

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, MARCH 11, 2019**

WORK SESSION – 6:00 P.M.

1. Discussion of Bos Development – Sewer
2. Strategic Plan – Review Most Recent Draft

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 February 25, 2019 Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$748,922.22 (*A/P checks of \$639,039.62 and payroll of \$109,882.60*)
 3. Approve ToolCat Purchase (*\$73,161 or \$2,839 under ↓ budget*)
- VI. OLD BUSINESS
 1. Second Reading – Consumer Fireworks Ordinance
- VII. NEW BUSINESS
 1. First Reading – Procedure for Shutoff – Refusal to Provide Access to Water Meter
- VIII. REPORTS AND CORRESPONDENCE
 1. Committee Reports
 2. Manager’s Report
 - a. February Building Report
 - b. February Enforcement Report
 - c. February DPW Report
 - d. January Legal Review
 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, FEBRUARY 25, 2019**

WORK SESSION – 6:00 P.M.

1. The Board discussed the 2019 Pathway Construction Project with regard to the connector between Lincoln Street and Ferris Street.

The consensus of the Board included (1) ending the pathway construction at 160th and Lincoln for 2019; (2) tracking development trends (*if any*) that might indicate a suitable connector route; and, (3) reviewing whether 160th Avenue between Lincoln Street and Ferris Street should be paved in 2020 or 2021 and, subsequently, whether the pathway connector route could follow the same.

2. The Board discussed the draft of the 2019 – 2022 Strategic Plan. Changes requested included the following:
 - a. Correct the dates listed on page 5;
 - b. Re-draft and shorten the Mission Statement on page 5;
 - c. Arrange the graphics on page 7 to better correspond with the paragraphs;
 - d. Include the CIP policy and threshold on page 8;
 - e. Restate “appreciation” bullet point on page 9; and,
 - f. Include the bike path miles at the end of 2019 on page 11.

REGULAR MEETING

I. **CALL TO ORDER**

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

Motion by Treasurer Kieft supported by Trustee Gignac to appoint Trustee Redick as President Pro Tem for the Board meeting. **Which motion carried.**

II. **PLEDGE TO THE FLAG**

III. **ROLL CALL**

Board members present: Meeusen, Redick, Larsen, Kieft, Gignac

Board members absent: Reenders, Behm

Also, present was Manager Cargo, Human Resource Director Dumbrell and Fire/Rescue Chief Gerencer.

IV. **APPROVAL OF MEETING AGENDA**

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

V. **APPROVAL OF CONSENT AGENDA**

1. Approve February 11, 2019 Regular Board Minutes

2. Approve Payment of Invoices in the amount of \$512,097.89 (*A/P checks of \$366,743.52 and payroll of \$145,354.37*)
3. Approve Dust Palliative Treatment Agreement - Michigan Chloride Sales
4. Approve "Request for Proposal" for Mid-Block Crosswalk Study & Engineering
5. Approve Hire of Part-time Firefighter (*Brad Follis*)
6. Approve the Use of Written Appeals to BOR by Resident Taxpayers

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

VI. PUBLIC HEARING – Warner Street West SAD – Prime and Double Chip
 President Pro Tem Redick opened the public hearing at 7:03 p.m.

Manager Cargo presented a memo on the proposed improvement to Warner Street west of US-31 between the railroad tracks and 168th Avenue. Manager Cargo recommended to the Board that the special assessment roll be based upon as benefit cost per lot.

There being no further public comments, President Pro Tem Redick closed the public hearing at 7:05 p.m.

VII. OLD BUSINESS

1. **Motion** by Trustee Meeusen supported by Clerk Larsen to approve and adopt Resolution 19-02-02 that defines the Warner Street (West) Street Improvement Special Assessment District, declares the Township intention to make road improvements for the benefit of the properties within the district, provides an estimate for the improvements, and instructs the Superintendent to create an assessment roll for Board consideration. **Which motion carried** pursuant to the following roll call vote:

Ayes: Larsen, Gignac, Kieft, Meeusen, Redick

Nays:

Absent: Reenders, Behm

The Board noted that a proposed assessment roll has been prepared for the proposed Warner Street improvements based upon benefit per lot.

2. **Motion** by Treasurer Kieft supported by Trustee Gignac to approve and adopt Resolution 19-02-03 that schedules a public hearing for March 25th at 7:00 p.m. for the purposes of hearing comments on the proposed Warner Street (West) special assessment roll. **Which motion carried** pursuant to the following roll call vote:

Ayes: Gignac, Meeusen, Redick, Kieft, Larsen

Nays:

Absent: Reenders, Behm

VIII. NEW BUSINESS

1. **Motion** by Trustee Gignac supported by Trustee Meeusen to postpone further action on the new Consumer Fireworks Ordinance until the next Board meeting on March 11th, said ordinance does include Coast Guard Saturday as an additional day. **This is a**

first reading.

2. **Motion** by Treasurer Kieft supported by Trustee Gignac to approve and adopt Resolution 19-02-04 that that accepts petitions for the improvement of Warner Street East of the US-31 and schedules the first public hearing on Monday, March 25th.

Which motion carried pursuant to the following roll call vote:

Ayes: Kieft, Meeusen, Gignac, Larsen, Redick

Nays:

Absent: Reenders, Behm

IX. REPORTS AND CORESPONDENCE

a. Committee Reports

- i. Trustee Redick noted that NORA was proceeding with the selection of a new director (*e.g., salary range, job description, employment posting, etc.*) and NORA expects the position to be filled by June.

b. Manager's Report, which included:

- i. January DPW Report
ii. December Legal Review – It was noted that the year must be corrected on the report.

c. Others

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Meeusen to adjourn the meeting at 7:14 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Ron Redick
Grand Haven Charter Township President Pro Tem

SUPERINTENDENT'S MEMO

DATE: March 5, 2019

TO: Township Board

FROM: Bill

SUBJECT: Bos Residential Development – Sewer

Developer David Bos approached the Township regarding the development of a parcel of property at the end of 160th Avenue on the Grand River. Given the density of the residential development Bos is proposing, sanitary sewer will be required. (*Please see an early concept site plan at the end of this memorandum.*)

The Township does not have any sanitary sewer infrastructure on the north end of the Township but has a Sewer Master Plan adopted should the need to extend sanitary sewer into this area develop. This Sewer Master Plan includes placing a large pump station near Moreland and Mercury Drive and building a force main across Gidley Bayou, through the City and to the treatment plant.

Because of the high capital cost to construct the sanitary sewer pursuant to this Sewer Master Plan, Bos requested for the Township to consider alternatives. After much discussion with Prein & Newhof Engineering, the Township approached the City about utilizing their sanitary sewer infrastructure along Moreland Street. The City was open to considering use of this sewer provided there was capacity downstream to handle the 80± residential units proposed.

Following a study required by the City and paid for by the developer, it was determined there was sufficient capacity within the City sewer system to serve the proposed 80± residential units if waste was discharged into the Moreland gravity sewer. However, the 80 units would utilize any excess sewer capacity that currently exists and **no** additional connections above 80 units would ever be permitted.

The Township and the City DPW Directors held preliminary discussions as to how costs would be allocated for connection, trunkage and billing before reducing their conversations to an agreement that would be brought to each elected body for approval. In brief, the agreement as currently proposed includes the following:

- ✓ The entire costs to build the gravity sewer, pumping station and force main to the Moreland discharge point would be borne by the developer. However, because the Township would be responsible for the operation and maintenance of the sewer

- system, the design and construction would be approved by the Township.
- ✓ A \$5,000 trunkage cost would be paid to Grand Haven City for each connection, which represents the City “lease” cost for their sewer.
 - ✓ A \$2,870 trunkage cost paid to Grand Haven Township for each connection, which represents the purchase of the Township’s treatment plant capacity (e.g., *note current \$13.4 million renovation and \$10+ million in future renovations*) and depreciation costs of the infrastructure.
 - ✓ A \$35 inspection fee would be charged by Township at the time of connection for each residential unit to inspect and approve the connection.
 - ✓ A “master meter” would be required on the discharge of the proposed Riverwatch pump station for billing purposes related to usage.
 - ✓ Customers within Riverwatch would be treated as Township water/sewer customers and billed by the Township.
 - ✓ The sewer Customer Service Charge would be the higher of the Township or City rate and this rate would be split 50-50 between the Township and the City ... minus the wholesale treatment charge of the Sewer Authority.
 - ✓ The sewer commodity rate charge would also be the higher of the Township or City rate and would be split 50-50 between the Township and the City.

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



GRAND HAVEN CHARTER TOWNSHIP STRATEGIC PLAN

2019 — 2022



GRAND HAVEN TOWNSHIP BOARD

Mark Reenders, Supervisor

William Kieft III, Treasurer

Laurie Larsen, Clerk

Howard Behm, Trustee

Cal Meeusen, Trustee

Ron Redick, Trustee

David Gignac, Trustee



GRAND HAVEN CHARTER TOWNSHIP

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

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STRATEGIC PLANNING



What is Strategic Planning?

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

Why is the Township doing a Strategic Plan?

Grand Haven Charter Township is a desirable place to live with its beautiful natural features, lakeshore location, and reasonable commute to regional employment centers. Over the last 20 years the Township has become the largest of the Northwest Ottawa communities in terms of area (28+ square miles), population (17,000+), and tax base (SEV over \$1 billion). This rapid growth has led to an increased demand for public services.

Although growth is not as robust as the pre-2006 levels, the current growth rate is expected to continue. Consequently, the Township is facing questions regarding the levels of service and capital projects designed to improve both safety and quality of life of its residents.

How will the Township use the Strategic Plan?

The plan will be used as a tool to:

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

OUR PLANNING PROCESS



Grand Haven Township strives to meet the changing needs of our community. In 2016, the Resilient Grand Haven Master Plan was adopted. This was a joint effort between the Township and City of Grand Haven. By crafting cohesive plans the greater Grand Haven community is better served.



The current Zoning Ordinance was adopted in 1999. To be good stewards of the community's wants and needs, it was determined the Ordinance needed to be updated.

In 2019, the Township is expected to adopt a new Zoning Ordinance. It will support the goals and objectives the community created in the Master Plan. It will also reflect the current qualities of life the community enjoys. For example, outdoor-living is more valued today than it was in the late-90s, so new provisions will support those activities and interests, which have lead to our new standard of living.



Improving walkability throughout the Township is another priority. For example, through a voter-approved millage another 10 miles of pathway is being constructed. The Board has approved a project to install a sidewalk on the south side of Robbins Road, as well as adding mid-block crosswalks on 172nd Avenue at Timber View Apartments and on Lakeshore Drive at the entrance to Rosy Mound.

OUR MISSION



Grand Haven Charter Township Provide. Protect. Prepare.

- Provide essential services and superior customer service for all who live, work and visit the community.
- Protect the people and the resources entrusted to us.
- Prepare for future challenges and opportunities.



The 2019 Mission statement shows an evolution from the original 1997 Strategic Plan Mission statement:

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

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

The 1997 Mission Statement recognize the fiscal constraints that exist even during periods of growth and placed an emphasis on meeting the service needs of the citizens.

OUR GOALS



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



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



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



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



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

FINANCIAL BALANCE



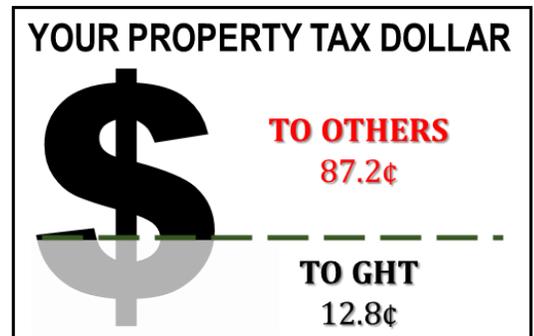
GOAL: Maintain a Healthy Financial Balance that Reflects Current Revenues and Future Projections

Grand Haven Charter Township maintains twelve (12) funds with majority of operations found in nine (9), including the General Fund, Fire/Rescue Fund, Police Services Fund, DDA Fund, Municipal Street Fund, Pathway Fund, IT Fund, Water Fund and Sewer Fund. In general, monies from one fund cannot be transferred to other funds.

The \$3.4± million annual expenditures from the General Fund are the source of many of the services associated with local government, such as assessing, building and zoning services, parks, elections, drain maintenance, etc. Grand Haven Charter Township relies on various sources of revenues to supply its General Fund, including property taxes, fees and state revenue sharing. Most of the revenue sources are stable with the exception of the building fees that can vary widely.



Although the Township collects over \$22 million in property taxes each year, the vast majority of these taxes are not kept by the Township. Rather, they are distributed to the State of Michigan, the local school districts, Ottawa County and other taxing jurisdictions. For every tax dollar that the Township collects, about 87.2 cents is distributed to others.



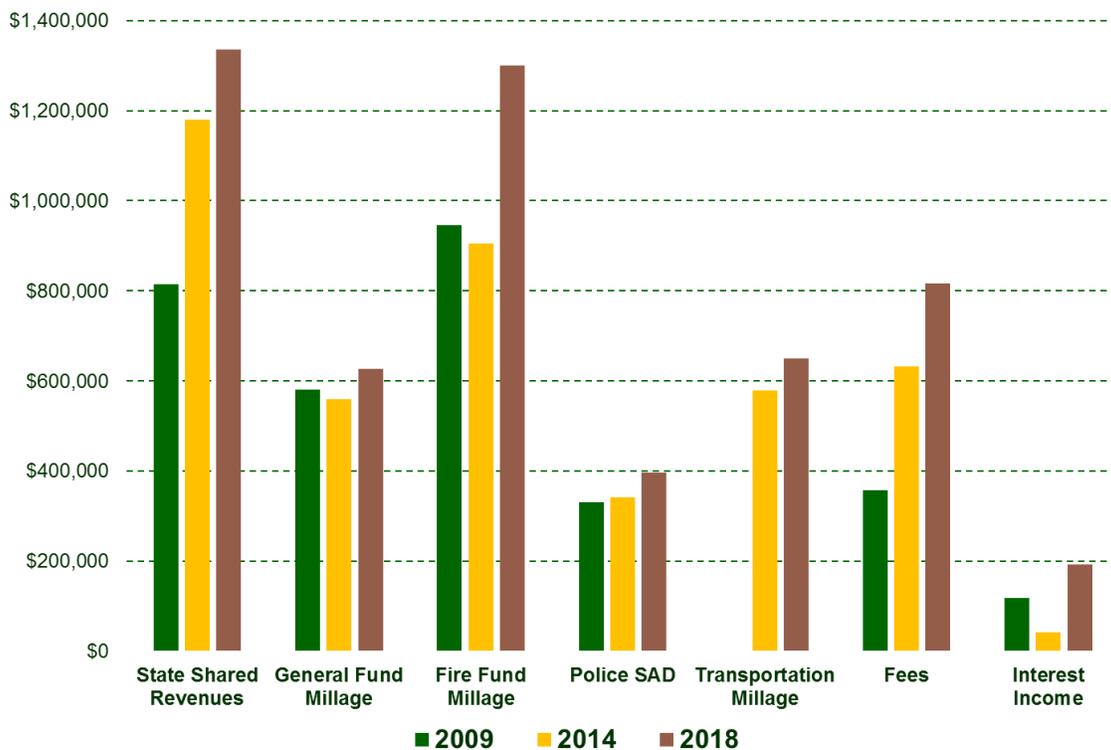
FINANCIAL BALANCE

Objectives:

- Adopt policies that support – “living within our means.”
- Have sufficient financial reserves to respond to emergencies, economic downturns, and future capital spending. *(Current policy has a minimum unrestricted General Fund fund balance of \$1.6 million.)*
- Prioritize taxing and spending to focus on both safety and “quality of life”.

Low Millage Rate

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



ESSENTIAL SERVICES

Objectives:

- Define and prioritize those essential services that can be best furnished by the Township.
- Continually improve the services provided by the Township, especially those services that relate to public safety (*i.e., fire/rescue and police services*).
- During the annual budget approval process, review department organization, responsibilities, functions, and staffing (*including succession planning*).
- Develop a versatile and professional Township workforce that is cross trained.
- Continue the “Grand Way” program to ensure superior customer service.
- Show appreciation for staff, committee and board service through recognition events, a personal “*thank you*”, and/or awards.

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

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

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

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

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

Property assessments, tax collection, and elections.

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

1. Fire/Rescue Services
2. Contracted Police Services
3. Municipal Water
4. Sanitary Sewer
5. Planning and Zoning
6. Building Code
7. Parks
8. Pathways
9. Cemeteries
10. Economic Development
11. Ambulance Service
12. Road Maintenance
13. Stormwater Maintenance
14. Code Enforcement
15. Drain Maintenance
16. Trash Collection
17. Library Services
18. Liquor Control Enforcement
19. Yard Waste Collection
20. Website and IT Services
21. Recreational Programs
22. Bus Service

INFRASTRUCTURE

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

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

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

Objectives:

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



Infrastructure Facts Sheet

INFRASTRUCTURE	WHAT DO WE HAVE?	FUNDING SOURCE	FACTS
 ROADS	107.09 Miles of Public Roads 24.21 Primary 40.41 Subdivision 23.79 Paved Local 18.68 Gravel	OCRC Tax Monies Municipal Street Fund General Fund Transportation Revenues are increasing	At the end of 2018, all of the subdivision roads were rated "5" or better on the Pavement Surface Evaluation and Rating System (PASER) where "10" is excellent.
 DRAINS	17 County Drainage Districts	Special Assessments General Fund	All costs are paid through assessments, except for minor maintenance (<i>i.e., less than \$10,000</i>).
 WATER	110.2 Miles of Main Two 500,000 Gallon Elevated Storage Tanks 5 Meter Stations or Vaults 5,360 Taps	Water Use Fees Connection Fees	A cost of service rate study was completed in 2015. Next Study will be in 2020.
 SEWER	30.34 Miles of Main 9 Pump Stations 860 Connections	Sewer Use Fees Connection Fees	A cost of service rate study was completed in 2015. Next Study will be in 2020.
 PATHWAY	31.2 Miles by 2020	Expansion = Millage Maintenance = General & Pathway Fund	A significant expansion will be completed in 2019.
 PARKS	<u>Township</u> 6 Parks = 596 Acres <u>Ottawa County</u> 3 Parks = 597 Acres	General Fund Grants	The Township continues discussions to add additional park lands for active recreation immediately south of Hofma Park & Preserve.
 CEMETERIES	Historic Cemetery Lakeshore Cemetery	General Fund User Fees	A planned expansion of the Historic Cemetery will begin in 2019.

STRONG PARTNERSHIPS

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

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

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



North Ottawa Community Health System



Loutit District Library
Expanding Horizons, Enriching Minds



Objectives:

- Share positive progress with the community through articles in the newsletters.
- Regularly communicate and be transparent with the community about the real issues facing the region.
- Identify meaningful ways to engage citizens.
- Collaborate with other governmental agencies to provide essential services, enhance natural resources, and support the local economy.

ECONOMIC DEVELOPMENT



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

- Ottawa County is ranked 3rd in Michigan and 95th in the U.S. in the total value of agricultural production.
- Tourism attracts nearly \$58 million each year to the greater Grand Haven area.
- Manufacturing provides for about 36% of the jobs in this region. This is more than 8,000 jobs.
- In comparison, only 12% of jobs in Michigan and only 9% of the jobs in the nation are provided by manufacturing.
- Of the three types of wealth creating businesses in this region, manufacturing is the most important.

Community wealth is created by businesses that sell products or provide services to others that are outside of the region. These businesses attract dollars to this region. The Township is fortunate to benefit from three different types of wealth creating businesses – tourism, agriculture and manufacturing.

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



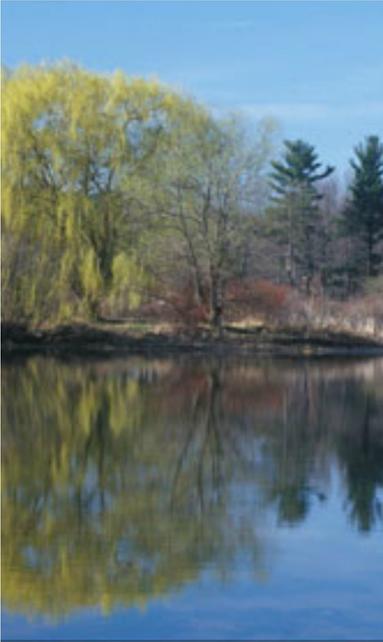
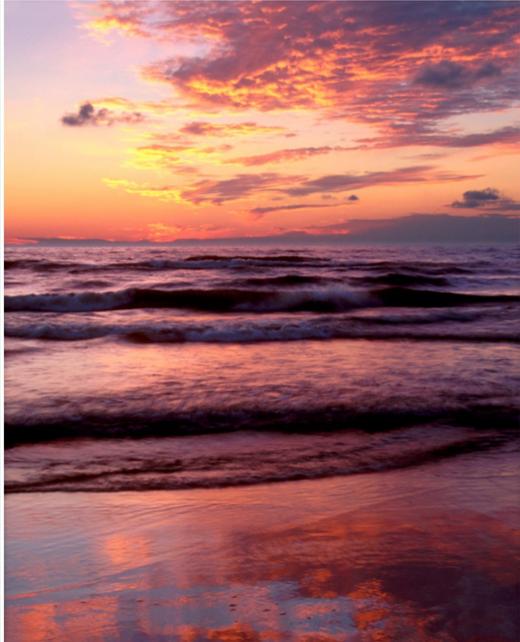
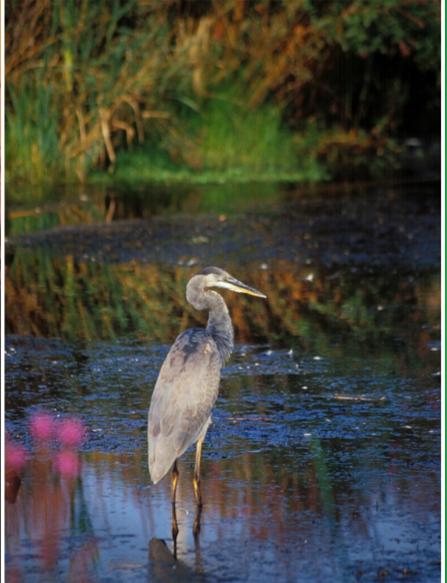
ECONOMIC DEVELOPMENT

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

Objectives:

- Support business retention and expansion.
- Seek economic development opportunities that provide employment and sustain community character and quality of life.
- Work with businesses and economic development organizations to identify and support the assets necessary for economic growth in alignment with the Township’s Master Plan.
- Collaborate with local agencies, private developers, and neighboring municipalities to attract a new industrial park near the US-31 and M-45 intersection.
- Protect the Township’s environmental features that help define its rural character, including water resources, wetlands, and woodlands.
- Continue a policy of balanced development that is based on community character, surrounding land uses, and environmental features; establish design standards.
- Expand park land to increase active recreational opportunities.





Public Services Memo

DATE: March 6, 2019
TO: Township Board/Manager
FROM: Mark VerBerkmoes
RE: ToolCat Purchase

As you may recall, the 2019 budget contained monies for an additional ToolCat to be used in pathway and parks maintenance. This purchase is being completed, in part, to the recent 3-year expansion of the Township's pathway system. A single ToolCat is not sufficient for maintaining the more than **32 miles of pathway** that will exist at the end of 2019.



If you've not seen or are not familiar with our current ToolCat, it is a somewhat specialized, but very reliable piece of equipment manufactured by BobCat. The 4WD utility vehicle has a small dump box on the rear for transporting material, but what sets it apart is the interchangeable hitch mounted on the ends of the loader arms in the front.

This hitch enables several different pieces of equipment to be easily switched out for different uses. The Township currently owns a 68-inch angle broom, a V-plow, a 60-inch snow thrower, a brush hog mower and a 62-inch general

materials bucket. This purchase would essentially duplicate the other ToolCat except for the brush hog.

There was **\$76,000** included in the Pathway Budget the purchase of this vehicle. The total cost of this purchase request based on the quotation is **\$73,160.89** (*i.e.*, \$2,839 or 3.7% under budget). The remaining funds will be utilized to purchase miscellaneous equipment such as a 2-way radio and noise canceling headset.

Please note that there is only one dealer in Michigan that sells this ToolCat; therefore, Cargo waived the typical three-bid requirement and authorized the use of a single quote to ensure that the machine matches the existing equipment.

If the Board supports this purchase request, the following motion could be offered:

Move to authorize staff to purchase a 2019 Bobcat 5600 (ToolCat) and associated implements from Carleton Equipment of Grand Rapids for a total purchase price of \$73,160.89, plus any license fees.

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





SUPERINTENDENT'S MEMO

DATE: March 4, 2019

TO: Township Board

FROM: Bill Cargo

SUBJECT: Consumer Fireworks Ordinance – Amended State Law

As you are aware, during the December “lame duck” session, the Michigan Legislature limited the use of consumer fireworks to twelve (12) days per year. (*The previous law allows for consumer fireworks to be used for about 30 days each year.*)

Further, consumer fireworks are not permitted after 11:45 p.m. – except for New Year’s Eve that allows fireworks to be utilized until 1:00 a.m.

Additionally, ordinance violations are doubled to \$1,000 – half of which will go to local law enforcement for enforcement.

And finally, if consumer fireworks are banned due to drought or other weather conditions, the ban must be lifted by the local unit within 24 hours of the condition being downgraded and the public must be notified.

Per the instructions from the Board, attached find a proposed ordinance to replace the Township’s current Consumer Fireworks Ordinance. The proposed ordinance includes the provisions under the revised state law; but, also allows consumer fireworks on “Coast Guard Festival Saturday”.

The motion below can be used for a second reading.

Motion to approve and adopt the new Consumer Fireworks Ordinance which includes Coast Guard Saturday as an additional day. This is a second reading.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE GRAND HAVEN
CHARTER TOWNSHIP CODE OF ORDINANCES BY
REPLACING SECTIONS 35.0700-35.0711 OF ORDINANCE
NO. 515 ENTITLED "FIREWORKS ORDINANCE" IN ITS
ENTIRETY**

**GRAND HAVEN CHARTER TOWNSHIP, COUNTY OF OTTAWA, STATE OF
MICHIGAN, ORDAINS:**

Section 1. Sections 35.0700-35.0711, being the "Fireworks Ordinance" of the Grand Haven Charter Township Code of Ordinances is hereby amended in its entirety to read as follows:

35.0700

**FIREWORKS ORDINANCE
TOWNSHIP OF GRAND HAVEN, MICHIGAN
ord. no. ____ eff. _____**

An Ordinance to regulate the ignition, discharge, and use of consumer fireworks in Grand Haven Charter Township; to establish penalties and sanctions for violations of this ordinance; and to establish an effective date.

THE TOWNSHIP OF GRAND HAVEN, OTTAWA COUNTY, MICHIGAN,
ORDAINS:

35.0701

Sec. 1

DEFINITIONS

The following words and phrases, when used in this Ordinance, shall have the meanings respectively ascribed to them in this Section, except where the context clearly indicates a different meaning.

1. "Alcoholic Liquor" means that term as defined in section 1d of the Michigan Vehicle Code, being Public Act No. 300 of 1949 (MCL 257.1, et seq.).
2. "APA Standard 87-1" means 2001 APA Standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, as published by the American Pyrotechnics Association of Bethesda, Maryland.
3. "Consumer Fireworks" means Fireworks that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States Consumer Product Safety Commission under 16 CFR parts 1500 and 1507, as amended, and that are listed in APA Standard 87-1: 3.1.2, 3.1.3, or 3.5. Consumer Fireworks do not include Low-Impact

Fireworks.

4. "Controlled Substance" means that term as defined in section 8b of the Michigan Vehicle Code, being Public Act No. 300 of 1949 (MCL 257.1, et seq.).
5. "Fireworks" means any composition or device, except a starting pistol, a flare gun, or a flare, designed for the purpose of producing visible or audible effect by combustion, deflagration, or detonation.
6. "Low-Impact Fireworks" means ground and handheld sparkling devices as that phrase is defined in APA standard 87-1: 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.
7. "Minor" means an individual who is less than 18 years of age.
8. "Person" means an individual, agent, association, charitable organization, company, limited liability company, corporation, labor organization, legal representative, partnership, unincorporated organization, or any other legal or commercial entity.

35.0702

Sec. 2

**IGNITION, DISCHARGE AND USE OF
FIREWORKS**

1. A Person shall not ignite, discharge, or use Consumer Fireworks except on the following days after 11 a.m.:
 - A. December 31 until 1 a.m. on January 1.
 - B. The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
 - C. June 29 to July 4 until 11:45 p.m. on each of those days.
 - D. July 5, if that date is a Friday or Saturday, until 11:45 p.m.
 - E. The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.
 - F. Coast Guard Saturday (*i.e., the last Saturday of the Grand Haven Coast Guard Festival*) until 11:45 p.m.
2. A Person shall not ignite, discharge, or use Consumer Fireworks if the environmental concerns based on the department of natural resources fire division criteria are elevated to extreme fire conditions or if the

environmental concerns based on the department of natural resources fire division criteria are elevated to very high for 72 consecutive hours and the commanding officer of the fire department, in consultation with the department of natural resources enforces a no burning restriction that includes a ban on the ignition, discharge, and use of consumer fireworks. If a no burning restriction is instituted under this Section, the commanding officer of the fire department enforcing the restriction shall ensure that adequate notice of the restriction is provided to the public.

35.0703 Sec. 3 POSSESSION OF CONSUMER FIREWORKS BY A MINOR

A Minor shall not possess, ignite, discharge, or use Consumer Fireworks.

35.0704 Sec. 4 PROHIBITED CONDUCT

1. A Person shall not ignite, discharge, or use Consumer Fireworks on public property, school property, church property, or the property of any another Person without that Person's express permission to use those Consumer Fireworks on those premises.
2. A Person shall not use Consumer Fireworks or Low-Impact Fireworks while under the influence of Alcoholic Liquor, a Controlled Substance, or a combination thereof.

35.0705 Sec. 5 DETERMINATION OF VIOLATION; SEIZURE

If an Authorized Township Official, as defined in Section 2 of the Code/Ordinance Enforcement Ordinance, Ordinance Number 243, determines that a violation of this Ordinance has occurred, the Authorized Township Official may seize the Consumer Fireworks as evidence of the violation.

35.0706 Sec. 6 LOCAL, STATE, AND FEDERAL REQUIREMENTS

Nothing contained within this Ordinance shall be construed to relieve a Person of any duties and obligations imposed under any local, state or federal laws, rules, regulations, licenses, or permit requirements.

35.0707 Sec. 7 SEVERABILITY AND CAPTIONS

This Ordinance and its various parts, sections, subsections, sentences, phrases, and clauses are severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall not be affected. The captions included at the beginning of each Section are for convenience only and shall not be considered as part of this Ordinance.

35.0708 Sec. 8 ADMINISTRATIVE LIABILITY

No officer, agent, employee, or member of the Township Board shall be personally liable for any damage that may accrue to any Person as a result of any act, decision, or other consequence or occurrence arising out of the discharge of duties and responsibilities pursuant to this Ordinance.

35.0709 Sec. 9 VIOLATIONS

Any person violating the provisions of this ordinance shall be responsible for a municipal civil infraction with a civil fine of \$1,000.00 for each violation of the ordinance. \$500.00 of the fine collected under the ordinance shall be remitted to the local law enforcement agency responsible for enforcing the ordinance. The Township Supervisor, Township Superintendent (Township Manager), an authorized Township official, any law enforcement officer of the Ottawa County Sheriff's Department or the Michigan State Police, and the Township Attorney are authorized to issue municipal civil infraction citations for violations of this Ordinance.

35.0710 Sec. 10 REPEAL

All ordinances or parts of ordinances which are in conflict in whole or in part with any of the provisions of this Ordinance as of the date of this Ordinance are repealed to the extent of such conflict.

35.0711 Sec. 11 EFFECTIVE DATE

This Ordinance was approved and adopted by the Township Board on _____, after its introduction and first reading on _____, and after its publication in the manner provided by Public Act 359 of 1947, as amended. This Ordinance shall take effect 30 days after its publication following adoption.

Section 2. Effective Date. This amendment to the Grand Haven Charter Township Ordinance was approved and adopted by the Township Board of Grand Haven Charter Township, Ottawa County, Michigan on _____, 201__, after introduction and a first reading on March 25, 2019, and after posting and publication following such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall be effective on _____, 201__.

Mark Reenders,
Township Supervisor

Laurie Larsen
Township Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Grand Haven Charter Township Zoning Text Amendment Ordinance was adopted at a regular meeting of the Township Board held on _____, 201___. The following members of the Township Board were present at that meeting: _____. The following members of the Township Board were absent: _____. The Ordinance was adopted by the Township Board with members of the Board _____ voting in favor and _____ members of the Board voting in opposition. Notice of Adoption of the Ordinance was published in the *Grand Haven Tribune* on _____, 201__.

Laurie Larsen, Clerk
Grand Haven Charter Township



Manager's Memo

DATE: March 7, 2019
TO: Township Board
FROM: Cargo
RE: Shut-off – For Failure to Allow Access to Water Meter

Attached, please find a proposed ordinance regarding access to water meters and shutoff procedures for failure to comply.

Currently, the Township makes three attempts either by phone or by leaving cards at a residence in order to gain access to read/maintain water meters. Very few homeowners don't respond.

If residents don't respond, a letter explaining what we need to do and that not responding would be a violation of our ordinance is mailed. Residents are given two weeks to respond to the letter.

If they don't respond to the letter, the Ordinance Enforcement Officer is notified and he sends another letter requesting compliance. The resident is provided another two weeks to respond to that letter. If no response is made, a citation is issued by the Ordinance Enforcement Officer. A second citation is issued if they still don't comply. If there remains no compliance after the second citation, the matter is referred to 58th District Court.

If compliance is made at any time, further notification is stopped. This includes waiving a citation if compliance is made.

The proposed ordinance amendment would allow the Township to shut the water service off to the house if compliance is not made after the first letter from the Township and a posting on the home that the water would be disconnected. This would eliminate the efforts of the Ordinance Enforcement Officer and the District Court ... and would mirror the procedure of most other municipal units.

In order to proceed, the following motion is required for a first reading:

Move to postpone any further action on the proposed amendment to the Water System Ordinance regarding meters and the right of entry until the March 25th Board meeting. This is a first reading.

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



**WATER SYSTEM AMENDMENT ORDINANCE
CHARTER TOWNSHIP OF GRAND HAVEN, MICHIGAN
Ord. No. _____, Eff. _____**

**AN ORDINANCE TO AMEND THE WATER SYSTEM ORDINANCE
REGARDING THE RIGHT OF THE TOWNSHIP TO HAVE ACCESS TO
ANY PREMISES TO READ, TEST, REPAIR, OR OTHERWISE SERVICE
WATER METERS.**

GRAND HAVEN CHARTER TOWNSHIP, COUNTY OF OTTAWA, AND STATE OF
MICHIGAN, ORDAINS

Section 1. Meters and Right of Entry. Section 14 of the Grand Haven Charter Township Water System Ordinance, Ordinance No. 442, as amended, concerning meters and the right of entry, is amended in its entirety to state as follows.

Sec. 14 METERS AND RIGHT OF ENTRY

The Township Superintendent or his or her representative(s) shall have the right to enter at any reasonable time any premises connected to the System for the purpose of reading the water meter or otherwise inspecting the piping system or systems which are connected to the System. If any meter shall fail to register properly, the Township shall estimate the amount of water consumed based on prior billing periods and bill the water customer accordingly. A water customer may request that a water meter be tested for accuracy. If the meter is found accurate within two (2%) percent when tested in accordance with American Water Works Association Procedure C-700, as amended, or any similar procedure promulgated for the same purpose, the charge provided for in the Rate Schedule shall be made to the water customer. If the meter is not found to be accurate within two (2%) percent when tested as provided above, the last quarterly water bill shall be adjusted accordingly and the meter shall be repaired or a new meter shall be installed and no charge shall be made to the water customer either for the test or the meter repair or replacement.

To enter any premises connected to the System to read the water meter, the Township Superintendent or his or her representative(s) shall take the following steps, one step at a time, in the following order.

1. Attempt to reach the premises owner by telephone three different times in three different weeks, if a telephone number is known to the Township; if a telephone number is not known to the Township, then post a notice in a conspicuous place on the premises, three different times in three different weeks, stating that the owner must make immediate arrangements with the Township within seventy-two (72) hours from the posting for the Township to have access to the water meter.

2. Send a letter to the owner of the premises, by first class mail with postage prepaid, giving the owner seven (7) days to make immediate arrangements for the Township to have access to the water meter.

The posted notice and the mailed letter shall advise the owner of the premises that failure to comply will result in water service being discontinued without further notice. The Township then may discontinue water service to the premises seven (7) days after the first class letter is sent, unless the Township has been provided access to the water meter.

Section 2. Effective Date. This Ordinance was approved and adopted by the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, on _____, after introduction and a first reading on March 11, 2019, and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall take effect 30 days after its publication following adoption.

Mark Reenders, Supervisor

Laurie Larsen, Clerk

CERTIFICATE

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Ordinance was adopted at a regular meeting of the Grand Haven Charter Township Board held on _____, 2019. The following members of the Township Board were present at that meeting: _____

_____.

The following members of the Township Board were absent: _____.

The Ordinance was adopted by the Township Board with members of the Board _____

_____ voting in

favor and members of the board _____ voting in opposition.

The Ordinance was published as required after adoption on _____, 2019.

Laurie Larsen, Township Clerk

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
ACCESSORY BUILDING				
P19BU0026	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$35,000	\$348.15
			\$35,000	\$348.15
			<i>Total Permits For Type:</i>	<i>1</i>
ALTERATIONS				
P19BU0025	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$50,000	\$450.90
P19BU0027	VANANDEL DAVID C-KARIN J	17043 BUCHANAN ST	\$35,000	\$348.15
P19BU0029	LOCKE RICHARD-SMITH PATRICIA K	11995 GARNSEY AVE	\$95,000	\$759.15
P19BU0032	CHRISTY RUSSELL R-DENISE L	12949 WILDERNESS TR PVT	\$225,000	\$1,449.65
			\$405,000	\$3,007.85
			<i>Total Permits For Type:</i>	<i>4</i>
APARTMENT BUILDING				
P19BU0020	BUSH CHAD D	16976 LAKESHORE GARDENS DR	\$2,721,030	\$14,162.57
P19BU0021	BUSH CHAD D	14928 KAYE LN MAIN BLDG D	\$2,721,030	\$10,542.70
			\$5,442,060	\$24,705.27
			<i>Total Permits For Type:</i>	<i>2</i>
APARTMENT GARAGE				
P19BU0022	BUSH CHAD D	16976 LAKESHORE GARDENS DR	\$174,544	\$1,781.68
P19BU0023	BUSH CHAD D	14928 KAYE LN BLDG D GAR W	\$93,506	\$752.30
P19BU0024	BUSH CHAD D	14928 KAYE LN BLDG D GAR E	\$77,638	\$642.70
			\$345,688	\$3,176.68
			<i>Total Permits For Type:</i>	<i>3</i>
BASEMENT FINISH				
P19BU0019	HAUG MICHAEL A-MELISSA R	14890 WOODSIDE TR	\$33,200	\$341.30
P19BU0030	VEEDER FAMILY TRUST	11755 GARNSEY AVE	\$20,000	\$245.40
			\$53,200	\$586.70
			<i>Total Permits For Type:</i>	<i>2</i>
COMMERCIAL REMODEL				
P19BU0034	GRAND HAVEN CHARTER TWP	15581 FERRIS ST	\$0	\$0.00
			\$0	\$0.00
			<i>Total Permits For Type:</i>	<i>1</i>
ELECTRICAL				
P19EL0021	PHILLIPS FAMILY TRUST	14052 PAYNE FOREST AVE	\$0	\$106.00
P19EL0022	PHILLIPS FAMILY TRUST	14052 PAYNE FOREST AVE	\$0	\$54.00
P19EL0023	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$120.00
P19EL0024	HUSK STEPHEN	15031 COLEMAN AVE	\$0	\$106.00
P19EL0025	CHRISTY RUSSELL R-DENISE L	12949 WILDERNESS TR PVT	\$0	\$155.00
P19EL0026	BERNARDINI JOHN V-DIANE K	14824 BIRDSONG LN	\$0	\$60.00
P19EL0027	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$0	\$187.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P19EL0028	BARRON TIMOTHY J-ALANNA P	13441 WINDCREST LN	\$0	\$348.00
P19EL0029	GERVAIS ERIC-JENNIFER	15025 155TH AVE	\$0	\$122.00
P19EL0030	JASENAS ALBERT B PROTECTION TRUST	14885 SHARON AVE	\$0	\$60.00
P19EL0031	JACKSON TOM-KUANJAI	15105 LAKE AVE	\$0	\$126.00
P19EL0032	STILLE ROBERT III-ANGELA	15260 LAKE MICHIGAN DR	\$0	\$60.00
P19EL0033	HAUG MICHAEL A-MELISSA R	14890 WOODSIDE TR	\$0	\$130.00
P19EL0034	VANDYKE BARRY A-CYNTHIA V	11325 LAKESHORE DR	\$0	\$200.00

\$0 **\$1,834.00**
Total Permits For Type: **14**

MECHANICAL

P19ME0039	BUSH CHAD D	14928 KAYE LN 107 - BLDG D	\$0	\$77.50
P19ME0040	BUSH CHAD D	14928 KAYE LN 108 - BLDG D	\$0	\$80.00
P19ME0041	BUSH CHAD D	14928 KAYE LN 207 - BLDG D	\$0	\$77.50
P19ME0042	BUSH CHAD D	14928 KAYE LN 208 - BLDG D	\$0	\$80.00
P19ME0043	BUSH CHAD D	14928 KAYE LN 307 - BLDG D	\$0	\$77.50
P19ME0044	BUSH CHAD D	14928 KAYE LN 308 - BLDG D	\$0	\$80.00
P19ME0045	BUSH CHAD D	14942 KAYE LN 105 - BLDG D	\$0	\$80.00
P19ME0046	BUSH CHAD D	14942 KAYE LN 106 - BLDG D	\$0	\$80.00
P19ME0047	BUSH CHAD D	14942 KAYE LN 205 - BLDG D	\$0	\$80.00
P19ME0048	BUSH CHAD D	14942 KAYE LN 206 - BLDG D	\$0	\$80.00
P19ME0049	BUSH CHAD D	14942 KAYE LN 305 - BLDG D	\$0	\$80.00
P19ME0050	BUSH CHAD D	14942 KAYE LN 306 - BLDG D	\$0	\$80.00
P19ME0051	BUSH CHAD D	14958 KAYE LN 103 - BLDG D	\$0	\$77.50
P19ME0052	BUSH CHAD D	14958 KAYE LN 104 - BLDG D	\$0	\$77.50
P19ME0053	BUSH CHAD D	14958 KAYE LN 203 - BLDG D	\$0	\$77.50
P19ME0054	BUSH CHAD D	14958 KAYE LN 204 - BLDG D	\$0	\$77.50
P19ME0055	BUSH CHAD D	14958 KAYE LN 303 - BLDG D	\$0	\$77.50
P19ME0056	BUSH CHAD D	14958 KAYE LN 304 - BLDG D	\$0	\$77.50
P19ME0057	BUSH CHAD D	14972 KAYE LN 101 - BLDG D	\$0	\$80.00
P19ME0058	BUSH CHAD D	14972 KAYE LN 102 - BLDG D	\$0	\$80.00
P19ME0059	BUSH CHAD D	14972 KAYE LN 201 - BLDG D	\$0	\$80.00
P19ME0060	BUSH CHAD D	14972 KAYE LN 202 - BLDG D	\$0	\$80.00
P19ME0061	BUSH CHAD D	14972 KAYE LN 301 - BLDG D	\$0	\$80.00
P19ME0062	BUSH CHAD D	14972 KAYE LN 302 - BLDG D	\$0	\$80.00
P19ME0063	BUSH CHAD D	16976 LAKESHORE GARDENS DR 10*\$0		\$77.50
P19ME0064	BUSH CHAD D	16976 LAKESHORE GARDENS DR 10*\$0		\$80.00
P19ME0065	BUSH CHAD D	16976 LAKESHORE GARDENS DR 20*\$0		\$77.50
P19ME0066	BUSH CHAD D	16976 LAKESHORE GARDENS DR 20*\$0		\$80.00
P19ME0067	BUSH CHAD D	16976 LAKESHORE GARDENS DR 30*\$0		\$77.50

