

GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, JULY 13, 2015

WORK SESSION – CANCELLED

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
 1. Approve June 22, 2015 Regular Board Minutes
 2. Approve Payment of Invoices in the amount of \$486,184.96 (*A/P checks of \$284,325.67 and payroll of \$201,859.29*)
 3. Approve DDA – BRA Agreement to Share Captured Taxable Value
 4. Authorize 2015 Crack Seal Subdivision Maintenance Program (\$19,110)
 5. Authorize Replacement of Flag Pole at Lakeshore Cemetery and Addition of Flag Pole at Historic Cemetery (\$5,698)
- VI. PRESENTATION – Sergeant Derek Christensen – Introduction of Deputy Chris Reuwer
- VII. PUBLIC HEARING - Continuation of Groesbeck Special Assessment Paving District
- VIII. OLD BUSINESS
 1. Approve Resolution 15-07-01 – Groesbeck Special Assessment Paving District
 2. Second Reading – Karner Rezoning Application - AG to RR (*conditional*)
- IX. NEW BUSINESS
 1. Approve Resolution 15-07-02 – Hazard Communication Program
 2. Approve Resolution 15-07-03 – Update Credit Card, ACH, and Bankruptcy Policies
 3. Approve Resolution 15-07-04 – Purchase of Tax Foreclosure Property
 4. First Reading – Wagenmaker Rezoning Application – AG to R2
 5. Discussion – Proposed Oak Wilt Ordinance
- X. REPORTS AND CORRESPONDENCE
 1. Correspondence
 2. Committee Reports
 3. Manager’s Report
 - a. June Enforcement Report
 - b. June Building Report
 - c. June DPW Report
 4. Others
- XI. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY
(*LIMITED TO THREE MINUTES, PLEASE.*)
- XII. 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, JUNE 22, 2015**

WORKSESSION – 6:00 p.m.

1. The Board reviewed the 2015 Project List with Manager Cargo as part of his annual evaluation. The Board instructed Manager Cargo to complete follow-up on the CSX permit that is delaying the fiber optic connection to the GHAPS system and update the members.
2. Assessor Chalifoux noted that the municipal units in Ottawa County will have their assessing procedures audited by the State of Michigan with a fourteen point review as discussed in the April MTA magazine.

Assessor Chalifoux noted that GHT is well-prepared for the audit and should be able to comply with all standards.

REGULAR MEETING

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

Also present were Manager Cargo and Assessor Chalifoux.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve June 8, 2015 Board Minutes
2. Approve June 3, 2015 Special Joint Planning Commission & Board Minutes
3. Approve Payment of Invoices in the amount of \$290,226.15 (A/P checks of \$184,129.58 and payroll of \$106,096.57)

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

VI. PUBLIC HEARINGS

Supervisor French re-opened the continuation of the June 8th public hearing on the Groesbeck Special Assessment Paving District at 7:03 p.m.

Manager Cargo noted that a letter was sent to each property owner within the district that provided information and a possible special assessment cost associated with the project.

- Timothy Simpson (1703 Robbins Road – *representing his mother*) does not believe his mother’s parcel benefits from the private road and should not have to pay that assessment;
- Earl Edelmeyer (16033 Groesbeck) noted that he and Ron Davis have been in contact. He supports removing the Simpson Trust from the private road portion of the special assessment.
- Bill Laird (16009 Groesbeck) does not believe he benefits from the private road portion of the special assessment and is concerned with the hemlock trees that will be removed when Groesbeck is improved.
- Lynn Simpson (1703 Robbins Road – *representing the Simpson Trust*) believes Groesbeck should be abandoned and the road improved as a private road, which might protect the hemlock trees.

The Board instructed Manager Cargo to (1) research the process for abandoning Groesbeck; (2) receive updated costs for a private road pavement should Groesbeck be abandoned; (3) update the letter to the property owners with the new information; and, (4) include in the letter a new estimated assessment for the option of leaving Groesbeck public and having the private portion of the roadway shared among only four parcels.

Supervisor French noted that the public hearing would be held open to the July 13th Board meeting.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

1. **Motion** by Clerk Larsen and supported by Supervisor French to postpone further action of the proposed ordinance to present the Zoning Map Amendment Ordinance concerning the conditional rezoning of 9873 168th Avenue, Parcel No. 70-03-33-400-013, from Agricultural (AG) to Rural Residential (RR), and to postpone further action until July 13th when the zoning map amendment ordinance and conditional rezoning Agreement will be considered for adoption and approval. This is a first reading. **Which motion carried.**

2. **Motion** by Trustee Meeusen and supported by Trustee Behm to approve the Resolution 16-06-02 that adopts the Second Quarter budget amendments for fiscal year 2015. **Which motion carried**, as indicated by the following roll call vote:

Ayes: French, Meeusen, Behm, Hutchins, Larsen

Nays:

Absent: Kieft, Redick

IX. REPORTS AND CORESPONDENCE

- a. Correspondence was reviewed
- b. Committee Reports
 - i. Clerk Larsen noted the Personnel Committee meeting for July is cancelled.
- c. Manager's Report, including:
 - i. May Public Services Report
- d. Others

X. PUBLIC COMMENTS

None

XI. ADJOURNMENT

Motion by Trustee Hutchins and seconded by Trustee Behm to adjourn the meeting at 7:46 p.m. **Which motion carried.**

Respectfully Submitted,

Laurie Larsen
Grand Haven Charter Township Clerk

Karl French
Grand Haven Charter Township Supervisor

SUPERINTENDENT'S MEMO

DATE: June 29, 2015

TO: Township Board

FROM: Bill

SUBJECT: DDA – BRA Agreement to Share Captured Taxable Value

As you may recall, pursuant to the Brownfield Redevelopment Authority Act, Section 5 (1) (b), the Township Board designated the Downtown Development Authority (DDA) Board to also act as the Brownfield Redevelopment Authority (BRA) Board for Grand Haven Charter Township.

Therefore, when the Anlaan Brownfield Redevelopment Plan was approved by both the BRA Board and the Township Board, it was understood that the DDA Tax Increment Finance monies associated with the Anlaan development on Lincoln Street would be utilized for the purposes of the Anlaan Brownfield redevelopment plan.

However, to ensure that a clearly defined paper trail is created to authorize this cost sharing between the Township's DDA and the Township's BRA, the Township's Deputy Treasurer requested that an agreement to share the captured taxable value associated with the Anlaan property be approved. In addition, this agreement could be important with regard to State of Michigan financial reporting requirements regarding the Brownfield Redevelopment Authorities.

Attached, please find a copy of the proposed agreement between the DDA Board, the BRA Board and the Township Board to authorize the DDA tax increment finance monies collected on the Anlaan property to be utilized to reimburse Anlaan for the qualified environmental work completed pursuant to the Anlaan Brownfield Redevelopment Plan (*i.e.*, up to \$99,775).

The agreement was approved by the Township's DDA – BRA Board on Monday, July 6th. If the Board approves the proposed agreement, the following motion can be offered:

Move to authorize approval of the proposed DDA – BRA Agreement to share Captured Taxable Value on the Anlaan property for the purposes of reimbursing Anlaan for qualified environmental work.

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

AGREEMENT TO SHARE CAPTURED TAXABLE VALUE

This Agreement to Share Captured Taxable Value is made effective as of December 31, 2015, among the Brownfield Redevelopment Authority of the Charter Township of Grand Haven, a public body corporate (the "BRA"), the Downtown Development Authority of the Charter Township of Grand Haven, a public body corporate (the "DDA"), and the Charter Township of Grand Haven, a Michigan municipal corporation (the "Township"), each having the same principal business address of 13300 168th Avenue, Grand Haven, Michigan 49417.

It is noted, pursuant to the Brownfield Redevelopment Authority Act, Section 5 (1) (b), that the Township Board designated the DDA Board to also act as the BRA Board.

RECITALS

A. Pursuant to the Brownfield Redevelopment Authority Act, Section 5 (1) (b), the Township Board designated the DDA Board to also act as the BRA Board.

B. The DDA captures tax increment revenues (*commonly referred to as "TIF Revenues"*) from taxes levied for non-school purposes against real and personal property within its Development Area that result from increases in the taxable value of that real and personal property after base tax year identified in its development plan and uses those TIF Revenues to pay costs of infrastructure and other improvements within its Development Area in order to provide further incentives for and enhancements of development within the Development Area.

C. Such improvements and enhancements have the goal of stabilizing and enhancing the tax base and levels of employment within the greater Northwest Ottawa community.

D. Anlaan Corporation owns property located at 16750 Lincoln Street, Grand Haven, Michigan, within the DDA's Development Area.

E. Anlaan has completed activities, which are Eligible Activities under MCL 125.2652(m) to remove and/or cap contaminated soil and raze an existing structure on the parcel, engineering and design, and Brownfield Plan preparation.

F. Anlaan has represented that in addition to the Eligible Activities described above it will make additional investments (the "Improvements") that will add value to the Property, in a total amount estimated at one million dollars (\$1,000,000).

G. A Brownfield Plan Amendment has been approved that includes the Improvements and would allow the BRA to capture TIF Revenues to reimburse a portion of the costs of the Improvements.

H. The Improvements will further the same objectives and goals that the DDA's Development Plan seeks to achieve.

I. The parties agree to allow the use of a portion of the TIF Revenues to further the purposes of the Brownfield Plan.

J. MCL 125.1664(4) authorizes the DDA and the Township to enter into an agreement to share a portion of the captured assessed value of the DDA's Development Area.

TERMS AND CONDITIONS

1. Until paid in full, the DDA authorizes and directs the Township to pay to the BRA from the DDA's TIF Revenues generated by the new investment in the Property by Anlaan Corporation an amount up to \$99,775. Such payments are authorized to be paid only from TIF Revenues generated by the increase in taxable value due to new investment in the property made by Anlaan Corporation. Such sums are only authorized to be transferred to the BRA for use pursuant to the Plan Amendment. Any amount not used pursuant to the approved Brownfield Development Plan shall be returned to the DDA.

2. This Agreement and the authorization to transfer TIF Revenues to the BRA shall terminate after an amount up to \$99,775 has been paid to Anlaan Corporation.

3. This is the entire agreement between the parties regarding its subject matter. It may not be modified or amended except in writing signed by all parties after the approval of their respective boards and commissions. The recitals are an integral part of this Agreement.

The parties have signed this Agreement as noted below.

BROWNFIELD REDEVELOPMENT
AUTHORITY OF THE CHARTER
TOWNSHIP OF GRAND HAVEN

DOWNTOWN DEVELOPMENT
AUTHORITY OF THE CHARTER
TOWNSHIP OF GRAND HAVEN

By: _____
John Heinritz, Chair

By: _____
John Heinritz, Chair

And: _____
Dan Luckey, Secretary

And: _____
Dan Luckey, Secretary

Date Signed: July 6, 2015

Date Signed: July 6, 2015

Consenting to terms of this Agreement:
CHARTER TOWNSHIP OF GRAND HAVEN

By: _____
Karl French, Supervisor

And: _____
Laurie Larsen, Clerk

Date Signed: July 13, 2015

SUPERINTENDENT'S MEMO

DATE: July 9, 2015
TO: Township Board
FROM: Cargo
SUBJECT: 2015 Crack Sealing Program

Attached, please find a proposed list of roadways recommended by the Ottawa County Road Commission (OCRC) for crack seal maintenance in 2015.

Water is the most destructive element to streets and roads. If it rained and snowed everywhere except on our roads and bridges, 90 percent of street maintenance work would be eliminated. Since that is not likely to happen any time soon, crack sealing is one of many techniques designed to prevent water intrusion into our pavements.

Filling or sealing pavement cracks to prevent water from entering the base and subbase will extend the pavement life by three to five years. (*In addition, if a "crack sealed" road is resurfaced, reflective cracking will be reduced.*) Filling cracks and joints with asphalt materials (*such as AC 20 or asphalt emulsions*) is not new. These pavement repair techniques have been commonplace practices for decades. However, the OCRC only began to use crack sealing heavily in 2011.

Crack sealing will not replace road re-surfacing. But, it will extend the usable life of these streets and slow the normal deterioration process.

The total cost of the crack sealing program on about 5.2 miles of subdivision roads within the Township is estimated at **\$19,110**. This is about \$890 (*or about 4.5%*) under↓ budget.

If the Board supports the proposed 2015 crack sealing program for these subdivision roads, the following motion can be offered:

Move to authorize the Township Superintendent to execute an agreement with the OCRC for crack sealing at the cost of \$19,110.

Proposed Grand Haven Township Subdivision Street Crack Sealing

Williams Way	Comstock to end	661
Cardinal Lane	Canary to 152nd	416
Harry Street	152nd to Deremo	2420
Channel Road	Terrence to Robbins	1126
Terrence Street	Kevin to Channel	330
Kevin Street	Robbins to Terrence	1126
Deremo Avenue	Mercury to Robbins	1339
Kitchel Lane	Mercury to end	1801
Vandenberg Drive	Kitchell to Delta View	911
Delta View Drive	Vandenberg to 160th	512
Ravine View Drive	Aspen to Ferris	1400
Aspen Lane	Ravine View to Greenbriar	297
Arborwood Drive	152nd to Nickolas	1472
Hoffma Drive	Forest Park to Royal Oak	1570
Hoffma Court	Hoffma to end	407
Thornapple Drive	Hoffma to Forest Park	614
Meadowwood Drive	Hoffma to 152nd	1530
Red Oak Street	Green Oak to end	1002
Oak Chapel Drive	Green Oak to Forest Park	398
Oakleigh Court	Red Oak to end	304
Payne Forest Avenue	Groesbeck to end	1094
Woodside/Waterview	148th to Birdsong	1948
Riverside Trail	Waterview to end	561
Birdsong Lane	Riverside to 148th	715
Summerset	Brigham Drive	942
Watersedge Drive	168th to end	666
Sanctuary Place	Lincoln to end	776
Burkshire Drive	Lakeshore to end	1119
	Total	27457 5.2 miles

Total Estimated Cost = \$19,110.00

SUPERINTENDENT'S MEMO

DATE: July 9, 2015
TO: Township Board
FROM: Cargo
SUBJECT: Flag Poles – Historic and Lakeshore Cemetery

As you may recall, at the April 27th Township Board meeting, staff were instructed to receive quotes to install a flag pole at the Historic Cemetery and to replace the existing flag pole at the Lakeshore Cemetery.

Township staff contacted four (4) vendors with a request for a quote – and two of the firms responded. Specifically, Walsh notes that GHT have received quotes from both Advanced Signs and Universal Sign Systems. (*Grand River Signs and Port City Signs were contacted but did not provide quotes.*)

The low quote for the removal of the flag pole at the Lakeshore Cemetery and the installation of a **25 foot flag pole** at both the Historic Cemetery and the Lakeshore Cemetery was from Universal Sign Systems for a total of **\$5,698**. This was \$1,102 (*or about 16%*) below↓ the second quote.

Staff have verified that Universal Sign Systems has a crane that can reach 85 feet to avoid any conflict with graves or markers. The location for the flag poles will be determined after the Board approves the project. Once installed, the Township will have flag pole lighting installed at both locations (*i.e., the aforementioned quotes do not include electrical work*).

And finally, it is noted that this was not a budgeted item and that a budget amendment for the work may be necessary.

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

Move to authorize the Township Superintendent to execute an agreement with Universal Sign Systems for the installation of flag poles at the Historic and Lakeshore Cemetery at a cost of \$5,698. It is noted that this project may require a budget amendment.

Please contact me if you have any questions or comments.



DIRECTOR OF ASSESSING

DATE: June 17, 2015

TO: Township Board Members

FROM: Denise M. Chalifoux

RE: Groesbeck Special Assessment District (SAD) Paving Project
– 1st Public Hearing (Continued)

At the May 26, 2015 Township Board meeting, an SAD petition request to pave the end Groesbeck Street and a private drive off Groesbeck Street was accepted and the first public hearing was scheduled.

At the June 8th Township Board meeting the public hearing was opened and it was decided to keep the hearing open to allow opportunity for the property owners to be notified of the estimated paving costs. This would give them a chance to remove their names from the petition, if they wished.

At the June 22nd the public hearing was again held open for property owners to be notified of the paving costs and the costs associated with abandoning 300 feet of the Groesbeck public right-of-way.

A second letter was sent out July 6, 2015, to all property owners affected by this potential Special Assessment. (Copy attached)

At this meeting the Board will be addressing the following items:

- Designation of the boundaries of the district. *(Attached, please find a map of the proposed district.)*
- The amount to be specifically assessed to the six property owners and the amount to be paid by the general fund. *(Please note that this cost estimate is considered to be at the “top” end of the cost spectrum and actual construction bids costs could be 25% or more less. The “high” cost estimate is provided to avoid problems that might occur if construction bids on this project exceed typical paving costs. Further, staff note that the Township is not obligated to provide this cost estimate; but, based upon past practice, the estimate is provided to prepare the SAD property owners to the potential cost.)*

Option 1

Pursuant to the Township's Streets and Paving Policy-15.2, where 50% of the costs will be supported from the Township for the public portion of the project, the following breakdown of costs has been estimated for the paving of Groesbeck Street and the Private Road:

<u>Public Portion</u> (20' wide paved road with 3' shoulder and turn-around)	\$48,000
<u>Private Portion</u> (10' wide paved road with narrow shoulders)	\$27,000

TOTAL	\$75,000

GHT would fund 50% of the public portion of this project (*i.e.*, \$24,000) while the remaining 50% of the project (*i.e.*, \$24,000) would be spread among all six parcels (*or* \$4,000 each).

The private portion of the project (*i.e.*, \$27,000) would be 100% funded by the four parcels that would benefit from the private road (*or* \$6,750 each).

Typically, a project of this size would have a six-year assessment.

Option 2

Abandon the Groesbeck public right-of-way and construct a 12 foot wide private road along the 300 feet of the Groesbeck and an additional 520 feet along a private road easement south of Groesbeck. Cost estimates (attached) by the Township's engineering firm places the cost at about \$48,000 which divided equally among all six parcels (*or about* \$8,000 each).

Recall, pursuant to State Law, the Township cannot contribute to a private road. Therefore, 100% of the cost of the paving (*which is estimated to be about* \$48,000) would be equally shared among the six property owners (*or about* \$6,000 per parcel). This would actually increase the projected costs for the two residents that have expressed concerns or opposition to the proposed street paving.

It should be noted that a majority of the property owners have verbally indicated that they do not support abandoning a 300 foot segment of Groesbeck.

That said, it is noted that this portion of Groesbeck is a platted right-of-way and part of the Borck's Supervisor Plat No. 1. Because section of Groesbeck is certified as a public right-of-way and reported as such to the State of Michigan, the Road Commission cannot permit a private road over this public right-of-way. Therefore, a private road could only be developed if this section of Groesbeck were abandoned.

In order to abandon this 300 foot length of right-of-way, the Road Commission would have to receive a valid petition signed by all of the adjacent and affected property owners. If a valid petition was received and not all of the adjacent and/or affected property owners signed the petition, then a public hearing would have to be scheduled to receive comments about the proposed abandonment. More information about the abandonment

process can be found at <http://www.ottawacorc.com/wp-content/uploads/2013/04/Road-Abandonment-Request-Process.pdf>.

If this option were selected by the Board, the SAD process would have to be delayed while the abandonment process was followed. Assuming the 300 foot segment of Groesbeck were successfully abandoned, the Board would:

- Direct the supervisor by resolution to prepare the special assessment rolls using Option 1 or 2.
- Approve a resolution (*see attached*) that schedules the 2nd public hearing. (*This public hearing is held to receive comments on the assessment roll.*)

If the Board agrees the proposed SAD paving project is necessary and wants to proceed with Option #1, following motion can be offered.

Move to approve and adopt Resolution 15-06-01 which designates the boundaries of the special assessment district, directs the supervisor to prepare a special assessment roll and set the 2nd public hearing for July 27, 2015.

Please contact Cargo or Chalifoux if you have any questions or comments.



COPY

July 6, 2015

Laird Trust
 16009 Groesbeck Street
 Grand Haven, Michigan 49417

Re: Proposed Groesbeck Paving Special Assessment District – Second Letter

Dear Trustees:

The Township Board determined to hold the public hearing open until the July 13th Board meeting (*which begins at 7:00 p.m. at the Township Board Room at 13300 168th Avenue*). Further, the Board requested that I forward a second letter regarding the estimated paving costs associated with this proposed project.

In brief, the elected officials wanted each of the property owners to be aware of the estimated paving costs that would be assessed and the amount that would be paid by the Township's General Fund. (*Please note that this construction cost estimate is considered to be at the "top" end of the spectrum and actual construction bids costs could be 25% or more below the estimate. The "high" cost estimate is provided to avoid problems that might occur if construction bids on this project exceed typical paving projects.*)

The Ottawa County Road Commission cost estimates for this project are as follows:

Public Portion (20' wide paved road with 3' shoulder and turn-around)	\$48,000
Private Portion (10' wide paved road with narrow shoulders)	\$27,000

TOTAL	\$75,000

Pursuant to the Township's Street Paving policy, the Township would fund 50% of the public portion of this project (*i.e., estimated at about \$24,000*) while the remaining 50% of the project (*i.e., \$24,000*) would be spread among all six parcels (*or about \$4,000 each*).

The private portion of the project (*i.e., estimated at about \$27,000*) would be 100% funded by the parcels that would directly benefit from the private road, which based upon comments from the public meeting, would include four of the parcels that directly access the private road (*or about \$6,750 each*). (*Pursuant to state law, the Township cannot contribute any public monies toward the private portion of this street paving project.*)

The Board also requested that staff examine the option of abandoning the public right-of-way and constructing a 12 foot wide private road along the 300 feet of the Groesbeck right-of-way and an additional 520 feet along a private road easement south of Groesbeck. A cost estimate prepared by the Township's engineering firm places the cost for the construction of this private roadway at about \$48,000, which would be divided equally among all six parcels (*or about \$8,000 each*). Recall that pursuant to state law the Township cannot contribute to a private road and 100% of the cost of the construction must be paid by the property owners.

Typically, a project of this size would have a six-year assessment.

The Township will pay 100% of the construction and paving costs upfront. After the paving project is complete, the Township would include an assessment on the winter tax roll.

Your last opportunity to remove your name from the Special Assessment petition is before the close of the first public hearing – which was held open until the July 13th Board meeting.

If you have any questions or comments on this proposed paving project or the special assessment process, please contact me at your convenience.

Warm Regards,

A handwritten signature in black ink that reads "W.D. Cargo". The letters are cursive and somewhat stylized.

WILLIAM D. CARGO
Township Superintendent/Manager
(616) 604-6324
bcargo@ght.org

c: Correspondence File

EXCERPTS OF MINUTES

At a regular meeting of the Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held at the Township Hall at 13300 168th Avenue, Grand Haven Township, Ottawa County, Michigan, on the 13th day of July 2015, at 7:00 p.m., local time.

PRESENT:

ABSENT:

After certain other matters of business were concluded, the Township Supervisor advised the Township Board that the next order of business was the consideration of the commencement of special assessment district proceedings pursuant to Michigan Act 188 of 1954, as amended, for the acquisition and construction of certain street improvements as set forth in the following resolution.

After discussion, the following resolution was offered by _____ and supported by _____.

RESOLUTION NO. 15-07-01

WHEREAS, the Township Board requires the filing of a petition meeting the requirements of Section 3, subsection (3) of Michigan Act 188 of 1954, as amended ("Act 188"), before commencing special assessment proceedings pursuant to Act 188 for street improvements; and

WHEREAS, the Township Board has received a petition(s) requesting that the Township acquire and construct certain street improvements in the Township to be located as hereinafter set forth; and

WHEREAS, the proposed special assessment district described in paragraph 2 below contains approximately 315 feet of public frontage and 774 feet of private frontage, excluding land not subject to special assessment and land within public highways and alleys; and

WHEREAS, from a review of said petition(s) and the appropriate records of the Ottawa County Register of Deeds Office as of the day of the filing of the petition(s), it has been established that said petition has been signed by the record owners of lands constituting approximately 774 front feet, or 71% of the frontage included in the proposed special assessment district described in paragraph 2 below, excluding lands not subject to special assessment and lands within public highways and alleys; and

WHEREAS, plans describing such street improvements, the location thereof, and an estimate of \$75,000 as the total construction cost thereof has been prepared by Ottawa County Road Commission; and

WHEREAS, it is estimated that legal fees, publication costs, postage and miscellaneous expenses for the proposed special assessment district are estimated to be approximately \$1,000.00, bringing the total cost estimate to \$76,000; and

WHEREAS, the Township Board has the power and authority pursuant to the provisions of Michigan Act 188 of 1954, as amended ("Act 188"), to proceed to make this improvement and to assess all of the cost thereof to the properties to be benefited;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF GRAND HAVEN CHARTER TOWNSHIP, OTTAWA COUNTY, MICHIGAN, AS FOLLOWS:

1. That the Township Board, acting on the basis of a petition(s) received in accordance with Act 188, hereby tentatively declares its intention to make the following street improvements consisting of the improvement of that portion of Groesbeck Street, 300 feet from Western Avenue and approximately 520 feet of the private road extending from the end of Groesbeck Street, improvements consisting of in the following described manner: On the public portion; a 20 foot wide road with 3 foot shoulder and a turn-around with a 10 foot wide road on the private portion with a 2 foot shoulder. The Township Board tentatively declares its intention to assess portions of the cost thereof to a special assessment district consisting of the lands to be benefited by this improvement as determined hereafter.

2. That this Board does hereby tentatively designate the lands located in Grand Haven Charter Township, Ottawa County, Michigan, described specifically as follows as the special assessment district against which the cost of said improvement is to be assessed as identified by each parcel's permanent parcel number:

70-07-02-151-015 70-07-03-200-015 70-07-03-200-016 70-07-03-200-017
70-07-03-200-019 70-07-02-151-032

3. That the plans and the estimate of cost for said improvements be filed with the Township Clerk; and

4. That the Supervisor is hereby directed to make a special assessment roll for that portion of Groesbeck Street and the private road extending from the end of Groesbeck Street and submit said assessment roll to the office of the Township Clerk; and

5. That the Township Board shall meet in the Township Hall, 13300 168th Ave., Grand Haven Charter Township, Ottawa County, Michigan, on the 22nd day of July 2015 at 7:00 p.m., local time, to meet, hear and consider any objections to the above-referenced petition(s), to the proposed street improvements, to the proposed special assessment district, and to the special assessment roll, and that notice of said hearing shall be given by publishing the same twice prior to said hearing in *The Grand Haven Tribune*, a newspaper circulating in said Township, and also by mailing such notices, as required by Michigan Act 162 of 1962, as amended, Act 188, and Michigan Act 64 of 1989, as amended, by first-class mail, postage fully prepaid, to each owner of, or party in interest in, any and all property to be assessed for this improvement in the special assessment district tentatively established therefore, whose name appears upon the last Township tax assessment records, addressed to each such owner or party at his address as shown on said tax records, such mailing and the first

such publication to be at least ten (10) days before the date of said hearing. The last Township tax assessment records from which said names and addresses are taken shall consist of the last Township assessment roll for ad valorem tax purposes that has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed on that roll. If an owner's name does not appear on the Township tax assessment records, then notice shall be given to the owner at the address shown on the records of the Ottawa County Register of Deeds.

6. That all resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

AYES:

NAYS:

ABSENT:

Dated:

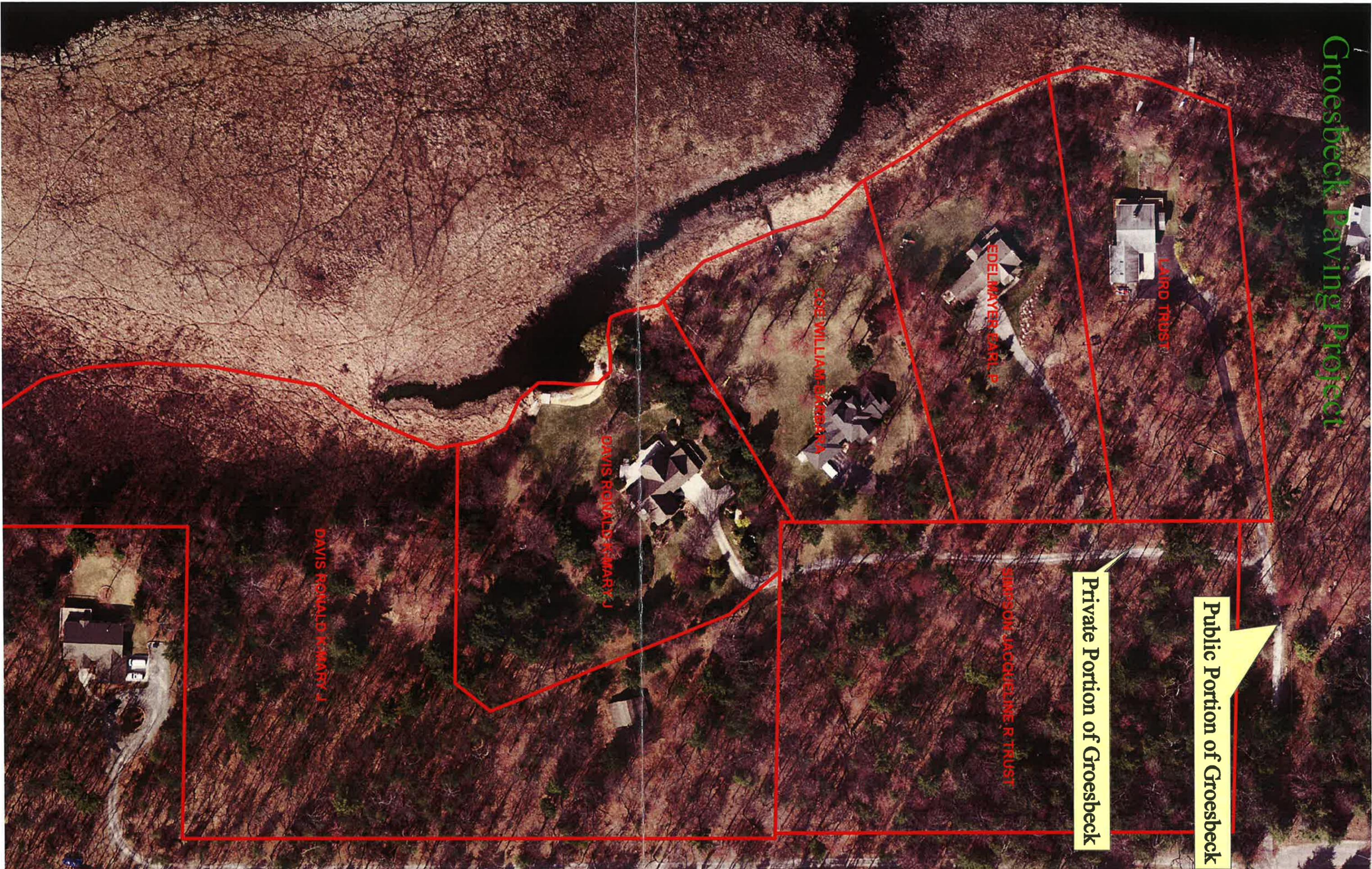
Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of Grand Haven Charter Township, Ottawa County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 22nd day of June, 2015. I 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

Groesbeck Paving Project



Public Portion of Groesbeck

Private Portion of Groesbeck

LAIRD TRUST

EDELMAYER EARL P

OSB WILLIAM-BRIGIDA RA

DAVIS RONALD-KIMMRY J

SIMPSON JACQUELINE R TRUST

DAVIS RONALD-KIMMRY J



Community Development Memo

DATE: July 8, 2015
TO: Township Board
FROM: Stacey Fedewa, Planning & Zoning Official
RE: Karner Rezoning – AG to RR

BACKGROUND

Steve Karner has applied to rezone a 5 acre parcel located at 9873 168th Avenue (70-07-33-400-013). The applicant intends to build a single family dwelling to use as his principal residence. The requested rezoning is from Agricultural (AG) to Rural Residential (RR).

Staff notes, a building permit was issued on July 6th.

RECOMMENDATION

On June 1st the Planning Commission adopted a motion to recommend the Township Board approve the rezoning of the Karner application, and on June 22nd the property owner executed a Conditional Zoning Agreement with the stipulation that land divisions are not permitted. If the Township Board agrees with the aforementioned recommendation, the following motion can be offered.



Motion to approve the Zoning Map Amendment Ordinance concerning the rezoning of 9873 168th Avenue, Parcel No. 70-07-33-400-013, from Agricultural (AG) to Rural Residential (RR) based on the application meeting applicable requirements of the Grand Haven Township Zoning Ordinance, Master Plan, and Future Land Use map. **This is the second reading, and requires a roll call vote.**

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



Administrative Services Memo

DATE: June 30, 2015
TO: Township Board
FROM: Proksa and Gerencer
RE: Section 13.1 Hazard Communication Program Revision

Attached you will find a resolution to revise Section 13.1 Hazard Communication Program of the Administrative Policies and Procedures Manual.

As you may know, updates were recently made to the naming of safety data sheets, the symbols used on chemical labels, and the training requirements. The attached resolution revising our policy to accommodate these changes is drafted from the language provided by OSHA as an example.

All employee training on the changes was provided as required in October 2013 (required prior to December 2013). The current policy, SDS locations, etc. have also been reviewed with new hires since that time. As of June 1, 2015, all labels on incoming product will be required to have pictograms, a signal word, hazard and precautionary statements, the product identifier, and supplier identification. This policy will be the final step of compliance.

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

Move to approve Resolution 15-07-02 amending Section 13.1 Hazard Communication Program of the Administrative Policies and Procedures Manual.

At a regular meeting of the Township Board of Trustees of the Charter Township of Grand Haven, Ottawa County, Michigan, held on the 13th day of July 2015, at 7:00 p.m. The meeting was held at the Township of Grand Haven, 13300 168th Avenue, Grand Haven, Michigan.

After certain matters of business had been discussed, Supervisor French announced that the next order of business was the consideration of a resolution to amend Section 13.1 Written Hazard Communication Program of the Grand Haven Charter Township Administrative Policies and Procedures Manual. Following discussion, the following resolution was offered by _____ and supported by _____:

RESOLUTION NO. 15-07-02

WHEREAS, Grand Haven Charter Township has adopted an Administrative Policies and Procedures Manual; and,

WHEREAS, the Board of Trustees of Grand Haven Charter Township believes that it is in the best interest of the Township to amend Section 13.1 Written Hazard Communication Program of the Administrative Policies and Procedures Manual to comply with OSHA standards.

NOW, THEREFORE, be it resolved that the attached Section 13.1 Written Hazard Communication Program is hereby amended and adopted as part of the Grand Haven Charter Township's Administrative Policies and Procedures Manual and which shall read as follows:

“13.1 WRITTEN HAZARD COMMUNICATION PROGRAM

The purpose of this program is to inform interested persons, including employees, that Grand Haven Charter Township is complying with the OSHA Hazard Communication Standard, Title 29 Code of Federal Regulations 1910.1200, by compiling a hazardous chemicals list, using safety data sheets (SDSs), ensuring that containers are labeled or provided other forms of warning, and training our employees.

This program applies to all work operations in our company where employees may be exposed to hazardous chemicals under normal working conditions or during an emergency situation. Under this program, our employees will be informed of the contents of the Hazard Communication Standard, the hazards of chemicals with which they work, safe handling procedures, and measures to take to protect themselves from these chemicals, among other training elements.

The Fire Chief, the Hazard Communication Program Coordinator, has overall responsibility for the program, including to review and update the program as necessary. Copies of this written program may be obtained from the Administrative Policies and Procedures Manual. Moreover, all employees, or their designated representatives, may obtain further information about this written program, the Hazard Communication Standard, applicable SDSs, and our chemical list from the Fire Chief.

Finally, if after reading this program, you find that improvements can be made, please contact the Fire Chief. We encourage all suggestions because we are committed to the success of our written Hazard Communication Program. We strive for clear understanding, safe behavior, and involvement in the program from every level of the Township.

13.1a LIST OF HAZARDOUS CHEMICALS

Our “chemical inventory” is a list of product identifiers of hazardous chemicals known to be present at our workplace. Anyone who comes in contact with the hazardous chemicals on the list needs to know what those chemicals are and how to protect themselves. That is why it is so important that hazardous chemicals are identified, whether they are found in a container or generated in work operations (for example, welding fumes, dusts and exhaust fumes). The hazardous chemicals on the chemical inventory can cover a variety of physical forms including liquids, solids, gases, vapors, fumes, and mists. Sometimes hazardous chemicals can be identified using purchase orders. Identification of other chemicals may require an actual survey of the workplace.

The Fire Chief updates the hazardous chemical inventory as necessary.

The chemical inventory list is kept readily accessible to all employees during each work shift in the SDS Book in the Fire Chief’s office. Employees may obtain access to the list on the shared file server under SDS and/or the Fire Rescue sharing site. The chemical inventory serves as a list of every hazardous chemical for which an SDS must be maintained.

13.1b SAFETY DATA SHEETS (SDSs)

SDSs are basically fact sheets for chemicals that pose a physical or health hazard in the workplace. These sheets provide our employees with specific information on the chemicals in their work areas.

The Fire Chief is responsible for obtaining and maintaining the SDSs at our workplace and will contact the chemical manufacturer or vendor if additional research is necessary. All new procurements for the company must be cleared by the Fire Chief.

SDSs are kept readily accessible to all employees during each work shift in the SDS Book in the Fire Chief’s office. Employees may obtain access to them on the shared file server under SDS. If the SDS is not received with the first shipment, the person who ordered the product must obtain a SDS from the seller or manufacturer before using the product.

It should be noted that OSHA allows SDSs to be kept in any form, as long as the information is provided for each hazardous chemical and is readily accessible during each work shift to employees when they are in their work area(s). Therefore, we have taken advantage of this flexible OSHA provision for alternatives to SDSs in the workplace. Our alternative includes scanned SDSs located in the shared file server under SDS.

13.1c LABELS AND OTHER FORMS OF WARNING

In most cases, hazardous chemical containers at the workplace must be clearly labeled, tagged, or marked in accordance with the Hazard Communication Standard, either with:

1. The product identifier, signal word, hazard statement(s), pictogram(s), and precautionary statement(s); or
2. The product identifier and words, pictures, symbols, or combination thereof, which provide at least “general” information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the Hazard Communication Program, will provide employees with the “specific” information regarding the physical and health hazards of the hazardous chemical.

While not required for in-house labeling, the name and address of the manufacturer, importer, or other responsible party may also be found on the label, tag, or marking. Hazards not otherwise classified do not have to be addressed on a container.

Because the product identifier is found on the label, the SDS, and our chemical inventory, the product identifier links these three sources of information, permitting cross-referencing. The product identifier used by the supplier may be a common or trade name, a chemical name, or a number. Employees should be aware that label information can be verified by referring to the corresponding SDS.

The Fire Chief, supervisors, and employees are all responsible for ensuring that all hazardous chemicals in containers at the workplace have proper labels or other forms of warning that are legible, in English (although other languages may also be included), and displayed clearly on the container or readily available in the work area throughout each work shift, as required. These people will update labels, as necessary. The Fire Chief ensures that newly purchased chemicals are checked for labels when containers are received.

The Fire Chief is responsible for ensuring the proper labeling, tagging, or marking of any shipped containers leaving the workplace. These labels, tags, or marks must provide not only the product identifier, signal word, hazard statement(s), pictogram(s), and precautionary statement(s) but also the name, address, and telephone number of the chemical manufacturer, importer, or other responsible party.

If employees transfer chemicals from a labeled container to a portable, secondary container that is intended only for their IMMEDIATE use, no labels, tags, or markings are required on the portable container. Otherwise portable containers must be labeled, tagged, or marked in accordance with our in-house labeling system for workplace containers.

Finally, all employees are responsible for ensuring that labels that fall off or become unreadable are immediately replaced.

13.1d TRAINING

Everyone who works with or is potentially “exposed” to hazardous chemicals on the job will receive initial training on the Hazard Communication Standard and the safe use of those hazardous chemicals before starting work. “Exposure” means that “an employee is subjected in the course of employment to a chemical that is a physical or health hazard, and includes potential (e.g., accidental or possible) exposure.” Whenever a new chemical hazard is introduced or an old hazard changes, additional training is provided. All training is conducted by the Fire Chief or his designee.

Effective information and training is a critical part of the Hazard Communication Program. We train our employees to read and understand the information on labels and SDSs, determine how the information can be obtained and used in their own work areas, and understand the risks of exposure to the chemicals in their work areas, as well as ways to protect themselves. Our goal is to ensure employees know that they are exposed to hazardous chemicals, have the skills to read and use labels and SDSs, and understand how to appropriately follow the protective measures we have established. We urge our employees to ask the Fire Chief or their supervisor questions for greater comprehension.

As part of the assessment of the training program, the Fire Chief asks for input from employees regarding the training they have received and their suggestions for improving it. In this way, we hope to reduce any incidence of chemical-related illness or injury.

13.1e TRAINING CONTENT

The training program emphasizes these elements:

1. Summary of the Hazard Communication Standard.
2. What hazardous chemicals are present in operations in employee work areas.
3. Chemical and physical properties of hazardous chemicals (e.g., flash point, reactivity, etc.) and how to detect the presence or release of these chemicals (including chemicals in unlabeled pipes).
4. Physical hazards of chemicals (e.g., potential for fire, explosion, etc.)
5. Health hazards, including signs and symptoms of overexposure, associated with exposure to chemicals and any medical condition known to be aggravated by exposure to them.
6. Any simple asphyxiation, combustible dust, and pyrophoric hazards, as well as hazards not otherwise classified, of chemicals in work areas.
7. Any steps the company has taken to reduce or prevent exposure to hazardous chemicals, such as engineering controls.

8. Procedures to protect against hazards and exposure (e.g., work practices or methods to assure proper use and handling of chemicals and any required personal protective equipment and its proper use and maintenance).
9. Procedures for reporting and responding to chemical emergencies.
10. How to read and use both the workplace labeling system and labels received on shipped containers.
11. The order of information found on SDSs and how to read the information and what it means.
12. How to access SDSs and the written Hazard Communication Program, including the chemical inventory.

The procedure to train new employees at the time of their initial assignment is via PowerPoint presentation. We train employees when a new hazard is introduced by going over the product with affected employees.

Training logs are signed by employees upon completion of their training and are kept by the Director of Administrative Services.

13.1f HAZARDS OF NON-ROUTINE TASKS

Periodically, employees are required to perform non-routine tasks that involve hazardous chemicals. When employees will be required to perform hazardous non-routine tasks, such as confined spaces that have the potential to expose employees to hazardous chemicals, we inform them of these hazards by going over the hazards, risks, and safety procedures. A confined space refresher is also provided annually for affected Public Services staff.

13.1g HAZARDS OF UNLABELED PIPES

Not applicable.

13.1h MULTI-EMPLOYER SITE

When contractors or any other employers' workers will be working at this workplace, the contractor's main contact at the Township will:

1. Provide the other employer(s) with SDSs for any of our hazardous chemicals to which their employees may be exposed.
2. Explain to other employer(s) all necessary in-house labeling system and precautionary information for normal operations and foreseeable emergencies.

Moreover, it is the responsibility of the contractor's main contact at the Township to obtain from each contractor or other employer the appropriate hazard information on chemicals they bring onsite, including SDSs, the labeling system used, and the precautionary measures to be taken in working with or near these chemicals.

13.1i ADDITIONAL INFORMATION

As stated earlier, all employees, or their designated representatives, may obtain further information on this written program, the Hazard Communication Standard, applicable SDSs, and the chemical inventory from the Fire Chief.”

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

Ayes: .
Nays:
Absent:

RESOLUTION DECLARED:
ADOPTED ON: July 13, 2015

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 13th day of July 2015. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

SUPERINTENDENT'S MEMO

DATE: July 8, 2015
TO: Township Board
FROM: Bill
SUBJECT: Update Credit Card, ACH, and Bankruptcy Policies

Attached, please find Resolution 15-07-03, which amends Section 5.12 through Section 5.14 of the Township's Administrative Policies and Procedures Manual.

As part of the review of the Township's internal controls, staff reviewed the Administrative Policies and Procedures Manual as they relate to finance. Because of title changes and restatement of existing procedures, these three policies need to be updated. Substantively, the policies remain virtually the same.

If the Board approves the proposed updates, the following motion can be offered:

Move to approve Resolution 15-07-03 that updates and amends Sections 5.12 through Sections 5.14 of the Administrative Policies and Procedures Manual, which address credit card usage, ACH transactions, and Bankruptcy procedures.

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

At a regular meeting of the Township Board of Trustees of the Charter Township of Grand Haven, Ottawa County, Michigan, held on the 13th day of July 2015, at 7:00 p.m. The meeting was held at the Township of Grand Haven, 13300 168th Avenue, Grand Haven, Michigan.

After certain matters of business had been discussed, Supervisor French announced that the next order of business was the consideration of a resolution to amend Sections 5.12 through 5.14 of the Grand Haven Charter Township Administrative Policies and Procedures Manual. Following discussion, the following resolution was offered by _____ and supported by _____:

RESOLUTION NO. 15-07-03

WHEREAS, Grand Haven Charter Township has adopted an Administrative Policies and Procedures Manual; and,

WHEREAS, the Board of Trustees of Grand Haven Charter Township believes that it is in the best interest of the Township to amend Section 5.12 through Sections 5.14 addressing Credit Card usage, ACH transfers and Bankruptcy procedures of the Administrative Policies and Procedures Manual.

NOW, THEREFORE, be it resolved that the attached Sections 5.12 through 5.14 are hereby amended and adopted as part of the Grand Haven Charter Township’s Administrative Policies and Procedures Manual and which shall read as follows:

“5.12 CREDIT CARD POLICY

For the convenience of certain purchases, Grand Haven Charter Township will maintain credit cards with a single copy for each of the following Township departments:

- Administration
- Assessing
- Clerk
- Fire/Rescue
- Public Services
- Treasurer
- Superintendent

All credit cards shall be maintained under the designation of Grand Haven Charter Township. All credit cards will be held by the Director of Administrative Services (*or his/her designee when absent*), except when being used by an authorized officer or employee of the Township.

In order to ensure that proper controls are placed on the use of the card and to comply with the requirements of State Law (*i.e., Act 266 of the Public Acts of 1995, as amended*), the following written policies will be adhered to with regard to all credit card transactions:

1. The Township Superintendent is designated as being responsible for the Township's credit card issuance, accounting, monitoring, retrieval and general oversight compliance with the credit card policy.
2. The credit card may only be used by an officer or employee of the Township for the purchase of goods and services for the official business of the Township.
3. Credit card use can be applied to purchases from vendors not offering standard forms of credit or purchase orders. *(If standard forms of credit or purchase orders are appropriate, these forms of purchase may be used by the Township, at the discretion of the Director of Accounting.)*
4. Prior to the use of the credit card, a preliminary verbal request accompanied by a "Credit Card Transaction Form" shall be approved by one of the following:
 - a. Superintendent
 - b. Director of Administrative Services
 - c. Director of Accounting

The "Credit Card Transaction Form" shall explain the goods or services to be purchased, the estimated costs of the purchase, the official or staff person using the card, the proposed date of the purchase, and the official business for which the purchase is to be used.

5. Final approval is granted when the "Credit Card Transaction Form" submitted is signed and dated by all appropriate parties.
6. After completion of the transaction, the officer or employee who uses the credit card shall submit, as soon as possible, a copy of the vendor's credit card receipt *(or an Internet receipt)* attached to the "Credit Card Transaction Form" to the Township Superintendent. The "Credit Card Transaction Form" shall include the chart of account number indicating the line item to which the transaction is to be charged.
7. Monthly credit card statements will be reviewed by the Township Superintendent to ensure that all Credit Card Transaction Forms and attached receipts reconcile with the credit card statement and that the purchases comply with this policy. Any transaction that appears on the statements that is not documented with a "Credit Card Transaction Form" shall be immediately investigated by the Township Superintendent *(or his/her designee)*.
8. The Township Board shall not approve a payment to the entity issuing the credit card until all transactions have been verified. The balance, including any interest due on an extension of credit under the credit card arrangement shall be paid for within not more than sixty days of the initial statement date, unless a charge is being challenged by the Township *(e.g., an unauthorized or possible fraudulent charge)*.
9. The Director of Administrative Services is solely responsible for the protection and

custody of the credit cards and shall keep the credit cards within a secure location when not in use. *(If absent for more than one day, the Director of Administrative Services shall ensure cards are available for use by either relinquishing custody of the cards to his/her designee or providing his/her designee access to the cards.)* Any officer or employee of the Township, after authorized use of the credit card, shall immediately return the credit card to the Director of Administrative Services *(or his/her designee in case of his/her absence)*.

10. If a credit card is lost or stolen, the officer or employee shall immediately notify the Director of Administrative Services, who shall immediately notify both the Township Superintendent, and the Deputy Treasurer *(who is the Township's primary contact with the credit card company)*.
11. Credit card abuses in the form of unauthorized purchases will **not** be tolerated. At **no time** will an employee use a Township credit card for personal purchases. Any suspected credit card abuse shall be investigated by the Superintendent and Deputy Treasurer.
12. Use of a credit card in a manner contrary to this policy shall be subject to the disciplinary action(s), in accordance with Section 8.1 of the Personnel Policies and Procedures Manual.

5.13 AUTOMATED CLEARING HOUSE (ACH)

The following policy shall govern the use of electronic transactions and Automated Clearing House (ACH) arrangements for Grand Haven Charter Township:

1. Definitions
 - a. "Automated clearing house" or "ACH" means a national and governmental organization that has authority to process electronic payments, including, but not limited to, the national automated clearing house association and the federal reserve system.
 - b. An "ACH arrangement" means the agreement between the originator of the ACH transaction and the receiver of an ACH transaction.
 - c. An "ACH transaction" means an electronic payment, debit, or credit transfer processed through an automated clearinghouse.
 - d. An "ACH policy" means the procedures and internal controls as determined under this written policy developed and adopted by the Township Deputy Treasurer.
2. Authority to Enter into ACH Arrangements and Electronic Transfers of Public Funds

The Township Deputy Treasurer may enter into an ACH agreement as provided by Public Act 738 of 2002, effective December 30, 2002.

Grand Haven Charter Township shall not be party to an ACH arrangement unless the Grand Haven Charter Township Board has adopted a resolution to authorize electronic transactions and the Township Deputy Treasurer has presented a written ACH policy to the Township Board.

An ACH arrangement under PA 738 of 2002 is not subject to the Revised Municipal Finance Act, Public Act 34 of 2001 (MCL 141.2101, et seq.), or to provisions of law or charter concerning the issuance of debt by a local unit.

3. Responsibility for ACH Agreements

The Grand Haven Charter Township Treasurer or Deputy Treasurer is responsible for the Township's ACH agreements, including payment approval, accounting, reporting, and generally for overseeing compliance with the ACH policy.

The Deputy Treasurer shall submit to the Township Board documentation detailing the goods or services purchased, the cost of the goods or services, the date of the payment, and the department levels serviced by each payment of public funds made by electronic transfer. This report may be contained in the Township's electronic general ledger software system or in a separate report to the Board (*e.g., General Ledger Distribution Report*).

4. Internal Accounting Controls to Monitor Use of ACH Transactions Made by Township

The following system of internal accounting controls will be used to monitor the use of ACH transactions made by Grand Haven Charter Township.

- a. The Deputy Treasurer shall prepare a list of vendors authorized to be paid by ACH transactions and provide that list to the Accounts Payable Clerk.
- b. The Accounts Payable Clerk initiates the transaction upon receipt of an invoice included on the authorized ACH list approved by the appropriate Township Official. ACH invoices may be approved and paid pursuant to Section 5.7c of the Administrative Policies and Procedures Manual. The approved ACH invoice then acts as the warrant.
- c. The Accounts Payable Clerk then presents the warrants and the list of bills to be paid which will include those ACH transactions approved pursuant to Section 5.7c of the Administrative Policies and Procedures Manual. Section 5.7c states all claims shall be approved by the Township Board prior to disbursement except for the following: (1) Payroll, 2) Utility bills,

(3) Invoices with penalties that would be incurred if payment is not received prior to the Board meeting where claims will be audited and, (4) ACH transactions.

- d. Following Board approval, the Clerk (*or his/her designee*) signs the ACH warrant, which shall include any ACH transactions, approving the electronic transaction with the vendor.
- e. The Treasurer shall retain all ACH transaction documents for audit purposes.
- f. The Clerk shall retain all invoices for audit purposes.

5.14 BANKRUPTCY FILINGS

5.14a GENERAL OVERVIEW

The Bankruptcy Code limits the ability of the Township to collect against a debtor for delinquent water and sewer bills. Specifically, Section 366 of the Bankruptcy Code (11 USC '366) states that a utility may not alter, refuse, or discontinue service to, or discriminate against the debtor solely on the basis of filing for bankruptcy or that the debtor is delinquent in paying for service.

However, a utility may alter, refuse or discontinue service if the debtor does not furnish adequate assurance of payment for **future service**, which must be generally furnished within twenty (20) days of the bankruptcy filing.

Further, Section 362(a) of the Bankruptcy Code prohibits a creditor from taking any action to collect on a utility debt that arose prior to the bankruptcy filing. (*Pre-petition delinquent bills must be resolved through the bankruptcy court.*)

5.14b PROCEDURES TO BE FOLLOWED FOR BANKRUPTCIES AND UTILITY DEBTS

Whenever any staff member becomes aware of a bankruptcy, staff should immediately notify the Deputy Treasurer. Further, any legal documents relating to a bankruptcy should be forwarded by the Deputy Treasurer to the Township Attorney. When the bankruptcy is verified by legal notification under the Bankruptcy Code, the Deputy Treasurer shall ensure the following:

1. Upon learning of the bankruptcy, the Township shall request a deposit as adequate assurance of payment for future service.
 - a. The deposit should be in a reasonable amount. For example, a deposit in the amount of one normal billing (from past monthly or quarterly bills) should be requested. The Deputy Treasurer shall inform the Township Attorney of this request for deposit.

- b. The deposit should not include or be calculated upon the delinquent balance of the debtor, as that would be an attempt to collect the pre-petition debt in violation of the automatic stay provided under Section 362 of the Bankruptcy Code.
 - c. If the debtor is unable to pay the deposit requested or if the debtor disagrees with the amount of the deposit or whether any deposit is required, the debtor may request a hearing to determine the form and amount of the adequate assurance to be provided under Section 366 of the Bankruptcy Code. *(It is prudent to attempt to negotiate an agreeable deposit initially. Legal fees incurred for a hearing in the Bankruptcy Court can quickly exceed a reasonable deposit for any debtor, except a large water-intensive business.)*
 - d. The Deputy Treasurer should be mindful of the type of bankruptcy case filed and the availability of assets of the estate and should discuss this with the Township attorney if the debtor disagrees with the amount of the deposit required under Section 1.a. *(For example, if the debtor is a company seeking to reorganize with a small delinquent balance, the Bankruptcy Court may determine at the hearing that adequate assurance is provided by virtue of an administrative expense priority in the bankruptcy case. The Court would then order service to continue without a deposit. It may not be economical to fight to the bitter end in such a case. However, if the bankruptcy is a liquidation case or one where the debtor has little chance of reorganizing due to a sizeable debt with no unsecured assets; it would be prudent to seek a deposit or a surcharge against the secured assets.)*
2. If twenty days elapse from the bankruptcy filing and the request for adequate assurance and no assurance has been provided and no motion has been filed to determine adequate assurance, the prohibition against shut off terminates. The Township shall proceed to discontinue service following normal Township notification procedures. *(Note: A delinquent notification cannot include a requirement of payment of pre-petition utility bills as a condition for continued service.)*
 3. It is also noted the Bankruptcy Code does not prohibit discontinuing service for nonpayment of charges for post-petition service. A failure to pay for water service rendered after the bankruptcy case is filed allows the Township to proceed to discontinue service at that point. Again, the Township shall proceed to discontinue service following normal Township notification procedures.
 4. With regard to delinquent pre-petition water bills, the Deputy Treasurer shall forward to the Township Attorney a copy of any pre-petition delinquent utility bills. The Attorney shall then use the information as proof of claim in the Bankruptcy Court. Further, since the Township utility ordinance state that a lien arises against the property served, the claim should be filed as secured. *(See Section 6 of the Water Ordinance #32; and, Section 7 of the Sewer Ordinance #90.)*
 5. The Deputy Treasurer should be aware of whether the person receiving the service is

the property owner or is a tenant. A lease arrangement may alter the Township's rights and how it may proceed. *(For example, if the water customer is a lessee and a writ has been filed with the Township stating the premises are leased and the tenant is responsible for the water service, there will be no lien against the property and any claim for pre-petition water service will be unsecured. There will also be different concerns and arguments with regard to discontinuance of service depending on whether the tenant or the landlord files for bankruptcy.)*

6. Any questions or concerns regarding a bankruptcy proceeding should be immediately forwarded to the Township Attorney since failure to proceed prudently may erode the Township's ability to collect."

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

Ayes: .

Nays:

Absent:

Resolution declared Adopted on: July 13, 2015

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 13th day of July 2015. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk

SUPERINTENDENT'S MEMO

DATE: July 6, 2015
TO: Township Board
FROM: Cargo
SUBJECT: Tax Foreclosed Property

Attached, please find a map with a “red” line traversing the eastern boundary of the Cutter Park Subdivision. This red line represents a twenty (20) foot wide strip of land that is a “gap” in the legal descriptions that likely occurred with the development of the Cutter Park Subdivision.

This “gap” abuts and is adjacent to about 20 parcels of property. And, the purchase of this undevelopable land by a single person through the Ottawa County tax foreclosure public auction could create numerous problems and issues for the adjacent residents.

Therefore, I am recommending that the Grand Haven Charter Township purchase this tax foreclosure property for the purposes of a public green strip, open space and utility easement. The land would become tax exempt and would remain in the public domain avoiding numerous land disputes. *(As an alternative to holding the land as “greenspace”, the Township could quitclaim the same to the adjacent parcel owners and eliminate this “gap” and, again, avoid issues that could occur if purchased by a single person.)*

Pursuant to the General Property Tax Act (*i.e.*, MCL 211.78m), the Township can purchase the property for the minimum bid price. But, the Township must submit written notification to the Ottawa County Treasurer in the form of a Board resolution by July 17th. *(Please see attached Resolution 15-07-03.)*

The minimum bid price for this strip of land will be the cost of the back taxes (*i.e.*, \$313.21) plus the County administrative fees.

I would note that Fedewa was the Delinquent Property Tax Specialist for Ingham County and agrees that given these circumstances that the Township’s involvement is warranted.

If the Board agrees with this recommendation, the following motion can be offered:

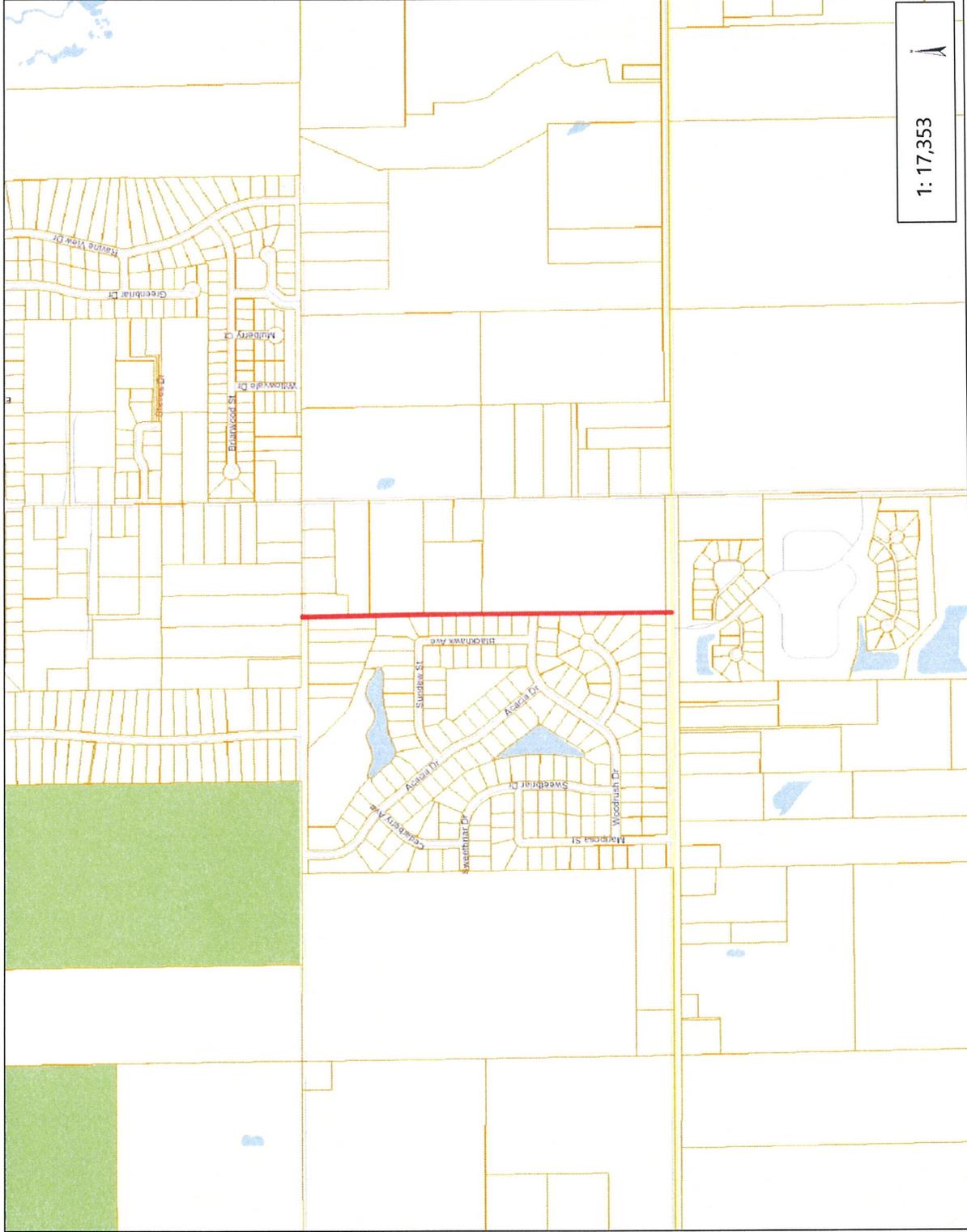
Move to approve Resolution 15-07-0*, which provides written notification to the Ottawa County Treasurer regarding the Township's intent to purchase a delinquent parcel that can be described as a 20 foot "gap" between Lincoln Street and Ferris Street along the eastern border of the Cutter Park subdivision.

Please contact me if you have any questions or comments.



Legend
 Parcels

Notes



1:17,353



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

At a regular meeting of the Township Board of Trustees of the Charter Township of Grand Haven, Ottawa County, Michigan, held on the 13th day of July 2015, at 7:00 p.m. The meeting was held at the Township of Grand Haven, 13300 168th Avenue, Grand Haven, Michigan.

After certain matters of business had been discussed, Supervisor French announced that the next order of business was the consideration of a resolution to submit written notification in the form of a board resolution to the Ottawa County Treasurer that the Township is claiming property within the Township under the Provisions of MCL 211.78m(1). Following discussion, the following resolution was offered by _____ and supported by _____:

RESOLUTION NO. 15-07-04

WHEREAS, the Ottawa County Treasurer’s Office has foreclosed upon parcel no 70-07-11-400-021, which can be described as a twenty foot “gap” between Ferris Street and Lincoln Street along the western edge of the Cutter Park Subdivision; and,

WHEREAS, the Ottawa County Treasurer’s Office has determined to sell this strip of property at public auction; and,

WHEREAS, Grand Haven Charter Township, pursuant to MCL 211.78m, may purchase such property prior to the public auction for a governmental purpose and public use by submitting written notification in the form of a Board resolution by 5:00 p.m. on July 17th;

NOW, THEREFORE, BE IT RESOLVED that Grand Haven Charter Township intends to purchase the aforementioned foreclosed parcel # 70-07-11-400-021 which is a twenty foot “gap” between Ferris Street and Lincoln Street, also described as “APP GAP BETWEEN W 110 AC OF SE ¼ & EAST 50 AC OF SE ¼ SEC 11 T7N R16W”; and,

BE IT FURTHER RESOLVED, if Grand Haven Charter Township purchases this property under the tax foreclosure process and later sells the property for more than the purchase price, plus the cost of any improvements, the excess proceeds are due back to the Ottawa County Treasurer to replenish the tax foreclosure fund (MCL211.78m(1); and,

BE IT FURTHER RESOLVED, that the Grand Haven Charter Township Clerk shall forward a copy of this resolution to the Ottawa County Treasurer prior to 5:00 p.m. on July 17, 2015, thereby notifying that office that Grand Haven Charter Township is claiming the property within the Township pursuant to the provisions of MCL 211.78m(1).

Ayes: .

Nays:

Absent:

Resolution Declared Adopted n: **July 13, 2015**

Laurie Larsen, Township Clerk

CERTIFICATE

I, the undersigned, the duly qualified Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 13th day of July 2015. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

Laurie Larsen, Township Clerk



GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: July 8, 2015
TO: Township Board
FROM: Stacey Fedewa, Planning & Zoning Official
RE: Wagenmaker Rezoning – AG to R-2

Robert Wagenmaker has applied to rezone a 5 acre parcel located at 15230 Lincoln Street (70-07-14-200-017), which is the SW corner of Lincoln Street and 152nd Avenue. The application requests a rezoning from AG to R-2.

The rezoning application was tested against the “Three C’s” evaluation method described in the 2009 Master Plan.

COMPATIBILITY

This corner lot borders Hunters Woods PUD on the western and southern lot lines. Most parcels to the north are zoned RR. East of 152nd Avenue is the 80 acre parcel owned by GHAPS, which is currently zoned R-1.

The Future Land Use map calls for the applicants parcel to be zoned Medium Density Residential (*i.e.*, R-1 or R-2).

Furthermore, the FLU map designates the parcels to the west and south to be MDR as well; east to be public/quasi-public (*i.e.*, 80 acres owned by GHAPS); and north to be Low Density Residential.



CONSISTENCY

Proposed rezoning is consistent with the existing, and future, land uses. Additionally, the application exceeds the minimum lot size requirement of 13,000 square feet.

The applicant anticipates applying for a land division to construct 2-3 additional dwellings (*1 dwelling currently exists on the parcel*). The proposed use has less impact compared to the existing Hunters Woods PUD development that borders the corner lot on two sides.

CAPABILITY

Parcels are currently serviced with the minimum infrastructure requirements described in the Master Plan (*i.e., paved roads, natural gas, municipal water, and, if available, sanitary sewer*). Sanitary sewer is available in Hunters Woods, but gaining access may be difficult and require the purchase of private easements.

RECOMMENDATION

On June 6th the Planning Commission adopted a motion to recommend the Township Board approve the rezoning of the Wagenmaker rezoning application. If the Township Board agrees with the aforementioned recommendation, the following motion can be offered:

Motion to present the Zoning Map Amendment Ordinance concerning the rezoning of 15230 Lincoln Street, Parcel No. 70-07-14-200-017, from Agricultural (AG) to R-2 Single Family Residential, and to postpone further action until July 27th when the zoning map amendment ordinance will be considered for adoption and approval. **This is the first reading.**

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



Administrative Services Memo

DATE: July 6, 2015
TO: Township Board
FROM: Proksa
RE: Oak Wilt Ordinance Discussion

The Parks and Recreation Committee recently requested that we look into the possibility of creating an Oak Wilt ordinance to help prevent the spread of the disease. Attached you will find additional information on Oak Wilt including information from the MSU Extension website and an article posted in the Grand Haven Tribune. A proposed ordinance is also attached.

In recent years, a fungal disease called Oak Wilt (*Ceratocystis Fagacearum*) has infected oak trees in the area. The disease can develop in the red and white oak groups including northern red oak, pin oak, black oak, white oak, swamp white oak, and bur oak.

The disease moves through the vascular system (water conducting system) of the tree. Once infected, the leaves at the top of the tree will begin to brown. Whole branches may yellow and then brown as the disease moves down the branch. Leaves will begin to fall off and a fungal mat will grow under the bark causing the bark to crack. The tree will eventually be unable to move water through its system and will die.

The disease is typically spread in three ways:

1. Trees trimmed between April and October can emit a sap which attracts small beetles. These beetles can bring the fungus from infected trees which in turn can infect the recently pruned tree.
2. Through already infected root grafts between trees of the same species. Therefore, if there are several oak trees near each other, it is possible the disease will be passed through the roots.
3. Through movement of infected wood during growing season (i.e. fire wood, branches greater than 2" in diameter).

To prevent further spread of the disease, the following measures should be taken:

1. Avoid trimming oak trees between the growing season of April to October (Note: Some information lists April to July as the likelihood of spread of the disease decreases in July).
2. If trees are damaged by a storm or must be trimmed afterward, a tree wound dressing should be applied immediately before the sap which attracts the beetles is emitted.
3. Any infected wood being moved should be debarked to avoid fungal mat and completely covered in a minimum 4 mil plastic until the end of the growing season.
4. Cut any root grafts when other oaks are near the infected tree.

The ordinance mirrors the preventative measures listed above. The Township has posted information regarding Oak Wilt on the website to educate residents and has shared draft ordinance information with neighboring municipalities.

If the Board agrees that an ordinance would be beneficial, we can schedule a first reading. It will need to be determined if the timeframe to refrain from trimming oak trees in the ordinance shall be April to July, April to October, or another timeframe.

35.0800

OAK WILT ORDINANCE
TOWNSHIP OF GRAND HAVEN, MICHIGAN
ord. no. _____ eff. _____

An Ordinance to control the spread of oak wilt; and to establish an effective date.

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

35.0801 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. "Oak Wilt" means a disease of oak trees from the fungus, *Ceratocystis Fagacearum*, carried by way of grafted root systems between infected and healthy trees, insects carrying spores, or the movement of infected wood.

35.0802 Sec. 2 PUBLIC NUISANCE DECLARED – OAK WILT DISEASE

The following are declared to be public nuisances whenever and wherever they may be found within the designated oak wilt control areas:

1. Any living or standing tree or part thereof in the red oak group, such as red oak, pin oak, and black oak, infected to any degree with the oak wilt fungus, *Ceratocystis Fagacearum*.
2. Any living or standing tree in the white oak group, such as white oak, and bur oak, that poses a threat of transmission of the oak wilt fungus to other trees of the same species through interconnected root systems.
3. Any parts of infected oaks that do not have bark removed, including logs, branches, stumps and firewood.

35.0803 Sec. 3 CONTROLLING SPREAD OF OAK WILT

1. To control overland spread of oak wilt, pruning, cutting or other wounding of oaks is prohibited, from April 15 until October 15, without written approval from the Township. During this period (April 15 until October 15), if wounding occurs or pruning is necessary in response to an emergency (storm, equipment damage), a tree wound dressing shall be applied within 24 hours to each wound. The cut surface of stumps from living, non-infected oaks shall be immediately painted with a tree wound dressing.

2. Any diseased material to be used as fuel wood or to be salvaged for other purposes must be debarked or completely covered by heavy plastic (minimum of 4 mil) for a period of time from April 15 until October 15. Between April 15 and October 15, stumps of infected trees shall be removed or debarked to ground-line to eliminate all possibilities of formation of fungal mats and overland spread by insects. Between April 15 and October 15, any branch greater than two inches in diameter shall be disposed of by burning, chipping, or removal to an authorized dump site.
3. Grafted roots should be cut in areas where the infected tree is close in proximity to infected trees to prevent infection through the roots.

35.0804 Sec. 4 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.

35.0805 Sec. 5 VIOLATIONS

Any Person violating the provisions of this Ordinance shall be responsible for a municipal civil infraction. The penalty for a violation of this Ordinance shall be a civil fine of not less than \$50.00, plus costs and other sanctions. Increased civil fines may be imposed for repeat violations of this Ordinance by a Person. A "repeat violation" of this Ordinance is a second or subsequent violation of this Ordinance committed by a Person within six months of a prior violation of this Ordinance, and for which the Person admits responsibility or is determined to be responsible. The penalty for a violation of this Ordinance which is a first repeat violation shall be a civil fine of not less than \$250.00, plus costs and other sanctions. The penalty for a violation of this Ordinance which is a second or subsequent repeat violation shall be a civil fine of not less than \$500.00, plus costs and other sanctions. 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.

35.0806 Sec. 6 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.

35.0809 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.

Adopted:

Deadly disease targeting oaks

New cases of the tree killer found in the Grand Haven area.

Alex Doty

Grand Haven

Jun 25, 2015



The oak tree is in the crosshairs of a disease that can have dire consequences.

The Ottawa Conservation District is reporting that two pockets of oak wilt fungus — responsible for killing thousands of oaks every year — have been identified along the dunes in Grand Haven Township, near the Rosy Mound Natural Area.

“Oak wilt is a serious disease affecting Michigan’s oak resource,” said Shawn Kelly, district forester with the Ottawa Conservation District. “Oaks — especially red oaks — usually die within weeks of becoming infected.”

The disease invades the vascular system of the tree. The fungus causes the leaves to wilt, followed by the rapid death of red oaks.

Ron Murray, forest health unit manager for the Michigan Department of Natural Resources, said the disease isn’t limited to West Michigan.

“Oak wilt is pretty common in the Lower Peninsula of Michigan across the board,” he said. “We’ve been fighting it (in the U.P.) to keep it from spreading.”

Murray said the situation in the Lower Peninsula is a good example of what can happen if the disease isn't dealt with.

The disease may infect red, black, scarlet and pin oaks in the red oak family; and white, swamp white and bur oaks in the white oak family.

"It certainly attacks red oaks more than it does other types of oaks," Murray said. "There doesn't seem to be any that are resistant in the red oak group."

In white oaks, death is usually limited to one or more branches of the tree.

"The disease moves very quickly," Kelly said. "It can defoliate and kill an oak in 2-4 weeks."

The disease moves from tree to tree in two ways: underground via interconnected roots or overland by insect vectors. Underground spread of the fungus can occur between oaks up to 100 feet away.

Murray said one method used to deal with the underground transmission is by root trenching, and breaking up the root grafts between oak trees.

The main insect vector, picnic beetles, are attracted to the fresh sap flow from a freshly cut tree, and are thought to travel up to five miles in search for a newly wounded tree. The beetles are most active from April to July.

"Try not to damage your oak trees during these critical months," Kelly said. "If you do have to prune, do seal it with a wound treatment."

Symptoms of oak wilt start with a subtle off-coloring of the leaves. Shortly after, the leaves begin to wilt from the top down. As the disease progresses, leaves turn a bronze color and are eventually cast from the tree.

It's best to have oaks diagnosed by a forestry professional or certified arborist who is trained in oak wilt management.

Kelly said people can call the [Ottawa Conservation District](#) to request a diagnosis if oak wilt is suspected on their property.

Springtime means time to stop pruning oaks

Fresh pruning wounds of oak trees attract beetles that spread oak wilt. It is critical to not prune oaks from **April 15-July 15** in Michigan.

Posted on **May 1, 2015** by **Bert Cregg** (http://msue.anr.msu.edu/experts/bert_cregg), Michigan State University Extension, Departments of Horticulture and Forestry



Photo 1. Oak wilt on pin oak. Photo credit: Paul A. Mistretta, US Forest Service, Bugwood.org

Oak wilt is an aggressive disease that affects many species of oak (*Quercus spp.*). It is one of the most serious tree diseases in the eastern United States, killing thousands of oaks each year in forests, woodlots and home landscapes. Oaks in the red oak group, distinguished by oak leaves with pointy lobes (Photo 1), are much more susceptible to the disease than white oaks, distinguished by oak leaves with rounded lobes. However, all oaks can be affected.

Oak wilt is a vascular disease that interferes with the tree's ability to move water from its roots to its leaves. In red oak trees, the disease progresses quickly and trees may be defoliated within weeks of infection (Photo 2).

Oak wilt spreads by two means: overland spread and local spread. In overland spread, sap beetles carry spores from dead trees and infect new trees. Normally a tree's protective bark is sufficient to protect it from infection, but the beetles are strongly attracted to fresh branch wounds, either from broken branches or pruning cuts, which allow the spores to infect the tree. Because of this, it is critical that homeowners and arborists **do not prune oaks from April 15 to July 15** in Michigan. Oak wilt can also spread overland by moving wood. [Michigan State University Extension \(/\)](#) advises to avoid moving wood from trees killed by oak wilt.

In local spread, once a tree is infected with oak wilt, the infection can spread to neighboring trees via root grafts. Therefore it is important to isolate root systems of infected trees, usually by soil trenching or removing stumps.



Photo 2. Oak tree infected with oak wilt. Photo credit: Steve Katovich, US Forest Service Bugwood.org

For more information on oak wilt, see:

-  [Michigan Oak Wilt Pest Alert \(pdf\)](#), Michigan DNR
-  [How to Identify, Prevent and Control Oak Wilt \(pdf\)](#), USDA Forest Service

Dr. Cregg's work is funded in part by [MSU's AgBioResearch \(http://agbioresearch.msu.edu/\)](http://agbioresearch.msu.edu/) .

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Related Events

Investigating Lake Ecology

http://msue.anr.msu.edu/events/investigating_lake_ecology

Jul 18, 2015 | Independence Oaks County Park, 9501 Sashabaw Road, Clarkston, MI 48304

Garden Day 2015 (http://msue.anr.msu.edu/events/garden_day_2015)

Aug 1, 2015 | Veterinary Medical Center / Plant & Soil Sciences Bldg.

Master Gardener Program - Novi

http://msue.anr.msu.edu/events/master_gardener_program_novi_1

Aug 20, 2015 – Nov 19, 2015 | MSU Tollgate Education Center, 28115 Meadowbrook Rd., Novi, Michigan 48317

Master Gardener Program - Clinton Township

http://msue.anr.msu.edu/events/master_gardener_program_clinton_township_1

Aug 20, 2015 – Nov 19, 2015 | MSU Extension Macomb County Office, 21885 Dunham Rd, Verkuilen Building #12, Clinton Township, Michigan 48036

Master Gardener Program - Grand Rapids

http://msue.anr.msu.edu/events/master_gardener_program_grand_rapids_2

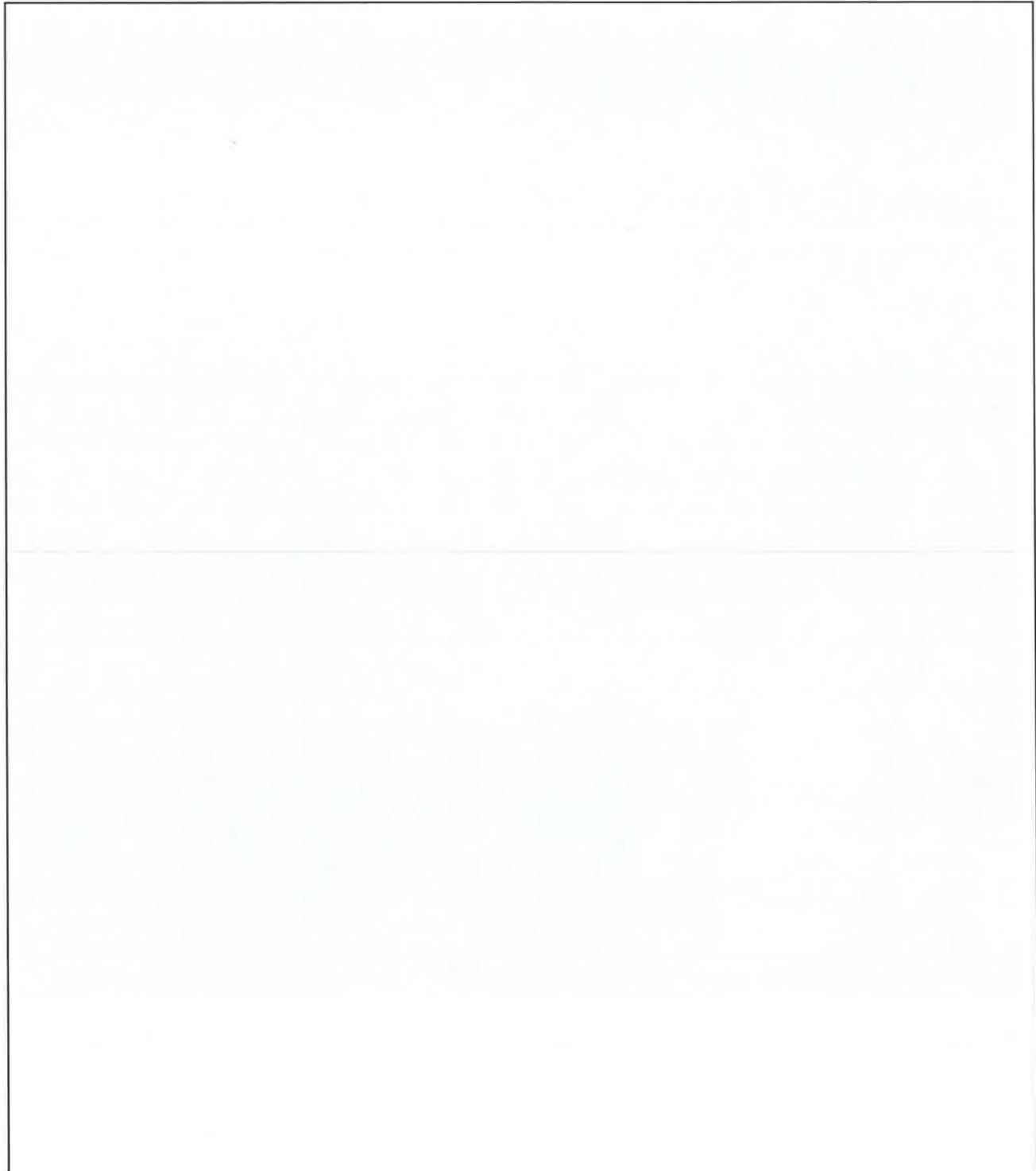
Aug 25, 2015 – Dec 1, 2015 | MSU Extension Kent County Office, 775 Ball, NE, Grand Rapids, Michigan, 49503

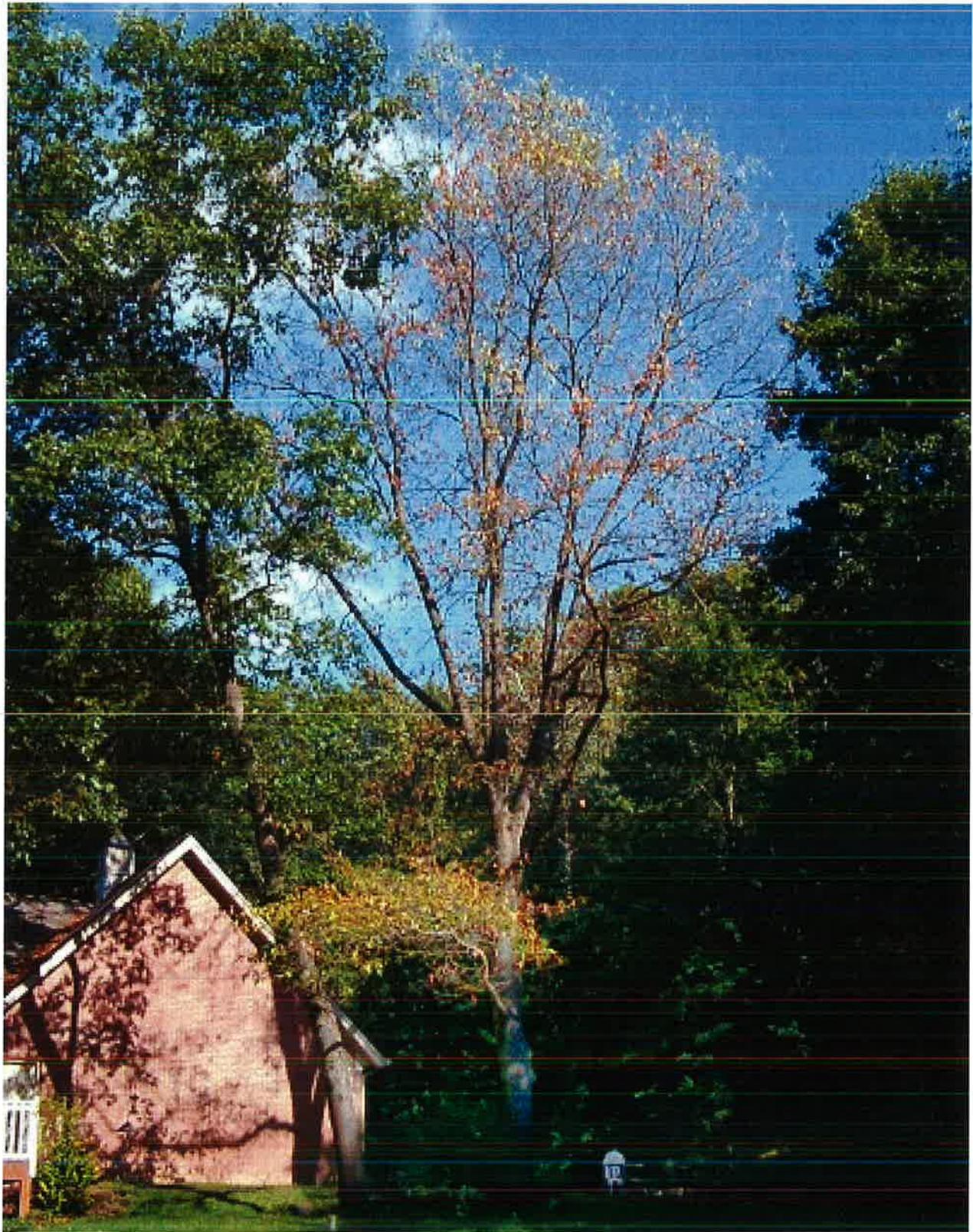
Related Articles

Avoid oak wilt by not pruning oak trees April-October

Avoid infecting valuable oak trees with the lethal oak wilt disease by not pruning from April to October.

Posted on **May 1, 2014** by [Mary Wilson](http://msue.anr.msu.edu/experts/mary_wilson) (http://msue.anr.msu.edu/experts/mary_wilson),
Michigan State University Extension





Red oak quickly killed by the oak wilt fungus. Photo credit: Rebecca Finneran, MSU Extension

Oak wilt, caused by the fungus *Ceratocystic fagacearum*, is a lethal disease of oaks and has been detected in [44 Michigan counties \(http://michigan.gov/som/0,4669,7-192-45414_45416-326380--,00.html\)](http://michigan.gov/som/0,4669,7-192-45414_45416-326380--,00.html). One way oak wilt spreads is through disease spores carried on the bodies of sap beetles as they feed from tree to tree. These sap beetles are attracted to fresh wounds. With warmer weather (albeit slow), oak buds are swelling, signaling the activity of the fungus causing oak wilt and the sap beetles that transmit this deadly disease. All that's missing now is fresh wounds in oak trees.

Homeowners can reduce the risk of oak wilt infections by not pruning or otherwise injuring oaks after April 1. While high risk of infection decreases to low risk after mid-July, it's prudent to simply avoid pruning oak trees from just prior to bud break to leaf drop. This means April to October.

In some years, spring comes much earlier. If daytime temperatures begin to reach the 50 degree Fahrenheit mark, stop pruning oak at that time, even if it is still the middle of March.

What if I need to prune my oak tree during the growing season?

Trees that must be pruned now, for reasons of storm damage or otherwise, should be immediately treated with a tree wound dressing or latex-based paint to seal the wound. It is very important that the fresh wounds be treated immediately because the insects that carry spores of the pathogen are often attracted to these wounds within a very short time. Tree paints are normally not recommended for general use, but using these products in this situation can protect trees from oak wilt.

If whole trees are removed during the critical period, the stumps should also be treated with tree paint.

What trees can succumb to oak wilt?

Oaks in the red oak group – black, northern red, northern pin and others with pointed leaf edges – are most easily infected by this disease. Oaks in the white oak group – white, swamp white, bur and others with rounded leaf edges) are less susceptible.



Northern red oak (left) and pin oak (right) are examples of oaks in the red oak group. Photo credit: Paul Wray, Iowa State University, Bugwood.org



Bur oak (left) and white oak (right) are examples of oaks in the white oak group. Photo credit: Paul Wray, Iowa State University, Bugwood.org

Want more information?

For more information on the symptoms, lifecycle, management and prevention of oak wilt disease, refer to the [Michigan State University Extension \(/\)](#) bulletin E-3169, “[Oak Wilt in Michigan’s Forest Resource \(pdf\)](#).”

This article was published by [Michigan State University Extension \(http://www.msue.msu.edu\)](http://www.msue.msu.edu). For more information, visit [http://www.msue.msu.edu \(http://www.msue.msu.edu\)](http://www.msue.msu.edu). To have a digest of information delivered straight to your email inbox, visit [http://bit.ly/MSUENews \(http://bit.ly/MSUENews\)](http://bit.ly/MSUENews). To contact an expert in your area, visit [http://expert.msue.msu.edu \(http://expert.msue.msu.edu\)](http://expert.msue.msu.edu), or call 888-MSUE4MI (888-678-3464).

Related Events

June Closed Enforcements By Category Monthly Report

06/30/15

ACCESSORY BUILDING/SH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0170	15410 164TH AVE	1ST WARNING VIOLATION LETTER	06/01/15	06/17/15	
					Total Entries
					1

BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0148	13498 GREENBRIAR DR	RESOLVED	05/21/15	06/04/15	
E15CE0169	15008 LAKESHORE DR		05/29/15	06/03/15	
E15CE0179	15981 BRUCKER ST	RESOLVED	06/10/15	06/15/15	BUILDING PERMI
					Total Entries
					3

CORNER CLEARANCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0132	11232 156TH AVE	1ST WARNING VIOLATION LETTER	05/05/15	06/01/15	
					Total Entries
					1

DOMESTIC ANIMALS AND

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0168	15261 COLEMAN AVE	COMPLAINT LOGGED	05/28/15	06/23/15	06/23/2015 CONTACT COMPL
					Total Entries
					1

FENCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0109	15074 DEREMO AVE	2ND WARNING VIOLATION LETTER	04/29/15	06/23/15	
					Total Entries
					1

JUNK & RUBBISH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0103	14064 172ND AVE	2ND WARNING VIOLATION LETTER	04/27/15	06/30/15	
E15CE0123	15090 DAVID ST 15088	1ST WARNING VIOLATION LETTER	05/07/15	06/08/15	
E15CE0130	15819 OBRIEN CT	1ST WARNING VIOLATION LETTER	05/11/15	06/01/15	

June Closed Enforcements By Category Monthly Report

06/30/15

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0136	15422 164TH AVE	IST WARNING VIOLATION LETTER	05/12/15	06/01/15	
E15CE0140	16305 PIERCE ST	IST WARNING VIOLATION LETTER	05/13/15	06/01/15	
E15CE0141	17675 COMSTOCK ST	IST WARNING VIOLATION LETTER	05/19/15	06/11/15	
E15CE0162	15286 HOFMA DR	IST WARNING VIOLATION LETTER	05/27/15	06/11/15	
E15CE0171	14548 ANGELUS CIR	IST WARNING VIOLATION LETTER	06/01/15	06/11/15	
E15CE0176	15090 DAVID ST 15088	IST WARNING VIOLATION LETTER	06/09/15	06/17/15	
E15CE0177	16645 WINANS ST	IST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0180	15459 PINE ST	IST WARNING VIOLATION LETTER	06/10/15	06/23/15	
E15CE0196	12916 SWEETBRIAR DR	VERBAL WARNING	06/16/15	06/19/15	

Total Entries 12

LITTER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0126	15253 LAKE MICHIGAN DR	IST WARNING VIOLATION LETTER	05/07/15	06/11/15	
E15CE0142	16436 JOHNSON ST	IST WARNING VIOLATION LETTER	05/20/15	06/10/15	
E15CE0145	15064 DEREMO AVE	IST WARNING VIOLATION LETTER	05/20/15	06/02/15	

Total Entries 3

OTHER

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0122	15116 COLEMAN AVE	IST WARNING VIOLATION LETTER	05/07/15	06/08/15	

Total Entries 1

PARKING ON THE GRASS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0147	14621 INDIAN TRAILS DR	IST WARNING VIOLATION LETTER	05/20/15	06/08/15	
E15CE0151	14763 INDIAN TRAILS DR	IST WARNING VIOLATION LETTER	05/20/15	06/09/15	
E15CE0163	15424 HOFMA DR	IST WARNING VIOLATION LETTER	05/27/15	06/11/15	
E15CE0172	13771 LAKESHORE DR	IST WARNING VIOLATION LETTER	06/01/15	06/11/15	
E15CE0173	15329 PINE ST	IST WARNING VIOLATION LETTER	06/01/15	06/17/15	
E15CE0195	14624 PEPPERIDGE AVE	IST WARNING VIOLATION LETTER	06/19/15	06/24/15	

June Closed Enforcements By Category Monthly Report

06/30/15

Total Entries 6

SIGNS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0188		COMPLAINT LOGGED	06/18/15	06/18/15	06/18/2015 PULLED SIGN
E15CE0194		COMPLAINT LOGGED	06/19/15	06/19/15	06/19/2015 PULLED SIGN
					Total Entries 2

TRASH RECEPTACLES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0152	14839 BIRDSONG LN	1ST WARNING VIOLATION LETTER	05/21/15	06/09/15	
E15CE0153	14843 BIRDSONG LN	1ST WARNING VIOLATION LETTER	05/21/15	06/09/15	
E15CE0154	14857 BIRDSONG LN	1ST WARNING VIOLATION LETTER	05/21/15	06/09/15	
E15CE0190	17080 FERRIS ST	NO VIOLATION	06/18/15	06/18/15	
					Total Entries 4

VEHICLE IN ROW

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0175	14471 LAKE MICHIGAN DR	1ST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0191	15211 CHANNEL RD	NO VIOLATION	06/17/15	06/18/15	
					Total Entries 2

VEHICLE SALES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0160	14981 MERCURY DR	1ST WARNING VIOLATION LETTER	05/27/15	06/08/15	
E15CE0161	14657 LAKESHORE DR	1ST WARNING VIOLATION LETTER	05/27/15	06/01/15	
E15CE0174	14471 LAKE MICHIGAN DR	1ST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0183	14064 172ND AVE	1ST WARNING VIOLATION LETTER	06/15/15	06/24/15	
E15CE0186	17652 ROBBINS RD	1ST WARNING VIOLATION LETTER	06/17/15	06/30/15	
E15CE0187	15351 FERRIS ST	NO VIOLATION	06/18/15	06/23/15	
					Total Entries 6

June Closed Enforcements By Category Monthly Report

06/30/15

ZONING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E14CE0145	17630 HILLCREST AVE	IST WARNING VIOLATION LETTER	07/30/14	06/10/15	

Total Entries 1

Enforcement.DateClosed Between 6/1/2015
12:00:00 AM AND 6/30/2015 11:59:59 PM

Total Records: 44

Total Pages: 4

June Open Enforcements By Category Monthly Report

06/30/15

ACCESSORY BUILDING/SH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0170	15410 164TH AVE	1ST WARNING VIOLATION LETTER	06/01/15	06/17/15	
					Total Entries
					1

BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0179	15981 BRUCKER ST	RESOLVED	06/10/15	06/15/15	06/15/2015 BUILDING PERMI
E15CE0189	14769 LAKESHORE DR	COMPLAINT LOGGED	06/19/15		
					Total Entries
					2

CORNER CLEARANCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0181	15165 COLEMAN AVE	COMPLAINT LOGGED	06/11/15		
					Total Entries
					1

DANGEROUS BUILDING

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0182	17250 HAYES ST	COMPLAINT LOGGED	06/15/15		
					Total Entries
					1

FENCE

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0207	15195 LAKESHORE DR	COMPLAINT LOGGED	06/25/15		
					Total Entries
					1

JUNK & RUBBISH

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0171	14548 ANGELUS CIR	1ST WARNING VIOLATION LETTER	06/01/15	06/11/15	
E15CE0176	15090 DAVID ST 15088	1ST WARNING VIOLATION LETTER	06/09/15	06/17/15	
E15CE0177	16645 WINANS ST	1ST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0178	18061 SUNSET DR	COMPLAINT LOGGED	06/09/15		

June Open Enforcements By Category Monthly Report

06/30/15

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0180	15459 PINE ST	1ST WARNING VIOLATION LETTER	06/10/15	06/23/15	
E15CE0196	12916 SWEETBRIAR DR	VERBAL WARNING	06/16/15	06/19/15	
E15CE0200	13137 ACACIA DR	COMPLAINT LOGGED	06/23/15		
E15CE0206	13976 152ND AVE 13974	COMPLAINT LOGGED	06/24/15		
E15CE0209	15059 ROBINWOOD CT	1ST WARNING VIOLATION LETTER	06/25/15		
E15CE0212	15680 LAKE AVE	1ST WARNING VIOLATION LETTER	06/25/15		
E15CE0213	14235 SHIAWASSEE DR	1ST WARNING VIOLATION LETTER	06/25/15		
E15CE0215	15351 COLEMAN AVE	1ST WARNING VIOLATION LETTER	06/30/15		
					Total Entries 12

PARKING ON THE GRASS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0172	13771 LAKESHORE DR	1ST WARNING VIOLATION LETTER	06/01/15	06/11/15	
E15CE0173	15329 PINE ST	1ST WARNING VIOLATION LETTER	06/01/15	06/17/15	
E15CE0195	14624 PEPPERIDGE AVE	1ST WARNING VIOLATION LETTER	06/19/15	06/24/15	
E15CE0197	15126 JASMIN CT	COMPLAINT LOGGED	06/19/15		
E15CE0201	15151 COLEMAN AVE	COMPLAINT LOGGED	06/24/15		
E15CE0202	15963 RIDGEFIELD ST	COMPLAINT LOGGED	06/24/15		
E15CE0204	13992 152ND AVE 13990.0	COMPLAINT LOGGED	06/24/15		
					Total Entries 7

SIGNS

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0188		COMPLAINT LOGGED	06/18/15	06/18/15	06/18/2015 PULLED SIGN
E15CE0194		COMPLAINT LOGGED	06/19/15	06/19/15	06/19/2015 PULLED SIGN
					Total Entries 2

TRASH RECEPTACLES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0190	17080 FERRIS ST	NO VIOLATION	06/18/15	06/18/15	
E15CE0203	15358 DAVID ST	COMPLAINT LOGGED	06/24/15		

June Open Enforcements By Category Monthly Report

06/30/15

E15CE0208	15069 ROBINWOOD CT	1ST WARNING VIOLATION LETTER	06/25/15
E15CE0210	15059 ROBINWOOD CT	1ST WARNING VIOLATION LETTER	06/25/15
E15CE0211	15056 ROBINWOOD CT	1ST WARNING VIOLATION LETTER	06/25/15
E15CE0214	14235 SHIAWASSEE DR	1ST WARNING VIOLATION LETTER	06/25/15

Total Entries 6

VEHICLE IN ROW

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0175	14471 LAKE MICHIGAN DR	1ST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0191	15211 CHANNEL RD	NO VIOLATION	06/17/15	06/18/15	
E15CE0205	13976 152ND AVE 13974	COMPLAINT LOGGED	06/24/15		

Total Entries 3

VEHICLE SALES

Enforcement #	Address	Status	Filed	Closed	Last Action Date & Last Action
E15CE0174	14471 LAKE MICHIGAN DR	1ST WARNING VIOLATION LETTER	06/09/15	06/23/15	
E15CE0183	14064 172ND AVE	1ST WARNING VIOLATION LETTER	06/15/15	06/24/15	
E15CE0184	13750 172ND AVE	COMPLAINT LOGGED	06/15/15		
E15CE0185	15185 GROESBECK ST	COMPLAINT LOGGED	06/17/15		
E15CE0186	17652 ROBBINS RD	1ST WARNING VIOLATION LETTER	06/17/15	06/30/15	
E15CE0187	15351 FERRIS ST	NO VIOLATION	06/18/15	06/23/15	
E15CE0198	17756 BRUCKER ST	COMPLAINT LOGGED	06/23/15		
E15CE0199	16018 WINANS ST	COMPLAINT LOGGED	06/23/15		
E15CE0216	15483 COLEMAN AVE	1ST WARNING VIOLATION LETTER	06/30/15		

Total Entries 9

Enforcement.DateFiled Between 6/1/2015
12:00:00 AM AND 6/30/2015 11:59:59 PM

Total Records: 45

June Enforcement Letters by Category

All enforcement letters sent the previous month

ACC BLDGSHED WARNING	1
CORNER CLEARANCE 3	2
FENCE 2ND NOTICE LETTER	1
FENCE LETTER	3
LITTER 2ND NOTICE	1
LITTER WARNING LETTER	10
TRASH CAN WARNING LETTER	4
VEHICLE IN ROW LETTER	2
VEHICLE ON GRASS LETTER	7
VEHICLE SALE WARNING	7
Total Letters Sent:	38

Letter.LinkFromType = Enforcement
AND
Letter.DateTimeCreated Between <Prompt For Value> AND <Prompt For Value>

ADDRESS

Permit #	Owner	Address	Fee Total	Amount Paid
P15AD0020	NORTIER MARGARET A TRUST	11503 156TH AVE	\$14.00	\$14.00

Total Fees For Type: \$14.00
Total Permits For Type: 1

ALTERATION

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0052	WALTERS JOSHUA P-KATY B	15265 CANTERBURY LN PVT	\$288.55	\$288.55

Total Fees For Type: \$288.55
Total Permits For Type: 1

ALTERATIONS

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0184	VAN OOSTERHOUT THOMAS-R	14575 MERCURY DR	\$42.00	\$42.00
P15BU0189	SHERWOOD BRIAN K-MARLIES	11609 OAK GROVE RD	\$105.00	\$105.00
P15BU0190	SWIFTNEY JEREMY-MELANIE	15008 LAKESHORE DR	\$139.25	\$139.25
P15BU0217	SWANEY DAVID	14653 178TH AVE	\$36.75	\$36.75
P15BU0236	GOUDIE ROBERT-BARBARA	11901 GARNSEY AVE	\$89.25	\$89.25

Total Fees For Type: \$412.25
Total Permits For Type: 5

BASEMENT FINISH

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0172	SNELLENBERGER RICK L-BREI	14438 BRIGHAM DR	\$293.35	\$293.35

Total Fees For Type: \$293.35
Total Permits For Type: 1

CAR PORT

Permit #	Owner	Address	Fee Total	Amount Paid
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Total Fees For Type: \$25.00

Total Permits For Type: 1

COMMERCIAL REMODEL

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0183	RRR ASSOCIATES LLC	14440 172ND AVE	\$136.50	\$136.50
P15BU0213	GRAND HAVEN FINANCIAL CE	16920 FERRIS ST	\$404.65	\$404.65
P15BU0219	16930 ROBBINS ROAD ASSOC LI	16930 ROBBINS RD	\$391.80	\$391.80

Total Fees For Type: \$932.95

Total Permits For Type: 3

DECK

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0186	STEINLAGE LUCIA HALL	11824 GARNSEY AVE	\$224.85	\$224.85
P15BU0188	KITCHKA NAOMI	14657 LAKESHORE DR	\$105.00	\$105.00
P15BU0191	CORWIN CORT	14235 TERRY TRAILS	\$139.25	\$139.25
P15BU0205	SMITH GREGORY L	13473 HIDDEN CREEK CT	\$63.00	\$63.00
P15BU0212	RIVER HAVEN OPERATING CO	13710 SUNRISE COVE	\$36.75	\$36.75
P15BU0226	ASHBAUGH JENNIFER L-CHRIS	14508 BRIGHAM DR	\$73.50	\$73.50
P15BU0228	SNELLENBERGER RICK L-BREN	14438 BRIGHAM DR	\$105.00	\$105.00
P15BU0233	VLIEM ANDREA	15498 WINCHESTER CIR PVT	\$86.75	\$86.75
P15BU0244	MADL DEBORAH M TRUST	15372 COVE ST	\$120.75	\$120.75

Total Fees For Type: \$954.85

Total Permits For Type: 9

DEMOLITION

Permit #	Owner	Address	Fee Total	Amount Paid
P15DE0009	ROSEMA BRIAN L-LORI A	13498 GREENBRIAR DR	\$20.00	\$20.00

Total Fees For Type: \$20.00

Total Permits For Type: 1

ELECTRICAL

Permit #	Owner	Address	Fee Total	Amount Paid
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P15EL0110	BROWN SARAH E	15677 CHARLES CT	\$55.00	\$55.00
P15EL0111	BAUMANN BUILDERS	12981 ACACIA DR	\$247.00	\$247.00
P15EL0112	RIVER HAVEN OPERATING CO	13710 SUNRISE COVE	\$56.00	\$56.00
P15EL0113	SIKKENGA CHARLES	15054 155TH AVE	\$60.00	\$60.00
P15EL0114	JACOBSON NELSON C-LANA	14517 SOUTH HIGHLAND DR	\$59.00	\$59.00
P15EL0115	RIVER HAVEN OPERATING CO	14529 MAGNOLIA DR	\$55.00	\$55.00
P15EL0116	RIVER HAVEN OPERATING CO	13598 WINDING CREEK DR	\$55.00	\$55.00
P15EL0117	RIVER HAVEN OPERATING CO	13788 SUNRISE COVE	\$55.00	\$55.00
P15EL0118	RIVER HAVEN OPERATING CO	14468 CROOKED TREE LN	\$55.00	\$55.00
P15EL0119	RIVER HAVEN OPERATING CO	13487 WINDING CREEK DR	\$55.00	\$55.00
P15EL0120	RIVER HAVEN OPERATING CO	13463 WINDING CREEK DR	\$55.00	\$55.00
P15EL0121	RIVER HAVEN OPERATING CO	13583 WINDING CREEK DR	\$55.00	\$55.00
P15EL0122	RIVER HAVEN OPERATING CO	13407 WINDING CREEK DR	\$55.00	\$55.00
P15EL0123	RIVER HAVEN OPERATING CO	13462 PINWOOD DR	\$55.00	\$55.00
P15EL0124	RIVER HAVEN OPERATING CO	13472 WINDING CREEK DR	\$55.00	\$55.00
P15EL0125	RIVER HAVEN OPERATING CO	14482 MAGNOLIA DR	\$55.00	\$55.00
P15EL0126	SUNSET DUNES INC	12947 SWEETBRIAR DR	\$266.00	\$266.00
P15EL0127	HALL LARRY E-DOREEN S	14952 WESTRAY ST	\$60.00	\$60.00
P15EL0128	CHRISTIAN REFORMED CONF	12253 LAKESHORE DR	\$64.00	\$64.00
P15EL0129	GREENEY WENDY F	12773 WILDERNESS TR PVT	\$110.00	\$110.00
P15EL0130	REYES ENRIQUE R-VICKI	15632 PINE ST	\$110.00	\$110.00
P15EL0131	ELEMENT CUSTOM HOMES LLC	15960 RIDGEFIELD ST	\$60.00	\$60.00
P15EL0132	ROONEY DEVELOPMENT GRO	11724 GARNSEY AVE	\$114.00	\$114.00
P15EL0133	RIVER HAVEN OPERATING CO	13598 WINDING CREEK DR	\$55.00	\$55.00
P15EL0134	ROONEY DEVELOPMENT GRO	12548 RETREAT DR PVT	\$174.00	\$174.00
P15EL0135	WOESSNER HOLLY A-MARTIN J	15056 ROBINWOOD CT	\$54.00	\$54.00
P15EL0136	BOTELLO SANTIAGO-LETICIA	15791 LAKE MICHIGAN DR	\$56.00	\$56.00
P15EL0137	TRI CITIES HABITAT	15157 MEADOWS DR	\$243.00	\$243.00
P15EL0138	GRAND HAVEN CHARTER TW	13250 168TH AVE	\$0.00	\$0.00
P15EL0139	INGERSOLL BENJAMIN-BAILEY	14746 154TH AVE	\$55.00	\$55.00
P15EL0140	WALTERS JOSHUA P-KATY B	15265 CANTERBURY LN PVT	\$114.00	\$114.00
P15EL0141	WESTVIEW CAPITAL LLC	14411 BRIGHAM DR	\$238.00	\$238.00
P15EL0142	GOUDIE ROBERT-BARBARA	11901 GARNSEY AVE	\$54.00	\$54.00
P15EL0143	SIERVELD MICHAEL-MARCIA J	10345 MESIC DR	\$258.00	\$258.00
P15EL0144	OWSIAK FAMILY TRUST	14560 BRUCKER ST	\$60.00	\$60.00
P15EL0145	16930 ROBBINS ROAD ASSOC LI	16930 ROBBINS RD	\$114.00	\$114.00
P15EL0146	SNELLENBERGER RICK L-BREN	14438 BRIGHAM DR	\$132.00	\$132.00
P15EL0147	SWIFTNEY JEREMY-MELANIE	15008 LAKESHORE DR	\$56.00	\$56.00
P15EL0148	CARLSON DAVID-MAUREEN	10168 LAKESHORE DR	\$54.00	\$54.00
P15EL0149	SUNSET DUNES INC	15495 SWEETBRIAR DR	\$258.00	\$258.00
P15EL0150	SUNSET DUNES INC	12976 SWEETBRIAR DR	\$258.00	\$258.00
P15EL0151	HARRIS ROBERT-MICHELLE	9712 HIAWATHA DR	\$122.00	\$122.00
P15EL0152	RIVER HAVEN OPERATING CO	13531 SPRINGBROOK DR	\$55.00	\$55.00

P15EL0153	RIVER HAVEN OPERATING CO	13860 PINWOOD DR	\$55.00	\$55.00
P15EL0154	RIVER HAVEN OPERATING CO	13854 OAKWOOD CIRCLE	\$55.00	\$55.00
P15EL0155	RIVER HAVEN OPERATING CO	13310 PINWOOD DR	\$55.00	\$55.00
P15EL0156	RIVER HAVEN OPERATING CO	14445 WINTERGREEN DR	\$55.00	\$55.00
P15EL0157	RIVER HAVEN OPERATING CO	14506 MAGNOLIA DR	\$55.00	\$55.00
P15EL0158	RIVER HAVEN OPERATING CO	13351 WINDING CREEK DR	\$55.00	\$55.00
P15EL0159	RIVER HAVEN OPERATING CO	14491 WINTERGREEN DR	\$55.00	\$55.00
P15EL0161	REDSTONE GROUP RETREAT I	12726 RETREAT DR PVT	\$224.00	\$174.00

Total Fees For Type: \$4,885.00
Total Permits For Type: 51

FENCE

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZL0037	W&M LAKE TRUST	11860 JUNIPER HILLS CT	\$25.00	\$25.00
P15ZL0040	JOHNSTON MATT	14407 WESTWIND LN	\$25.00	\$25.00
P15ZL0044	DANIELS EUGENE-LAWSON KI	15355 GRAND OAK RD	\$25.00	\$25.00

Total Fees For Type: \$75.00
Total Permits For Type: 3

MECHANICAL

Permit #	Owner	Address	Fee Total	Amount Paid
P15ME0156	CITY OF GRAND RAPIDS	11177 LAKESHORE DR	\$95.00	\$95.00
P15ME0158	TOBER ALICE C-OSBORNE SCO	14935 SHARON AVE	\$75.00	\$75.00
P15ME0159	MACGIRR TRUST	15384 GREEN OAK ST	\$80.00	\$80.00
P15ME0160	CAMERON CRAIG-PEGGY	15634 MERCURY DR	\$80.00	\$80.00
P15ME0161	GELBARD EFRAIM-DRORIT	17712 TAMARACK LN	\$107.00	\$107.00
P15ME0162	JACOBSON NELSON C-LANA	14517 SOUTH HIGHLAND DR	\$80.00	\$80.00
P15ME0163	WOITESHEK ERIC J-KRISTEN L	10276 SHANNONS WY	\$135.00	\$135.00
P15ME0164	MORRISON RICHARD-MAUREE	11129 LAKESHORE DR	\$80.00	\$80.00
P15ME0165	ROONEY DEVELOPMENT GRO	12548 RETREAT DR PVT	\$240.00	\$240.00
P15ME0166	RIVER HAVEN OPERATING CO	14529 MAGNOLIA DR	\$80.00	\$80.00
P15ME0167	RIVER HAVEN OPERATING CO	13598 WINDING CREEK DR	\$80.00	\$80.00
P15ME0168	RIVER HAVEN OPERATING CO	13788 SUNRISE COVE	\$80.00	\$80.00
P15ME0169	RIVER HAVEN OPERATING CO	14468 CROOKED TREE LN	\$80.00	\$80.00
P15ME0170	RIVER HAVEN OPERATING CO	13487 WINDING CREEK DR	\$80.00	\$80.00
P15ME0171	RIVER HAVEN OPERATING CO	13463 WINDING CREEK DR	\$80.00	\$80.00
P15ME0172	RIVER HAVEN OPERATING CO	13583 WINDING CREEK DR	\$80.00	\$80.00
P15ME0173	RIVER HAVEN OPERATING CO	13407 WINDING CREEK DR	\$80.00	\$80.00
P15ME0174	RIVER HAVEN OPERATING CO	13462 PINWOOD DR	\$80.00	\$80.00

P15ME0175	RIVER HAVEN OPERATING CO	14482 MAGNOLIA DR	\$80.00	\$80.00
P15ME0176	RIVER HAVEN OPERATING CO	13472 WINDING CREEK DR	\$80.00	\$80.00
P15ME0177	RRR ASSOCIATES LLC	14440 172ND AVE	\$80.00	\$80.00
P15ME0178	STONE CREEK BUILDERS LLC	12679 BROADMOOR PL PVT	\$75.00	\$75.00
P15ME0179	INGERSOLL BENJAMIN-BAILEY	14746 154TH AVE	\$80.00	\$80.00
P15ME0180	WOESSNER HOLLY A-MARTIN J	15056 ROBINWOOD CT	\$80.00	\$80.00
P15ME0181	RIVER HAVEN OPERATING CO	13598 WINDING CREEK DR	\$80.00	\$80.00
P15ME0182	FRANCOVIAK BRIAN	13424 LAKESHORE DR	\$80.00	\$80.00
P15ME0183	SWANSON LIVING TRUST	11724 GARNSEY AVE	\$70.00	\$70.00
P15ME0184	STJEPANOVIC DAVID-DIJANA	12947 SWEETBRIAR DR	\$135.00	\$135.00
P15ME0185	BAYOU DEVELOPERS LLC	14119 LONDON LN	\$135.00	\$135.00
P15ME0186	VAN OOSTERHOUT THOMAS-R	14575 MERCURY DR	\$85.00	\$85.00
P15ME0187	VANDERLAAN DAVID	14924 FERRIS ST	\$85.00	\$85.00
P15ME0188	WALTERS JOSHUA P-KATY B	15265 CANTERBURY LN PVT	\$105.00	\$105.00
P15ME0189	KALIMAR INVESTMENTS LLC	13040 US-31 STE B	\$60.00	\$60.00
P15ME0190	KALIMAR INVESTMENTS LLC	13040 US-31 STE B	\$120.00	\$120.00
P15ME0191	REENDERS BRUCE L-KAREN R	15037 GROESBECK ST	\$80.00	\$80.00
P15ME0192	REENDERS BRUCE	15024 LAKE AVE	\$80.00	\$80.00
P15ME0193	CARLSON DAVID-MAUREEN	10168 LAKESHORE DR	\$110.00	\$110.00
P15ME0194	REDSTONE GROUP RETREAT I	12726 RETREAT DR PVT	\$135.00	\$135.00
P15ME0195	ROONEY DEVELOPMENT GRO	12548 RETREAT DR PVT	\$135.00	\$135.00
P15ME0196	MOSER GALE E JR-SYLVA	14506 ANGELUS CIR	\$135.00	\$135.00
P15ME0197	STJEPANOVIC DAVID-DIJANA	12947 SWEETBRIAR DR	\$285.00	\$285.00
P15ME0198	WESTVIEW CAPITAL LLC	14411 BRIGHAM DR	\$215.00	\$215.00
P15ME0199	GEZON DANA M TRUST	14002 BAYOU RIDGE CIR	\$80.00	\$80.00
P15ME0200	EASTBROOK HOMES INC	10222 SHANNONS WY	\$205.00	\$205.00
P15ME0201	BAYOU DEVELOPERS LLC	14158 LONDON LN	\$205.00	\$205.00
P15ME0202	MICKELSON ROBERT E-JANELI	14027 BAYOU RIDGE CIR	\$85.00	\$85.00
P15ME0203	DEXTER JENNIFER J TRUST	12620 GOLF ESTATES LN	\$275.00	\$275.00
P15ME0204	SNELLENBERGER RICK L-BREN	14438 BRIGHAM DR	\$125.00	\$125.00
P15ME0205	GREENEY WENDY F	12773 WILDERNESS TR PVT	\$110.00	\$110.00
P15ME0206	RIVER HAVEN OPERATING CO	13590 PINWOOD DR	\$80.00	\$80.00
P15ME0207	SEMMENS SIDNEY-SANDRA	14938 160TH AVE	\$55.00	\$55.00
P15ME0208	RIVER HAVEN OPERATING CO	14491 WINTERGREEN DR	\$80.00	\$80.00
P15ME0209	LOVETT CHRISTOPHER S-DENI	14871 RIVERSIDE TR	\$110.00	\$110.00
P15ME0210	SUNSET DUNES INC	12976 SWEETBRIAR DR	\$285.00	\$285.00
P15ME0211	SUNSET DUNES INC	15495 SWEETBRIAR DR	\$285.00	\$285.00
P15ME0212	BAUMANN BUILDERS	12981 ACACIA DR	\$275.00	\$275.00
P15ME0213	BAYOU DEVELOPERS LLC	14158 LONDON LN	\$135.00	\$135.00
P15ME0214	GOUDIE ROBERT-BARBARA	11901 GARNSEY AVE	\$130.00	\$130.00
P15ME0215	RIVER HAVEN OPERATING CO	13351 WINDING CREEK DR	\$80.00	\$80.00
P15ME0216	RIVER HAVEN OPERATING CO	14506 MAGNOLIA DR	\$80.00	\$80.00
P15ME0217	RIVER HAVEN OPERATING CO	14445 WINTERGREEN DR	\$80.00	\$80.00

P15ME0218	RIVER HAVEN OPERATING CO	13310 PINEWOOD DR	\$80.00	\$80.00
P15ME0219	RIVER HAVEN OPERATING CO	13854 OAKWOOD CIRCLE	\$80.00	\$80.00
P15ME0220	RIVER HAVEN OPERATING CO	13860 PINEWOOD DR	\$80.00	\$80.00
P15ME0221	RIVER HAVEN OPERATING CO	13531 SPRINGBROOK DR	\$80.00	\$80.00
P15ME0222	REDSTONE GROUP RETREAT I	12726 RETREAT DR PVT	\$235.00	\$235.00
P15ME0223	RIVER HAVEN OPERATING CO	13672 PINEWOOD DR	\$80.00	\$80.00
P15ME0224	RIVER HAVEN OPERATING CO	14494 WHITE PINE LN	\$80.00	\$80.00
P15ME0225	RIVER HAVEN OPERATING CO	14522 WHITE PINE LN	\$80.00	\$80.00
P15ME0226	RIVER HAVEN OPERATING CO	14523 WHITE PINE LN	\$80.00	\$80.00
P15ME0227	RIVER HAVEN OPERATING CO	14515 CROOKED TREE LN	\$80.00	\$80.00
P15ME0228	KALIMAR INVESTMENTS LLC	13040 US-31 STE B	\$235.00	\$235.00

Total Fees For Type: \$8,247.00
Total Permits For Type: 72

MISCELLANEOUS

Permit #	Owner	Address	Fee Total	Amount Paid
P15MI0002	MEIJER INC	15000 US-31 14900	\$25.00	\$25.00

Total Fees For Type: \$25.00
Total Permits For Type: 1

PLUMBING

Permit #	Owner	Address	Fee Total	Amount Paid
P15PL0081	STONE CREEK BUILDERS LLC	12679 BROADMOOR PL PVT	\$65.00	\$65.00
P15PL0082	WESTVIEW CAPITAL LLC	14411 BRIGHAM DR	\$239.00	\$239.00
P15PL0083	EASTBROOK HOMES INC	10222 SHANNONS WY	\$234.00	\$234.00
P15PL0084	SUNSET DUNES INC	15495 SWEETBRIAR DR	\$234.00	\$234.00
P15PL0085	BAUMANN BUILDERS	12981 ACACIA DR	\$253.00	\$253.00
P15PL0086	SPYKMAN STEVEN J-NANCY A	9936 BEACH RIDGE CT PVT	\$60.00	\$60.00
P15PL0087	SWANSON LIVING TRUST	11724 GARNSEY AVE	\$123.00	\$123.00
P15PL0088	ZURAKOWSKI DALE W-PAMEL	16430 LAKE MICHIGAN DR	\$244.00	\$244.00
P15PL0089	WALTERS JOSHUA P-KATY B	15265 CANTERBURY LN PVT	\$120.00	\$120.00
P15PL0090	PALING JAMES D-KAREN I	12024 FOREST BEACH TRL PVT	\$221.00	\$221.00
P15PL0091	ROONEY DEVELOPMENT GRO	12620 RETREAT DR PVT	\$266.00	\$266.00
P15PL0092	16930 ROBBINS ROAD ASSOC LI	16930 ROBBINS RD	\$133.00	\$133.00
P15PL0093	SNELLENBERGER RICK L-BREN	14438 BRIGHAM DR	\$125.00	\$125.00
P15PL0094	GRAND HAVEN FINANCIAL CE	16920 FERRIS ST	\$50.00	\$50.00
P15PL0095	BRANCH DEVELOPMENT LLC	15077 154TH AVE	\$248.00	\$248.00
P15PL0096	SUNSET DUNES INC	15541 SWEETBRIAR DR	\$229.00	\$229.00
P15PL0097	SUNSET DUNES INC	12976 SWEETBRIAR DR	\$234.00	\$234.00

P15PL0098	KALIMAR INVESTMENTS LLC	13040 US-31 STE B	\$63.00	\$63.00
P15PL0099	JAMAIL ADRIENNE E-LOUIS	15339 SUNDEW ST	\$161.00	\$161.00
P15PL0100	HALL LARRY E-DOREEN S	14952 WESTRAY ST	\$241.00	\$241.00

Total Fees For Type: \$3,543.00
Total Permits For Type: 20

POOL_SPA_HOT TUB

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0227	JOHNSON MICHAEL A-KIMBER	12069 GADDINI CT PVT	\$105.00	\$105.00
P15BU0234	NOFFINGER BRITTANY TRUST	14535 MERCURY DR	\$265.95	\$265.95
P15BU0242	SKODACK RICHARD E-JULIE	12236 LAKESHORE DR	\$320.75	\$320.75
P15BU0245	START DOUGLAS-PENELOPE	12948 MARIPOSA ST	\$307.05	\$307.05

Total Fees For Type: \$998.75
Total Permits For Type: 4

REPLACEMENT WINDOWS/DOORS

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0187	VAN HOUTEN LARRY W-KATRI	14793 WILLIAMS WY	\$136.50	\$136.50
P15BU0192	BORGMAN TRUST	14782 WILLIAMS WY	\$36.75	\$36.75
P15BU0193	STEWART JAMAL C	14769 LAKESHORE DR	\$63.00	\$63.00
P15BU0194	MAYNARD SANDRA K	11984 CHICKORY DR	\$63.00	\$63.00
P15BU0220	GOFF THOMAS C-MEI-LIN	11489 LAKESHORE DR	\$231.70	\$231.70
P15BU0222	VEEDER FAMILY TRUST	11755 GARNSEY AVE	\$553.65	\$553.65
P15BU0224	PANNIZZO BRENDA M	13713 HOFMA DR	\$245.40	\$245.40

Total Fees For Type: \$1,330.00
Total Permits For Type: 7

RE-ROOFING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0195	GREEN ANTHONY J-GEORGIAI	15637 GROESBECK ST	\$100.00	\$100.00
P15BU0196	EDWARDS DREW-RONDA J	15287 WIDGEON RD	\$100.00	\$100.00
P15BU0201	RAXTER STEPHEN P-ERIKA K	13389 GREENLEAF LN	\$100.00	\$100.00
P15BU0202	LUZER CHARLES-SUE	15662 KITCHEL LN	\$100.00	\$100.00
P15BU0203	STEVENS KEVIN J-JANELL S	14186 PAYNE FOREST AVE	\$100.00	\$100.00
P15BU0204	PRINZI JOSEPH J-NANCY R	15074 BAYOU POINTE PL	\$100.00	\$100.00
P15BU0206	VONESH CHARLES-ELLEN	12999 WILDERNESS TR PVT	\$100.00	\$100.00
P15BU0207	BROWN JAMES L-JOAN M	13244 FOREST PARK DR	\$100.00	\$100.00

P15BU0209	HENDRICKSON JAMES	12545 LAKESHORE DR	\$100.00	\$100.00
P15BU0211	CHIDESTER DAVID E-AMY J	15250 HOFMA DR	\$100.00	\$100.00
P15BU0214	CLARK GALE A	16165 FERRIS ST	\$100.00	\$100.00
P15BU0215	BUTERAKOS JEROME P-RHONI	14642 INDIAN TRAILS DR	\$100.00	\$100.00
P15BU0216	VAN HORSSEN VIRGINIA	15120 LAKESHORE DR	\$100.00	\$100.00
P15BU0223	BOEVE JEFFREY L-JANE	12312 LAKESHORE DR	\$100.00	\$100.00
P15BU0229	CARTER DAVID-EILEEN	13476 FOREST PARK DR	\$100.00	\$100.00
P15BU0230	LYONS JOHN G III-BEVERLY SU	14922 SHARON AVE	\$100.00	\$100.00
P15BU0231	LARSON GERALD L-DEANA P	15529 THORNAPPLE DR	\$100.00	\$100.00
P15BU0232	VANBELKUM JULIE A	14865 PARKWOOD DR	\$100.00	\$100.00
P15BU0240	NORTH HENRY-GERTRUDE-LE	15190 DEREMO AVE	\$100.00	\$100.00
P15BU0241	EDELMAYER EARL P	16033 GROESBECK ST	\$100.00	\$100.00
P15BU0246	DAVIS RONDA LEE	15390 GROESBECK ST	\$100.00	\$100.00
P15BU0247	SHEFFIELD PETER A-MARY BE'	15437 LINCOLN ST	\$100.00	\$100.00

Total Fees For Type: \$2,200.00
Total Permits For Type: 22

SHED (200 S.F. OR LESS)

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZL0042	HOWE CASEY	15084 BRIARWOOD ST	\$25.00	\$25.00
P15ZL0043	GROOT EMILY	15332 SADDLEBROOK CT PVT	\$25.00	\$25.00

Total Fees For Type: \$50.00
Total Permits For Type: 2

SINGLE FAMILY DWELLING

Permit #	Owner	Address	Fee Total	Amount Paid
P15BU0180	TEUNIS RACHEL ELIZABETH	16735 RICH ST	\$1,428.65	\$1,428.65
P15BU0185	ROONEY DEVELOPMENT GRO	12620 RETREAT DR PVT	\$1,638.65	\$1,638.65
P15BU0197	BAYOU DEVELOPERS LLC	14095 LONDON LN	\$1,407.65	\$1,407.65
P15BU0198	BAYOU DEVELOPERS LLC	14087 LONDON LN	\$1,391.90	\$1,391.90
P15BU0199	SUNSET DUNES INC	12976 SWEETBRIAR DR	\$1,554.65	\$1,554.65
P15BU0200	SUNSET DUNES INC	15541 SWEETBRIAR DR	\$1,339.40	\$1,339.40
P15BU0210	TRI CITIES HABITAT	15157 MEADOWS DR	\$0.00	\$0.00
P15BU0225	LA PLANTE KIMBERLY	10288 MESIC DR	\$1,859.15	\$1,859.15

Total Fees For Type: \$10,620.05
Total Permits For Type: 8

SITE PLAN REVIEW

Permit #	Owner	Address	Fee Total	Amount Paid
P15SP0003	LORANN PROPERTIES LLC	14444 168TH AVE	\$1,100.00	\$1,100.00

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

VEHICLE SALES

Permit #	Owner	Address	Fee Total	Amount Paid
P15VS0030	KITCHKA NAOMI	14657 LAKESHORE DR	\$0.00	\$0.00
P15VS0031	FRIEDGEN NANCY E TRUST	15676 COMSTOCK ST	\$0.00	\$0.00
P15VS0032	PERRY BEVERLY TRUST 8/17/20	12028 LAKESHORE DR	\$0.00	\$0.00
P15VS0033	NELSON RAYMOND-BARBARA	16585 SLEEPER ST	\$0.00	\$0.00
P15VS0034	BATKA JOHN M-JANICE L	15774 WINANS ST	\$0.00	\$0.00
P15VS0035	LEVERENCE GREGORY A-KERI	15222 LOST CHANNEL TR	\$0.00	\$0.00
P15VS0036	ROUWHORST RODNEY-SHERYL	17652 ROBBINS RD	\$0.00	\$0.00
P15VS0037	MAYNARD SANDRA K	11984 CHICKORY DR	\$0.00	\$0.00
P15VS0038	ROUWHORST RODNEY-SHERYL	17652 ROBBINS RD	\$0.00	\$0.00

Total Fees For Type: \$0.00
Total Permits For Type: 9

ZONING BOARD OF APPEALS

Permit #	Owner	Address	Fee Total	Amount Paid
P15ZBA0004	RUST DALE L-MARY JO	18165 SHORE ACRES RD	\$125.00	\$125.00

Total Fees For Type: \$125.00
Total Permits For Type: 1

Report Summary

Population: All Records
Permit.DateIssued Between 6/1/2015 12:00:00
AM AND 6/30/2015 11:59:59 PM
AND
Permit.Category Not = BURN PERMITS

Grand Total Fees: \$36,139.75

Grand Total Permits: 223

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

WATER														WASTEWATER						
MONTH	METER INSTALLS		REPLACED METERS		NEW TAPS 3/4" 1"		MAIN INSTALLED IN FEET		MILLION GALLONS OF WATER		G.R. SUPPLEMENTAL WATER		WORK ORDERS		NEW TAPS		MAIN INSTALLED IN FEET		MILLION GALLONS OF WASTE PUMPED	
	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"	3/4"	1"
JANUARY	66	1	2	1	1	1	0	0	28.43	0.91	0.00	0.00	1	0	0	0	0	0	0	8.37
FEBRUARY	87	6	1	6	1	0	0	0	27.70	0.85	0.00	0.00	0	0	0	0	0	0	0	9.59
MARCH	110	3	0	1	6	2	0	0	26.59	0.87	0.00	0.00	3	4	3	4	0	0	0	7.95
APRIL	142	7	0	0	3	0	0	0	35.18	1.31	0.00	0.00	3	6	3	6	0	0	0	9.43
MAY	143	3	4	0	2	2	0	0	63.06	3.11	0.00	0.00	3	2	3	2	0	0	0	7.73
JUNE	139	3	0	2	5	4	0	0	71.28	2.67	0.18	0.18	4	5	4	5	0	0	0	9.98
JULY									0.00											
AUGUST									0.00											
SEPTEMBER									0.00											
OCTOBER									0.00											
NOVEMBER									0.00											
DECEMBER									0.00											
TOTAL YTD	687	23	7	10	18	8	0	0	252.24	9.72	0.18	0.18	14	17	14	17	0	0	0	53.05
TOTALS		30			26				262.14	9.91				739						

NOTES:

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