



**GRAND HAVEN CHARTER
TOWNSHIP BOARD
MONDAY, FEBRUARY 22, 2021
Remote Electronic Meeting**

According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752. 797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are monitored, and violations of statutes will be prosecuted.

Zoom Meeting: go to www.zoom.us/join
Meeting ID: 977 7690 8953 | Passcode: 675767 | Call in: +1 (929) 205-6099

WORK SESSION – 6:00 P.M.

1. Second Session - Discussion of Priorities and Goals for Current Term of Office
2. Other Items of Interest

REGULAR MEETING – 7:00 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. STATEMENT ON REMOTE MEETING
- IV. APPROVAL OF MEETING AGENDA
- V. PUBLIC COMMENTS – (*Agenda Items Only*)
If you would like to comment on an Agenda Item Only, please click “Raise Hand” at the bottom of your screen or press Alt+Y. The Zoom Moderator will unmute you when it is your turn to speak. Comments will be limited to three (3) minutes.
- VI. CONSENT AGENDA
 1. Approve February 8, 2021, Regular Board Minutes
 2. Approve Payment of Invoices in the Amount of \$541,049.92 (*A/P checks of \$392,656.20 and payroll of \$148,393.72*)
 3. Approve Prein&Newhof Engineering Agreement for DDA Rosy Mound Pathway Project (*\$20k*)
 4. Approve Prein&Newhof Engineering Agreement for Pottawattomie Park Waterfront Redevelopment Construction Project (*\$35k*)
 5. Approve Pottawattomie Park Waterfront Redevelopment Bid Package
- VII. PRESENTATION – Proposal from **Issue Media Group**
- VIII. OLD BUSINESS
 1. Approve MNRTF Acquisition Expenses for Groesbeck (*\$7,500*)
- IX. NEW BUSINESS

1. Schedule Joint Meeting with the Planning Commission (*discussion of Master Plan Update, Priorities, Dwelling Sizes, and other items of mutual interest*)

X. REPORTS & CORRESPONDENCE

1. Committee Reports
2. Manager's Report
 - a. December Legal Review
3. Other

XI. PUBLIC COMMENTS – (*Non-Agenda Items*)

If you would like to comment on a Non-Agenda Item Only, please click "Raise Hand" at the bottom of your screen or press Alt+Y. The Zoom Moderator will unmute you when it is your turn to speak. Comments will be limited to three (3) minutes.

XII. ADJOURNMENT

**GRAND HAVEN CHARTER TOWNSHIP BOARD
MONDAY, FEBRUARY 8, 2021**

WORK SESSION

1. The Board discussed goals and priorities. Based upon discussions, the Board agreed to add the following items to the 2021 Project List:
 - Amend Leash Law within Parks to require dogs remain on leashes
 - Amend/review minimum square foot requirements for residential units in R-1 and larger lots
 - Remove and replace aged signs within Hofma Park and Preserve

Comments on priorities for elected officials includes the following:

- ✓ Ensure that the Township seeks reimbursement (*e.g., Cares Act*) for the COVID-19 expenses, including the HVAC improvements;
- ✓ Review 800 square foot minimum requirements for Zoning districts R-1 and higher;
- ✓ Draft a long-term program (*e.g., 20-years*) to pave certain gravel roads, excluding the southeastern quarter of the Township (*i.e., south of M-45 and east of US-31*);
- ✓ Expand broadband into rural sections of the Township;
- ✓ Update the Master Plan to expand industrial land designations – especially near the US-31 and M-45 intersection;
- ✓ Expand recreational sports facilities;
- ✓ An aquatic Center south of the River should be a long-term priority.

The Board requested that another Goal meeting be scheduled – perhaps with a moderator to assist conversations.

REGULAR MEETING

I. **CALL TO ORDER**

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

II. **ROLL CALL**

Board members present: Larsen, Wagenmaker, Kieft, Meeusen, Redick, Behm, and Reenders

Board members absent:

Also present was Manager Cargo, Community Development Director Fedewa, Finance Director Sandoval, and Human Resource Director Dumbrell.

III. **STATEMENT ON REMOTE MEETING**

It was noted that the Township Board was meeting remotely on the Zoom platform because of health concerns associated with COVID-19 pandemic. Information on this remote meeting has been posted so that the public may participate. All elected officials present noted that they are meeting remotely and are located within Grand Haven Charter Township, except for Supervisor Reenders who is located in Grand Haven City.

IV. APPROVAL OF MEETING AGENDA

Motion by Clerk Larsen and seconded by Trustee Meeusen to approve the meeting agenda.

Which motion carried pursuant to the following roll call vote:

Ayes: Larsen, Wagenmaker, Kieft, Meeusen, Redick, Behm, Reenders

Nays:

Absent:

V. PUBLIC COMMENTS – (Agenda Items Only)

Supervisor Reenders announced that a period for public comments on agenda items was now opened.

Manager Cargo noted that if a person would like to comment on an Agenda Item Only, please click “Raise Hand” at the bottom of your screen or press Alt+Y. The Zoom moderator (*i.e.*, Stacey Fedewa) will unmute you when it is your turn to speak. Comments will be limited to three (3) minutes.

There being no public comments, Supervisor Reenders announced that the period for public comments on agenda items was now closed.

VI. APPROVAL OF CONSENT AGENDA

1. Approve January 25, 2021, Regular Board Minutes
2. Approve Payment of Invoices in the Amount of \$268,928.99 (*A/P checks of \$165,733.55 and payroll of \$103,195.44*)
3. Approve Agreement for 2021 Dust Control with MCS (\$36,255)
4. Approve Agreement for 2021 Boat Launch Landscaping (\$12,500)
5. Approve Engineering Agreement with Prein&Newhof for addition of Generator at Ferris Street Lift Station (\$16,600)
6. Approve Engineering Agreement with Prein&Newhof for 160th Avenue Paving (*including water and pathway*) Project (\$207,400)
7. Approve Agreement for Hofma Park and Preserve Natural Resources Study (\$12,000)
8. Re-Appointment of Construction Board of Appeal Members (*i.e.*, Brock Hesselsweet, Rich Buitenhuis, Patrick Morden, Lyle Rycenga and Randy Wagenmaker) with terms ending on April 1, 2023

Motion by Treasurer Kieft and seconded by Clerk Larsen to approve the items listed on the Consent Agenda. **Which motion carried**, pursuant to the following roll call vote:

Ayes: Behm, Wagenmaker, Meeusen, Redick, Kieft, Reenders, Larsen

Nays:

Absent:

VII. PRESENTATION – OTTAWA COUNTY WATER RESOURCES COMMISSIONER

Ottawa County Water Resources Commissioner Joe Bush and Spicer Engineer Paul Forton group provided an overview of the proposed Township assessment for the Beechtree Drain project – estimated at \$640,000.

It was noted that Manager Cargo is recommending that the Township's payments be bonded by Ottawa County over a ten-year period because of low bond rates. The additional 15% in apportioned assessment costs to the Township (*i.e. from the typical 25% to 40%*) are being supported to reduce the financial burden on property owners within the district.

No action was necessary.

VIII. OLD BUSINESS

1. The Board discussed the proposal to close both the Warner and Pierce Street access to US-31. Because the Planning Commission did not support the closures and because of concerns that property owners would not be supportive of the closures, the Board determined that it would take no action on the matter.

2. **Motion** by Treasurer Kieft supported by Trustee Behm to approve Resolution 21-02-02 approving a one-year license agreement with Allied Waste (*dba Republic Services of Muskegon*) for waste collection and hauling services within Grand Haven Charter Township. **Which motion carried** pursuant to the following roll call vote:

Ayes: Kieft, Reenders, Meeusen, Behm, Wagenmaker, Larsen, Redick

Nays:

Absent:

3. **Motion** by Clerk Larsen supported by Trustee Wagenmaker to approve Resolution 21-02-03 that updates the Township's Poverty Exemption Policies pursuant to requirements of State law. **Which motion carried** pursuant to the following roll call vote:

Ayes: Meeusen, Behm, Larsen, Kieft, Redick, Wagenmaker, Reenders

Nays:

Absent:

VIII. NEW BUSINESS

1. **Motion** by Trustee Redick supported by Trustee Behm to approve authorize staff to donate surplus furniture that was determined to have zero value to the Robinson Township Fire Department. **Which motion carried** pursuant to the following roll call vote:

Ayes: Wagenmaker, Larsen, Kieft, Reenders, Behm, Meeusen, Redick

Nays:

Absent:

IX. REPORTS AND CORRESPONDENCE

a. Committee Reports

i. Personnel Committee will meet on Wednesday, February 10th at 7:00 a.m.

b. Manager's Report, which included:

i. FEMA CRS – Activity 510 Progress Report

ii. January Building Report

iii. January Enforcement Report

iv. January Public Services Report

c. Others

X. PUBLIC COMMENTS

Supervisor Reenders announced that a period for public comments on non-agenda items was now opened.

Manager Cargo noted any person would like to comment on a non-agenda item only, please click "Raise Hand" at the bottom of your screen or press Alt+Y. The Zoom moderator will unmute you when it is your turn to speak. Comments will be limited to three (3) minutes.

There being no public comments, Supervisor Reenders announced that the period for public comments on agenda items was now closed.

XII. ADJOURNMENT

Motion by Clerk Larsen and seconded by Trustee Behm to adjourn the meeting at 8:07 p.m. **Which motion carried**, pursuant to the following roll call vote:

Ayes: Reenders, Kieft, Behm, Meeusen, Redick, Wagenmaker, Larsen

Nays:

Absent:

Respectfully Submitted,



Laurie Larsen

Grand Haven Charter Township Clerk



Mark Reenders

Grand Haven Charter Township Supervisor

SUPERINTENDENT'S MEMO

DATE: February 18, 2021
TO: Township Board
FROM: Bill Cargo
SUBJECT: Second Goal Setting Session of the Township Board

Monday's Board Work Session will be the **second** goal setting session meeting ...

Based upon discussions at the March 8th Board Work Session, the Board agreed to add the following items to the 2021 Project List:

- Amend Leash Law within parks to require dogs remain on leashes
- Amend/review minimum square foot requirements for residential units in R-1 and larger lots
- Remove and replace aged signs within Hofma Park and Preserve
- Hold joint meeting with the Planning Commission

Comments on priorities for elected officials includes the following:

- ✓ Ensure that the Township seeks reimbursement (*e.g.*, *Cares Act*) for the COVID-19 expenses, including the HVAC improvements
- ✓ Review 800 square foot minimum requirements for Zoning districts R-1 and higher
- ✓ Draft a long-term program (*e.g.*, *20-years*) to pave certain gravel roads, excluding the southeastern quarter of the Township (*i.e.*, *south of M-45 and east of US-31*)
- ✓ Expand broadband into rural sections of the Township
- ✓ Update the Master Plan to expand industrial land designations – especially near the US-31 and M-45 intersection
- ✓ Expand recreational sports facilities
- ✓ An Aquatic Center south of the River should be a long-term priority

The following is the current Township 2021 Business Plan that contains specific priorities that have already been approved/budgeted by the Township Board. These are categorized by the goals contained within the Township's Strategic Plan – that was adopted through 2022.

:

1. **Maintain Healthy Financial Balance**

- Support and plan for a Parks Improvement Bond Millage election for May that provides \$6 million for a variety of park capital projects. Complete voter education (*e.g.*, 90-

second doodle animation project through Ydraw, targeted information to key support groups – athletic groups, pickleball clubs, etc.). (Project completion – March.)

- Support and plan for the renewal of the 0.95 Harbor Transit and Street Maintenance millage. Complete voter education regarding how monies from this property tax are utilized (e.g., educational insert with Change of Assessment notices, electronic newsletters, Facebook, coordination with Harbor Transit, etc.). (Project completion – May.)

2. **Deliver Superior Essential Services that Can Best be Provided by the Township**

- ✓ Complete Fire Station Facility Study to determine if the station should be renovated or razed to meet future space needs. (Project completion – December.)
- ✓ Re-open Township offices for staff and public while maintaining COVID-19 safety protocols. (Project completion – No later than April 15th.)
- ✓ Hire Public Services Director (i.e., individual plays a key role in delivery of services). (Project completion – no later than May 24th.)
- ✓ Hire Public Services Foreman (i.e., individual will be part of succession plan for upcoming retirement of key Public Service staff). (Project completion – April.)
- ✓ Review/renewal of Superintendent's employment agreement. (Project completion – No later than December 31st.)
- ✓ Continue the “Grand Way” program to ensure superior customer service. (ongoing.)

3. **Maintain and Improve Infrastructure**

- Complete 160th Avenue Paving Project (i.e., \$1.65 million) between Ferris Street and Lincoln Street (which includes watermain loop and pathway extension). (Project completion – November.)
- Change outlet of Hofma Park lift station from Hidden Creek lift station to gravity sewer on the West side of US-31 (i.e., \$880k). (Project completion – November.)
- Upgrades to Hofma Park lift station (i.e., \$410k). (Project completion – November.)
- Extend sanitary sewer to West side of US-31 at Comstock Street (i.e., \$870k) (Project completion – November.)
- Pottawattomie Park waterfront restoration (i.e., \$260k). (Project completion – November.)
- Annual Subdivision Resurfacing (i.e., \$264k). (Project completion – September.)

4. **Establish Strong Partnerships (Collaboration)**

- Complete agreements with the Michigan State Department of Natural Resources on both the Bethig land acquisition project and the Witteveen Farm development project. (*Project completion – June.*)

5. **Economic Development**

- Master Plan update with focus on the following key areas: (*Project completion – December.*)
 - ✓ Future industrial land use (*e.g., former Zelenka property, property adjacent to “Green Acres, etc.*).
 - ✓ Missing Middle Housing – target areas for higher density usage for low- and middle-income housing.
 - ✓ Other areas of discussion (*e.g., green infrastructure plan, broadband service, etc.*)
- Review Downtown Development Authority Tax Increment Finance Plan – expansion of TIF border and/or additional projects. (Recommendation from Planning Commission expected in March.)
- Emphasize the development “Walkability” within the Township through the following:
 - ✓ Extension of sidewalks along west side of 172nd Avenue between Comstock and city limit and mid-block crosswalk installation (*i.e., \$169k*). (*Project completion – November.*)
 - ✓ Extension of pathway along Rosy Mound Drive from High School driveway to Lakeshore (*i.e., \$97k*) (*Project completion – November.*)

Please feel free to contact me prior to the meeting with any questions or comments.



Manager's Memo

DATE: February 17, 2021

TO: Township Board

FROM: Bill

RE: Rosy Mound Pathway Extension (DDA) – Engineering Agreement

As you may recall, the FY 2021 budget appropriates \$22,400 for engineering fees associated with the construction of pathway along Rosy Mound Drive from the High School entrance to Lakeshore Drive.

The attached engineering agreement with Prein & Newhof is for **\$20,000** – which is about 12% under the budget estimate.

If the Board agrees and continues to support this DDA project as budgeted, the following motion can be offered:

Move to authorize the Township Superintendent to execute an Engineering Agreement with Prein & Newhof for engineering, bidding and construction services to install pathway along Rosy Mound Drive at a cost not-to-exceed \$20,000.

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



February 15, 2021

Mr. William D. Cargo, Superintendent
Grand Haven Charter Township
13300 168th Avenue
Grand Haven, MI 49417

Re: Professional Engineering Services Proposal for Rosy Mound Drive Non-Motorized Path

Dear Mr. Cargo:

We are pleased to have the opportunity to provide the following proposal for engineering services for the proposed Rosy Mound Drive Project.

The project planned consists of:

- Construction of approximately 1,400 feet of non-motorized path along Rosy Mound Drive from Lakeshore Ave. to the new Grand Haven High School entrance drive.

Our proposed scope of work will include the following:

Design Phase

- Topographic survey and base plan mapping;
- Non-Motorized path design per OCRC requirements
- Prepare preliminary construction plans at a scale of 1" = 40' horizontal
- Prepare specifications and bid documents;
- Assistance with easement acquisition, if necessary; (easement preparation not included)
- Prepare OCRC ROW permit application
- Assistance with advertising and bid review.

Notes: Township will be responsible for any permit fees.

Construction Phase

- Schedule and attend preconstruction meeting and prepare meeting minutes;
- Provide Construction Observation for assumed 3 week construction period (60 hours);
- Provide construction staking;
- Provide HMA and aggregate density testing;
- Provide project administration for payment applications, contractor questions, change orders and project progress meetings;
- Complete Record Drawings;

Mr. William Cargo
February 15, 2021
Page 2

We propose to provide engineering services on a time and material basis, with a cost not to exceed fee as follows:

Design Engineering: \$9,600

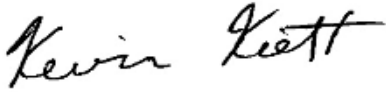
Construction Engineering: \$10,400

Total Engineering Fees: \$20,000

Services provided under this agreement will be performed under the provisions of our master engineering agreement which includes Terms and Conditions.

Sincerely,

Prein&Newhof

A handwritten signature in black ink that reads "Kevin Kieft". The signature is written in a cursive, flowing style.

Kevin S. Kieft, P.E.

KSK/kk

Enclosure: Professional Fee Estimate

Grand Haven Charter Township Rosy Mound Path Rosy Mound Rd Non-Motorized Path (Lakeshore Drive to GH High School Entrance)

Estimated Professional Fees

2/15/2021

Total Cost

Design Engineering	
Project Administration	\$ 144.00
Route Review with GHAPS	\$ 262.00
Topographic survey and preliminary survey drawings	\$ 1,794.00
Design	\$ 2,580.00
Drafting	\$ 3,400.00
Quantities/Estimate	\$ 100.00
Project Specifications	\$ 429.00
Plan Review Meeting with Client	\$ 262.00
OCRC Right of Way Review; permit; cross sections	\$ 200.00
Bidding Assistance	\$ 285.00
QAQC	\$ 144.00
Subtotal Design	\$ 9,600.00
Construction Engineering	
Preconstruction Meeting	\$ 344.00
Construction Staking	\$ 1,574.00
Construction Observation (20hrs/week - 3 weeks of construction)	\$ 6,290.00
Project Management (3 weeks)	\$ 1,500.00
Punch List/Project Close Out	\$ 415.00
Record Plans	\$ 277.00
Subtotal Construction	\$ 10,400.00
Total Estimated Engineering Fees	\$ 20,000.00

(Easements not included)



Community Development Memo

DATE: February 18, 2021
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: 2021 Pottawattomie Park Waterfront Redevelopment – Engineers Proposal

BACKGROUND

As you may recall, GHT has been working on redeveloping the waterfront of Pottawattomie Park. There was a 50/50 cost share for the planning-phase grant, which was completed on 12/31/2020.

The next grant is the implementation-phase, another 50/50 cost share. GHT has budgeted \$23,000 for the engineering agreement with Prein&Newhof to oversee the construction. A budget amendment to increase to \$35,000 is forthcoming.

Pursuant to the Township's policy on capital purchasing, prior to going to bid on projects in excess of \$15,000, the bid specification shall be approved by the Township Board.

SAMPLE MOTION

If there are no objections to the engineer's proposal, the following motion can be offered:

Motion to approve the engineer's construction proposal for the Pottawattomie Park Waterfront Redevelopment project for a cost not to exceed \$35,000.

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

February 16, 2021

Ms. Stacey Fedewa
Grand Haven Charter Township
13300 168th Avenue
Grand Haven, MI 49417

RE: Proposal for Pottawattomie Park Shoreline Improvements - Construction

Dear Stacey:

In response to your request, Prein&Newhof is pleased to offer the following proposal for professional services for construction phase engineering services for the above referenced project.

Construction Phase Engineering

Construction Phase services will consist of the following services:

- Organizing and running the preconstruction meeting;
- Preconstruction video of the site;
- Construction Staking;
- Shop Drawing Review;
- Part Time Construction Observation assuming 7 weeks of construction;
- Payment Application and Change Order development and review.
- Record Plans and final project close out.

We propose to provide these professional engineering services on a time and material basis with a not to exceed fee as follows:

Total Construction Phase Fees: \$35,000

Services provided under this agreement will be performed under the provisions of our master engineering agreement which includes Terms and Conditions.

We appreciate the opportunity to provide you with this proposal. Please contact me if you have any questions or need additional information.

Sincerely,

Prein&Newhof



Kevin S. Kieft, P.E.

c: Dan Tlachac, Grand Haven Charter Township
Bill Cargo, Grand Haven Charter Township



Community Development Memo

DATE: February 18, 2021
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: 2021 Pottawattomie Park Waterfront Redevelopment – Bid Documents

BACKGROUND

As you may recall, GHT has been working on redeveloping the waterfront of Pottawattomie Park. There was a 50/50 cost share for the planning-phase grant, which was completed on 12/31/2020.

The next grant is the implementation-phase. GHT has budgeted \$260,000 to complete the Pottawattomie Park Waterfront Redevelopment project in FY2021. See the attached drawing and construction cost estimate.

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

Therefore, plans and bid specifications for the proposed Pottawattomie Park Waterfront Redevelopment project will be available for review at the February 22nd Board meeting.

SAMPLE MOTION

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

Motion to approve the proposed plans and specifications for the proposed Pottawattomie Park Waterfront Redevelopment project and instruct staff to proceed forward with the bid process.

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

Pottawattomie Park - Shoreline Improvements Plan

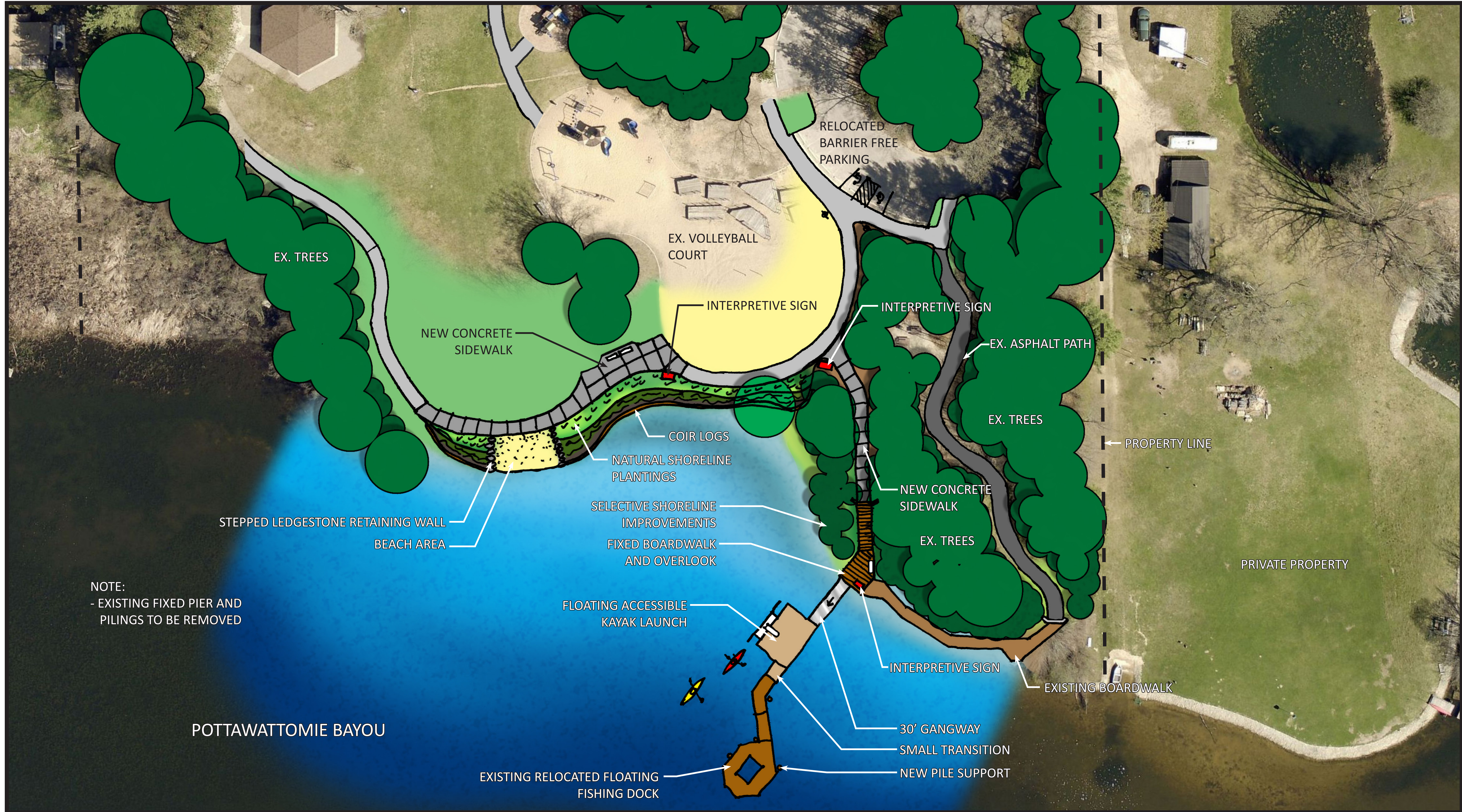
Grand Haven Charter Township



GRAND HAVEN CHARTER TOWNSHIP

Coastal Zone Management

Grant Project # 19-CHHC-001



9-12-2019

Prein & Newhof

Engineers Estimate of Probable Cost

Prein&Newhof

Owner:

Grand Haven Charter Township

Project Title:

Pottawattomie Park CZM Grant Improvements

Date:

November 17, 2020

Project #:

2200479

Item

No.	Items for Bidding	Quantity	Unit	Unit Price	Total Amount
1	Mobilization 5% Max	1	LS	\$12,500.00	\$12,500.00
2	Silt Fence	425	LF	\$2.50	\$1,062.50
3	Removal of Wood Wall	50	LF	\$10.00	\$500.00
4	Removal of Concrete Sidewalk	221	SYD	\$8.00	\$1,768.00
5	Removal of Wood Boardwalk (no pilings)	203	SYD	\$8.00	\$1,624.00
6	Removal of Pilings	6	Each	\$500.00	\$3,000.00
7	New 8' Wide Concrete Sidewalk with Thickened Edge	368	SFT	\$12.00	\$4,416.00
8	New 8' - 4" Concrete Sidewalk	2583	SFT	\$8.00	\$20,664.00
9	6' Clr. Pile Supported Boardwalk with Railing	563	SFT	\$80.00	\$45,040.00
10	Kayak Launch & 30' Gangway (Ez Dock)	1	LS	\$86,000.00	\$86,000.00
11	New Pilings for Floating Dock (6 @ 30' each)	270	LF	\$40.00	\$10,800.00
12	Shoreline Stabilization Prep and Wetland Restoration	211	SYD	\$200.00	\$42,200.00
13	Segmental Retaining Wall	240	Face Ft.	\$60.00	\$14,400.00
14	12" Beach Sand over Fabric	197	SYD	\$18.00	\$3,546.00
15	Boulder Separator Walls	90	LF	\$60.00	\$5,400.00
16	Parking Lot Striping and Barrier Free Sign	1	LS	\$500.00	\$500.00
17	Restoration Seeding	100	SYD	\$5.00	\$500.00
Base Bid Subtotal:					\$253,920.50
18	Alternate #1 - 6' Clr. Pile Supported Boardwalk with Railing	806	SFT	\$80.00	\$64,480.00
19	Alternate #2- Composite Decking	806	SFT	\$25.00	\$20,150.00

Engineering: \$23,000.00

Subtotal: \$361,550.50

10% Engineering & Construction Contingency \$36,155.05

Bid Project Total \$397,705.55

Item

No.	Items by Owner	Quantity	Unit	Unit Price	Total Amount
1	Remove Trees (6-12")	18	Each	\$250.00	\$7,500.00
2	Floating Fishing Dock Restoration	922	SFT	\$30.00	\$27,660.00
3	Bike Rack Removal and Re-Installation	1	LS	\$0.00	\$0.00
4	Interpretive Signage Purchase & Installation	3	Each	\$1,500.00	\$4,500.00
5	Bench Purchase & Installation	4	LS	\$1,500.00	\$6,000.00
Owner Items Subtotal:					\$45,660.00

Grand Total \$443,365.55

* Estimates are not a guarantee of actual costs

Issue Media Group Proposal for Grand Haven Township

Addressing Local News Decline

Because of the decade-long decline of local newspapers across the country, many communities are left with significantly diminished news coverage, creating neighborhood news deserts. As local news outlets struggle with shrinking capacity, these communities are receiving less coverage of critical issues like economic development and jobs, entrepreneurship, housing, education, health, transportation, placemaking, environment and arts and culture.

IMG approaches the issue of news deserts by asking the following questions:

How do communities support and amplify news coverage that increases community attachment to include topics that are crucial to informed decision-making?

How does this coverage specifically relate to the information needs of next-generation talent?

How do communities attract, engage, and retain talent while creating a narrative about talent, opportunities and transformation in the region?

How do communities lift up resident voices to increase awareness, understanding and investment in neighborhoods and high need communities across the region?

Strategy

Issue Media Group (IMG) proposes weekly, editorially independent, solutions-oriented features and news stories about Ottawa County/The Lakeshore. Content will be published in The Lakeshore publication, and will aim to increase attachment to place, support attraction and retention of talent and business in the region and increase resident voice. The stories will be written, photographed and filmed by journalists, photographers and filmmakers in the region. The Lakeshore publication reached over 3 million readers in 2020 and continues to grow. www.thelakeshorewm.com

IMG uses the principles of solutions journalism as the core of its editorial mission. This approach helps readers understand complex challenges in the community by

focusing on the organizations, projects, programs and individuals working to improve conditions and solve problems.

The organizations and individuals that IMG covers often see significant increased awareness and validation of their work and impact. The stories are often used as third-party validation and help to develop new partnerships and business, attract talent in addition to securing grant dollars with new funders including foundations and the public sector.

The work will be made possible with underwriting support from a coalition of local stakeholders anchored in the region. The coalition members will direct their financial support to increased coverage of critical issues facing the community. This is a sustainable journalism model that IMG has activated in over 25 regions during the past 12 years.

Community engagement is critical for better stories and greater impact

Community engagement is critical for impactful journalism and requires significant time sitting with, listening to and participating in community conversations. IMG regularly hosts editorial advisory meetings to bring stakeholders, businesses and residents together to brainstorm story ideas with the organizations and individuals closest to the work. IMG also ensures that journalists are attending community meetings and events to listen and develop trusted relationships with leaders and residents that shape the community's unique stories.

Coalition Membership and Underwriting

Funding from Grand Haven Township will serve as underwriting support to focus editorial coverage on **Grand Haven Township**.

Content reuse

Grand Haven Township will receive the ability to reuse IMG content on their websites, newsletter, social media and other online communications.

Local Editorial Advisories

IMG will invite Grand Haven Township to local editorial advisory meetings to brainstorm story ideas for the publication. These meetings provide coalition members an opportunity to meet other important local community stakeholders and connect with IMG's local editorial team.

Branding & Advertising

IMG will collaborate with Grand Haven Township to identify content areas within the publication that will be branded with the Grand Haven Township and/or specific campaign ads.

Pricing

The program in Ottawa County/The Lakeshore will be funded by a coalition of partners. IMG is in conversations with the following organizations:

- Lakeshore Advantage
- Herman Miller Foundation
- Ottawa County
- City of Zeeland
- City of Holland
- City of Grand Haven
- West Michigan Works!
- Grand Haven Community Foundation
- Housing Next
- Village of Spring Lake
- Community Foundation of the Holland/Zeeland Area
- Grand Haven Area Community Foundation

Grand Haven Township	\$12,000
Program total*	\$120,000

***This project and budget are designed for Ottawa County/The Lakeshore specifically*

Contract duration: 12 months, beginning March 1, 2021

Payment terms: Payment due upon receipt of invoice.

No amendment, change or modification to this contract will be effective unless it is in writing and signed by both parties. Either IMG or Grand Haven Township may terminate this contract for any reason by giving the other party 30-days written notice.

This contract contains the entire agreement between IMG and Grand Haven Township and there are no other conditions in any other written or oral agreement concerning

the subject matter in this contract. This contract supersedes any prior written or oral agreement between IMG and Grand Haven Township.

In the event that IMG does not develop a sponsorship base that hits the necessary financial launch target, Grand Haven Township will not be held to this sponsorship agreement.

Issue Media Group's Underwriting Policy

Issue Media Group offers its underwriters the opportunity to directly align their brands with content about talent, innovation, diversity, and place. In addition, IMG provides corporations, governments, institutions, nonprofits, and foundations with similarly focused missions a way to use their media budgets to support and expand coverage of job growth, economic development, real estate, non-profit innovation, city building, and place making.

Underwriting is the basis of our model as a publication. Underwriters are considered crucial to our organization and their support is the reason that IMG is able to produce content within a broad spectrum of topics. Support from underwriters allows IMG to dedicate editorial resources to cover key issue areas that are of importance to both the underwriter and IMG's mission.

We work with like-minded stakeholders who have shared values and missions.

Because of our intersecting interests, we may cover our underwriters' work journalistically. However, IMG observes strict boundaries regarding the direction, review, and approval of content that is published.

IMG encourages underwriters to pitch ideas through Editorial Advisories and to our editorial teams. We value the knowledge our partners bring to our work, and we encourage underwriters to send story ideas, trends in underwriters' areas of expertise, and press releases. However, published content is at the discretion of the editorial teams and all final decisions regarding content are made without client approval.

While underwriters are not allowed to review or approve content, IMG works with them to establish focus areas that will be included in coverage. If an underwriter desires the ability to direct or edit content, the content will be considered "Partner Content," and given a treatment that distinguishes it from editorial content. The underwriter's logo will be embedded in the story and a transparency statement will be included.

IMG works with underwriters to fully understand the issues they care about. However, IMG trusts its editorial teams to shape stories around issues in a way that will resonate with readers.

IMG honors truthfulness and strives to avoid conflicts of interest in our reporting. This includes real conflicts and acts that may appear to be a conflict. To this end, we opt to disclose any relationships with underwriters that could be perceived as complicating our journalistic mission.

Coalition membership approval

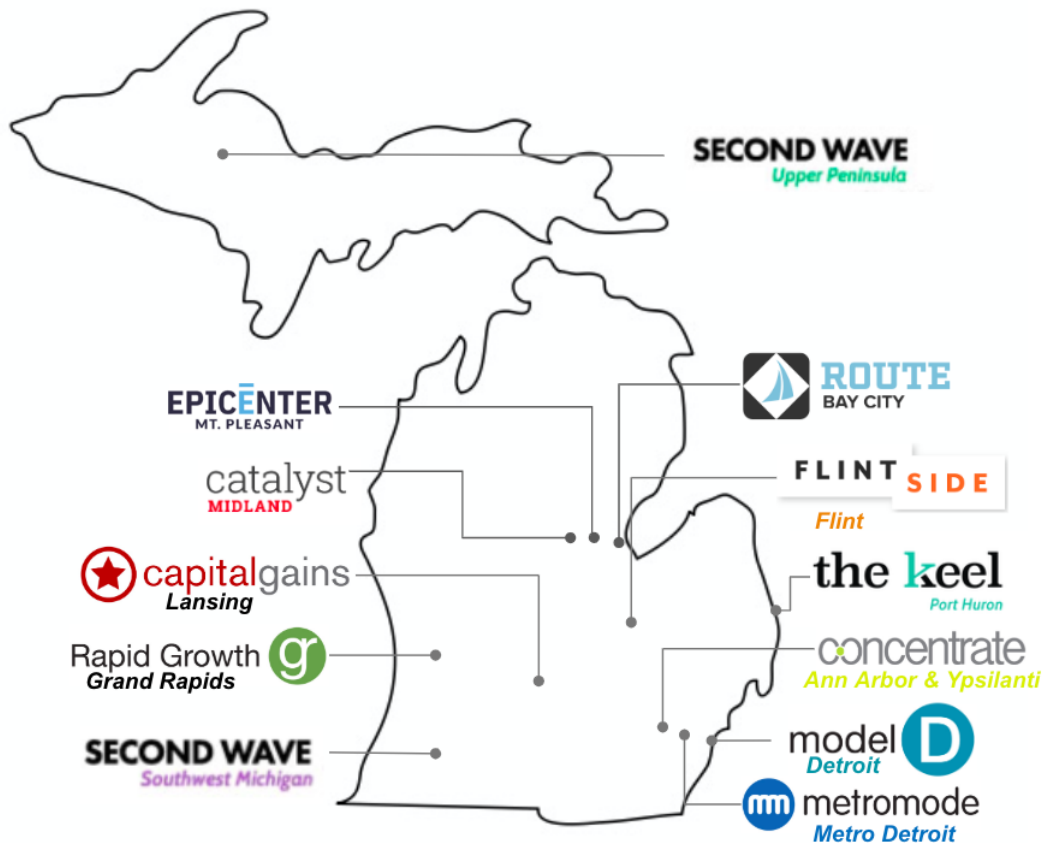
By signing this proposal, the undersigned Client representing Grand Haven Township authorizes Issue Media Group to proceed with the work described in this proposal and to bill according to the terms indicated above.

<p>Accepted by Grand Haven Township:</p> <hr/> <p>Signature</p> <hr/> <p>Name</p> <hr/> <p>Date</p>	<p>Accepted by Issue Media Group:</p> <hr/> <p>Signature</p> <hr/> <p>Paul Schutt</p> <hr/> <p>Date</p>
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About Issue Media Group

Issue Media Group publishes weekly digital magazines focused on what's next for cities and regions across the country. IMG publications aim to connect readers to their city's most visionary and active people, businesses and organizations—the people who are making changes and solving problems.

IMG publications cover corporate growth to small neighborhood movements, highlighting the development and innovation that are propelling cities and communities forward. IMG magazines focus on solutions journalism and cover topics such as economic and neighborhood development, healthy communities, arts and culture, entrepreneurship, non-profits, sustainability, leadership, and technology. IMG's 12 Michigan publications reach roughly 1.2 million readers across the state each year.





GRAND HAVEN CHARTER TOWNSHIP

Community Development Memo

DATE: February 18, 2021
TO: Township Board
FROM: Stacey Fedewa, AICP – Community Development Director
RE: MNRTF Groesbeck Acquisition – Pre-Agreement Expenditures

BACKGROUND

In 2020, the Township applied for an MNRTF Acquisition grant to purchase 15.7 acres on Groesbeck Street to add a northern entrance to Hofma Park and Preserve. The Township has been selected for funding but is awaiting the State Legislature to approve and authorize the funding.

Because the grant awards were not determined before the FY2021 budget was adopted, there are no monies currently budgeted. Staff intend to bring a set of budget amendments for consideration at the March 22nd meeting.

Because the monies were not budgeted and because their costs exceed \$2,500 it is **necessary to receive Board authorization to incur these expenses prior to a budget amendment.**

WHILE WE ARE WAITING

While we are waiting for the Legislature, the DNR species that certain expenses can start being incurred prior to the grant agreement being executed. The cost estimates include:

- | | |
|--|------------------|
| 1. Phase 1 Environmental Site Assessment | ≈ \$3,000 |
| 2. 40-year Title Search + Insurance | ≈ \$2,000 |
| 3. Appraisal | ≈ <u>\$1,000</u> |
| Total | ≈ \$6,000 |

SAMPLE MOTION

Motion to approve and authorize staff to incur costs of approximately \$6,000 to begin the necessary steps to complete the MNRTF Acquisition of the Groesbeck property.

Please contact me if this raises questions.

Proposed Land Acquisition Map Bethig - Groesbeck Street





SUPERINTENDENT'S MEMO

DATE: February 18, 2021
TO: Township Board
FROM: Bill Cargo
SUBJECT: Schedule Joint Meeting with the Planning Commission

Both elected officials and Planning Commission members have recognized a need to have a joint meeting to discuss pending issues and concerns. For example, discussion has been requested on the following items:

1. How major of a Master Plan update is expected? Should it be a complete re-draft of the Master Plan with a consultant or a minor re-write adding some additional industrial land or other limited modifications.
2. What is the expectation regarding the dwelling size discussion?
3. What expectations does the Board have regarding upcoming priorities or projects?
4. Any other issues or opinions that need to be shared and discussed?

Typically, joint meetings with the Planning Commission occur on the fifth Monday of a month. Therefore, a joint meeting could be held on **March 29th**. However, this is during the Spring Break timeframe and some members or staff (*e.g., Cargo*) will not be available.

Another option would be to hold the joint meeting on a Tuesday evening – such as **March 2nd**.

Staff will be seeking direction from the Board for a joint meeting date with the Planning Commission.

Please feel free to contact me prior to the meeting with any questions or comments.