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P19ME0068	BUSH CHAD D	16976 LAKESHORE GARDENS DR 30:\$0		\$80.00
P19ME0069	BUSH CHAD D	16982 LAKESHORE GARDENS DR 10:\$0		\$80.00
P19ME0070	BUSH CHAD D	16982 LAKESHORE GARDENS DR 10(\$0		\$80.00
P19ME0071	BUSH CHAD D	16982 LAKESHORE GARDENS DR 20:\$0		\$80.00
P19ME0072	BUSH CHAD D	16982 LAKESHORE GARDENS DR 20(\$0		\$80.00
P19ME0073	BUSH CHAD D	16982 LAKESHORE GARDENS DR 30:\$0		\$80.00
P19ME0074	BUSH CHAD D	16982 LAKESHORE GARDENS DR 30(\$0		\$80.00
P19ME0075	BUSH CHAD D	16988 LAKESHORE GARDENS DR 10:\$0		\$77.50
P19ME0076	BUSH CHAD D	16988 LAKESHORE GARDENS DR 10-\$0		\$77.50
P19ME0077	BUSH CHAD D	16988 LAKESHORE GARDENS DR 20:\$0		\$77.50
P19ME0078	BUSH CHAD D	16988 LAKESHORE GARDENS DR 20-\$0		\$77.50
P19ME0079	BUSH CHAD D	16988 LAKESHORE GARDENS DR 30:\$0		\$77.50
P19ME0080	BUSH CHAD D	16988 LAKESHORE GARDENS DR 30-\$0		\$77.50
P19ME0081	BUSH CHAD D	16994 LAKESHORE GARDENS DR 10 \$0		\$80.00
P19ME0082	BUSH CHAD D	16994 LAKESHORE GARDENS DR 10:\$0		\$80.00
P19ME0083	BUSH CHAD D	16994 LAKESHORE GARDENS DR 20 \$0		\$80.00
P19ME0084	BUSH CHAD D	16994 LAKESHORE GARDENS DR 20:\$0		\$80.00
P19ME0085	BUSH CHAD D	16994 LAKESHORE GARDENS DR 30 \$0		\$80.00
P19ME0086	BUSH CHAD D	16994 LAKESHORE GARDENS DR 30:\$0		\$80.00
P19ME0087	TWORK MARC	12954 WILDVIEW DR	\$0	\$225.00
P19ME0088	DOORNBOS MATTHEW F-NANCY A	10209 LAKESHORE DR	\$0	\$135.00
P19ME0089	DODSON COREY J-SMITH BRONWYN N	15543 ROYAL OAK DR	\$0	\$80.00
P19ME0090	CATLIN JOEL-WRIGHT DARNELLA	11664 GARNSEY AVE	\$0	\$80.00
P19ME0091	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$125.00
P19ME0092	STEWART JAMAL	14769 LAKESHORE DR	\$0	\$80.00
P19ME0093	HUSK STEPHEN	15031 COLEMAN AVE	\$0	\$125.00
P19ME0094	MORRIS SUSAN B TRUST	17574 BUCHANAN ST	\$0	\$255.00
P19ME0095	EDINGER BENJAMIN B-LYDIA S	14135 LUCKETT LN	\$0	\$80.00
P19ME0096	HAYES MEGAN-JOSH	9846 LAKESHORE DR	\$0	\$110.00
P19ME0097	RIVER HAVEN OPERATING COMPANY LLC	14494 MAGNOLIA DR	\$0	\$80.00
P19ME0098	DEBAUGE BRADLEY-KERRY LYN	17226 BURKSHIRE DR	\$0	\$135.00
P19ME0099	BECKER AARON-KAITLIN	14758 WILLIAMS WY	\$0	\$70.00
P19ME0100	CHRISTY RUSSELL R-DENISE L	12949 WILDERNESS TR PVT	\$0	\$200.00
P19ME0101	TRAN ALLISON P-KIET	13544 REDBIRD LN	\$0	\$80.00
P19ME0102	DOORNBOS MATTHEW F-NANCY A	10209 LAKESHORE DR	\$0	\$215.00
P19ME0103	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$0	\$190.00
P19ME0104	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$0	\$160.00
P19ME0105	SCHOLL TRUST	15132 163RD AVE	\$0	\$55.00
P19ME0106	TWORK MARC	12954 WILDVIEW DR	\$0	\$135.00

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P19ME0107	RAUSCHERT STEPHEN L-JEANNA	12977 152ND AVE	\$0	\$100.00
P19ME0108	SHERMAN JOESEPH-MERCEDES DE LA ROSA	5139 160TH AVE	\$0	\$110.00
P19ME0109	WOZNIAK KENNETH-REBECCA	10287 SHANNONS WY	\$0	\$135.00
P19ME0110	JACKSON TOM-KUANJAI	15105 LAKE AVE	\$0	\$130.00
P19ME0111	GRANT TRUST	12368 LAKESHORE DR	\$0	\$80.00
P19ME0112	WOZNIAK KENNETH-REBECCA	10287 SHANNONS WY	\$0	\$230.00
P19ME0113	ROBINSON PAUL FAMILY TRUST	11775 GARNSEY AVE	\$0	\$80.00
P19ME0114	JANICZEK JAMES-CAROL	12995 BLACKHAWK AVE	\$0	\$120.00
P19ME0115	RIOPELLE DARREN-JENNIFER	14231 CRICKLEWOOD RD	\$0	\$80.00
P19ME0116	HAUG MICHAEL A-MELISSA R	14890 WOODSIDE TR	\$0	\$165.00
			\$0	\$7,640.00
			<i>Total Permits For Type:</i>	78

PLUMBING

P19PL0009	SCHOLL TRUST	15132 163RD AVE	\$0	\$133.00
P19PL0010	HUSK STEPHEN	15031 COLEMAN AVE	\$0	\$115.00
P19PL0011	CHRISTY RUSSELL R-DENISE L	12949 WILDERNESS TR PVT	\$0	\$160.00
P19PL0012	MAROD DREW THOMAS	13260 160TH	\$0	\$236.00
P19PL0013	AUCUNAS MEGAN	17849 HUNTERS LN	\$0	\$125.00
P19PL0014	VEEDER FAMILY TRUST	11755 GARNSEY AVE	\$0	\$183.00
P19PL0015	HANSEN KYLE R	15906 RIDGEFIELD ST	\$0	\$115.00
P19PL0016	BUSH KAREN A TRUST	16592 PINE DUNES CT	\$0	\$193.00
P19PL0017	REDDER CURT	16159 MERCURY DR	\$0	\$148.00
P19PL0018	TWORK MARC	12954 WILDVIEW DR	\$0	\$229.00
P19PL0019	COOPER RUTH ANN TRUST	14658 177TH AVE	\$0	\$55.00
P19PL0020	BOET JOHN R-VALERIE J TRUST	14370 TERRY TRAILS	\$0	\$175.00
P19PL0021	BEATTY MICHAEL S-MELISSA	15015 SANDSTONE RD	\$0	\$110.00
P19PL0022	VANANDEL DAVID C-KARIN J	17043 BUCHANAN ST	\$0	\$133.00
P19PL0023	HAUG MICHAEL A-MELISSA R	14890 WOODSIDE TR	\$0	\$125.00
P19PL0024	JACKSON TOM-KUANJAI	15105 LAKE AVE	\$0	\$123.00
			\$0	\$2,358.00
			<i>Total Permits For Type:</i>	16

PORTABLE STORAGE UNIT

P19ZL0009	MORRIS LORIE A	15780 LAKE AVE	\$0	\$75.00
			\$0	\$75.00
			<i>Total Permits For Type:</i>	1

