1
VEHICLE ON GRASS LETTER	1
Total Letters Sent:	7

Letter.DateTimeCreated Between 04/01/2018 AND 0
Letter.LinkFromType = Enforcement

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2018**

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	190	5	0	3	132	2	0	0	35.51	1.33	0.00
FEBRUARY	266	5	3	4	168	1	1	0	46.31	1.47	0.00
MARCH	341	1	5	16	204	1	5	3766	35.45	1.92	0.00
APRIL	214	3	1	2	149	3	2	0	38.37	1.91	0.00
MAY									0.00	0.00	0.00
JUNE									0.00	0.00	0.00
JULY									0.00	0.00	0.00
AUGUST									0.00	0.00	0.00
SEPTEMBER									0.00	0.00	0.00
OCTOBER									0.00	0.00	0.00
NOVEMBER									0.00	0.00	0.00
DECEMBER									0.00	0.00	0.00
TOTAL YTD	1011	14	9	25	653	7	8	3766	155.65	6.63	0.00
TOTALS		23				15				6.63	
						5312			162.28		

NOTES:

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	1	1	0	7.01
FEBRUARY	1	2	0	10.74
MARCH	3	4	0	8.28
APRIL	0	2	0	8.45
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	5	9	0	34.48
TOTALS		842		

NOTES: