

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, JULY 22, 2019**

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

1. Ordinance Enforcement – Discussion on Parking in Residential Areas

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. RETIREMENT PRESENTATION – Captain Schrader for Retirees Randy Poel (24 years) and Bob Aylsworth (16 years)
- VI. CONSENT AGENDA
 1. Approve July 8, 2019 Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$291,040.17 (*A/P checks of \$189,927.65 and payroll of \$101,112.52*)
 3. Approve Bids for Cemetery Expansion (*Construction Completion June 1, 2020*)
 4. Approve Sale of Surplus Fire/Rescue Equipment (*\$2,800 estimated value*)
 5. Approve Bid for Crosswalk Painting (*2-years @ \$9,658/year*)
- VII. OLD BUSINESS
 1. Second Reading – Conditional Rezoning – Lincoln Farms Drive – AG to RR
 2. Resolution 19-07-02 – Authorize Manager to Execute Updated Consumers Energy Street Light Contracts (*LED Lights*)
 3. Resolution 19-07-03 – Second Quarter Budget Amendments
 4. Approve Fire/Rescue Truck Purchase (*\$655k*)
- VIII. NEW BUSINESS
 1. Approve No-Cost Option to Allow Part-time Employees to Contribute to MERS 457 Retirement Plan
 2. Approve Fence Installation - Schmidt Heritage Park (*\$25,697*)
 3. Direction on Mercury Drive Orphan Drain(s)
- IX. REPORTS AND CORRESPONDENCE
 1. Committee Reports
 2. Manager's Report
 3. Others
- X. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY (*LIMITED TO THREE MINUTES, PLEASE.*)
- XI. ADJOURNMENT

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

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, JULY 8, 2019**

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: Behm, Reenders, Larsen, Kieft, Gignac, and Meeusen

Board members absent: Redick

Also, present were Manager Cargo and Human Resources Director Dumbrell.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve May 28, 2019 Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$276,516.39 (A/P checks of \$150,563.67 and payroll of \$125,952.72)
3. Approve Engineering Agreement with Prein & Newhof for Building Repairs and Roof Replacement to West Meter Station on Robbins Road (\$8,550 - *Water Fund*)
4. Approve Engineering Agreement with Prein & Newhof for Replacement of 317' of 60" Storm Water Drains on 172nd South of Comstock (\$25,150 - *DDA Fund*)

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

VI. OLD BUSINESS

1. **Motion** by Clerk Larsen supported by Trustee Behm to approve and adopt Resolution 19-07-01 authorizing the revisions of the Holiday Pay Policy as submitted, effective January 1, 2020. **Which motion carried** pursuant to the following roll call vote:
Ayes: Kieft, Behm, Reenders, Gignac, Meeusen, Larsen
Nays:
Absent: Redick

VII. NEW BUSINESS

1. **Motion** by Treasurer Kieft supported by Trustee Gignac to present and postpone the Zoning Map Amendment Ordinance concerning the rezoning of Lincoln Farms Drive

Lots C, D, and F – K from Agricultural (AG) to Rural Residential (RR). Further action will be postponed until July 22nd when the Ordinance and Conditional Rezoning Agreement will be considered for adoption. **Which motion carried.**

VIII. REPORTS AND CORRESPONDENCE

1. Committee Reports
2. Manager's Report
 - a. Manager Cargo noted that fence bids and contracts are experiencing problems with both prices and completions.
 - b. May Legal Review
 - c. June Ordinance Enforcement Report
 - d. June Building Report
 - e. June Public Services Report
3. Others
 - a. In response to a question, Manager Cargo noted that the title information for the Schmidt Heritage Park is being reviewed. Once completed, a deed will be prepared, and a closing will be scheduled.

IX. PUBLIC COMMENTS

1. Garth Stafford (*15233 161st Avenue*) complimented the increased ordinance enforcement in his neighborhood; but, notes that more needs to be completed.
2. Robinson Township resident with rental properties within the Township asked general questions regarding the proposed rental inspection ordinance.
3. Clerk Larsen complimented the Fire/Rescue department on the Pottawattomie "parachute" rescue noting both the short response time and turn-out.

X. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 7:21 p.m. **Which motion carried.**

Respectfully Submitted,



Laurie Larsen

Grand Haven Charter Township Clerk



Mark Reenders

Grand Haven Charter Township Supervisor



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

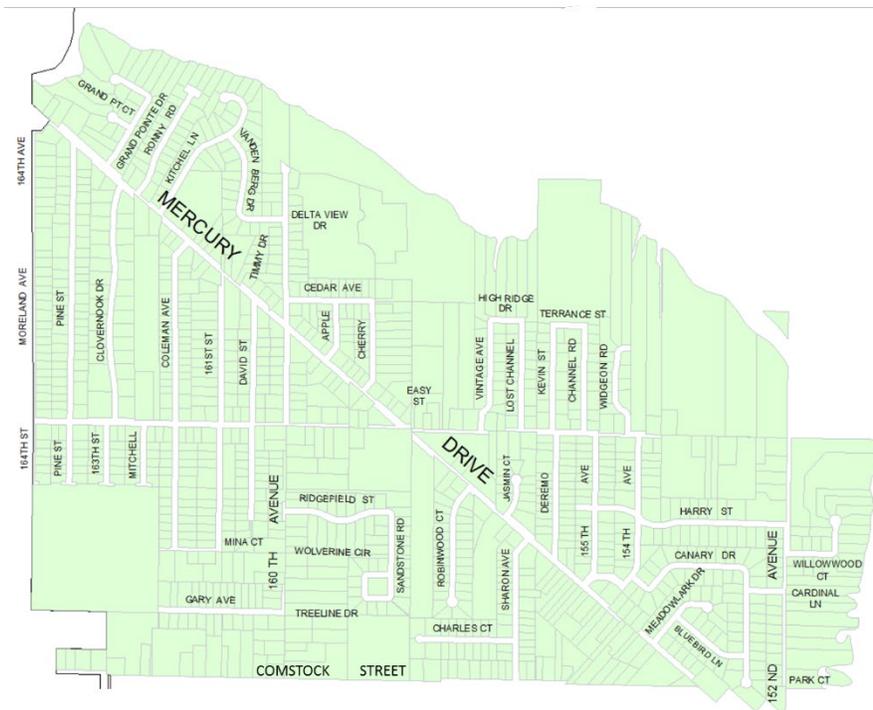
DATE: July 18, 2019
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: Parking Regulations

BACKGROUND

Currently, the Township has two principal ordinances that are used to address parking concerns—parking on the grass, and parking in the right-of-way (ROW). These **parking violations account for 22% of all enforcement actions.**

- Parking on the grass is straight forward—it's always prohibited.
- Parking in the ROW is only banned during the hours of 10pm – 7am (*i.e., no overnight parking*).

Over 25% of the Township's enforcements are concentrated north of Comstock Street and east of 164th Avenue (*see map*). These areas generally have the older homes on smaller lots. Many have created parking spaces in the ROW at the edge of the road and have been using those for decades.



A number of property owners will be attending the meeting to share their struggles with the Board. In brief, many feel as though they are being left with no options except to move. For example, the cars can't fit in the driveway, so they park in the street. Then they get cited for parking in the ROW, so they park in the yard. Then they get cited for parking on the grass.

WHAT CAN WE DO?

As a solution, staff is recommending an ordinance amendment similar to the Village of Spring Lake. Suggested regulations are shown below, and the residents experiencing these issues have been receptive.

1. The owner of a single-family dwelling which is **not situated on a street that has curb and gutter** may apply to the Township for a permit to park a vehicle(s) within the public right-of-way.
2. The space on which the motor vehicle(s) may be parked **must be a hard surface**, which is defined as concrete, asphalt, brick pavers, or a compacted aggregate such as RAP (which must include a border).
3. The parking space(s) within the public right-of-way must be **contiguous with the street**.
4. The motor vehicle(s) utilizing the approved parking space(s) **must park parallel with the roadway** (and not perpendicular), with the passenger side of the vehicle(s) adjacent to the yard and dwelling.
5. Only the motor vehicle(s) with a permit may park in any approved parking space(s).
6. The individual who obtains the permit from the Township must maintain the approved parking space(s) in conformance with the ordinances of Grand Haven Township and may use gravel or dolomite as a product to improve the area.
7. The approved parking space(s) must be weed-free.
8. The permit will not be issued until the parking space(s) is improved and inspected by Grand Haven Township.
9. The permit shall not expire; however, it may not be transferred to anyone other than the original permit holder.
10. The permit fee which will be imposed shall be established yearly in conjunction with the annual budget.
11. A waiver to the permit requirement will be granted by the Township Superintendent to those individuals who have a handicapped parking permit from the State of Michigan.
12. A waiver to the permit requirement may be granted by the Township Board to property owners who do not have the ability to create a driveway based on topography or unusual site restrictions.

WHAT ARE THE BENEFITS?

Staff see's two immediate benefits:

1. Enable the Code Enforcement Officer to spread his time and attention more evenly around the Township.
2. Improve the customer experience (*i.e., the Grand Way*) because we found a solution to their problem instead of solely focusing on enforcing the ordinances as-written. Local needs change throughout the years and it's important that elected officials amend ordinances in response to those needs.

WHAT ELSE SHOULD BE CONSIDERED?

If the Board agrees with this direction, staff will need direction on additional regulations that should be included, the number of permits to be allowed per property, the cost of the permit fee, etc.

- What other provisions should be included?
- Should it be limited to a certain area?
- Should a percentage of their lot width determine the number of permits allowed, such as 50% or 75%?
- Should a firm number of 1-4 permits per property be used?
- What is a reasonable cost for the fee?
 - Staff time will be required for:
 - Processing application
 - Inspecting the parking space
 - Maintaining the database
 - Sending, accepting, and processing annual permit renewals
 - Staff recommends \$20 - \$50.
 - Village of Spring Lake charges \$5, which staff believes is too low. Application enclosed.

Please contact me if this raises questions.



ANNUAL PUBLIC RIGHT OF WAY
PARKING LICENSE APPLICATION

The Annual Public Right of Way Parking License is valid for the calendar year in which it is issued, regardless of when the application is submitted and approved. It is the property owner's responsibility to renew the license each calendar year.

Applicant Information

Property Owner Name: _____

Property Address: _____

Owner Address (if different than above): _____

Phone: (____) _____ - _____ Email: _____ @ _____

Single-Family Owner-Occupied

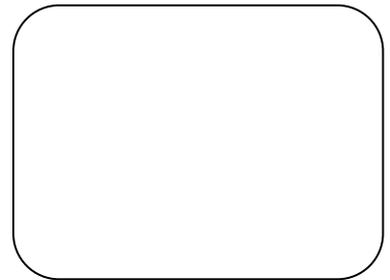
Rental - Number of Units _____

I hereby acknowledge that I have read and agree to comply with all ordinance regulations for the Annual Public Right of Way Parking License listed below. I also understand that failure to obtain an annual Public Right of Way Parking License according to the ordinance regulations is a Municipal Civil Infraction subject to fines and other penalties. This License does not waive seasonal parking restrictions (Sec. 74.82) that are in effect from December 1 thru April 1 each year.

Property Owner Signature: _____ Date: ____/____/____

Village Official Signature: _____ Date: ____/____/____

FEE: \$5.00 PER CALENDAR YEAR
Fee waived until 12/31/2017





Manager's Memo

DATE: July 16, 2019

TO: Township Board

FROM: Bill

RE: Expansion of Historic Cemetery - Approve Bid Documents

As you may recall, the Township budgeted \$150,000 for FY 2019 to expand the Historic Cemetery.

The proposed expansion will add a total of **812 individual grave sites**. The completion date is June 1, 2020 to allow the contractor flexibility in completing the project.

The project will be advertised with a bid opening on August 15th and Board approval at the August 26th board meeting. Prior to the award, the Township will try to secure any necessary permits from Ottawa County Department of Public Health.

Pursuant to the Township's policy on capital purchasing, prior to going to bid on projects in excess of \$15,000, the bid specification shall be approved by the Township Board. However, the Board instructed staff that the actual bid specifications were no longer to be included in the Board packets, rather the specifications would be made available at the Board meeting. (*This was done to save "paper" and reduce costs.*)

Therefore, plans and bid specifications for the proposed Historic Cemetery expansion will be available for review at the July 22nd Board meeting. (*That said, a site plan is attached to this memo.*)

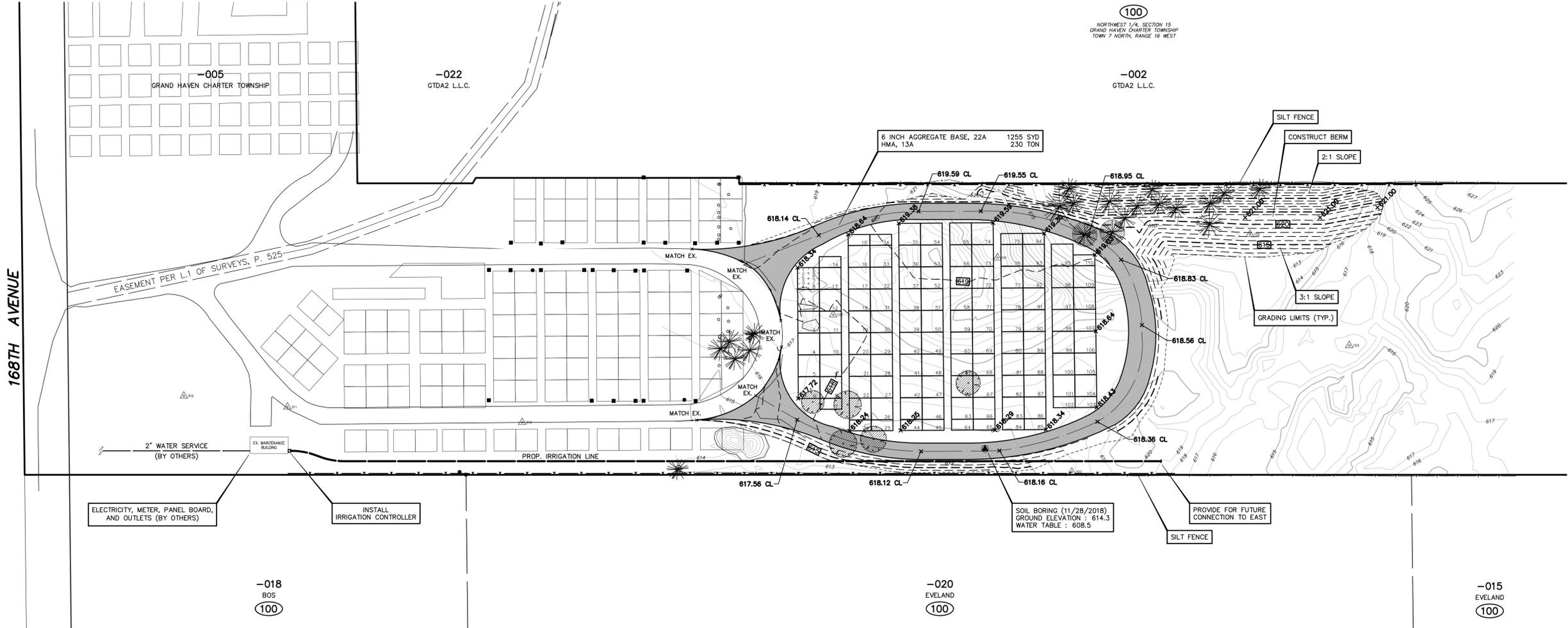
If there are no objections to plans or specifications, the following motion can be offered:

Move to approve the bid documents and project specifications for the proposed Historic Cemetery Expansion Project and instruct staff to proceed forward with bid process.

If you have any questions or comments, please contact either Cargo or VerBerkmoes.

B.M. EL. 614.22
 168TH AVENUE AND G.H.C.T. CEMETERY
 480 ± E. OF 168TH AVENUE AT S.
 PROPERTY LINES, SET R.R. SPIKE IN N.
 SIDE OF 14" PINE (0.1' ± A/GRD)

POINT No.	NORTHING	EASTING	ELEVATION
100	55090.507	1263236.540	617.93
101	55100.979	12632488.040	628.30
102	551045.948	12632674.260	611.26
103	55096.619	12632746.420	618.56
310	55095.501	12631887.630	610.94
311	55097.537	12631963.840	613.10
312	55094.226	12632136.590	615.15
322	55087.219	12632541.010	617.19



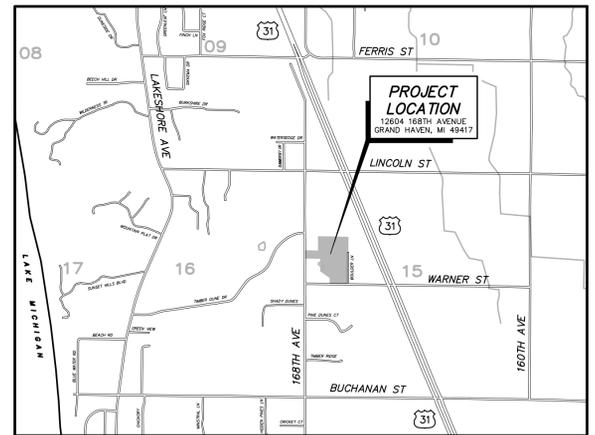
SITE PLAN
 SCALE : 1" = 40'

IRRIGATION SYSTEM REQUIREMENTS

- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL PROVIDE A PROFESSIONAL IRRIGATION SYSTEM DESIGN FOR THE AREA OF THE PROPOSED IMPROVEMENTS TO THE OWNER AND ENGINEER FOR REVIEW.
- THE AREA OF IRRIGATION SHALL BE DEFINED BY THE INTERIOR OF THE DRIVE.
- THE DESIGN SHALL PROVIDE FULL COVERAGE OF THE PROPOSED AREA WITH AT LEAST 80% OF THE AREA RECEIVING COVERAGE BY AT LEAST TWO (2) SPRINKLER HEADS.
- HEAD PLACEMENT SHALL BE DESIGNED NOT TO SPRAY OVER THE DRIVE.
- IRRIGATION CONTROLLERS SHALL BE HUNTER INDUSTRIES ACC-99D CONTROLLER.
- SYSTEM PIPING SHALL BE APPROPRIATELY SIZED TO BE THE SMALLEST DIAMETER NECESSARY TO MEET THE DESIGN REQUIREMENTS.
- SYSTEM PIPING SHALL BE INSTALLED WITH A MINIMUM OF TWO (2) FEET OF COVER OVER THE CROWN OF THE PIPE. LATERAL PIPING SHALL BE INSTALLED WITH A MINIMUM OF ONE (1) FOOT OF COVER OF THE CROWN OF THE PIPE.
- THE SPRINKLER HEADS SHALL BE HUNTER INDUSTRIES I-20 ROTORS.
- VALVES SHALL BE RAIN BIRD PGA SERIES.
- SYSTEM SHALL BE DESIGNED AND INSTALLED IN A WAY THAT WILL PROVIDE THE ABILITY FOR FUTURE EXPANSION TO THE EAST AND INCLUDE ANY NECESSARY CONDUITS UNDER THE DRIVE.
- PRIOR TO FINAL PAYMENT, THE CONTRACTOR SHALL PREPARE AND SUBMIT TO THE OWNER COMPLETED RECORD PLANS INDICATING FINAL PLACEMENT OF ALL PIPE, VALVES, CONTROL WIRING, AND HEADS.

CLEARING, GRADING AND RESTORATION REQUIREMENTS

- CLEARING, BRUSHING AND TREE REMOVAL SHALL BE WITHIN THE GRADING LIMITS AS INDICATED ON THE PLANS.
- EARTHWORK QUANTITY TO BE INCLUDED IN GRADING HAS BEEN ESTIMATED TO BE 1900 CUBIC YARDS COMPACTED IN PLACE.
- RESTORATION SHALL CONSIST OF FURNISHING AND PLACING FOUR (4) INCHES OF SCREENED TOPSOIL, SEED, FERTILIZER, AND MULCH TO ALL AREAS DISTURBED BY THE CONSTRUCTION OF THIS PROJECT.
- MULCH BLANKET WILL BE REQUIRED ON ALL DISTURBED SLOPES THAT ARE 1 ON 3 OR STEEPER.