REPLACEMENT WINDOWS/DOORS

P19BU0028	VAN HILL THOMAS	15373 LYONS LN PVT	\$11,230	\$190.60
P19BU0031	PONCE JASON M	15944 LAKE AVE	\$951	\$36.75

Building Permit Report - Monthly

			Estimated Cost	Permit Fee
			\$12,181	\$227.35
			<i>Total Permits For Type:</i>	<i>2</i>
RE-ROOFING				
P19BU0035	WHEELER RICHARD MICHAL R	14900 FAIRMOUNT CT	\$12,000	\$100.00
			\$12,000	\$100.00
			<i>Total Permits For Type:</i>	<i>1</i>
RE-SIDING				
P19BU0036	BOON PETER E	15042 BIGNELL DR 15046	\$3,250	\$100.00
			\$3,250	\$100.00
			<i>Total Permits For Type:</i>	<i>1</i>
SHED (<200 SQFT)				
P19ZL0001	BONNER JUSTIN-TONYA	14511 MANOR RD	\$0	\$25.00
P19ZL0006	ANKERSEN CLIFFORD R-ANGELA P	15214 MEADOWS DR	\$169	\$25.00
			\$169	\$50.00
			<i>Total Permits For Type:</i>	<i>2</i>
VEHICLE SALES				
P19VS0005	WALKER STEPHEN W-KALLIE K	14973 BRIARWOOD ST	\$0	\$0.00
P19VS0006	SPELDE ROBERT C-LORI L	16055 COMSTOCK ST	\$0	\$0.00
P19VS0007	WOOD MATTHEW-CLARE	13933 168TH AVE	\$0	\$0.00
P19VS0008	BOTTJE CARLA J	14065 152ND AVE	\$0	\$0.00
P19VS0009	BRADBURY DANIEL E-LAURA A	13490 HIDDEN CREEK CT	\$0	\$0.00
P19VS0010	FREEMAN SHAWN A-KIMBERLY A	15247 PINE ST	\$0	\$0.00
P19VS0011	GENEVA CHRISTOPHER M	15506 160TH AVE	\$0	\$0.00
			\$0	\$0.00
			<i>Total Permits For Type:</i>	<i>7</i>
Totals			\$6,308,548	\$44,209.00
			<i>Total Permits In Month:</i>	<i>135</i>

February Enforcement Letters By Category

All enforcement letters sent the previous month

Type of Enforcement Letter	Number Mailed
FENCE - 1ST NOTICE	5
FENCE - 2ND NOTICE	1
LITTER - 2ND NOTICE	1
PERMIT APPLICATIONS-PLEASE COMPLETE #2	1
POOL & HOT TUB - 1ST NOTICE	1
RV IN FRONT YARD - 2ND NOTICE	1
SHED - 1ST NOTICE	1
SHED - 2ND NOTICE	1
SIGN IN ROW WARNING	1
WORK WITHOUT PERMITS - 1ST NOTICE	1

Total Letters Sent: 14

Letter.DateTimeCreated Between 02/01/2019 AND 0
Letter.LinkFromType = Enforcement

February Closed Enforcements By Category Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0376	14841 MERCURY DR	IST NOTICE OF VIOLATION LETTER	12/19/18	02/28/19	
E18CE0378	16552 WINANS ST	CLOSED	12/20/18	02/01/19	
E18CE0386	15382 ROBBINS RD	CLOSED	12/27/18	02/07/19	
E19CE0017	13063 CEDARBERRY AVE	NONCOMPLIANT/ILLEGAL STRUCT	02/06/19	02/19/19	
E19CE0021	15780 LAKE AVE	CLOSED	02/07/19	02/19/19	

Total Entries: 5

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0014	14603 MERCURY DR	CLOSED	01/29/19	02/19/19	
E19CE0020	14658 177TH AVE	CLOSED	02/07/19	02/19/19	
E19CE0023	14556 160TH AVE	CLOSED	02/13/19	02/13/19	

Total Entries: 3

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0353	13369 FOREST PARK DR	CLOSED	11/30/18	02/04/19	

Total Entries: 1

JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0005	15118 154TH AVE	CLOSED	01/10/19	02/08/19	

Total Entries: 1

OTHER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0010	17000 LINCOLN ST	NO VIOLATION	01/18/19	02/07/19	

Total Entries: 1

RECREATION VEHICLES

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0383	15329 161ST AVE	CLOSED	12/20/18	02/28/19	

February Closed Enforcements By Category Monthly Report

E19CE0011	15875 GROESBECK ST	CLOSED	01/22/19	02/07/19
E19CE0012	16137 ROBBINS RD	CLOSED	01/22/19	02/08/19
E19CE0015	15332 KEVIN ST	CLOSED	01/29/19	02/11/19
E19CE0016	15352 KEVIN ST	CLOSED	01/29/19	02/11/19

Total Entries: 5

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0022	13990 172ND AVE	CLOSED	02/11/19	02/19/19	

Total Entries: 1

WATER METER REPLACEMENT

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0018	15385 COLEMAN AVE	CLOSED	02/07/19	02/19/19	

Total Entries: 1

Enforcement.DateClosed Between 2/1/2019 12:00:00 AM
AND 2/28/2019 11:59:59 PM

Total Records: 18

Total Pages: 2

Report Created: 03/01/19

February Open Enforcements By Category Monthly Report

ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0017	13063 CEDARBERRY AVE	NONCOMPLIANT/ILLEGAL STRUCT	02/06/19	02/19/19	
E19CE0021	15780 LAKE AVE	CLOSED	02/07/19	02/19/19	

Total Entries: 2

BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0020	14658 177TH AVE	CLOSED	02/07/19	02/19/19	
E19CE0023	14556 160TH AVE	CLOSED	02/13/19	02/13/19	

Total Entries: 2

FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0024	15680 CHARLES CT	1ST NOTICE OF VIOLATION LETTER	02/14/19		
E19CE0025	14842 SHARON AVE	1ST NOTICE OF VIOLATION LETTER	02/14/19		
E19CE0026	16861 MAPLERIDGE DR	1ST NOTICE OF VIOLATION LETTER	02/19/19		
E19CE0027	15882 OBRIEN CT	1ST NOTICE OF VIOLATION LETTER	02/20/19		
E19CE0036	15312 161ST AVE	1ST NOTICE OF VIOLATION LETTER	02/28/19		

Total Entries: 5

POOL & HOT TUB/SPA

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0035	15276 MEADOWWOOD DR	1ST NOTICE OF VIOLATION LETTER	02/28/19		

Total Entries: 1

SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0022	13990 172ND AVE	CLOSED	02/11/19	02/19/19	

Total Entries: 1

WATER METER REPLACEMENT

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E19CE0018	15385 COLEMAN AVE	CLOSED	02/07/19	02/19/19	

February Open Enforcements By Category Monthly Report

E19CE0019	15408 COLEMAN AVE	CLOSED	02/07/19	03/01/19
E19CE0028	15171 DAVID ST	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0029	15201 PINE ST	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0030	15027 160TH AVE	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0031	14931 160TH AVE	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0032	15281 160TH AVE	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0033	15467 160TH AVE	1ST NOTICE OF VIOLATION LETTER	02/27/19	
E19CE0034	15300 PINE ST	1ST NOTICE OF VIOLATION LETTER	02/27/19	

Total Entries: 9

Enforcement.DateFiled Between 2/1/2019 12:00:00 AM
AND 2/28/2019 11:59:59 PM

Total Records: 20

Total Pages: 2

Report Created: 03/01/19

**PUBLIC SERVICES DEPARTMENT
END OF THE MONTH REPORT
2019**

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	187	3	3	13	129	0	0	0	40.08	1.53	0.00
FEBRUARY	239	1	2	9	161	1	2	0	33.97	0.86	0.00
MARCH									0.00	0.00	0.00
APRIL									0.00	0.00	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	426	4	5	22	290	1	2	0	74.05	2.38	0.00
TOTALS		9				3					2.38
						5360			76.43		

NOTES:

WASTEWATER

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	0	0	0	11.14
FEBRUARY	0	1	0	7.80
MARCH				0.00
APRIL				0.00
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	0	1	0	18.94
TOTALS		859		

NOTES: