



**GRAND HAVEN CHARTER TOWNSHIP  
BOARD AGENDA  
Monday, August 28, 2023**

**REGULAR MEETING – 7:00 P.M.**

Persons wishing to speak at public hearings, on agenda items, or extended comments, must fill out a “Speakers Form” located on the counter. Completed forms must be submitted to Township Staff prior to the meeting.

- I. CALL TO ORDER
- II. PLEDGE TO THE FLAG
- III. ROLL CALL
- IV. APPROVAL OF MEETING AGENDA
- V. CONSENT AGENDA
  1. Approve August 14, 2023, Regular Board Minutes
  2. Approve Payment of Invoices in the amount of \$362,023.41 (*A/P checks of \$223,192.07 and payroll of \$138,831.34*)
  3. Approve Sale of Surplus Equipment (*i.e., 2001 Dump Truck*) through Miedema Auctions
- VI. OLD BUSINESS
  1. First Reading – 10615 Lakeshore Drive Rezoning - Short Term Rental Overlay
  2. Approve Resolution 23-08-02 – Schedule Public Hearing for Truth-in-Taxation
  3. Approve Resolution 23-08-03 – Budget Amendments – Pre-FY2024 Budget Policies
- VII. NEW BUSINESS
  1. First Reading – Amendment Parks Rules & Regulations (*Close at Dusk – Pets on Leash*)
  2. Approve 152<sup>nd</sup> Street Retaining Wall
- VIII. REPORTS & CORRESPONDENCE
  1. Committee Reports
  2. Manager’s Report
  3. Other
- IX. PUBLIC COMMENTS – (*Non-Agenda Items*)
- X. ADJOURNMENT

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

**GRAND HAVEN CHARTER TOWNSHIP BOARD  
MONDAY, AUGUST 14, 2023**

**REGULAR MEETING**

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

**Board members absent:**

Also present were Manager Cargo, Assistant Manager Sherwood, Public Services Director Chappell, Fire/Rescue Chief Schrader, and Senior Planner Thibault.

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve July 24, 2023, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$564,977.93 (A/P checks of \$264,161.07 and payroll of \$300,816.86)
3. Approve Hire of Part-Time Fire/Rescue Staff Ried Meyer

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

VI. OLD BUSINESS

1. Senior Planner Thibault reviewed the August 10<sup>th</sup> memo on the application from Mr. MacKeigan.

Mike Podein (10569 Lakeshore) has no objections to the STR application for 10621 Lakeshore Drive; but has concerns for the STR application for the 10569 Lakeshore Drive.

Jeff MacKeigan (*10621 Lakeshore*) noted that he believes the application meets the criteria for approval.

**Motion** by Larsen supported by Redick to approve the Zoning Map Amendment Ordinance for the rezoning application of 10621 Lakeshore Drive to be included in the

Short-Term Rental Overlay Zone. This is the second reading. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent:

2. **Motion** by Kieft supported by Meeusen to authorize Clerk Larsen and Supervisor Reenders to execute an Early Voting agreement with Ottawa County, including any added minor amendments deemed appropriate, said agreement addressing the Federal and State elections for 2024 and 2025 at an approximate cost to the Township of \$30,155. **Which motion carried.**

## VII. NEW BUSINESS

1. **Motion** by Larsen supported by Wagenmaker to approve Resolution 23-08-01, authorizing the revisions to the Jury Duty Policy as submitted. **Which motion carried**, as indicated by the following roll call vote:

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

Nays:

Absent:

2. **Motion** by Meeusen supported by Behm to approve Aquatic Consulting Services to conduct a survey to determine the best plan for aerial spraying of spongy moths in FY 2024 in the amount of \$5,900. **Which motion carried.**
3. **Motion** by Kieft supported by Meeusen to authorize staff to amend the FY2023 Fire Rescue budget in the amount of \$39,996 and purchase a 2023 Chevy Tahoe from Berger Chevy for \$39,996 that will replace the 1071 Rescue Vehicle. **Which motion carried.**
4. **Motion** by Meeusen supported by Wagenmaker to approve the purchase of the two - 2024 Ford F250 Super Cab 4x4 Pickups through the State Purchasing Program from Great Lakes Ford of Muskegon at a cost of \$103,781.28 and instruct staff to proceed with the necessary budget amendment. **Which motion carried.**
5. Discussion was held regarding damage to four (4) property owners caused by a high-pressure incident initiated by the Grand Rapids water plant.

**Motion** by Meeusen supported by Redick to authorize staff to pay \$1,000 to each of the four water customers identified in the Memorandum dated August 3, 2023, to cover a portion of their economic loss. This payment is done solely as a gesture of goodwill without admitting any liability. **Which motion carried.**

## VIII. REPORTS AND CORESPONDENCE

1. Committee Reports
  - a. Redick noted that a NORA meeting was scheduled for Thursday, August 24<sup>th</sup>.
  - b. Wagenmaker noted that the Planning Commission expressed no concerns toward the Fire/Rescue station site plan.
2. Manager's Report

- a. July Building Report
  - b. July Enforcement Report
  - c. July Public Services Report
  - d. July COPS Report
  - e. June Legal Services
  - f. Staff provided an update on a pending Agricultural Exemption enforcement action.
  - g. Staff provided an update on a site plan enforcement related to the Grand Haven Custom Molding facility.
  - h. Staff provided an update on the Wesco facility and Cargo noted the exceptional work that Senior Planner Thibault provided on the review.
3. Other

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

John Job (*12905 Wilderness Trail*) noted that the City Community Energy Plan group has recommended a consultant that will be considered by the City Council and is hoping that the Township will participate and contribute \$15k toward the plan.

X. ADJOURNMENT

**Motion** by Larsen and seconded by Behm to adjourn the meeting at 7:57 p.m. **Which motion carried**

Respectfully Submitted,

Laurie Larsen  
Grand Haven Charter Township Clerk

Mark Reenders  
Grand Haven Charter Township Supervisor

## PUBLIC SERVICE'S MEMO

DATE: August 21, 2022  
TO: Township Board  
FROM: Chappell  
SUBJECT: Sale of Surplus Equipment

As you recall, the Township Board is required to authorize the sale or disposal of surplus equipment. Specifically, staff would like to sell a 2001 Dodge Ram 3500 Dump Truck with a “chipper box” attachment.



If the Board agrees that the listed surplus equipment can be sold, the following motion can be offered:

**Motion to authorize staff to sell the 2001 Dodge Ram 3500 Dump Truck with a “chipper box” attachment through Miedema Auctions.**

Please contact Chappell if you have any questions or comments.

# Community Development Memo

DATE: August 24, 2023  
TO: Township Board  
FROM: Rory Thibault – Senior Planner  
RE: STR Overlay – 10615 Lakeshore Dr.

## BACKGROUND

The applicant, Jeff MacKeigan, is requesting to rezone 0.23-acres located at 10615 Lakeshore Dr. (Parcel No. 70-07-28-300-011), to be included in the Short Term Rental (STR) Zoning Overlay.

This rezoning application is to be evaluated in similar fashion to all rezoning requests – through the traditional Three C’s approach. Additional criteria for the consideration of properties to be included in the STR Overlay Zone is described in following:

- ✓ STRs are not allowed in traditional neighborhoods nor subdivisions
- ✓ STRs are prohibited in areas that are not adjacent to Lake Michigan and whose members have testified against STRs
- ✓ Consideration for additional properties will be based on proving a lengthy rental history without corresponding complaints.



These attributes were determined during the joint and public meetings of the Township Board and Planning Commission primarily because of the potentially negative or harmful effects impacting the residential character of neighborhoods. All factors will be weighed to determine if the rezoning request is recommended for approval or not, however not all conditions need be met. The property is subject to the Rental Regulation Ordinance. Those standards are to provide for and protect the welfare of full-time residents and to discourage the purchasing of property for Short-Term Rental uses when it would be inconsistent with the neighborhood in which the property is located.

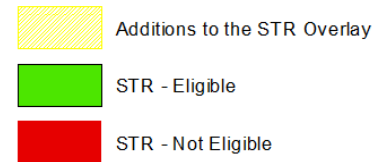
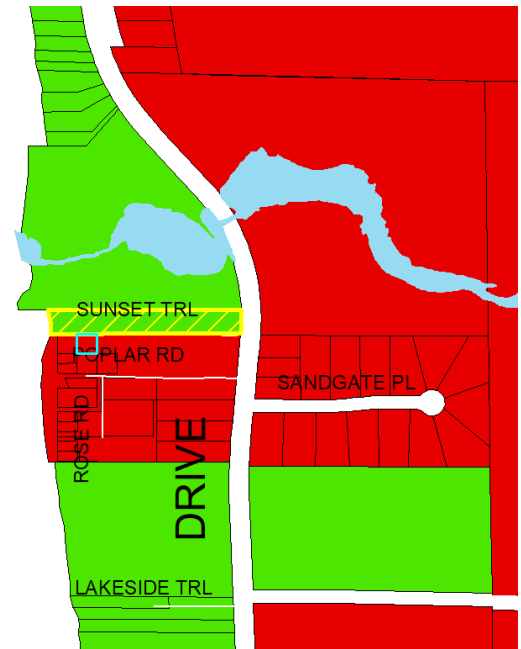
The rezoning application was tested against the “Three C’s” evaluation method, as revised for STR properties.

# COMPATIBILITY

Is the proposed rezoning **compatible** with the existing developments or zoning in the surrounding area?

The adjacent zoning is:

Direction	Current Zoning	Existing Use
North	R-1 / STR	Residential – unplatted
East	R-1 / non STR	Residential – unplatted; unrecorded the Dunes tract
West	R-1 / non STR	Residential – unplatted; unrecorded the Dunes tract
South	R-1 / non STR	Residential – Unplatted; unrecorded the Dunes tract, Poplar Drive Dunes Association



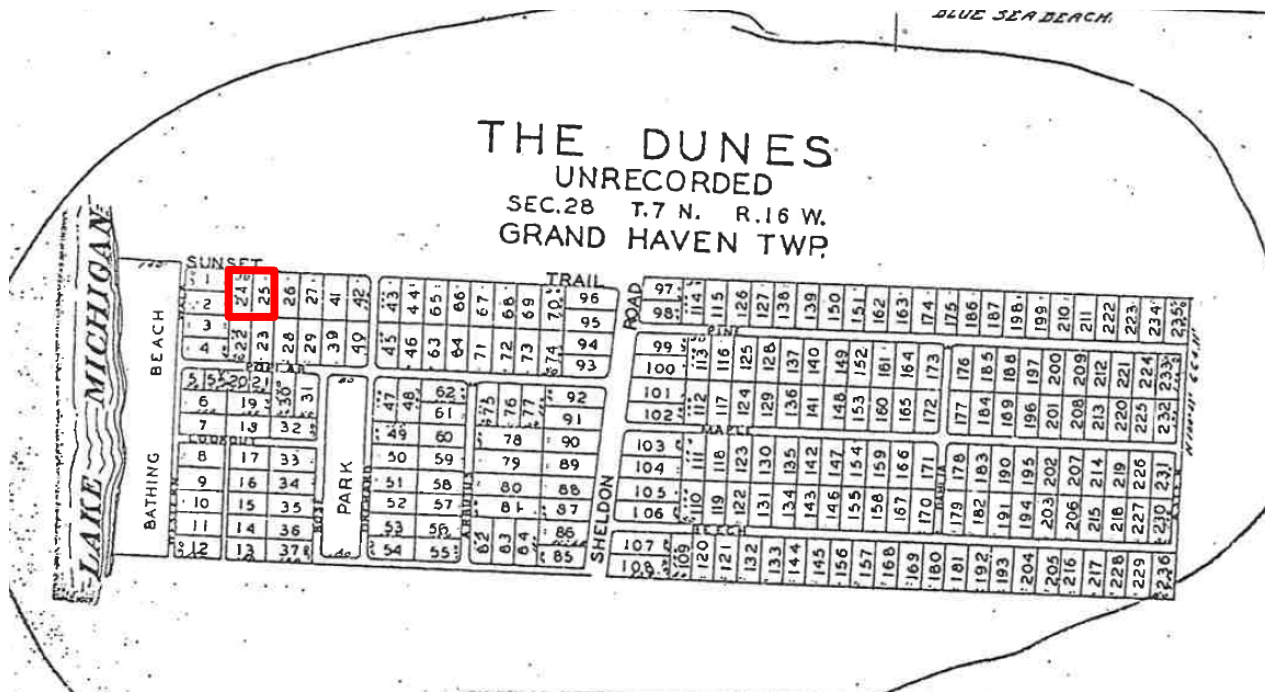
The property is within the 1924 unrecorded plat of the Dunes Tract (lot 24 and 25) along with 236 original lots adjacent. Those original lots largely compose the current parcels within the recorded plat of “The Dunes Subdivision” east of Lakeshore Dr. on Sandgate Place and the unplatted lots immediately south, north of Camp Blodgett.

There are two Homeowners' Associations adjacent: “The Dunes Homeowners' Association” for the subdivision east of Lakeshore Dr. and “Poplar Drive Dunes Association” for those properties to the immediately South. Both HOA’s have affirmed the restriction of Short-Term Rentals. The subject property is not a part of either Association.

The 1999 Declaration of Rules instituted by the Cook family is applied to all property in that original unrecorded Dunes Tract and thereby permits access to the shared “Bathing Beach,” subject to the use restrictions in the Declaration. In that Declaration of Rules it states the following:

- ✓ From one-half hour after sunset to 8:00 a.m., all noise shall be restricted so as not to disturb or interfere with any property owners whose parcels front upon the Beach Easement use of their parcels.
- ✓ No parties or gathering of individuals, except for groups of family members who own or occupy a parcel within the Premises, shall be permitted on the Beach Easement.
- ✓ When on the Beach Easement, all guests must be accompanied by the owner or occupant of one of the parcels within the Premises.

During the original review process for determining where STRs should occur the property was identified with other properties sharing the attributes of being 1) unplatted, 2) accessed by a private road, and 3) acting as a neighborhood/subdivision. Largely, other areas of the Township that match in character were not included in the Short Term Rental Overlay, except for those with an Association in support. A map of these properties is included in the packet.



## CONSISTENCY

*Is the proposed rezoning **consistent** with the goals and objectives of the Master Plan, Rental Regulation Ordinance and does it coincide with the STR Overlay Map in terms of an appropriate use of the land? Does the proposed rezoning demonstrate a **consistent** history of renting in the past without resident complaint?*

STATEMENT OF PURPOSE FOR STR OVERLAY ZONE	SITE CONSISTENCY
Not in a traditional neighborhood or subdivision	Abuts non-platted residential areas; part of unrecorded Dunes Tract. HOA formed to the South but property is not eligible to join per Articles of Incorporation of the HOA filed with the State of Michigan.
Adjacent to Lake Michigan	No. It has recorded easement access of 20-feet to Lake Michigan across the property at 10621 Lakeshore Dr. Has access to the shared Bathing Beach as demonstrated by the recorded 1999 Declaration of Rules regarding the properties within the unrecorded Dunes Tract.
No adjacent owner testimony against STRs	Correspondence was received stating members of "Poplar Drive Dunes Association" to the immediate South and "The Dunes' Homeowners' Association" to the east are not supportive. HOAs have affirmed that Short-Term Rentals are to not occur within their respective boundaries.
Demonstrated history of renting without complaints	Nearby owner testimony of rental history since at least 1976 to the present; adjacent owner testimony to support a 15-20 year rental history ca.'20 and that the renters utilized the shared beach, accessing such via Sunset Trail. No enforcements recorded in BS&A.

## CAPABILITY

*Does the proposed rezoning require an extension of public sewer and water, roadway improvements, or enhanced fire and police protection, and if so, is it in an area **capable** of being provided with such services?*

A non-exclusive right to an easement and right of way from Lakeshore Dr. and Lake Michigan is recorded and described as Sunset Trail for access to the premises, along with two other properties. This appears as a private road on GIS, and was established prior to our Private Roads and Driveways Ordinance. The property must meet all applicable Zoning requirements, performance standards, and other considerations outlined in the Rental Regulation Ordinance.

## SAMPLE MOTIONS

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

**Motion to deny** the Zoning Map Amendment Ordinance for the rezoning application of 10615 Lakeshore Dr. to be included in the Short Term Rental Overlay Zone because the application does not meet the standards of the Zoning Ordinance.

If the Township Board finds the rezoning application meets the standards, the following motion can be offered:

**Motion to present and postpone** the Zoning Map Amendment Ordinance for the rezoning application of 10615 Lakeshore Dr. to be included in the Short Term Rental Overlay Zone. Further action will be postponed until the next regularly scheduled Board meeting when the zoning map amendment ordinance will be considered for adoption. **This is the first reading.**

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



## Deputy Treasurer

DATE: August 28, 2023  
 TO: Township Board  
 FROM: Ashley Larrison  
 RE: Adoption of the Resolution to schedule the “Truth in Taxation” Public Hearing

Grand Haven Charter Township provides many services to our residents, those which have been approved by our voters and those which are statutory. Many of these extra services have had voter approval, however, the Township must still hold a public hearing and adopt a resolution establishing the millage rate to support these services.

In this process, each taxing jurisdiction must determine if their increase in taxable value will cause them to levy more tax dollars than last year (except for new construction and the rate of inflation). This will determine if their operating and voted millages will be subjected to any millage reduction fractions, such as “Headlee Amendment” and “Truth in Taxation”.

“Headlee”

The first potential millage reduction may be from the Michigan Compiled Laws, Section 211.34d, “Headlee” reduction.

“**Headlee Amendment**” – Is a 1978 Amendment to Michigan State Constitution limiting property tax rate increases without voter approval. Headlee requires that tax rates be “rolled back” if the increase in a taxing unit's taxable valuation (excluding changes from new construction, improvements and losses) is greater than the rate of inflation. Headlee also requires the State to appropriate necessary funds to local units for any new state-required services and prohibits the State from reducing State share of existing required services.

To make the determination on whether Grand Haven Charter Township needs to apply a “Headlee” reduction to 2022 millage rates the following calculation was done:

$$\begin{array}{rclcl}
 \$963,763,443 & - & \$3,554,202 & \times & 1.0790 & = & \$1,036,065,771 \\
 \text{(2022 Total Taxable Value-Losses)} & & & & \text{x Inflation Rate} & & \\
 \$1,042,342,038 & & - & & \$25,343,948 & = & \$1,016,998,090 \\
 \text{(2023 Total Taxable Value-Additions)} & & & & & & \underline{\underline{1.0187}} \text{ } \underline{\underline{1.000}}
 \end{array}$$

Since the millage reduction fraction is over 1.0000 (1.0187), 1.000 is to be applied to last year's millages.

The table listed below shows how we applied the "Headlee" Reduction Fraction to our 2022 millages.

Purpose of Millage	2022 Millage Rate Allowed	"Headlee" Reduction Fraction	2023 Millage Rate Allowed
Township Operating	1.0221	1.0000	1.0221
Fire Department	1.9000	1.0000	1.9000
Transportation	0.9408	1.0000	0.9408
Bike Path	0.4287	1.0000	0.4287
Museum	0.2430	1.0000	0.2430
Four Pointes (NOCA)	0.2476	1.0000	0.2476
Debt-Parks	0.3500	DEBT MILLAGE	0.3500
Debt-Fire		NEW DEBT MILLAGE	0.9000
Total	5.1322		6.0322

#### "Truth in Taxation"

The second potential millage reduction comes under the requirements of MCL Section 211.24e, a taxing unit may not generate more revenue than it generated in the prior year unless it holds a "Truth in Taxation" public hearing.

To determine if the current levy of the sum of all operating millages for the Township produces more tax dollars than last year's actual levy and for a "Truth in Taxation" hearing to be required,

the BTRF (*Base Tax Rate Fraction*) and BTR (*Base Tax Rate*) must be computed using Grand Haven Charter Township’s 2022 and 2023 Taxable values and 2023 taxable value losses and additions.

The 2023 Base Tax Rate Fraction (BTRF) is calculated as shown below:

\$963,763,443	-	<b>\$3,554,202</b>	=	\$960,209,241	
(2022 Total Taxable Value-2022 Taxable Losses)					<b>0.9442</b>
\$1,042,342,038	-	<b>\$25,343,948</b>	=	\$1,016,998,090	(BTRF)
(2023 Total Taxable Value-2023 Taxable Additions)					

The (BTRF) Base Tax Rate Fraction (0.9442) when multiplied with the 2022 total operating millage (i.e., 4.7822) results in a maximum levy of **4.5153** allowed without a public hearing.

$$(2023 \text{ Base Tax Rate (BTR)}) = 2022 \text{ operating levy rate (4.7822)} \times \text{BTRF (0.9442)} = 4.5153$$

Since this ‘base tax rate’ is under 1.0000, it is then necessary to schedule a public hearing and direct the publishing of the “*Notice of Public Hearing on Increasing Property Taxes*” not less than six (6) days prior to the public hearing in compliance with the requirements of Section 6 of the Truth in Taxation law. If approved the following motion can be offered.

Move to adopt Resolution No. 23-08-02 which schedules the “Truth in Taxation” Public hearing for September 11, 2023 and proposes the additional allowable millage rate of .2668 mills for a proposed total of 6.0322 mills (includes 1.25 Debt mills).

After the public hearing on September 11, 2023 the Board will have a resolution to adopt which will establish the actual millage rate to be levied by the Township and authorizes the Supervisor and Clerk to sign the L-4029 2023 Tax Rate Request, for levy on the 2023 winter tax bills.

If there are any questions or comments regarding the above, please feel free to contact me.

If the Board approves the proposed millages listed below, the proposed tax dollars will be generated for the 2023 fiscal year.

Millage Levy	2022 Millage	2023 Proposed Millage with Headlee reduction applied	2022 Tax Dollars Generated	2023 Tax Dollars proposed to be generated
Township Operating	1.0221	1.0221	\$985,063	\$1,065,378
Fire/Rescue Operating	1.9000	1.9000	\$1,831,151	\$1,980,450
Transportation	0.9408	0.9408	\$906,709	\$980,635
Bike Path	0.4287	0.4287	\$413,615	\$446,852
Fire Debt	-----	0.9000	0	\$867,387
Parks Debt	0.3500	0.3500	\$337,317	\$364,820
<b>Township Subtotal</b>	<b>4.6416</b>	<b>5.5416</b>	<b>\$4,473,855</b>	<b>\$5,705,522</b>
Museum	0.2430	0.2430	\$234,195	\$253,289
(NOCA)Four Pointes	0.2476	0.2476	\$238,628	\$258,084
<b>Grand Total</b>	<b>5.1322</b>	<b>6.0322</b>	<b>\$4,946,228</b>	<b>\$6,216,895</b>

## RESOLUTION # 23-08-02

WHEREAS, Grand Haven Charter Township is prohibited by Public Act #5 of 1982 from levying ad valorem property taxes for operation purposes for the Township's 2023 fiscal year which yields an amount more than the sum of taxes levied at the base tax rate on additions within the Township, plus the taxes levied on existing property for operating purposes during the 2023 fiscal year unless the Township holds a public hearing pursuant to public notice of the hearing, as defined and required by the Truth in Taxation Law; and

WHEREAS, it appears that the "additional millage rate", as defined by the Truth in Taxation Law, would be 0.2668 mills; and

WHEREAS, it appears it would be in the best interest of the Township to levy the "additional millage rate".

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That the Township will hold a public hearing on Monday, September 11, 2023 at 7:00 p.m. local time at the Grand Haven Charter Township Hall-13300 168<sup>th</sup> Ave. Grand Haven MI 49417, for the purpose of receiving testimony and discussing the levy of an additional millage rate of 0.2668 mills for the Township's 2023 fiscal year.

2. That the Township Clerk is directed to publish a notice of this public hearing in the Grand Haven Tribune, not less than six (6) days prior to the public hearing, and to notify in writing all newspapers of general circulation in the Township. The notice shall comply with the requirements of Section 6 of the Truth in Taxation Law.

3. The Township hereby establishes the "proposed allowable additional millage rate" at 0.2668 mills.

AYES:

NAYS:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED ADOPTED.

Dated: August 28, 2023

---

Laurie Larsen, Township Clerk

**CERTIFICATE**

I, the undersigned, duly qualified and acting Township Clerk of the Charter Township of Grand Haven, Ottawa County, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Township Board at a regular meeting of the Township Board held on the 28<sup>th</sup> day of August, 2023. 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 by said act.

Dated: August 28, 2023

---

Laurie Larsen, Township Clerk



# SUPERINTENDENT'S MEMO

DATE: August 21, 2023

TO: Township Board

FROM: Cargo and Sandoval

SUBJECT: Budget Amendments – Pre-FY2024 Budget Amendments

Attached, please find the proposed budget amendments for FY2023. These budget amendments are adopted prior to completing the FY2024 Budget Policies to better estimate the various fund balances or cash reserves of the Township's fifteen (15) Funds.

These amendments are mostly positive with General Fund revenues trending stronger than anticipated and most expenditures being under budget estimates. However, staff are seeing the impacts of inflation on equipment and capital purchases (*e.g., recent truck purchase, etc.*)

- 1) The General Fund revenues are increased↑ by about **\$47k**, which mainly reflects higher than anticipated fees and reimbursements.

At the same time General Fund Expenditures are increased↑ by about **\$41k** with the following changes:

- a. Legislative expenditures are increased↑ by about \$6k mostly due a decision to complete a “spongy moth egg mass survey”.
- b. Finance costs are increased↑ by about \$7k due to the retirement of a finance clerk and the hire of a replacement.
- c. Assessing expenditures are increased↑ by over \$2k because of the Walmart and General Dollar assessment cases. (*Both cases were settled.*)
- d. Building and Grounds expenditures are increased↑ by almost \$11k mostly due to damage caused by a broken water heater and the cost of a replacement.
- e. Parks and Recreation expenditures are increased↑ by over \$26k reflecting the installation of a drinking fountain on Ferris Street (which was reimbursed by Schmidt) and increased costs for a pick-up truck under the State Purchasing Plan.

The undesignated fund balance of the General Fund is estimated **\$3.05 million** at the end of FY2023. This exceeds↑ the Board stated goal of \$1.6 million for the General Fund undesignated fund balance and will be used for pathway, parks and roadway capital projects.

- 2) The Road Fund expenditures are increased↑ by less than \$2k reflecting payments made to Harbor Transit.

The fund balance of the Road Fund will be an estimated **\$120k** at the end of FY2023.

- 3) The Fire/Rescue Fund revenues increased↑ by almost **\$54k** mostly due to transfers to cover professional fees (*i.e., about \$32k*) with the remaining **\$22k** coming from interest income and a variety of fees.

The Fire/Rescue Fund expenditures are increased↑ by less than **\$13k** mostly due to overtime costs and a decision to accelerate the replacement of the primary paramedic vehicle (*i.e., 1071*).

The fund balance of the Fire/Rescue Fund will be an estimated **\$854k** at the end of FY2023 – which is about **\$664k higher**↑ than the projection provided to the voters when the Fire/Rescue millage was originally approved in 2014.

- 4) The DDA Fund revenues are increased↑ by **\$40k** due to higher than anticipated interest rates.

The fund balance of the DDA Fund will be an estimated **\$3.25 million** at the end of FY2023.

- 5) The ARPA Fund revenues are increased↑ by **\$22k** due to higher than anticipated interest rates.

The fund balance of the ARPA Fund will be an estimated **\$40k** at the end of FY2023.

- 6) The Parks Debt Fund revenues are increased↑ by about **\$14k** due to an unanticipated “Local Community Stabilization” payment from the State of Michigan related to PPT reimbursement.

The fund balance of the Parks Debt Fund will be an estimated **\$70k** at the end of FY2023.

- 7) The Fire/Rescue Station Construction Fund expenditures are increased↑ by over **\$32k** associated with the reimbursement of the Fire Fund for costs associated with the issuance of the bonds.

The fund balance of the Fire/Rescue Station Construction Fund will be at about **\$10.63 million** at the end of FY2023.

- 8) The Pathway Fund expenditures are increased↑ by over about **\$14k** – mostly due to a higher than anticipated cost for replacing a 2008 pick-up truck through the State Purchasing program.

The fund balance of the Pathway Fund will be about **\$151k** at the end of FY2023.

- 9) The Parks Construction revenues are increased↑ by almost **\$60k** to reflect reimbursements from Schmidt and interest income.

The Parks Construction expenditures are increased↑ by **\$600** to reflect miscellaneous costs associated with the Schmidt Heritage Park opening.

The fund balance of the Parks Construction Fund will be an estimated **\$366k** at the end of FY2023. *(These monies will be used for future capital projects within the parks system.)*

- 10) The Water Fund revenues are increased↑ by over **\$11k** to reflect ongoing lease payments for the water tower from Verizon that began in August.

The fund balance of the Water Fund will be an estimated **\$4.72 million** at the end of FY2023. This is a healthy reserve for this enterprise fund and will be used for upcoming capital projects. *(Note that the Water Fund will need to bond for the third transmission main that will be constructed in FY2024.)*

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

**Move to adopt Resolution 23-08-02 that adopts the Pre-Budget Policies budget amendments for fiscal year 2023.**

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

**GRAND HAVEN CHARTER TOWNSHIP**  
**BUDGET AMENDMENTS & LINE ITEM TRANSFERS**  
**GENERAL FUND**  
**August 28, 2023**

		From	To	+ or (-)
<b>General Fund Revenues</b>				
614.000	Various Fees (Metro Act Fees)	65,800	77,300	11,500
616.000	Cemetery Lot Sales/Transfers	22,000	32,000	10,000
629.000	Plumbing Permit Fees	30,000	37,500	7,500
676.000	Reimbursements (Jim Schmidt-drinking fountain)	10,000	20,000	10,000
676.100	Reimbursements - Elections	0	6,370	6,370
684.000	Miscellaneous Income (Insurance Audit Refunds)	6,000	8,000	2,000
<b>TOTAL GENERAL FUND REVENUE</b>		<b>4,753,040</b>	<b>4,800,410</b>	<b>47,370</b>
<b>Dept. Group 101 - Legislative</b>				
803.000	Contracted Services (Spongy moth survey)	0	5,900	5,900
	<b>Total</b>	<b>202,340</b>	<b>208,240</b>	<b>5,900</b>
<b>Dept. Group 191 - Finance</b>				
702.000	Salaries (Holcom vacation payout)	230,630	233,890	3,260
715.000	FICA	17,650	17,900	250
718.000	Pension	22,150	19,950	(2,200)
719.000	Health Insurance (Buckley - new employee)	23,310	28,310	5,000
719.100	Dental Insurance	2,530	2,890	360
965.000	Equipment Purchases (Replace standing desk)	100	720	620
	<b>Total</b>	<b>320,510</b>	<b>327,800</b>	<b>7,290</b>
<b>Dept. Group 257 - Assessing</b>				
801.000	Legal & Professional Fees (Wal-Mart/Dollar Gen)	10,000	11,500	1,500
	<b>Total</b>	<b>218,420</b>	<b>219,920</b>	<b>1,500</b>
<b>Dept. Group 262 - Elections</b>				
702.000	Salaries	42,620	28,620	(14,000)
715.000	FICA	2,640	1,640	(1,000)
956.000	Miscellaneous	510	620	110
	<b>Total</b>	<b>71,710</b>	<b>56,820</b>	<b>(14,890)</b>
<b>Dept. Group 751 - Parks and Recreation</b>				
801.000	Legal & Professional Fees	6,000	10,000	4,000
870.000	Road Signs	2,500	2,700	200
924.000	Wastewater Expense (SHP)	0	100	100
956.000	Miscellaneous Expense	300	500	200
971.000	Capital Outlay - Drinking Fountain-Ferris St	257,000	279,000	22,000
	<b>Total</b> and DPW truck extra cost	<b>748,740</b>	<b>775,240</b>	<b>26,500</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>5,109,540</b>	<b>5,135,840</b>	<b>26,300</b>

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
GENERAL FUND  
August 28, 2023**

	From	To	+ or (-)
<b>GENERAL FUND - FUND BALANCE:</b>			
Fund Balance (From 2022 Financial Audit)			3,395,885
2023 Revenue			4,753,040
Total Revenue budget amendments			47,370
2023 Amended Revenue			4,800,410
2023 Expenditures			5,109,540
Total Expense budget amendments			26,300
2023 Amended Expenditures			5,135,840
<b>Net Budget Amendments</b>			<b>21,070</b>
Projected Total Fund Balance - 12/31/23			3,060,455
Fund Balance as a % of General Fund Expenditures			59.59%

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
ROAD FUND  
August 28, 2023**

	From	To	+ or (-)
Road Fund Revenues (No Changes)			
<b>TOTAL FUND REVENUE</b>	1,223,530	1,223,530	0
 Dept. Group 446 - Road Construction			
803.300 Contracted Services - Harbor Transit	531,350	532,850	1,500
<b>TOTAL FUND EXPENDITURES</b>	1,395,350	1,396,850	1,500
 <b>ROAD FUND - FUND BALANCE:</b>			
Fund Balance (From 2022 Financial Audit)			293,521
2023 Revenue			1,223,530
Total revenue budget amendments			0
2023 Amended Revenue			1,223,530
2023 Expenditures			1,395,350
Total expense budget amendments			1,500
2023 Amended Expenditures			1,396,850
<b>Net Budget Amendments</b>			<b>(1,500)</b>
Projected Total Fund Balance - 12/31/23			120,201

**GRAND HAVEN CHARTER TOWNSHIP**  
**BUDGET AMENDMENTS & LINE ITEM TRANSFERS**  
**FIRE/RESCUE FUND**  
**August 28, 2023**

		From	To	+ or (-)
<b>Fire Fund Revenues</b>				
614.000	Various Fees	34,900	37,650	2,750
665.000	Interest Income	38,000	48,000	10,000
676.200	Reimbursements - Training(Paramedic)	10,000	17,500	7,500
684.000	Miscellaneous Income	100	1,500	1,400
699.406	Transfers In - Fire Station Prof fees	0	32,260	32,260
<b>TOTAL FIRE/RESCUE FUND REVENUE</b>		<b>1,793,390</b>	<b>1,847,300</b>	<b>53,910</b>

<b>Dept. Group 336 - Fire/Rescue Department</b>				
702.000	Salaries	644,690	614,690	(30,000)
702.100	Overtime	29,000	42,500	13,500
704.000	Paramedic Grant Wages	5,000	15,000	10,000
718.000	Pension	62,500	54,500	(8,000)
719.000	Health Insurance	88,060	68,060	(20,000)
741.000	Uniform Expense	8,500	9,500	1,000
803.000	Contracted Services (Y Draw and sirens)	15,850	21,850	6,000
971.000	Capital Outlay - 1071 Replacement	48,000	88,000	40,000
<b>TOTAL FIRE DEPT. EXPENDITURES</b>		<b>1,702,770</b>	<b>1,715,270</b>	<b>12,500</b>

**FIRE DEPARTMENT FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)	721,516
2023 Revenue	1,793,390
Total revenue budget amendments	53,910
2023 Amended Revenue	1,847,300
2023 Expenditures	1,702,770
Total expense budget amendments	12,500
2023 Amended Expenditures	1,715,270
<b>Net Budget Amendments</b>	<b>41,410</b>
Projected Total Fund Balance - 12/31/23	853,546

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
POLICE SERVICES  
August 28, 2023**

	From	To	+ or (-)
Police Services Revenues (No Changes)			0
<b>TOTAL FUND REVENUE</b>	572,590	572,590	0

Dept. Group 301 - Police/Sheriff Expenditures (No changes)	0	0	0
<b>TOTAL EXPENDITURES</b>	619,000	619,000	0

**POLICE SERVICES FUND BALANCE:**

	Fund Balance (From 2022 Financial Audit)	284,817
	2023 Revenue	572,590
	Total revenue budget amendments	0
	2023 Amended Revenue	572,590
	2023 Expenditures	619,000
	Total expense budget amendments	0
	2023 Amended Expenditures	619,000
	<b>Net Budget Amendments</b>	<b>0</b>
	Projected Total Fund Balance - 12/31/23	238,407

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
DOWNTOWN DEVELOPMENT AUTHORITY  
August 28, 2023**

	From	To	+ or (-)
DDA Revenues			
665.000 Interest Income	52,700	92,700	40,000
<b>TOTAL FUND REVENUE</b>	1,003,780	1,043,780	40,000

Dept. Group 000 - DDA Department (No Changes)

<b>TOTAL EXPENDITURES</b>	142,310	142,310	0
---------------------------	---------	---------	---

**DDA FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)		2,352,975
2023 Revenue		1,003,780
Total revenue budget amendments		40,000
2023 Amended Revenue		1,043,780
2023 Expenditures		142,310
Total expense budget amendments		0
2023 Amended Expenditures		142,310
<b>Net Budget Amendments</b>		<b>40,000</b>
Projected Total Fund Balance - 12/31/23		3,254,445

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
AMERICAN RESCUE PLAN ACT  
August 28, 2023**

	From	To	+ or (-)
ARPA Revenues			
665.000 Interest Income	10,750	32,750	22,000
<b>TOTAL FUND REVENUE</b>	600,750	622,750	22,000

Dept. Group 000 - ARPA Department (No Changes)

<b>TOTAL EXPENDITURES</b>	590,000	590,000	0
---------------------------	---------	---------	---

**ARPA FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)		7,491
2023 Revenue		600,750
Total revenue budget amendments		22,000
2023 Amended Revenue		622,750
2023 Expenditures		590,000
Total expense budget amendments		0
2023 Amended Expenditures		590,000
<b>Net Budget Amendments</b>		<b>22,000</b>
Projected Total Fund Balance - 12/31/23		40,241

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
PARKS DEBT  
August 28, 2023**

	From	To	+ or (-)
Parks Debt Revenues			
573.000 Local Community Stabilization	6,300	20,130	13,830
<b>TOTAL FUND REVENUE</b>	353,190	367,020	13,830

Dept. Group 000 - Parks Debt Department (No changes)

<b>TOTAL EXPENDITURES</b>	350,450	350,450	0
---------------------------	---------	---------	---

**ARPA FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)		53,236
2023 Revenue		353,190
Total revenue budget amendments		13,830
2023 Amended Revenue		367,020
2023 Expenditures		350,450
Total expense budget amendments		0
2023 Amended Expenditures		350,450
<b>Net Budget Amendments</b>		<b>13,830</b>
Projected Total Fund Balance - 12/31/23		69,806

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
FIRE STATION CONSTRUCTION FUND  
August 28, 2023**

	From	To	+ or (-)
Fire Station Construction Revenues (No Changes)			
<b>TOTAL FUND REVENUE</b>	12,560,000	12,560,000	0
Dept. Group 000 - Fire Department			
995.206 OP Transfer Out - Fire Fund	0	32,260	32,260
<b>TOTAL EXPENDITURES</b>	1,901,200	1,933,460	32,260
<b>PARKS CONSTRUCTION FUND BALANCE:</b>			
Fund Balance (From 2022 Financial Audit)			0
2023 Revenue			12,560,000
Total revenue budget amendments			0
2023 Amended Revenue			12,560,000
2023 Expenditures			1,901,200
Total expense budget amendments			32,260
2023 Amended Expenditures			1,933,460
<b>Net Budget Amendments</b>			<b>(32,260)</b>
Projected Total Fund Balance - 12/31/23			10,626,540

**GRAND HAVEN CHARTER TOWNSHIP**  
**BUDGET AMENDMENTS & LINE ITEM TRANSFERS**  
**PATHWAY FUND**  
**August 28, 2023**

	From	To	+ or (-)
Pathway Revenues (No changes)			
<b>TOTAL FUND REVENUE</b>	525,660	525,660	0
Dept. Group 000 - Pathway Department			
721.000 Workers Comp Insurance	720	1,430	710
936.300 Automotive Maintenance	1,000	2,000	1,000
971.000 Capital Outlay - DPW truck	130,000	142,000	12,000
<b>TOTAL EXPENDITURES</b>	676,240	689,950	13,710

**PATHWAY FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)		315,122
2023 Revenue		525,660
Total revenue budget amendments		0
2023 Amended Revenue		525,660
2023 Expenditures		676,240
Total expense budget amendments		13,710
2023 Amended Expenditures		689,950
<b>Net Budget Amendments</b>		<b>(13,710)</b>
Projected Total Fund Balance - 12/31/23		150,832

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
PARKS CONSTRUCTION FUND  
August 28, 2023**

	From	To	+ or (-)
Parks Construction Revenues			
665.000 Interest Income	30,500	37,000	6,500
676.000 Reimbursements (Jim Schmidt)	0	59,930	59,930
<b>TOTAL FUND REVENUE</b>	<b>1,426,800</b>	<b>1,486,730</b>	<b>59,930</b>
Dept. Group 751 - Parks Department			
956.000 Miscellaneous	600	1,200	600
<b>TOTAL EXPENDITURES</b>	<b>3,028,200</b>	<b>3,028,800</b>	<b>600</b>

**PARKS CONSTRUCTION FUND BALANCE:**

Fund Balance (From 2022 Financial Audit)	1,908,080
2023 Revenue	1,426,800
Total revenue budget amendments	59,930
2023 Amended Revenue	1,486,730
2023 Expenditures	3,028,200
Total expense budget amendments	600
2023 Amended Expenditures	3,028,800
<b>Net Budget Amendments</b>	<b>59,330</b>
Projected Total Fund Balance - 12/31/23	366,010

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
SEWER FUND  
August 28, 2023**

	From	To	+ or (-)
Sewer Fund Revenues (No Changes)			
<b>TOTAL SEWER FUND REVENUE</b>	958,800	958,800	0
Dept. Group 590.537 - Sewer Fund (No Changes)			
	0	0	0
	0	0	0
	0	0	0
<b>TOTAL SEWER FUND EXPENDITURES</b>	711,870	711,870	0

**SEWER FUND CASH RESERVES:**

Cash Reserves from 2022 Financial Audit		1,137,756
2023 Revenue		958,800
Total Revenue budget amendments		0
2023 Amended Revenue		958,800
2023 Expenditures		711,870
Total Expense budget amendments		0
2023 Amended Expenditures		711,870
<b>Net Budget Amendments</b>		<b>0</b>
Projected Unassigned Cash Reserves - 12/31/23		1,384,686

**GRAND HAVEN CHARTER TOWNSHIP**  
**BUDGET AMENDMENTS & LINE ITEM TRANSFERS**  
**WATER FUND**  
**August 28, 2023**

	From	To	+ or (-)
Water Fund Revenues			
671.000 Lease Payments (Verizon Lease - started 8/1/23)	27,200	38,540	11,340
<b>TOTAL WATER FUND REVENUE</b>	<b>3,914,000</b>	<b>3,925,340</b>	<b>11,340</b>
Dept. Group 591.536 - Water Department			
721.000 Worker's Comp Insurance	1,540	2,040	500
922.000 Gas	8,850	11,850	3,000
936.330 Meter Station Maintenance (WIN 911 alarm)	7,500	13,000	5,500
962.000 Hydrant Purchases	22,500	10,000	(12,500)
965.000 Equipment Purchases (PH probe)	1,500	5,000	3,500
<b>TOTAL WATER FUND EXPENDITURES</b>	<b>2,894,270</b>	<b>2,894,270</b>	<b>0</b>

**WATER FUND CASH RESERVES:**

Cash Reserves from 2022 Financial Audit	3,688,160
2023 Revenue	3,914,000
Total Revenue budget amendments	11,340
2023 Amended Revenue	3,925,340
2023 Expenditures	2,894,270
Total Expense budget amendments	0
2023 Amended Expenditures	2,894,270
<b>Net Budget Amendments</b>	<b>11,340</b>
Projected Unassigned Cash Reserves - 12/31/23	4,719,230

**GRAND HAVEN CHARTER TOWNSHIP  
BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
INFORMATION TECHNOLOGIES  
August 28, 2023**

	From	To	+ or (-)
IT Revenues (No changes)			
<b>TOTAL FUND REVENUE</b>	431,890	431,890	0
Dept. Group 000 - IT Department (No changes)			
<b>TOTAL EXPENDITURES</b>	431,790	431,790	0
<b>INFORMATION TECHNOLOGY FUND BALANCE:</b>			
Cash Reserves from 2022 Financial Audit			61,152
2023 Revenue			431,890
Total revenue budget amendments			0
2023 Amended Revenue			431,890
2023 Expenditures			431,790
Total expense budget amendments			0
2023 Amended Expenditures			431,790
<b>Net Budget Amendments</b>			<b>0</b>
Projected Unassigned Cash Reserves - 12/31/23			61,252

**GRAND HAVEN CHARTER TOWNSHIP  
 BUDGET AMENDMENTS & LINE ITEM TRANSFERS  
 OTHER POST EMPLOYMENT BENEFITS  
 August 28, 2023**

	From	To	+ or (-)
OPEB Revenues (No changes)			
<b>TOTAL FUND REVENUE</b>	31,670	31,670	0
Dept. Group 000 - OPEB Department (No Changes)			
<b>TOTAL EXPENDITURES</b>	29,300	29,300	0
<b>INFORMATION TECHNOLOGY FUND BALANCE:</b>			
Cash Reserves from 2022 Financial Audit			175,258
2023 Revenue			31,670
Total revenue budget amendments			0
2023 Amended Revenue			31,670
2023 Expenditures			29,300
Total expense budget amendments			0
2023 Amended Expenditures			29,300
<b>Net Budget Amendments</b>			<b>0</b>
Projected Unassigned Cash Reserves - 12/31/23			177,628

**RESOLUTION NO. 23-08-03**

**WHEREAS**, Grand Haven Charter Township has formally adopted the 2023 fiscal year budget;

**WHEREAS**, the Grand Haven Charter Township Board of Trustees have determined that the proposed attached amendments to this budget are necessary to comply with the requirements of the State of Michigan and to respond to events and changes that have occurred since the budget was originally adopted in 2022;

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

**SECTION 1:**

This resolution shall be known as the Grand Haven Charter Township Pre-2024 Budget Policies Budget Amendments.

**SECTION 2:**

The list of attached amendments to the 2023 fiscal year budget are found to be acceptable and are adopted by the Board.

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

**AYES:**

**NAYS:**

**ABSENT:**

**ABSENT AND NOT VOTING:**

**RESOLUTION DECLARED:      ADOPTED.**

The **motion** carried and the resolution was duly adopted on August 28, 2023.

\_\_\_\_\_  
Laurie Larsen, Township Clerk

Dated: August 28, 2023



## Public Services Memo

DATE: August 17, 2023  
TO: Township Board  
FROM: Chappell  
RE: Park Rules & Regulations Amendment

---

During the Parks and Recreation Committee meeting held on Wednesday, August 9<sup>th</sup>, a recommendation was presented to (1) amend the parks hours of operation; and (2) to require pets to be leashed within those parks that allow pets.

In brief, the first request would change the hours of operation for all parks from opening at 8:00 a.m. and closing at 10:00 p.m. to opening at **8:00 a.m.** and closing at **dusk**. Because it is fully dark by 10:00 p.m. for much of the year, this change to close the park at dusk was unanimously approved by the Parks and Recreation Committee members – i.e., **5 – 0**.

Staff note that “dusk” is formally tracked, and, for example, dusk will occur at **8:56 p.m.** on Monday, August 28<sup>th</sup> – i.e., *the point when the sun is at 18 degrees below the horizon and there is no longer any sunlight in the sky*.

The second request presented was that **all pets must be leashed and held in control** within Township parks that allow pets, e.g., Hofma Park and Hofma Preserve. Because of numerous complaints of dogs running free in the Hofma Preserve and not being under control of their owner, this change was approved by a majority of the Parks and Recreation Committee members – i.e., **4 – 1**.

If the Board members agree with these proposed changes to the Park Rules and Regulations Ordinance, the following motion can be offered:

**Move to postpone further action on the proposed amendments to the Park Rules and Regulations Ordinance that change closing times from 10:00 p.m. to dusk and requiring all pets to be leashed in those parks that allow pets. This is a first reading.**

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

**PARK RULES AND REGULATIONS AMENDMENT ORDINANCE  
CHARTER TOWNSHIP OF GRAND HAVEN, MICHIGAN**

**ord. no. \_\_\_\_\_ eff. \_\_\_\_\_**

An Ordinance to amend rules and regulations for the use and maintenance of places of recreation and for the government of Township Parks within the Charter Township of Grand Haven, Ottawa County, Michigan.

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

Section 1.     Hours of Operation. Section 4.1 of the Park Rules and Regulations Ordinance shall be restated in its entirety as follows.

1.     Occupy or use any portion of a Township Park or recreation area between the hours of dusk, considered as the darker part of twilight, and 8:00 a.m. the following day, unless in possession of a valid Type 1 Park Use Permit.

Section 2.     Pet Regulations. Section 4.8 of the Park Rules and Regulations Ordinance shall be restated in its entirety as follows.

8.     Allow a pet to run loose within any portion of a Township Park or recreation area. Pets are strictly prohibited from Mercury Park, Pottawattomie Park, and Schmidt Heritage Park, except that a pet may be transported in a vehicle in said parks if continuously enclosed within the vehicle. For the purpose of this Ordinance, the phrase "allow a pet to run loose" shall mean that the pet is not on a leash held by the person in custody of the pet.

Section 3.     Effective Date. This Ordinance was approved and adopted by the Township Board on \_\_\_\_\_, 2023, after introduction and a first reading on \_\_\_\_\_, 2023, and publication after such reading as required by Public Act 359 of 1947, as amended. This Ordinance shall be effective on \_\_\_\_\_, 2023, which date is at least 30 days after publication of this Ordinance.

\_\_\_\_\_  
Mark Reenders, Township Supervisor

\_\_\_\_\_  
Laurie Larsen, Township Clerk

**CERTIFICATE**

I, Laurie Larsen, the Clerk for the Charter Township of Grand Haven, Ottawa County, Michigan, certify that the foregoing Park Rules and Regulations Amendment Ordinance was adopted at a regular meeting of the Township Board held on \_\_\_\_\_, 2023. The following members of the Township Board were present at that meeting: \_\_\_\_\_

\_\_\_\_\_.

The following members of the Township Board were absent: \_\_\_\_\_. The Ordinance was adopted by the Township Board with members of the Board \_\_\_\_\_ voting in favor and \_\_\_\_\_ members of the Board voting in opposition. Notice of Adoption of the Ordinance was published in the *Grand Haven Tribune* on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Laurie Larsen, Clerk  
Grand Haven Charter Township



## Public Services Memo

DATE: August 24, 2023

TO: Township Board

FROM: Chappell

RE: 152<sup>nd</sup> Retaining Wall Replacement: Project Bids

---

Bids were received on August 22, 2023, for the 152<sup>nd</sup> Avenue Retaining Wall Replacement: 15245 Forest Park Dr-15210 Grand Oak Rd project. The three bids received are shown below on the bid tabulation.

Number	Contractor Name	Bid Amount
1st	Weick Bros. Inc 3029 Weicks Dr, Hopikins, MI 49328	\$90,838.00
2nd	Site Work Solutions, Inc PO Box 45, Zeeland, MI 49464	\$94,459.00
3rd	Brenner Excavating, Inc. 3321 28th St, Hopkins, MI 49328	\$134,676.00

The low bid received for the project was from Weick Bros. Excavating from Hopkins, Michigan in the amount of **\$90,838.00**. The Engineer's Estimate for the project was **\$94,778.00**.

Weick Bros. Excavating has worked on multiple projects with Grand Haven Township and Prein&Newhof of similar scope most recently with the non-motorized path construction project on 168<sup>th</sup> Avenue and Lincoln Street in 2018 which included pathway and retaining walls.

If the Board agrees with the low bid from Weick Bros, Inc, the following motion can be offered:

**Motion to approve the low bid of 90,838.00 from Weick Bros, Inc for the 152<sup>nd</sup> Retaining Wall Replacement Project and authorize Public Service Director Chappell to execute the necessary contract documents.**

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