LOCATION MAP
 SCALE : 1" = 40'

PROJECT DATUM INFORMATION
 COORDINATE SYSTEM : STATE PLANE GRID
 ZONE : MICHIGAN 5507M 2113
 ELLIPSOID : GRS 80
 HORIZONTAL DATUM : NAD 83 (2011)
 VERTICAL DATUM : NAVD 83
 GRID : GRS 80
 UNITS : INTERNATIONAL FEET
 PROJECT COMBINED SCALE FACTOR (PCSF) = 0.99999786001
 GROUND DISTANCE = GRID DISTANCE / PCSF

NO.	REVISIONS	BY	DATE	DRAWN
				SMYTH
			JULY '19	
				K.S.K.
			JULY '19	

Prein & Newhof
 Engineers • Surveyors • Environmental • Laboratory

GRAND HAVEN CHARTER TOWNSHIP
 OTTAWA COUNTY, MICHIGAN
 HISTORIC CEMETERY
 EAST SIDE EXPANSION
SITE PLAN

PROJECT NO.
2180556
 SHEET NO.
1 OF 1

T:\CADD\PROJECTS\2019\168556_CEMETERY_EXPANSION\2_SPECS\168556_DRAWING.MXD - WSMYTH - Jul, 03, 2019 - 12:31pm - FredMackel

811
 UTILITY LOCATIONS ARE DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA.
 Know what's below.
 Call before you dig.



Administrative Memo

DATE: July 15, 2019
TO: Township Board
FROM: Captain Schrader, Firefighter
RE: Sale of Surplus Equipment

Fire/Rescue has the following excess equipment and is requesting permission to sell using Fenton Fire Equipment.

- 26 Pagers
- 35 Chargers
- 34 Charging Cords
- 31 Batteries (5 are still brand new)
- Estimate on value of equipment:
 - Pagers value- \$50.00 to \$75.00 apiece
- We have approximately 13 portable radios that were replaced with the grant from Ottawa County dispatch
 - Value- \$100.00 apiece

Total Estimated Value of Equipment- **\$2,600**

If the Grand Haven Township Board of Trustees approve of the proposed purchase, the following motion could be offered:

Move to authorize staff to coordinate the sale of the above surplus equipment for the estimated value of \$2,600.



Public Services Memo

DATE: July 18, 2019
TO: Township Board
FROM: VerBerkmoes, Cargo
RE: 2019-20 Crosswalk Painting – Bid Approval

The Township recently solicited its annual bids for the repainting of pathway crosswalks. Specifications were submitted to four (4) West Michigan vendors. Of the four, the Township received one bid. It is believed the others were uninterested because of the volume of other work that is available and because of the MDOT specifications that are used.

The sole bid was received from Advanced Pavement Marking, LLC (APM) located just over the boundary line in Port Sheldon Township. APM has been awarded the Township pavement contract the last 2 years and has completed the work in a satisfactory and timely manner. In addition, APM has provided references for similar work including the Ottawa County Road Commission, Grand Traverse Road Commission and the City of Grand Haven.

APM provided a bid in the amount of \$7,091.20 for 6-inch traverse marking and \$2,567.00 for longitudinal marking for a total bid of \$9,658.20 (*traverse marking is the typical crosswalk marking while longitudinal marking is the 'piano key' style used for mid-block crossings and locations with higher traffic volumes*). Staff budgeted \$19,000 in the 2019 Pathway budget for this and other maintenance work. Sufficient monies remain to complete this project.

It should also be noted that the contract is a unit price contract where the contractor is only paid for each foot of line that he paints. It is anticipated that the bid amount is a 'worst case scenario'. Some locations, such as Robbins Road may have more permanent markings after the repaving last year and will not require repainting at this time. Also, of note, this will be a two (2) year contract, which is intended to reduce our costs when the contractor knew they had a connectivity year contract.

If the Board is approves of the bid received, the following motion may be offered:

Move to authorize Staff to enter into a 2-year unit price contract with Advanced Pavement Marking, LLC, in the amount of \$9,658 per year, to complete the repainting of the crosswalks throughout the Township's non-motorized pathway system.

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



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: July 18, 2019

TO: Township Board

FROM: Stacey Fedewa, AICP – Community Development Director

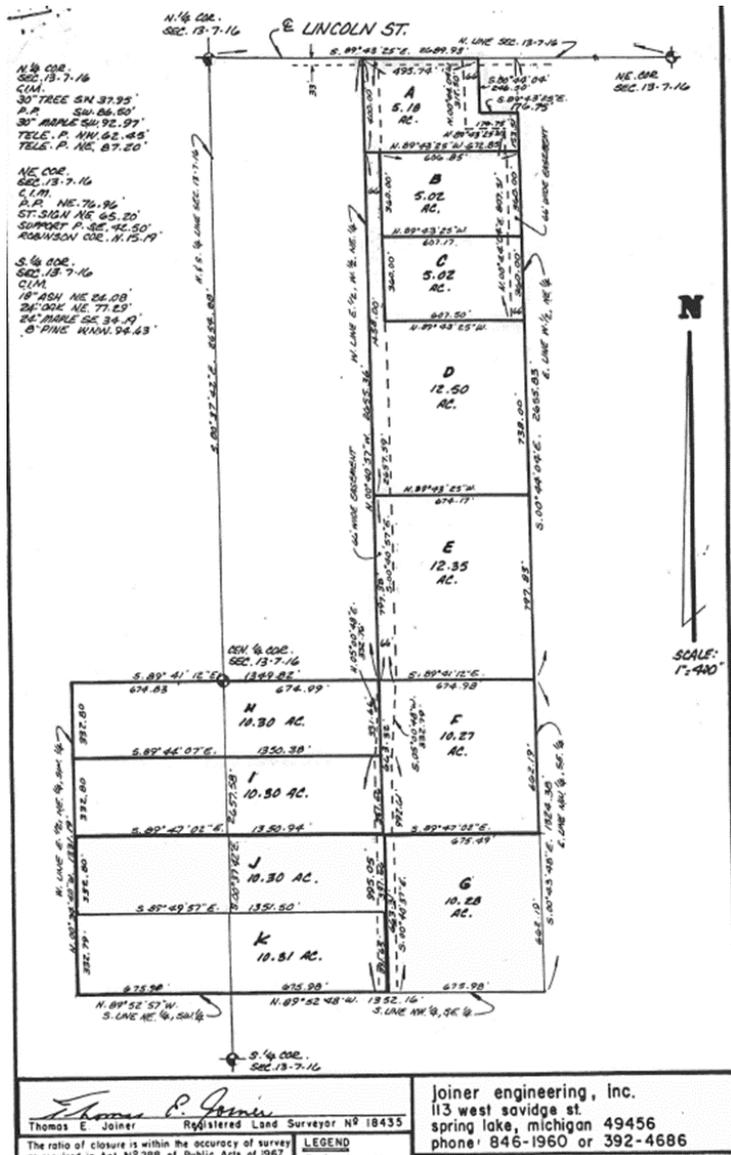
RE: Lincoln Farms Drive – Rezoning – AG to RR

BACKGROUND

Lincoln Farms Drive is comprised of 10 lots. Of those, 9 are zoned AG. The Township has indicated its desire to rezone these properties to the RR district. This would enable the property owners to build a home prior to establishing their small hobby farm. Conversely, keeping the zoning in the AG district prohibits the house from being constructed until active agriculture is occurring on the land.

The parcels on this road are still in the process of being sold, so the Township’s desire to rezone has created confusion and a burden on the developer, current owners, and prospective buyers. In response, the **current property owners have submitted a request for a conditional rezoning from AG to RR.**

The conditions requested by the property owners are to prohibit land divisions and restate the private road exception granted by the Township Board on August 27, 2018.



It should be noted, one property owner (*Jeff Somers; Lot E*) did not want to participate in the conditional rezoning request. That said, the owner is aware of the township's intention to rezone after the Future Land Use Map is amended.

SAMPLE MOTIONS

If the Township Board finds the conditional rezoning request is acceptable, the following motion can be offered:

Motion to approve the Zoning Map Amendment Ordinance and Conditional Zoning Agreement concerning the rezoning of Lincoln Farms Drive Lots C, D, and F – K from Agricultural (AG) to Rural Residential (RR). **This is the second reading.**

If the Township Board finds the conditional rezoning request is not acceptable, the following motion can be offered:

Motion to recommend the Township Board deny the Lincoln Farms conditional rezoning request.

Please contact me if this raises questions.

CONDITIONAL ZONING AGREEMENT

This Agreement is between Grand Haven Charter Township, a Michigan charter township, at 13300 – 168th Avenue, Grand Haven, Michigan 49417 (the “Township”) and Forrest and Leslie Johnson, 12777 North Cedar Drive, Grand Haven, Michigan 49417; Frank and Gayle Johnson of 12531 North Cedar, Grand Haven, Michigan 49417; Joshua and Emilie Westra, 17848 Merrywood Lane, Grand Haven, Michigan 49417; SRESL LLC, 7016 Tyler Street, Hudsonville, Michigan 49426; Chad and Mary Lynn Bovee, 12830 112th Avenue, Grand Haven, Michigan 49417; (the “Owners”).

This Agreement is based upon the following facts.

A. The Township has adopted the Grand Haven Charter Township Zoning Ordinance (the “Zoning Ordinance”), which includes the Grand Haven Charter Township Zoning Map (the “Zoning Map”).

B. The Owners have an interest in certain properties in the Township, which properties are located on Lincoln Farms Drive (the “Properties”), the parcel numbers and legal descriptions of which are attached as Exhibit A.

C. The Properties are included in the Agricultural District of the Zoning Map.

D. The Planning Commission and Township Board are reluctant to rezone the Properties to the Rural Residential District, because the Properties are master-planned for Agricultural Preservation.

E. The Township does anticipate an amendment to the future land use map for the Properties to be master-planned for Rural Residential, and a subsequent Township-initiated rezoning to occur.

F. The Owners are burdened by the time delay and their desire to build single family dwellings and establish small hobby farms on their Properties. Rezoning the Properties now will eliminate the burden and allow the Properties to continue developing.

G. Under Section 405 of Public Act 110 of the Public Acts of 2006, as amended, a landowner may voluntarily offer in writing, and a township may approve, certain conditions which attach to a rezoning of property in that township.

H. The Owners have submitted a voluntary offer to engage in zoning under Section 405.

THEREFORE, the parties agree as follows.

Section 1. Rezoning of the Properties. The Township has adopted a Zoning Map Amendment Ordinance (the “Amendment Ordinance”), rezoning the Properties to the Rural Residential District, contingent on this Agreement taking effect. This Agreement is contingent upon the Amendment Ordinance taking effect and remaining valid.

Section 2. Condition of Rezoning. Rezoning the Properties to the Rural Residential District shall be conditioned upon the Owners, and any subsequent owners of the Properties, complying with the conditions that the Properties shall be prohibited from future land divisions and shall comply with the private road exception granted by the Township Board on August 27, 2018. The exception was codified into a Declaration of Joint Maintenance and Easement and Private Road Maintenance Special Assessment Contract, which are recorded at Document Numbers _____ and _____, respectively.

Section 3. Township Findings. The Township finds that the Properties should be rezoned to the Rural Residential District. That rezoning would be compatible with surrounding area, it is the intention of the Township to master-plan and rezone the Properties into the Rural Residential District in the future, and the rezoning would fit the purpose of the Rural Residential District as stated in Section 6.01 of the Zoning Ordinance.

Section 4. Compliance. The development of the Properties pursuant to this Agreement shall be subject to compliance with all Federal, State, County, and Township laws and ordinances.

Section 5. Binding Nature of This Agreement. The Owners acknowledge that this Agreement will run with the Properties and will be binding upon successor owners of the Properties.

Section 6. Recording of This Agreement. The Township and the Owners acknowledge that this Agreement shall be recorded by the Township with the Ottawa County Register of Deeds.

Section 7. Violation of This Agreement by the Owners. If the Owners violate any provision of this Agreement, that violation shall constitute a violation of the Zoning Ordinance and shall be subject to legal enforcement action and judicial abatement action as provided by law.

Section 8. Acknowledgment by the Owners. The Owners acknowledge that no permit or approval shall be granted under the Zoning Ordinance for any use or development that is contrary to this Agreement.

Section 9. Time Period. The obligation of the Owners to comply with the land division prohibition and private road exception shall be effective immediately and shall remain in effect throughout the term of this Agreement, as long as the Property is maintained in the Rural Residential District pursuant to this Agreement.

Section 10. Reversion of Zoning. If the condition in Section 2 is not satisfied during the term of this Agreement, then the Properties shall be reconsidered for rezoning back to the Agricultural District. The reconsideration of this conditional rezoning shall be initiated by the Township Board, which shall request that the Planning Commission hold a public hearing on the rezoning of the Properties and make a recommendation to the Township Board. The procedure for considering and accomplishing this rezoning shall be the same as applies to all other rezoning requests.

Section 11. Subsequent Rezoning of the Properties. If the Properties are subsequently rezoned to a different zoning classification or to the Rural Residential District but subject to the terms of a different agreement or no agreement at all, the terms of this Agreement shall cease to be in effect. Upon the request of the owners of the Properties at the time, the Township shall record with the Ottawa County Register of Deeds a notice that this Agreement is no longer in effect.

Section 12. Amendment of this Agreement. This Agreement may be amended in the same manner that the Properties were rezoned to the Rural Residential District pursuant to the terms of this Agreement.

Section 13. Township's Right to Rezone. Nothing in this Agreement shall prohibit the Township from rezoning all or any portion of the Properties to another zoning classification. Any such rezoning shall be conducted in compliance with the Zoning Ordinance and applicable law.

Section 14. Miscellaneous. This Agreement shall inure to the benefit of and be binding upon the parties and their respective heirs, personal representatives, members, assigns, and successors. All notices and other documents to be served or transmitted shall be in writing and addressed to the respective parties at the addresses stated on Page 1 of this Agreement or such other address or addresses as shall be specified by the parties from time to time, and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This Agreement has been executed in the State of Michigan and shall be governed by Michigan law. The waiver by any party of a breach or violation of any provision of this Agreement shall not be a waiver of any subsequent breach or violation of the same or any other provision of this Agreement. If any section or provision of this Agreement is unenforceable for any reason, the unenforceability shall not impair the remainder of this Agreement, which shall remain in full force and effect. This Agreement represents the entire understanding and agreement between parties, and all prior understandings and agreements are specifically merged in this Agreement. The captions in this Agreement are for convenience only and shall not be considered as part of this Agreement or in any way amplifying or modifying its terms and provisions.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

WITNESSES:

By: _____
Forrest Johnson

By: _____
Leslie Johnson

By: _____
Frank Johnson

By: _____
Gayle Johnson

By: _____
Joshua Westra

By: _____
Emilie Westra

By: _____
Chad Bovee

By: _____
Mary Lynn Bovee

SRESL, LLC, a Michigan limited liability company

By: _____
Klynt Marcusse
Its: Member

GRAND HAVEN CHARTER TOWNSHIP

Stacey Fedewa

By: _____
Mark Reenders, Supervisor

William D. Cargo

By: _____
Laurie Larsen, Clerk

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Forrest and Leslie Johnson, husband and wife.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Frank and Gayle Johnson, husband and wife.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Joshua and Emilie Westra, husband and wife.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Chad and Mary Lynn Bovee, husband and wife.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Klynt Marcusse, who, being duly sworn says that he is a member of SRESL, LLC, a Michigan limited liability company, and that he has executed the Agreement on its behalf.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

STATE OF MICHIGAN)
)ss.
COUNTY OF OTTAWA)

The foregoing Agreement was acknowledged before me this _____ day of _____, 2019, by Mark Reenders and Laurie Larsen, respectively the Supervisor and the Clerk of Grand Haven Charter Township, a Michigan charter township, on behalf of the Township.

Printed Name: _____
Notary Public, Ottawa County, Michigan
My Commission Expires: _____
Acting in Ottawa County, Michigan

Prepared by:
Stacey Fedewa, AICP
Community Development Director
Grand Haven Charter Township
13300 168th Avenue
Grand Haven, Michigan 49417
Telephone: (616) 842-5988

GRAPIDS 90425-4 565093v2

EXHIBIT A

70-07-13-200-014 Parcel C

PART OF W 1/2 OF NE 1/4 COM S 89D 43M 25S E 1344.97 FT & S 0D 44M 04S E 760.01 FT FROM N 1/4 COR, TH S 0D 44M 04S E 360 FT, N 89D 43M 25S W 607.5 FT, N 0D 40M 57S W 360 FT, TH S 89D 43M 25S E 607.17 FT TO BEG. SEC 13 T7N R16W 5.02 A

70-07-13-200-015 Parcel D

PART OF W 1/2 OF NE 1/4 COM S 89D 43M 25S E 672.48 FT & S 0D 40M 57S E 400 FT FROM N 1/4 COR TH S 89D 43M 25S E 66 FT, S 0D 40M 57S E 720 FT, S 89D 43M 25S E 607.5 FT, S 0D 44M 04S E 738 FT, N 89D 43M 25S W 674.17 FT, TH N 0D 40M 57S W 1458 FT TO BEG. SEC 13 T7N R16W 12.5 A

70-07-13-200-012 Parcel F

PART OF W 1/2 OF SE 1/4 COM S 89D 43M 25S E 672.48 FT & S 0D 40M 57S E 2655.36 FT FROM N 1/4 COR, TH S 89D 41M 12S E 674.98 FT, S 0D 43M 48S E 662.19 FT, N 89D 47M 02S W 675.49 FT, TH N 0D 40M 37S W 663.32 FT TO BEG. SEC 13 T7N R16W 10.27 A

70-07-13-400-013 Parcel G

PART OF W 1/2 OF SE 1/4 COM S 89D 43M 25S E 672.48 FT, S 0D 40M 57S E 2655.36 FT & S 0D 40M 37S E 663.32 FT FROM N 1/4 COR, TH S 89D 47M 02S E 675.49 FT, S 0D 43M 48S E 662.19 FT, N 89D 52M 48S W 675.98 FT, TH N 0D 40M 37S W 663.31 FT TO BEG. SEC 13 T7N R16W 10.28 A

70-07-13-400-008 Parcel H

PART OF W 1/2 OF SE 1/4 & PART OF E 1/2 OF NE 1/4 OF SW 1/4 COM S 89D 43M 25S E 672.48 FT & S 0D 40M 57S E 2655.36 FT FROM N 1/4 COR, TH S 0D 40M 37S E 331.66 FT, N 89D 44M 07S W 1350.38 FT, N 0D 34M 40S W 332.8 FT, S 89D 41M 12S E 1349.82 FT TO BEG. SEC 13 T7N R16W 10.3 A

70-07-13-400-009 Parcel I

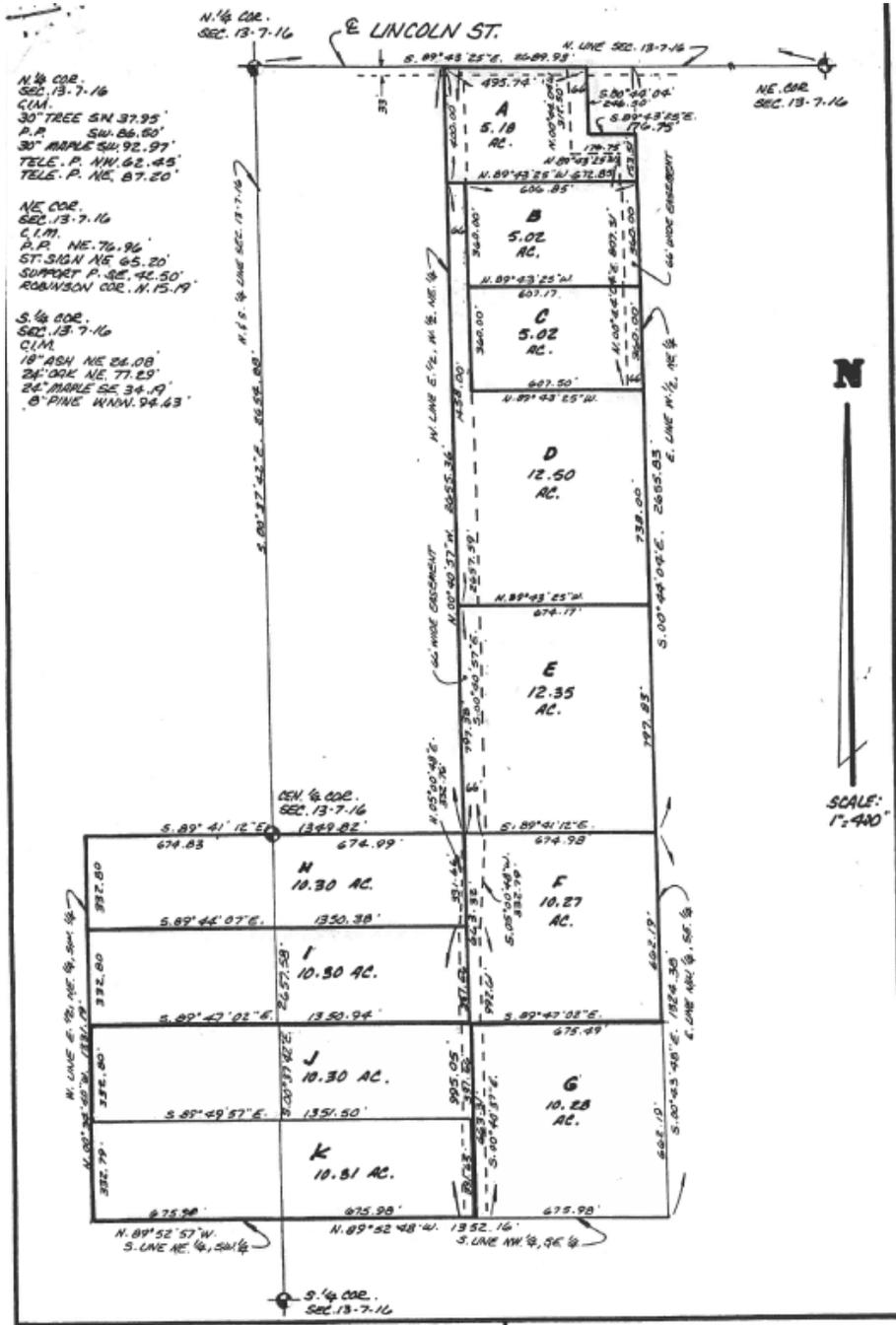
PART OF W 1/2 OF SE 1/4 & PART OF E 1/2 OF NE 1/4 OF SW 1/4 COM S 89D 43M 25S E 672.48 FT, S 0D 40M 57S E 2655.36 FT & S 0D 40M 37S E 331.66 FT FROM N 1/4 COR, TH S 0D 40M 37S E 331.66 FT, N 89D 47M 02S W 1350.94 FT, N 0D 34M 40S W 332.8 FT, TH S 89D 44M 07S E 1350.38 FT TO BEG. SEC 13 T7N R16W 10.3 A

70-07-13-400-010 Parcel J

PART OF W 1/2 OF SE 1/4 & PART OF E 1/2 OF NE 1/4 OF SW 1/4 COM S 89D 43M 25S E 672.48 FT, S 0D 40M 57S E 2655.36 FT & S 0D 40M 37S E 663.32 FT FROM N 1/4 COR, TH S 0D 40M 37S E 331.66 FT, N 89D 49M 57S W 1351.5 FT, N 0D 34M 40S W 332.8 FT TH S 89D 47M 02S E 1350.94 FT TO BEG. SEC 13 T7N R16W 10.3 A

70-07-13-400-011 Parcel K

PART OF W 1/2 OF SE 1/4 & PART OF E 1/2 OF NE 1/4 OF SW 1/4 COM S 89D 43M 25S E 672.48 FT, S 0D 40M 57S E 2655.36 FT & S 0D 40M 37S E 994.98 FT FROM N 1/4 COR, TH S 0D 40M 37S E 331.65 FT, N 89D 52M 48S W 675.98 FT, N 89D 52M 57S W 675.98 FT, N 0D 34M 40S W 332.79 FT, TH S 89D 49M 57S E 1351.5 FT TO BEG. SEC 13 T7N R16W 10.31 A



Thomas P. Joiner
 Thomas E Joiner Registered Land Surveyor No 18435
 The ratio of closure is within the accuracy of survey as required in Act No 288 of Public Acts of 1967.

Joiner engineering, inc.
 113 west savidge st.
 spring lake, michigan 49456
 phone 846-1960 or 392-4686



Assessing Memo

DATE: July 16, 2019
TO: Grand Haven Township Board
FROM: Roger Schmidt
RE: Revised Street Light Contracts

In the fall of 2018, Consumers Energy started replacing their company owned streetlights with LEDs. These replacements will occur as the “old” lights fail or are requested to be replaced.

As this happens, new contracts are issued reflecting the **lower rates for LEDs**. These contracts normally require Township Board approval. However, because these are considered minor contract changes, the Board is allowed to authorize someone to sign these contracts to avoid delays and unnecessary paperwork with each contract adjustment.

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

Move to approve Resolution 19-07-02 authorizing the Township Manager or designee to sign the updated contracts from Consumers Energy reflecting the reduced rates for LED streetlight replacement.

If you have any questions or comments, please contact Schmidt.

At a regular meeting of the Township Board of Grand Haven Charter Township, Ottawa County, Michigan, held at the Township Hall at 13300 168th Ave., Grand Haven, Michigan 49417, on July 22, 2019, at 7:00 p.m., local time.

PRESENT:

ABSENT:

The following resolution was offered by _____ and seconded by _____.

RESOLUTION 19-07-02

WHEREAS, Grand Haven Charter Township (“Township”) has an electric franchise agreement with Consumers Energy Company; and,

WHEREAS, Consumers Energy Company is changing streetlights within the Township to LED lighting; and,

WHEREAS, these LED changes will require changes to current and future street lighting contracts.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. **RESOLVED**, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of Grand Haven, dated June 1, 2018, in accordance with the Authorization for Change in the Standard Lighting Contract heretofore submitted to and considered by this Board; and
2. **RESOLVED**, further, that the Grand Haven Charter Township Manager (or designee) be and is authorized to execute such authorization for change on behalf of the Charter Township of Grand Haven for this contract and future contracts resulting from additions and removals due to the changeover to LED lighting.
3. That all resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

DATED: July 22, 2019

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Grand Haven Charter Township, Ottawa County, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on July 22, 2019, do further hereby certify that public notice of said meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Laurie Larsen, Township Clerk

SUPERINTENDENT'S MEMO

DATE: July 15, 2019
TO: Township Board
FROM: Cargo and Sandoval
SUBJECT: Second Quarter Budget Amendments

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

In brief, the changes are mainly positive and either reflect **higher**↑ **than anticipated economic activities** for the current fiscal year or project costs being **under**↓ **budget** or delayed.

- 1) The General Fund revenues are increased↑ by **\$129,400**, which reflect higher than anticipated building construction, interest income, and the Pottawattomie Park grant addressing shoreline erosion.

The General Fund expenditures are increased↑ by a smaller amount of **\$44,790**, which includes the following noteworthy items:

- a. Administrative expenditures are increased↑ by \$5,370 due to the tuition reimbursement related to Dumbrell's MPA graduate studies;
- b. Clerk expenditures are increased↑ by \$4,000 due to the absentee voter mailing program;
- c. Building and Grounds expenditures are increased↑ by \$2,600 due to a variety of small expenditures that were not anticipated;
- d. Cemetery expenditures are increased↑ by \$10,540 due to the repairs to an irrigation well;
- e. Community Development expenditures are increased↑ by \$5,400 due to higher than anticipated professional fees; and,
- f. Parks and Recreation expenditures are increased↑ by \$36,650 due to the Pottawattomie Park shoreline erosion grant.

The designated fund balance of the General Fund remains at **\$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 **\$1.82 million** after the budget amendments are adopted. This is considered a very robust and healthy fund balance.

- 2) The Municipal Street Fund revenues are increased↑ by **\$2,500**, which reflect higher than anticipated interest income.
- 3) The Fire/Rescue Fund revenues are increased↑ by **\$25,400**, which reflect higher than anticipated interest income and the sale of surplus equipment (*i.e., Suburban, radios, etc.*).

At the same time, expenditures are increased↑ by a larger **\$36,100**, which includes the following noteworthy items:

- a. Employee Assistance expenditures are increased↑ by \$1,380 related to some teaching addressing stress and coping with traumatic events;
- b. Supplies are increased↑ by \$8,000, which reflects much higher↑ than budgeted emergency runs – mostly related to the Village at Rosy Mound and Health Pointe;
- c. Conferences and dues are increased↑ by \$8,500 mostly due to tuition costs for certain degree programs and EMT certifications;
- d. Maintenance expenditures are increased↑ by \$12,500 due to a number of repairs that were not anticipated; and,
- e. Miscellaneous expenditures are increased↑ by \$3,000 due to the reward recognition program approved by the Board.

The undesignated fund balance of the Fire/Rescue Fund is expected to be about **\$443k** after the budget amendments are adopted. This is lower↓ than anticipated and reflects a higher than planned level of emergency responses.

- 4) The Police Services Fund revenues are increased↑ by **\$2,950**, which reflect higher than anticipated interest income.

The undesignated fund balance of the Police Services Fund is expected to be about **\$299k** after the budget amendments are adopted. (*It is noted that the fund balance for this Fund has grown the level where it may be appropriate to reduce the SAD millage rate.*)

- 5) The DDA Fund revenues are decreased↓ by **\$49,650**, which reflects the tax exemption for Health Pointe.

At the same time, expenditures are decreased↓ by **\$314,030** due to the delay of the Robbins Road project until 2020 because of the Ottawa County Warber Drain project being included.

The undesignated fund balance of the DDA Fund is expected to be about **\$1.68 million** after the budget amendments are adopted. This will allow for capital projects to be completed in 2020.

- 6) The Pathway Fund revenues are increased↑ by **\$39,900**, which reflect higher than anticipated interest income and insurance reimbursements.

At the same time, expenditures are decreased↓ by **\$301,650**, which reflects the capital construction costs for the 2019 phase of the pathway construction being under↓ budget.

The undesignated fund balance of the Pathway Fund is expected to be about **\$469k** after the budget amendments are adopted.

- 7) Sewer Fund expenditures are increased↑ by **\$35,300** due to dewatering discharge from Lakeshore Gardens being placed within the sanitary sewer system.

At the same time, expenditures are increased↑ by a smaller **\$3,440**, because of an unanticipated rate increase for phone lines and additional safety training.

The undesignated fund balance of the Sewer Fund will be an estimated **\$2.00 million** after the budget amendments are adopted.

- 8) The Water Fund revenues are increased↑ by **\$10,500**, which reflect higher than anticipated interest income.

Further, the Water Fund expenditures are increased↑ by **\$7,000** due to a decision to add valves to the watermain tie-in at Lakeshore Gardens.

The undesignated fund balance of the Water Fund will be an estimated **\$2.54 million** after the budget amendments are adopted.

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

Move to adopt Resolution 19-07-03 that adopts the 2nd quarter budget amendments for fiscal year 2019.

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
July 22, 2019

		From	To	+ or (-)
General Fund Revenues				
441.000	Local Community Stabilization (PPT reimbursement)	0	13,200	13,200
477.000	Building Permit Fees (Lakeshore Gardens)	240,000	305,000	65,000
479.000	Plumbing Permit Fees	35,000	40,000	5,000
568.800	DNR Grant - Michigan Coastal Zone (Pott Park)	0	25,000	25,000
664.000	Interest Income	31,100	50,100	19,000
677.100	Reimbursements - Elections	15,000	16,200	1,200
694.000	Miscellaneous Income (Sale of scrap metal)	2,000	3,000	1,000
TOTAL GENERAL FUND REVENUE		3,693,270	3,822,670	129,400
Dept. Group 172 - Administrative				
802.000	Conferences, Dues & Subs (Dumbrell tuition)	5,480	10,850	5,370
936.000	Equipment Maintenance	200	100	(100)
956.000	Miscellaneous Expense	100	200	100
	Total	371,120	376,490	5,370
Dept. Group 191 - Accounting				
936.000	Equipment Maintenance	400	150	(250)
976.000	Equipment Purchases (Chair for Sandoval)	300	550	250
	Total	242,670	242,670	0
Dept. Group 215 - Clerk				
727.000	Office Supplies & Postage (Absentee voter mailing)	1,000	5,000	4,000
	Total	33,810	37,810	4,000
Dept. Group 247- Board of Review				
702.000	Salaries	2,070	2,270	200
715.000	FICA	160	190	30
	Total	2,630	2,860	230
Dept. Group 265 - Building & Grounds				
719.000	Health Insurance	1,800	3,200	1,400
727.000	Office Supplies & Postage	0	100	100
922.000	Gas Expense	5,000	6,200	1,200
930.000	Maintenance & Repair - B&G	76,900	76,550	(350)
956.000	Miscellaneous Expense	100	250	150
976.000	Equipment Purchases	200	300	100
	Total	316,600	319,200	2,600

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
July 22, 2019**

	From	To	+ or (-)
Dept. Group 276 - Cemetery			
930.000 Maint & Repairs - B&G (Well repair)	8,150	18,690	10,540
Total	340,530	351,070	10,540
Dept. Group 371 - Community Development			
801.000 Legal & Professional Fees	6,000	11,000	5,000
803.000 Contracted Services (Building plan scanning)	3,900	4,300	400
Total	618,530	623,930	5,400
Dept. Group 721 - Planning Commission			
801.000 Legal & Professional Fees (P&N Park Impr to dept 751)	46,000	26,000	(20,000)
Total	58,970	38,970	(20,000)
Dept. Group 751 - Parks and Recreation			
702.000 Salaries (Jake on military leave)	96,050	77,050	(19,000)
715.000 FICA	7,380	5,930	(1,450)
718.000 Pension	6,180	4,280	(1,900)
719.000 Health Insurance	5,390	3,990	(1,400)
719.100 Dental Insurance	670	370	(300)
801.000 Legal & Professional Fees (MNTRF Grant - P& N costs) (Parks & Rec Plan Update/Schmidt Heritage Park Plan)	3,480	13,980	10,500
940.000 Equipment Rental	200	400	200
970.250 Capital Outlay - Professional Fees (P&N Park Impr)	0	50,000	50,000
Total	408,560	445,210	36,650
TOTAL GENERAL FUND EXPENDITURES	3,814,420	3,859,210	44,790
GENERAL FUND - FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			2,407,742
2019 Revenue			3,693,270
Total Revenue budget amendments			129,400
2019 Amended Revenue			3,822,670
2019 Expenditures			3,814,420
Total Expense budget amendments			44,790
2019 Amended Expenditures			3,859,210
Net Budget Amendments			84,610
Projected Total Fund Balance - 12/31/19			2,371,202
Projected Undesignated Fund Balance - 12/31/19			1,821,202

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
GENERAL FUND
July 22, 2019**

	From	To	+ or (-)
Projected Designated Fund Balance - 12/31/19			550,000

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
MUNICIPAL STREET FUND
July 22, 2019**

	From	To	+ or (-)
Municipal Street Fund Revenues			
664.000 Interest Income	1,550	4,050	2,500
TOTAL FUND REVENUE	911,710	914,210	2,500
Dept. Group 446 - Road Construction (No changes)			
TOTAL EXPENDITURES	914,740	914,740	0
MUNICIPAL STREET FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			6,262
2019 Revenue			911,710
Total revenue budget amendments			2,500
2019 Amended Revenue			914,210
2019 Expenditures			914,740
Total expense budget amendments			0
2019 Amended Expenditures			914,740
Net Budget Amendments			2,500
Projected Total Fund Balance - 12/31/19			5,732

GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
FIRE/RESCUE FUND
July 22, 2019

	From	To	+ or (-)
Fire Fund Revenues			
633.000 Charge for Services	300	3,300	3,000
635.000 Public Education Fees	1,200	4,200	3,000
664.000 Interest Income	16,500	24,000	7,500
674.000 Sale of Assets (Suburban, radios & misc)	0	11,900	11,900
TOTAL FIRE/RESCUE FUND REVENUE	1,396,100	1,421,500	25,400
Dept. Group 336 - Fire/Rescue Department			
719.700 Employee Assistance Program	620	2,000	1,380
726.000 Medical Supplies	9,700	11,700	2,000
726.100 Fire Supplies (Additional fire helmets)	19,940	25,940	6,000
726.200 Address Sign Expense	300	900	600
801.000 Legal & Professional Fees (OPEB report)	500	1,220	720
802.000 Conferences, Dues & Subs (PT fire tuition)	27,660	36,160	8,500
803.000 Contracted Services (Auto Pulse contract)	7,240	8,640	1,400
930.000 Maint & Repairs of B&G	6,500	16,500	10,000
936.000 Equipment Maintenance (SCBA testing)	6,190	8,690	2,500
956.000 Miscellaneous (Service awards)	3,000	6,000	3,000
TOTAL FIRE DEPT. EXPENDITURES	1,525,980	1,562,080	36,100
FIRE DEPARTMENT FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			583,313
2019 Revenue			1,396,100
Total revenue budget amendments			25,400
2019 Amended Revenue			1,421,500
2019 Expenditures			1,525,980
Total expense budget amendments			36,100
2019 Amended Expenditures			1,562,080
Net Budget Amendments			(10,700)
Projected Total Fund Balance - 12/31/19			442,733

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
POLICE SERVICES
July 22, 2019**

	From	To	+ or (-)
Police Services Revenues			
664.000 Interest Income	6,000	8,950	2,950
TOTAL FUND REVENUE	525,540	528,490	2,950
 Department Expenditures (No changes)			 0
TOTAL EXPENDITURES	442,800	442,800	0
 POLICE SERVICES FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			212,923
2019 Revenue			525,540
Total revenue budget amendments			2,950
2019 Amended Revenue			528,490
2019 Expenditures			442,800
Total expense budget amendments			0
2019 Amended Expenditures			442,800
Net Budget Amendments			2,950
Projected Total Fund Balance - 12/31/19			298,613

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
DOWNTOWN DEVELOPMENT AUTHORITY
July 22, 2019**

	From	To	+ or (-)
DDA Revenues			
403.100 Tax Incr Revenues (425 parcel & HP refund)	599,630	531,980	(67,650)
664.000 Interest Income	10,800	28,800	18,000
TOTAL FUND REVENUE	735,430	685,780	(49,650)
 Dept. Group 000 - DDA Department			
970.000 Capital Outlay (Project delayed to 2020)	484,030	149,000	(335,030)
970.250 Capital Outlay - Prof Fees (172nd Storm Drain)	5,000	26,000	21,000
TOTAL EXPENDITURES	619,860	305,830	(314,030)
 DDA FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			1,301,585
2019 Revenue			735,430
Total revenue budget amendments			(49,650)
2019 Amended Revenue			685,780
2019 Expenditures			619,860
Total expense budget amendments			(314,030)
2019 Amended Expenditures			305,830
Net Budget Amendments			264,380
Projected Total Fund Balance - 12/31/19			1,681,535

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
PATHWAY FUND
July 22, 2019**

	From	To	+ or (-)
Pathway Revenues			
664.000 Interest Income	23,000	43,000	20,000
677.000 Reimbursements (Insurance proceeds)	0	19,900	19,900
TOTAL FUND REVENUE	597,590	637,490	39,900
Dept. Group 000 - Pathway Department			
930.000 Maintenance & Repair of B&G (Boardwalk repair/Fence at cemetery)	19,000	37,350	18,350
936.300 Automotive Maintenance (Transmission on snow plow)	2,000	7,000	5,000
970.000 Capital Outlay - (based on contract with Al's Excavating)	1,976,530	1,651,530	(325,000)
TOTAL EXPENDITURES	2,874,330	2,572,680	(301,650)
PATHWAY FUND BALANCE:			
Fund Balance (from 2018 Financial Audit)			2,403,922
2019 Revenue			597,590
Total revenue budget amendments			39,900
2019 Amended Revenue			637,490
2019 Expenditures			2,874,330
Total expense budget amendments			(301,650)
2019 Amended Expenditures			2,572,680
Net Budget Amendments			341,550
Projected Total Fund Balance - 12/31/19			468,732

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
SEWER FUND
July 22, 2019**

	From	To	+ or (-)
Sewer Fund Revenues			
694.000 Misc Income (Lakeshore Gardens dewatering)	100	35,400	35,300
TOTAL SEWER FUND REVENUE	989,860	1,025,160	35,300
Dept. Group 590.537 - Sewer Fund			
802.000 Conf, Dues & Subs (Forklift/confined space)	500	2,000	1,500
850.000 Telephone Expense (AT&T raised rates)	2,720	4,660	1,940
TOTAL SEWER FUND EXPENDITURES	837,380	840,820	3,440
SEWER FUND CASH RESERVES:			
Cash Reserves (From 2018 Financial Audit)			1,817,058
2019 Revenue			989,860
Total Revenue budget amendments			35,300
2019 Amended Revenue			1,025,160
2019 Expenditures			837,380
Total Expense budget amendments			3,440
2019 Amended Expenditures			840,820
Net Budget Amendments			31,860
Projected Unassigned Cash Reserves - 12/31/19			2,001,398

**GRAND HAVEN CHARTER TOWNSHIP
BUDGET AMENDMENTS & LINE ITEM TRANSFERS
WATER FUND
July 22, 2019**

	From	To	+ or (-)
Water Fund Revenues			
664.000 Interest Income	16,800	27,300	10,500
TOTAL WATER FUND REVENUE	2,867,350	2,877,850	10,500
Dept. Group 591.536 - Water Department			
970.000 Capital Outlay (Watermain tie in LS Gardens)	156,000	163,000	7,000
TOTAL WATER FUND EXPENDITURES	2,572,420	2,579,420	7,000
WATER FUND CASH RESERVES:			
Cash Reserves (From 2018 Financial Audit)			2,241,637
2019 Revenue			2,867,350
Total Revenue budget amendments			10,500
2019 Amended Revenue			2,877,850
2019 Expenditures			2,572,420
Total Expense budget amendments			7,000
2019 Amended Expenditures			2,579,420
Net Budget Amendments			3,500
Projected Unassigned Cash Reserves - 12/31/19			2,540,067

RESOLUTION NO. 19-07-03

WHEREAS, Grand Haven Charter Township has formally adopted the 2019 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 2018;

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 2019 2nd Quarter Budget Amendments.

SECTION 2:

The list of attached amendments to the 2019 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:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED: ADOPTED.

The **motion** carried and the resolution was duly adopted on July 22, 2019.

Laurie Larsen, Township Clerk
Dated: July 22, 2019



Fire/Rescue Memo

DATE: July 16, 2019

TO: Township Board

FROM: Chief Tom Gerencer

RE: Purchase Recommendation for 2020 Rescue Engine

The Township Board included a total of **\$310,000** in the FY 2019 budget for a 50% payment of a new fire/rescue truck, which will be delivered in 2020.

Further, the Public Safety Committee instructed the Fire/Rescue Department to move forward with the specifications and purchase process for the replacement of Rescue Engine 1021 through the National Governmental Purchasing Program Bid Process (*i.e. HGAC*) rather than using the traditional single source bid procedure.

After reviewing four manufacturer bids (*i.e. Rosenbauer, Seagrave, Pierce, and Ferrara*), the Public Safety Committee selected Seagrave as the Single Source Manufacturer from those listed in the HGAC bid award system.

And finally, the truck committee (*chaired by Lt. David Marshall*) completed specifications for a Fire/Rescue Engine built by **Seagrave**. The bid price – based upon the specifications – will range between **\$642,000 to \$655,000**, (*i.e. the purchase price would be finalized at the preconstruction meeting*).

If the Township Board supports the recommendation to accept the HGAC bid from Seagrave, the Township will place the order after the pre-con meeting.

- The delivery timeline is expected as follows:
 - ✓ Pre-con meeting, last week in July 2019
 - ✓ Start build, August 2019 and
 - ✓ Expected delivery date, April 2020.

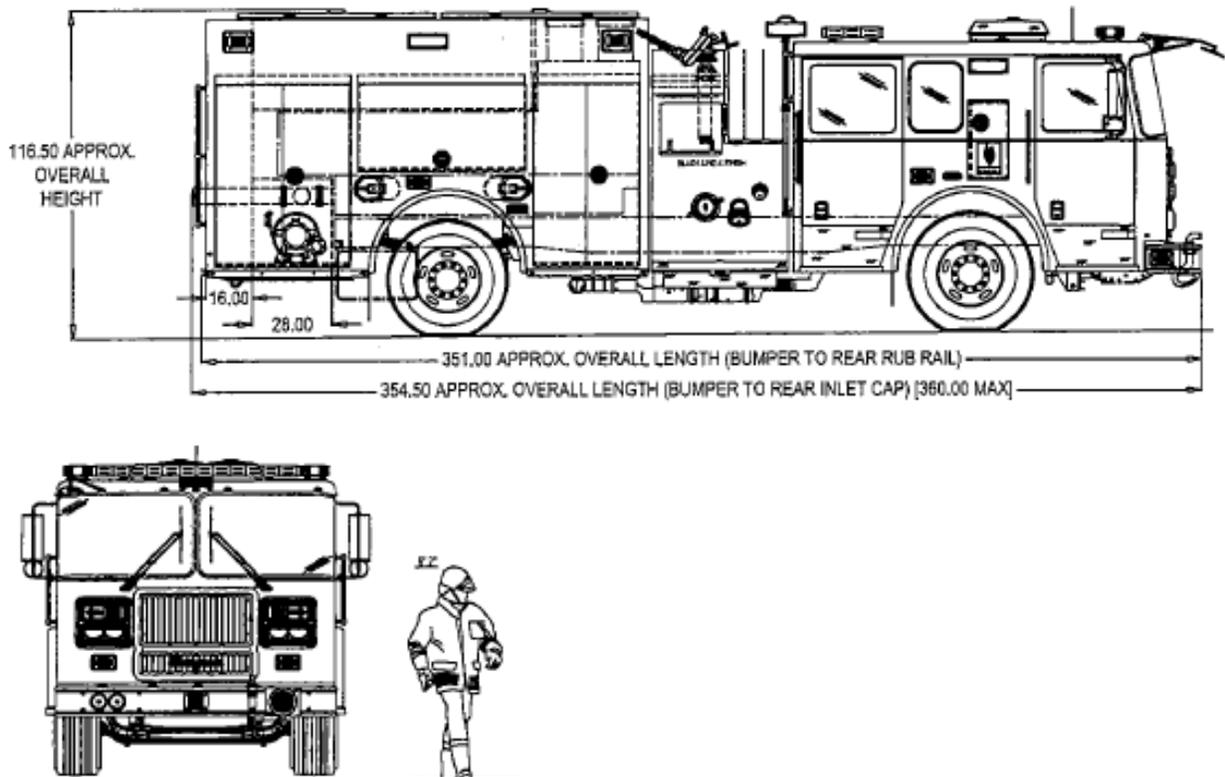
- Estimated payment schedule recommendations: (*i.e. based on a full price of \$650,000*)
 - ✓ First payment for 25% of purchase price \$162,500, September 2019,
 - ✓ Second payment for 25% of purchase price \$162,500, November 2019,
 - ✓ Third payment for 25% of purchase price \$162,500, January 2020,

- ✓ Forth payment for 20% of purchase price \$132,000, March 2020, and
- ✓ Final payment after delivery for 5% of purchase price \$32,500, April 2020.

If the Grand Haven Township Board of Trustees approves of the proposed process and purchase, the following motion could be offered:

Move to authorize staff to progress with the HGAC bid from Seagrave and to purchase a 2020 Fire/Rescue Engine at a cost not to exceed \$655,000.

Please contact me if you have any questions or concerns.





Administrative Memo

TO: Township Board
FROM: Andrea Dumbrell, Human Resources Director
DATE: July 17, 2019
RE: Amendment to the MERS 457 Program

Currently, the Township's retirement savings programs do not allow our permanent, part-time staff the opportunity to put away tax-free dollars from their paychecks for retirement. In an effort to allow all of our permanent staff the opportunity to properly prepare for retirement, Chief Gerencer and I are recommending revising the Township's 457 Program to allow permanent, part-time staff eligibility to the Township's 457 Program.

Per the Michigan Employees' Retirement System, the 457 Program "is a deferred compensation program for public sector employees, helping them save for the future above and beyond other retirement plans from their employers. The program offers each employee a self-directed account in which a portion of their salary is deposited into an invested account they manage. The employee decides the level of contributions and how to invest the assets to meet their goals and personal risk tolerance. When an employee leaves employment, the benefits are based on the total amount of money in their account."

In addition to having access to a retirement savings account, employees benefit from having a 457 account by lowering the amount of taxes paid through their paychecks, since contributions are deducted from gross income prior to calculating taxes. Additionally, a 457 account can help employees close an income gap, if they decide to leave employment before they reach retirement age. For example, if an employee decides to retire at age 55, but is not eligible to collect certain other retirement benefits until their 60s, they can use their 457 account as income.

Other than the administrative time to enroll an employee into the program (approximately five minutes per employee), there is no cost to the Township for allowing permanent, part-time staff eligibility to the program.

If the Township Board agrees with this proposed change of the 457 Program, the following motion could be offered for consideration:

Move to authorize the Township Superintendent to execute an amendment to the Township's 457 Program which allows all permanent, full-time and part-time employees participation in the 457 Program.

If you have any questions regarding the amendment, please do not hesitate to contact me.

MERS 457 Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707 www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS 457 Program provided by the Municipal Employees' Retirement System of Michigan, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name: Grand Haven Township
(Name of municipality or court)

Municipality Number: 7022 **Division Number (if amendment):** 400450

II. Effective Date: The MERS 457(b) Program will be effective as follows (choose one):

Original Adoption. The MERS 457(b) Program will be effective _____,
(Month and year)
with respect to contributions upon approval by the Program Administrator.

To establish a new plan or replace current 457 carrier with the MERS 457 Program.

To add the MERS 457 Program in addition to: _____
(Other plan provider)

VERY IMPORTANT: All eligible programs of a Participating Employer are considered to be a single plan for purposes of compliance with Code Section 457(b). Thus, if a Participating Employer has more than one eligible 457 (or additional investment options under a 457(b) arrangement with more than one vendor), the Participating Employer is responsible for ensuring that all of its arrangements, treated as a single program, comply with the 457(b) requirements. In order to fulfill its responsibility for monitoring coordination of multiple programs, the Participating Employer must carefully review the Master Plan Document provisions.

Amendment and Restatement. The amended and restated MERS 457(b) Program will be effective August 2019,
(Month and year)
with respect to contributions upon approval by the Program Administrator. *Please note:* You only need to mark *changes* to your plan throughout the remainder of this Agreement.

III. Eligible Employees: Only Employees as defined in the Program may be covered by the Participation Agreement. Subject to other conditions in the Program, this Agreement, and Addendum (if applicable), the following Employees are eligible to participate in the Program:

All permanent, full-time & part-time employees

IV. Contributions will be submitted (check one):

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.

Weekly Semi-Monthly (twice each month)
 Bi-Weekly (every other week) Monthly

Compensation

Employers may designate the definition of compensation per division participating in MERS 457(b) Supplemental Retirement Program Plan Document (check one):

- All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals
- Medicare taxable wages reported in Box 5 of Form W-2
- Base wages, to which any of the following may be included:
 - Longevity pay
 - Overtime pay
 - Shift differentials
 - Pay for periods of absence from work by reason of vacation, holiday, and sickness
 - Workers' compensation weekly benefits (if reported and are higher than regular earnings)
 - A member's pre-tax contributions to a plan established under Section 125 of the IRC
 - Transcript fees paid to a court reporter
 - A taxable car allowance
 - Short term or long term disability payments
 - Payments for achievement of established annual (or similar period) performance goals
 - Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
 - Lump sum payments attributable to the member's personal service rendered during the FAC period
 - Other: _____
 - Other 2: _____

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

V. **Roth Deferral Contributions:** shall be permitted shall not be permitted

If Roth Deferral Contributions are elected, the Program will allow Roth rollover contributions from other designated Roth 457(b), 401(k), or 403(b) Plans. Roth in-plan rollovers will also be allowed. Roth in-plan rollovers allow a participant who has reached 70½ or who has incurred a severance from employment to elect to have all or a portion of his or her pre-tax contribution account directly rolled into a designated Roth rollover account under the plan if the amount would otherwise be permitted to be distributed as an eligible rollover distribution. Any amounts that are rolled to the Roth rollover account are considered to be irrevocable and may not be rolled back to the pre-tax account.

MERS 457 Participation Agreement

VI. Loans: shall be permitted shall not be permitted

If Loans are elected, please complete and attach the *MERS 457 Loan Addendum*.

VII. Automatic Enrollment: shall be permitted shall not be permitted

If selected, please complete and attach the *MERS 457 Eligible Automatic Contribution Arrangement (EACA) Addendum*.

VIII. Employer Contributions: shall be permitted shall not be permitted

If selected, please complete and attach the *MERS 457 Employer Contribution Addendum*.

IX. Modification of the Terms of the Participation Agreement

If the employer desires to amend any of its elections contained in the Participation Agreement, including attachments/addendums, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Participation Agreement. The amendment of the new agreement is not effective until approved by MERS.

X. Enforcement

1. This Participation Agreement, including attachments/addendums may be terminated only in accordance with the Master Plan Document
2. The Employer hereby agrees to the provisions of the *MERS 457 Supplemental Retirement Program and Trust Master Plan Document*.
3. The employer hereby acknowledges it understands that failure to properly fill out this Participation Agreement may result in the ineligibility of the program.

XI. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Participation Agreement is hereby approved by Grand Haven Township Board
on the 22nd day of July, 2019.
(Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

SUPERINTENDENT'S MEMO

DATE: July 16, 2019

TO: Township Board

FROM: Bill Cargo

SUBJECT: Heritage Park Fence

As you may recall, the Schmidt Land Donation Agreement requires that the Township install “a security chain link fence completely around Section 2, not later than July 1, 2020.”

The fence to be installed is a black, vinyl coated, heavy gauge, chain link fence with both capped poles and rails – which should ensure longevity for this investment. This cost of this fence was originally estimated at **\$24,585** in 2017.



Although the Township requested quotes from numerous fencing contractors and companies ... only two responded. Vallier Fence Company quoted at **\$25,697** and Affordable Fence Company quoted at **\$35,204**.

Because the Vallier quote is only 4.34% above↑ the 2017 estimate, staff is recommending that Vallier be awarded the project. (*The completion date is October 1, 2019.*)

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

Motion to authorize the Township Manager to execute an agreement with Vallier Fence Company to install a fence, pursuant to the bid specification, around Section 2 of the proposed Schmidt Heritage Park at a cost of \$25,697. Execution of the agreement is contingent upon the Township and Schmidt closing on the land donation agreement.

If you have any questions or comments prior to the Committee meeting, please contact me at your convenience.

SUPERINTENDENT'S MEMO

DATE: July 17, 2019
TO: Township Board
FROM: Cargo
SUBJECT: Mercury Orphan Drains

As part of the Township's "Orphan Drain" project, Ottawa County and the Township's engineering firm have identified six orphan drains along Mercury Drive. *(Recall that the objective of the project is to ensure that all of the storm drain systems within the Township are brought under the control and maintenance of Ottawa County. If this does not occur, these systems will be considered "private" and no public funding will be available to maintain or repair these systems.)*

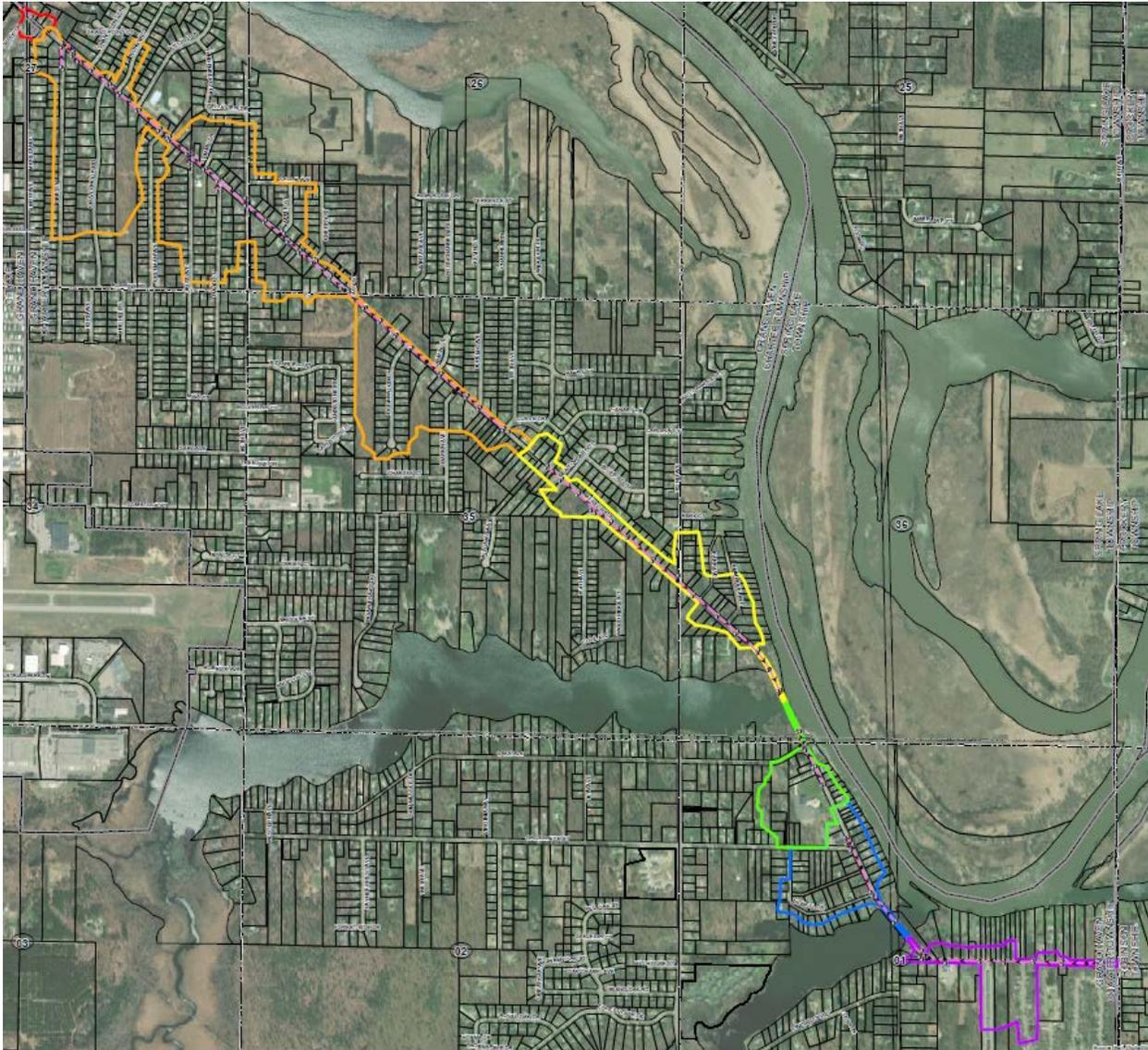
The aerial map at the end of this memorandum shows the six (6) colored subdistricts of the "Mercury Orphan Drain".

In brief, there are **two (2) decisions** that need to be made regarding these orphan drains. The first decision is whether to bring these six orphan drains into the Ottawa County drain system as six (6) separate and distinct drainage districts *(each of which will require a Board of Determination public hearing)* or create a single "Mercury Drain District" with six (6) subdistricts.

Based upon discussions with the Prein & Newhof and the Ottawa County Water Resources Commissioner, because a single county drain will simplify the process of bringing the drain under the purview of Ottawa County and because the drains are substantially similar in design and maintenance requirements, I am recommending that Mercury Drive be considered a single county drain.

The second decision is whether the Mercury Drain district(s) will be established as a Chapter 20 drain *(i.e., maintenance or improvements assessed only to Ottawa County, the Road Commission and Township)* or if the drain district(s) will be established as a Chapter 4 drain – which would allow a portion of the costs to be assessed to the private property owners within the colored sub-districts.

Because the vast majority of the storm water is conveyed into the drain system vis-à-vis the public roadways, and because any repairs and maintenance will be more expensive due to the construction of Mercury Drive, I am recommending that this drain district(s) be established as a Chapter 20 drain with any future maintenance and repair costs assessed to Ottawa County, the County Road Commission and Grand Haven Charter Township.



If the Board agrees with staff recommendations, the following motion can be offered:

Motion support that the six subdistricts of the Mercury Drain be established as a single county drain district under Chapter 20 of the Drain Code.101

If there are any questions or comments, please contact me at your convenience.