



**GRAND HAVEN CHARTER TOWNSHIP  
BOARD AGENDA  
Monday, September 13, 2021**

**WORK SESSION – CANCELLED**

**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 23, 2021, Regular Board Minutes
  2. Approve Payment of Invoices in the amount of \$554,713.36 (*A/P checks of \$314,750.60 and payroll of \$239,962.76*)
  3. Re-Appoint Joy Gaasch to NOCH Board with a term ending August 31, 2024
  4. Approve Audit Services with Vredeveld Haefner through FY2024 (*\$13,250*)
  5. Approve Purchase of Fire/Rescue Turnout Gear Dryer (*\$7,350*)
  - 6.
- VI. PUBLIC HEARING – Truth-in-Taxation
- VII. OLD BUSINESS
  1. Approve Resolution 21-09-01 – Schedule of Property Taxes for FY2022
  2. First Reading – Floodplain Ordinance Amendment
- VIII. NEW BUSINESS
  1. Approve FY2022 Budget Policies Memoranda
  - 2.
- IX. REPORTS AND CORRESPONDENCE
  1. Committee Reports
  2. Manager’s Report
    - a. August Building Report
    - b. August Ordinance Enforcement Report
    - c. August Public Services Report
  3. Others
- X. EXTENDED PUBLIC COMMENTS/QUESTIONS ON NON-AGENDA ITEMS ONLY  
(*LIMITED TO THREE MINUTES, PLEASE.*)
- XI. ADJOURNMENT

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

**GRAND HAVEN CHARTER TOWNSHIP BOARD  
MONDAY, AUGUST 23, 2021**

**REGULAR MEETING**

I. CALL TO ORDER

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

II. PLEDGE TO THE FLAG

III. ROLL CALL

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

**Board members absent:** Larsen

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

**Motion** by Trustee Meeusen supported by Trustee Behm to appoint Treasurer Kieft as the Temporary Clerk. **Which motion carried.**

IV. APPROVAL OF MEETING AGENDA

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

V. APPROVAL OF CONSENT AGENDA

1. Approve August 9, 2021, Regular Board Minutes
2. Approve Payment of Invoices in the amount of \$497,568.65 (A/P checks of \$364,229.19 and payroll of \$133,339.46)
3. Approve Re-Appointment of Bill Cousins to the Planning Commission for a term ending on August 1, 2024
4. Approve Southtown Market Agreement for Site Plan Approval

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

VI. PRESENTATION

Grand Haven City Neighborhood Development Coordinator – Rhonda Kleyn – provided a presentation on housing services provided by the City to Township residents noted six Township projects totaling about \$40k. Kleyn also discussed the city’s use of a Community Land Trust to support affordable housing.

Kleyn requested that the Township renew its agreement with the City to support housing programs for low- and moderate-income residents in the amount of \$8,100 annually. Manager Cargo noted that this will be part of his proposed FY2022 budget to the Township Board.

VII. OLD BUSINESS

1. Community Development Director Fedewa presented a memorandum regarding a zoning text amendment regarding dwelling sizes.

- Susan Robertson (*13252 Hidden Creek Drive*) asked where this text amendment originated. Manager Cargo noted that the amendment was requested by the Board to address changes in dwelling unit sizes within the new Zoning ordinance that were not supported by the elected officials.

**Motion** by Trustee Redick supported by Trustee Behm to approve the Zoning Text Amendment Ordinance with a draft date of 8/10/2021 concerning the Minimum Floor Area for Dwelling Units. **This is the second reading. Which motion carried,** pursuant to the following roll call vote:

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

Nays,

Absent: Larsen

2. Community Development Director Fedewa presented a memorandum regarding a zoning text amendment regarding the outdoor storage of material, noting changes requested by the Board.

- Supervisor Reenders noted that the Board would only be addressing the proposed zoning text amendment from the Planning Commission – and not the Vandenberg Special Land Use (SLU) application because that application is the sole responsibility of the Planning Commission.
- Don Reis (*13213 Hidden Creek Drive*) asked questions regarding the special conditions and public benefit associated with the Vandenberg Special Land Use application. Stated that the Township should postpone any land use changes until the DDA expansion is complete.
- Trustee Redick noted that the Board was only addressing the proposed zoning text amendment regarding outdoor storage of material. He noted that he would support the text amendments because the amendment would improve the site plan should the Vandenberg SLU application be approved by the Planning Commission. However, he noted that if he were a member of the Planning Commission that he would not support the SLU application because he considered the location to be grossly inadequate due to traffic safety concerns and incompatibility with surrounding land uses associated with the application.
- Susan Robertson (*13252 Hidden Creek Drive*) noted that the conditions of the Vandenberg site were inadequate – especially when compared to a similar SLU application at the Reenders landscaping site along US-31. She mentioned a petition of over 100 signatures opposing the Vandenberg SLU application. She concluded with an appeal to have better balance on the Planning Commission with additional women and environmental or land management experience.
- Robert Edwards (*13224 Hidden Creek Drive*) asked when the Vandenberg SLU application would be considered by the Planning Commission. Manager Cargo noted a public hearing notice will be mailed to residents if an application is

received.

- Russ Doane (*13262 Hidden Creek Court*) noted that the Vandenberg sale of outdoor material started without going through the proper approvals and was controversial due to the impact on the Hidden Creek residential development. He noted that the proposed business expansion could become very large.
- Dan Bradbury (*13490 Hidden Creek Court*) noted that he lost a child due to a car accident and is concerned with traffic safety along Ferris due to the Vandenberg SLU application.

Per the request of the Supervisor Reenders, staff will review the original approval of the Vandenburg Excavating site plan and forward any conditions or limitations to the full board and Planning Commission.

**Motion** by Treasurer Kieft supported by Trustee Redick to approve and adopt the Zoning Text Amendment Ordinance addressing Outdoor Storage of Materials – as amended – with a draft date of 8/17/2021. **This is the second reading. Which was not approved**, pursuant to the following roll call vote:

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

Manager Cargo noted that the zoning text amendment was not approved. But, was unsure as to the impact of a tie vote and would consult with legal staff.

3. Manager Cargo presented a memorandum on the regulation of Short-Term Rentals (STRs) noting correspondence received from the MTA lobbyist (*i.e., Judy Allen*) noting that both the COVID-19 pandemic and proposed legislation on STRs had delayed a decision by the Board to regulate STRs.
  - Marcie Barber (*384 Burgess Drive, Galesburg, Michigan*) does not support STR regulations and stated complaints towards STR properties do not justify the proposed legislation.
  - Richard Barber (*384 Burgess Drive, Galesburg, Michigan*) stated there should not be restrictions of STRs within the Township.
  - Michelle Hornstrand (*1752 Brogen Drive, New Lenox, Illinois*) stated that the property at 17954 Brucker Street has been a STR for about 14 years, is well-managed and this property is considered an important part of her retirement income.

The Board instructed staff to proceed with the Overlay approach to STR regulations including a staff review of whether existing individual STR properties outside of the proposed overlay zone should be allowed.

## VIII. NEW BUSINESS

1. **Motion** by Treasurer Kieft supported by Trustee Behm to approve Resolution 21-08-01, authorizing the revisions to the Hiring Policy, as submitted. **Which motion carried**, pursuant to the following roll call vote:

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

Absent: Larsen

2. **Motion** by Trustee Meeusen supported by Trustee Redick to approve Resolution 21-08-02 which schedules the “Truth in Taxation” Public hearing for September 13, 2021 and proposes the additional allowable millage rate of .5153 mills for the proposed total of 5.1203 mills. **Which motion carried**, pursuant to the following roll call vote:  
Ayes: Redick, Meeusen, Behm, Kieft, Wagenmaker, Reenders  
Nays:  
Absent: Larsen

VIII. REPORTS AND CORESPONDENCE

1. Committee Reports
  - a. Trustee Redick noted that NORA would be meeting on Thursday at 5:30 p.m.
  - b. Supervisor Reenders noted that the final draft of the Fire/Rescue facilities study will soon be completed.
2. Manager’s Report
  - a. July Public Services Report
  - b. The Township’s 2020 Census population of 18k+ was noted.
  - c. The final design criteria, costs and schedule for the Schmidt Heritage Park are about complete – a Parks & Recreation Committee meeting will be scheduled by mid-September.
3. Others

IX. PUBLIC COMMENTS


None

X. ADJOURNMENT

**Motion** by Trustee Redick and seconded by Trustee Behm to adjourn the meeting at 8:15 p.m. **Which motion carried.**

Respectfully Submitted,

William Kieft III  
Grand Haven Charter Temporary Township Clerk

  
Mark Reenders  
Grand Haven Charter Township Supervisor

# SUPERINTENDENT'S MEMO

DATE: September 8, 2021

TO: Township Board

FROM: Cargo

SUBJECT: Gaasch Re-Appointment – North Ottawa Community Health System (NOCH)

Supervisor Reenders requested that I forward information to the full Board regarding his proposed re-appointment of Joy Gaasch to the NOCH Board of Directors for a three-year term ending August 31, 2024.

Gaasch is well-known in our community as the President of the Chamber of Commerce and brings the following to her Board position on NOCH:

- Gaasch has relationships throughout the community and a desire to continue to assist NOCH in moving forward with their strategic plans.
- Gaasch has been invaluable in creating connections between NOCH and the business community.
- Gaasch has gone through education/training with NOCH and wants to continue to utilize this expertise with NOCH.
- Gaasch is exceptional with regard to her communication skills and style and is an effective advocates for both NOCH and the community at-large.

It is also noted that NOCH President Shelleye Yaklin sent a letter to the Township requesting that Gaasch be re-appointed to the NOCH Board.

To implement the aforementioned, the following motion can be offered:

**Move to appoint Joy Gaasch to the North Ottawa Community Health System Board of Directors for a three-year term ending August 31, 2024.**

If you have any questions or comments prior to the meeting, please contact Supervisor Reenders.

# SUPERINTENDENT'S MEMO

DATE: September 1, 2021  
TO: Township Board  
FROM: Cargo  
SUBJECT: Extension of Auditor Agreement

As you are aware, the accounting firm of **Vredeveld Haefner** has completed GHT's financial audits since the 2009 financial audit. However, their agreement with GHT expired after the 2020 Financial Audit. *(Please see the attached (1) Continuation Letter; (2) Peer Review Report and Client List.*

That said, bids for professional services are not required. Specifically, the Administrative Policies and Procedures Manual states that "*quotes are not required for professional service relationships including engineering, legal, audit or similar services*". This statement is a basic understanding that the least expensive fees for these critical professional services is not always the "best deal" for the Township since the level of service from one firm to another can differ dramatically.

Therefore, because staff are very pleased with the audit services being received from Vredeveld Haefner and because the price increase is only \$300 per year, staff are recommending that the Township Board approve the attached continuation of service agreement. If the Board agrees, the following motion is offered for consideration:

**Move to authorize the Township Superintendent to execute an agreement with Vredeveld Haefner for a four-year contract for audit services starting at \$13,250 for the 2021 Financial Audit and increasing \$300 per year, thereafter.**

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



## Vredeveld Haefner LLC

CPAs and Consultants  
10302 20<sup>th</sup> Avenue  
Grand Rapids, MI 49534  
Fax (616) 828-0307

Douglas J. Vredeveld, CPA  
(616) 446-7474  
Peter S. Haefner, CPA  
(616) 460-9388

August 17, 2021

Grand Haven Charter Township  
Andrea Sandoval, Finance Director  
13300 168th Avenue  
Grand Haven, MI 49417

Dear Andrea:

We appreciate working with you and thank you for the opportunity to provide this proposal to continue our services!

We understand the scope of the work to be a financial audit of your financial statements in accordance with generally accepted auditing standards.

We propose the following fees for the years ended December 31:

	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Audit of Financial Statements	\$13,250	\$13,550	\$13,850	\$14,100

You are a valuable client to our firm and we desire to continue working with you. In exchange for a multi-year commitment, we have kept our 2021 fee at the same level as the 2020 audit with inflationary increases thereafter.

Fees are based on standard hourly rates plus out-of-pocket costs (such as travel, report reproduction, postage etc.) and our estimate of the time required for completion of the audit. Our fees are based on the presumption that the Township's accounting records are reasonably adjusted and auditable and that the financial statements to be audited will continue to be prepared by an outside CPA firm. Any additional services requested to assist the Township will be discussed in advance with appropriate Township personnel and once agreed to, will be billed at an hourly rate to be negotiated with you.

We look forward to continuing to serve as the as the independent Certified Public Accountants for Grand Haven Charter Township. This proposal is a firm and irrevocable offer for audits for the years ending December 31, 2021 through 2024. We would be happy to answer any questions on any aspect of our firm, our capabilities or this proposal. Feel free to call Doug or Peter with any questions you may have.

Thank you for considering Vredeveld Haefner LLC.

Sincerely,  
Vredeveld Haefner LLC

Douglas J. Vredeveld, CPA, CGFM  
Partner

# CLIENT LISTING

The following is a listing of our current audit services governmental clients grouped by municipality type.

## AUDIT SERVICES

<p><b>COUNTIES</b> Ottawa County Ottawa County Central Dispatch Authority Ottawa County Drain Commission Ottawa County Insurance Authority Ottawa County Public Utilities West Michigan Enforcement Team Grand Traverse County</p> <p><b>CITIES</b> City of Belding City of Big Rapids City of Carson City City of Cedar Springs City of East Grand Rapids City of Grand Haven City of Grandville City of Greenville City of Ionia City of Kentwood City of Lowell City of Mount Pleasant City of Muskegon Heights City of Norton Shores City of Pottersville City of Reed City City of Rockford City of South Haven City of Traverse City City of Walker City of Whitehall</p> <p><b>TOWNSHIPS</b> Cascade Charter Township Comstock Charter Township Georgetown Charter Township Grand Haven Charter Township Jamestown Charter Township Martin Township Plainfield Charter Township St. James Township Texas Charter Township</p>	<p><b>VILLAGES</b> Village of Howard City Village of Spring Lake Village of Suttons Bay</p> <p><b>EDUCATION</b> Cedar Springs Public Schools Godfrey-Lee Public Schools Greenville Public Schools Montague Area Public Schools Muskegon Heights Public School Academy Ravenna Public Schools Walkerville Public Schools Success Virtual Learning Centers of Michigan</p> <p><b>ROAD COMMISSIONS</b> Ottawa County Road Commission Grand Traverse County Road Commission</p> <p><b>TRANSPORTATION PLANNING</b> Grand Valley Metropolitan Council Macatawa Area Coordinating Council</p> <p><b>LIGHT &amp; POWER</b> Grand Haven Board of Light &amp; Power Traverse City Board of Light &amp; Power Lowell Light and Power</p> <p><b>LIBRARIES</b> Allegan District Library Lake Odessa Community Library Loutit District Library Reed City Area District Library Spring Lake District Library Tamarack District Library White Pine District Library</p> <p><b>OTHER SPECIAL-PURPOSE</b> Cedar Springs Area Parks and Recreation Grand Haven Harbor Transit System Grand Haven-Spring Lake Sewer Authority Ionia Regional Utility Authority Montcalm County Central Dispatch Authority North Kent Sewer Authority Northwest Ottawa Recreation Authority Northwest Ottawa Water System South Haven Area Emergency Services South Haven Area Recreation Authority West Michigan Regional Water Authority</p>
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## Report on the Firm's System of Quality Control

December 23, 2019

To the members of Vredeveld Haefner LLC  
and the Peer Review Committee of the Michigan Association of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC (the firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

### Required Selections and Considerations

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures. Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and an audit of an employee benefit plan.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Vredeveld Haefner LLC in effect for the year ended June 30, 2019, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Vredeveld Haefner LLC has received a peer review rating of *pass*.

  
Ringo & Associates, PC



## Fire/Rescue Memo

TO: Township Board

FROM: Brian Sipe - Fire Chief

DATE: September 2, 2021

RE: Gear Dryer

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As part of the Fire/Rescue Department's Capital Improvement Plan, the FY2021 budget included **\$7,500** for a gear dryer.

In an effort to minimize exposure to carcinogens left on our turnout gear after a fire, it is extremely important that we wash our gear after every fire. It then becomes important that we can dry the gear in an efficient way so that we can return the gear to service in preparation for the next call. However, we currently do not have a gear dryer, so we must resort to laying our gear out on the floor or on the hose racks and turn on fans to help speed up the drying process. This process can take a couple of days to become dry enough to put all the gear pieces back together.



To provide quicker turnaround time for putting our gear back into service, our Health and Safety Committee evaluated various gear dryers. Based on function, adaptability, portability and cost, the committee has selected the PS4/R8 Turnout Gear Dryer from Williams Direct Dryers for a cost of \$7,349.98. This price is \$150 below the Board approved budget amount.

The new gear dryer will be able to dry our gear in about 2 hours, not 2 days, and is mobile allowing us to move it throughout the apparatus bay freely. It also utilizes a regular 110-volt connection versus 220-volt requirement seen on other models.

The new gear dryer will make a substantial positive impact on our operations and allow us to continually promote health and safety for our firefighters.

If the Township Board supports moving forward with this capital improvement project, the following motion can be offered:

**Motion to approve the purchase of the PS4/R8 Turnout Gear Dryer for the Fire/Rescue Department at the cost of \$7,349.98.**

Please contact me should you have any questions or concerns.



**WILLIAMS**  
**DIRECT DRYERS**

**SAFE.  
PROTECTED.  
HEALTHY.**

# Drying Wet Gear Since 1989

Back in service within hours, not days.



Photo courtesy of Curt Werner

## Why You Need Our Dryer Solutions?

It's a tough job, and when the stakes are high who needs soggy, wet turnouts? Your goal is to quickly respond with the best, prepared, dependable and knowledgeable firefighters. Wet turnout gear slows your response time, compromises durable turnouts, creates unnecessary health risks and under certain conditions can result in injury due to steam burns. Dry it fast with Williams Direct Dryers.

### Dressing "The Chief" Dryer.

- (1) Jacket - Slide the jacket sleeves over 2 of the jacket arms. The jacket can be pulled around the upright arms and buckled to create a 'drying tube.'
- (2) Boots - Place over the boot arms.
- (3) Bunkers - Drop the bunker legs over 2 of the long drying arms. Place the suspenders over the jacket arms for support.
- (4) Gloves - Place over the glove arms. The palm expanders will fill the palm of the glove and straighten the fingers for more effective drying.
- (5) Helmets/ SCBA Mask - Place over the halo arms on the outside risers.



## Cancer Mitigation.

Our gear dryers help give you one of the key components in reducing the exposure to harmful carcinogens.

When not decontaminated by properly laundering and drying, PPE turnout gear can hold multiple types of carcinogens that are then inhaled or absorbed through the skin.

Alarmingly, there is a 400% increase in absorption for every 5°F our skin temperature rises – especially where PPE sits next to the skin such as the neck, head, jaw line, arm pits, crotch, and wrists.

The list of cancers is staggering. Firefighters are 2.2 times more likely to develop testicular cancer than the general population and 1.5 times more likely to develop multiple myeloma and Non-Hodgkins lymphoma.

Proper washing and drying of your PPE gear helps eliminate this deadly threat and aids in preventing constant exposure to carcinogens in your turnout gear.

Learn more about the risk of cancer in the fire service. Visit our website, or use your smartphone's QR Code App to scan the link here:



# PS4/R8 "THE CHIEF" TURNOUT GEAR DRYER.

## Developed, Tested, And Used By Firefighters.

Incorporating a complete firefighters' PPE ensemble, it's the right choice for your fire department.

**Affordable** – Get the most out of your hard-earned fundraising dollars, limited equipment budgets, and grants with manufacturer direct pricing.

**Durable** – Built to last. Industrial-strength, high grade, 16-gauge steel construction with optional anti-microbial powder coating. They are as tough as the firefighters who use them. Skillfully crafted in North America.

**Quiet** – So quiet you'll wonder if it's running. Our dryers operate at about 60 dba.

**Quick Drying** – A 110 volt/12 amp dryer motor delivers 490 CFM to quickly dry in about 2 hours. Getting your firefighters back into action within hours not days.

**Regular Electric** – No special electrical needs. Plug it into a regular, dedicated 110v circuit.

**Saves Money** – By extending the useful life of expensive turnout gear.

**Warmed or Ambient Air** – We provide warmed or ambient air as a standard. It's your choice and a simple flip of a toggle switch.



**Compact** – Our design emulates a gear rack profile and fits where other dryers won't dare go in space-tight stations or new builds.

Dimensions: 63" long by 21" deep and 84" high.

**Portable** – Easily move your dryer anywhere in the station that you need it or store it. How? – Heavy-duty locking casters, a regular 110v plug, and lightweight design.

**Mold and Bacteria Prevention** – An optional anti-microbial powder coat helps create an added layer of protection.

**Thermal Stability** – Dries turnout gear, gloves, boots, helmets, and SCBA face pieces at the same time getting your firefighters back in service fast.

**NFPA Compliant** – Non-Tumble drying and warmed air that does not exceed 105°F keeps your drying well within compliance for NFPA 1851. The toughest drying standard in the world for fire service.



# SAFE. PROTECTED. HEALTHY.



◀ BG4/R8: "Super 8"  
Already have a drying system? This unit allows you to dry boots, gloves, SCBA face pieces, helmets or hoods.



▶ PS4: "The Deputy Chief"  
Holds 4 sets of turnout gear. Gloves, coat, pants and boots. Available in 2, 4 and 5 set models.



◀ PC2: "The Assistant Chief"  
Holds 2 sets of one piece rescue suits. Available in 2, 4 and 5 set models.



▶ PS3/C1: "The Captain"  
Available in any combination of turnout and one piece rescue suit drying risers in 4 set or 5 set combinations.

## Plans to Build?

Save valuable floor space and construction funds. Our dryers can help reduce costs and better utilize your new floor space with the smallest footprint in the industry. Additionally, no need to build special venting or electrical needs into your plans.

[www.ppedryers.com](http://www.ppedryers.com)  
[direct@directdryers.com](mailto:direct@directdryers.com)

## Full Line of Williams Direct Dryers.

Find the same high-quality construction and firefighter protection in our full line of more than 50 dryers at



**WILLIAMS  
DIRECT DRYERS**

1.604.534.4696  
Toll Free N.A. 1.866.534.4696



## Deputy Treasurer

DATE: September 13, 2021

TO: Township Board

FROM: Ashley Larrison

RE: “Truth in Taxation” Public Hearing

At the last Township Board meeting, the “Truth in Taxation” hearing was scheduled for tonight.

As you will recall, Grand Haven Charter Township’s taxable value increased by 4.10% and the rate of inflation was only 1.40%. This caused a “Headlee” reduction from our 2021 millage rates.

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. As part of the budget process, the Board needs to set the property tax millage rate to help support the coming year budget.

As stated in the “*Notice of Public Hearing on Increasing Property Taxes*” published September 2, 2021 in the Grand Haven Tribune, the Board of Trustees of Grand Haven Charter Township will hold a public hearing on a proposed increase of an additional operating revenue which will be 4.4% over the amount levied in 2020.

The following is a breakdown of the proposed 2021 Millage and the tax dollars it will generate.

Millage Levy	2020 Millage	2021 Proposed Millage with Headlee reduction applied	2020 Tax Dollars Generated	2020 Tax Dollars proposed to be generated
Township Operating	1.0397	1.0321	\$904,608	\$934,856
Fire Department	1.8233	1.8099	\$1,586,391	\$1,639,372
Transportation- RENEWAL	0.9115	0.9500	\$793,065	\$860,492
Bike Path	0.4361	0.4329	\$379,436	\$392,112
Museum	0.2473	0.2454	\$215,167	\$222,279
(NOCA)Four Pointes-RENEWAL	0.2459	0.2500	\$213,949	\$226,445
<i>Subtotal</i>	<i>4.7038</i>	<i>4.7203</i>	<i>\$4,092,616</i>	<i>\$4,275,556</i>
<b>DEBT-Parks</b>	<b>Voted May 2021</b>	<b>0.4000</b>	<b>N/A</b>	<b>362,312</b>
<b>Total</b>	<b>4.7038</b>	<b>5.1203</b>	<b>\$4,092,616</b>	<b>\$4,637,868</b>

**What does this mean for Grand Haven Charter Township Taxpayers?**

The total proposed 2021 millage rate for Grand Haven Charter Township is 5.1203 mills (which includes debt millage and 2 millage renewals). The overall taxable value has increased 4.10% (with this hearing we are requesting the additional .1153 mills over what would automatically be in place otherwise) increasing the total by 4.4%.

The owner of a \$250,000 home in 2020 (\$125,000 T.V.) and \$253,500 in 2021 (\$126,750 T.V.) **will pay approximately \$11.00 more total for the year** (*this amount includes the 1.014% adjustment to the taxable value for the increase in the 2021 C.P.I.*)

Attached, you will find the resolution to adopt after the public hearing which establishes the actual millage rate levied by the Township and authorizes the Supervisor and Clerk to sign the attached L-4029 2021 Tax Rate Request.

If approved, the following motion can be offered.

**Move to Adopt Resolution No. 21-09-01 approving the levy of an additional allowable millage rate of 0.1153 and authorizing Supervisor Reenders and Clerk Larsen to sign the L-4029 2021 Tax Rate Request.**

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

**RESOLUTION # 21-09-01**

WHEREAS, the Township Board of the Charter Township of Grand Haven, Ottawa County, Michigan, held a public hearing on September 13, 2021 to receive testimony and public comments on the issue of whether or not to levy an "additional millage rate" of 0.1153 mills, pursuant to the Resolution of the Township Board, dated August, 23 2021; and

WHEREAS, the Township Board's resolution of August 23, 2021 was duly published by the Township Clerk in accordance with the requirements of the Truth in Taxation Law; and

WHEREAS, it appears to be in the best interest of the Township to levy an additional millage rate of 0.1153 mills.

NOW, THEREFORE, be it hereby resolved that the Township Board of Grand Haven Charter Township, Ottawa County, Michigan does hereby approve the levy of an additional millage rate of 0.1153 mills, pursuant to the requirements of the Truth in Taxation Law and does hereby establish the 2021 Grand Haven Charter Township millage rate as follows:

1. Allocated, Operating Millage – 1.0321;
2. Voted, Museum – .2454;
3. Voted, Council on Aging – .2500;
4. Voted, Fire Rescue – 1.8099;
5. Voted, Transportation – .9500;
6. Voted, Bike Path –.4329; AND
7. Debt, Parks - .4000

and as delineated on the attached L-4029 2021 Tax Rate Request Form, pursuant to the requirements of State law, and instructs Supervisor Reenders and Clerk Larsen to sign the aforementioned form.

AYES:

NAYS:

ABSENT AND NOT VOTING:

RESOLUTION DECLARED ADOPTED.

Dated: September 13<sup>th</sup>, 2021

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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 13<sup>th</sup> day of September 2021. 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: September 13<sup>th</sup>, 2021

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



# Community Development Memo

DATE: September 8, 2021  
TO: Township Board  
FROM: Stacey Fedewa, AICP – Community Development Director  
RE: Floodplain Ordinance Amendment

## BACKGROUND

In 2011, the Federal Emergency Management Agency (FEMA) created new floodplain maps for the Township. Since that time, FEMA has done another study to determine the extent the Great Lakes cause flooding.

The study is complete and new sets of map panels have been created for properties along Lake Michigan and partially into the Grand River. Out of 10 panels covering the Township, only 4 of them are changing.

The maps must be adopted by October 21, 2021.

## NEW MAPS

There are two ways to view the new maps. First, hard copies will be available with Superintendent Cargo at the meeting. Or with Deputy Clerk DeVerney before the meeting.

Second, enclosed with the staff memo are instructions to view the maps online through FEMA's website.

## SAMPLE MOTION

If the Board agrees with the need to adopt new floodplain maps, the following motion can be offered:

**Motion to present and postpone** the proposed Floodplain Ordinance Amendment to adopt new FIRM Panels as required by the NFIP and EGLE until September 27<sup>th</sup> where it will be considered for adoption. **This is the first reading.**



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

May 24, 2021

Mr. William Cargo  
Grand Haven Township Superintendent/Manager  
13300 168<sup>th</sup> Avenue  
Grand Haven, Michigan 49417

Dear Mr. Cargo:

**SUBJECT: New Flood Insurance Rate Maps (FIRMs) for Ottawa County**

The Federal Emergency Management Agency (FEMA) has completed new FIRMs for Ottawa County. The FIRMs are scheduled to go into effect on October 21, 2021. Your community should have recently received an official FEMA letter of notice that this is the case.

Your community currently participates in the National Flood Insurance Program (NFIP). As a member of the NFIP, your community must adopt the new maps by revising its current floodplain ordinance or adopting a new floodplain ordinance, prior to the effective FIRM date of October 21, 2021.

There is a sample ordinance included in this packet and available online at: [www.mi.gov/floodplainmanagement](http://www.mi.gov/floodplainmanagement) then select "NFIP Map Modernization."

Note that Federal NFIP minimum requirements and the Michigan Construction Codes with Appendix G regulate all development within the floodplain. Development is defined as any man-made change, and includes activities such as filling, grading, septic systems, and agricultural buildings. If your community needs additional information on the requirements or training, please contact me.

The completed ordinance or ordinance amendment documents should be submitted to my attention. After my office has reviewed them, I will send them to FEMA for final approval. If the documents have not been approved by FEMA prior to the effective date of the FIRM, your community will be suspended from the NFIP. Suspension will result in flood insurance no longer being available in the community. This means for federally backed mortgages in the floodplain, the lenders will require people to seek private insurance (through Lloyds of London for example) at extremely high rates. Some forms of Federal disaster assistance are also not available in suspended communities.

I can review draft documents before they are voted on or approved by community officials to assure they will meet FEMA's requirements. All FIRM panels that cover your community need to be listed in the ordinance. The entire FIRM panel number must be listed in the ordinance, not just the last four digits.

Mr. William Cargo

Page 2

May 24, 2021

If you have questions, please contact me at [OcchipintiM@Michigan.gov](mailto:OcchipintiM@Michigan.gov) or at 616-204-1708. It is preferred that documents are emailed to me at the above address.

Sincerely,

A handwritten signature in cursive script that reads "Matthew Occhipinti".

Matthew Occhipinti, PE, CFM  
NFIP Coordinator  
Water Resources Division

Enclosures

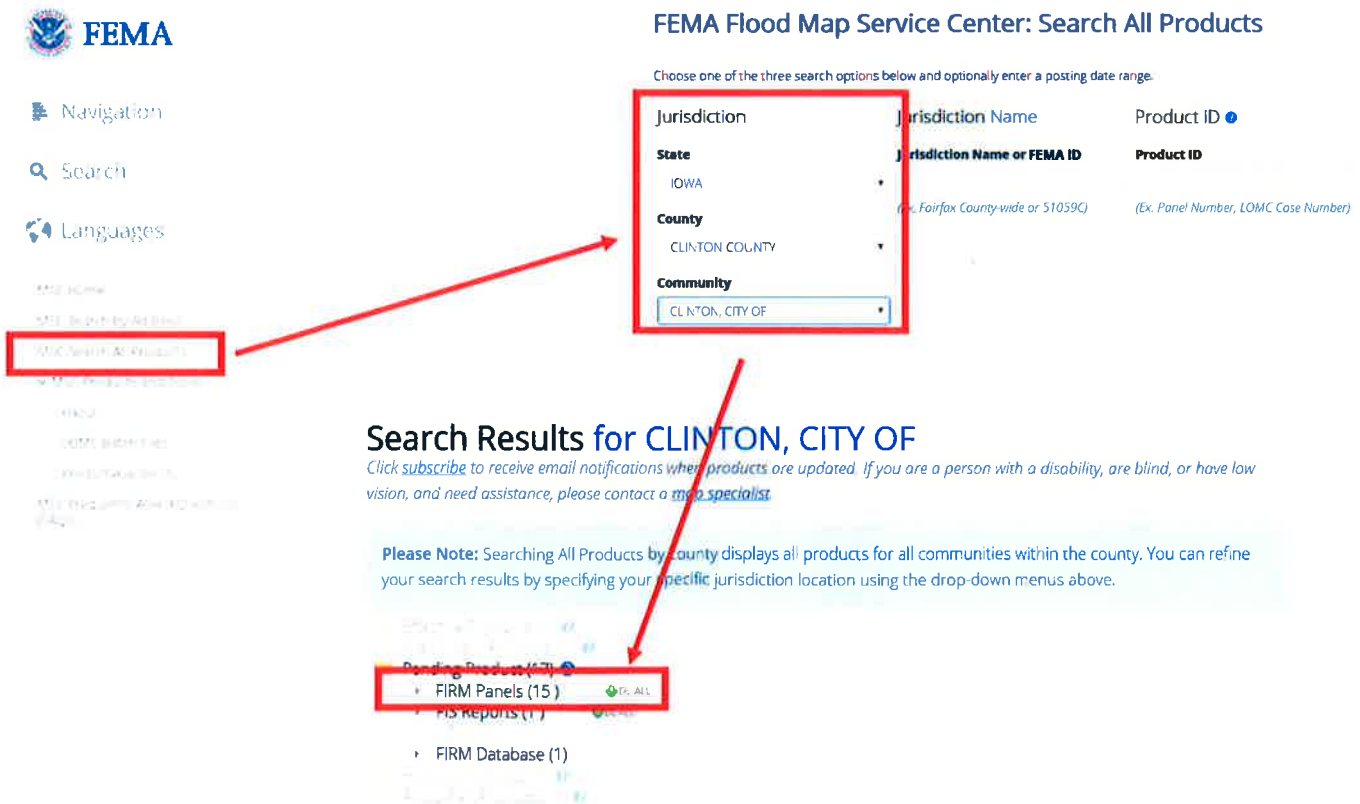
cc (electronic): Ms. Mollie Rosario, FEMA, Chicago  
Ms. Stacey Fedewa, Community Floodplain Administrator  
Mr. Jake Patin, Department of Environment, Great Lakes, and Energy

# How to Access Your Flood Hazard Products Via FEMA's Flood Map Service Center

As a Community Official, in addition to the hardcopy products included here you may want digital copies of the flood hazard maps and reports that have been issued for your adoption and used by your community. The easiest way for you to get all the products relevant to your community is through FEMA's Flood Map Service Center (MSC).

The following steps outline how you can easily access digital copies of your flood hazard products via FEMA's MSC:

1. Visit the MSC homepage: <https://msc.fema.gov>
2. On the left-hand side of the page, select *MSC Search All Products*
3. Under *Jurisdiction* select your *State*, *County*, and *Community* from the drop-down menu
4. Click *Search*
5. Click on *Pending Product* to digitally access the hardcopy products you received with this flyer
  - a. Please note, these products are considered "pending" until they reach the effective date listed
6. Under *Pending Product*, you have the option to download all pending FIRMs and FIS Reports products for your community by selecting the *DL ALL* option next to each product type, for example *FIRM Panels*
  - a. You can also download the GIS flood hazard data for your county by clicking on *FIRM Database* and selecting the *DL* button in the *Download* column
  - b. You can also download individual FIRM panels or FIS volumes by clicking on *FIRM Panels* or *FIS Reports* and using the *DL* button next to individual products.



**FEMA**

Navigation  
Search  
Languages

MSC Home  
MSC Search All Products  
MSC Search Pending Products  
MSC Search FIS Reports  
MSC Search FIS Reports  
MSC Search FIS Reports  
MSC Search FIS Reports  
MSC Search FIS Reports

**FEMA Flood Map Service Center: Search All Products**

Choose one of the three search options below and optionally enter a posting date range.

Jurisdiction	Jurisdiction Name	Product ID
<b>State</b> IOWA	<b>Jurisdiction Name or FEMA ID</b> (Ex. Fairfax County-wide or S1059C)	<b>Product ID</b> (Ex. Panel Number, LOMC Case Number)
<b>County</b> CLINTON COUNTY		
<b>Community</b> CLINTON, CITY OF		

**Search Results for CLINTON, CITY OF**

Click [subscribe](#) to receive email notifications when products are updated. If you are a person with a disability, are blind, or have low vision, and need assistance, please contact a [map specialist](#).

**Please Note:** Searching All Products by county displays all products for all communities within the county. You can refine your search results by specifying your specific jurisdiction location using the drop-down menus above.

Pending Products (47)

- FIRM Panels (15) [DL ALL](#)
- FIS Reports (1)
- FIRM Database (1)

### Questions?

Contact the FEMA Mapping and Insurance eXchange (FMIX)

Toll free: 1-877-FEMA-MAP (1-877-336-2627)

[FEMAMapSpecialist@riskmapcds.com](mailto:FEMAMapSpecialist@riskmapcds.com)

Hours of Operation: Monday - Friday, 8:00 am – 7:00 pm ET

Contact a Map Specialist via the Live Chat Service, available 9:00 am to 5:00 pm ET on the MSC

**ORDINANCE \_\_\_\_**

**ORDINANCE AMENDMENT ADDRESSING FLOODPLAIN  
MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION  
CODE**

An Ordinance to amend Ordinance 501, effective November 29, 2011 and titled "Building Code and Residential Code Enforcement Agency Ordinance," to affirm an enforcing agency to discharge the responsibility of the Charter Township of Grand Haven located in Ottawa County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

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

**Section 1. AGENCY DESIGNATED.** Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended Grand Haven Charter Township is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Grand Haven under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Charter Township of Grand Haven assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

**Section 2. CODE APPENDIX ENFORCED.** Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

**Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS.** The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Ottawa County, Michigan (All Jurisdictions)" and dated October 21, 2021 and the Flood Insurance Rate Map(s) (FIRMS) panel numbers of 26139C0079F, 26139C0086F, 26139C0088F, and 26139C0180F, effective October 21, 2021 and 26139C0087E, 26139C0089E, 26139C0091E, 26139C0093E, 26139C0095E, and 26139C0185E, effective December 16, 2011 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

**Section 4. REPEALS.** All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**Section 5. EFFECTIVE DATE.** This ordinance was approved and adopted by the Township Board on \_\_\_\_\_, 2021, after introduction and first reading on \_\_\_\_\_, 2021, and publication after first reading as required by Michigan law. This ordinance shall be effective on the date of its publication after adoption.

\_\_\_\_\_  
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 Water System Amendment Ordinance was adopted at a regular meeting of the Township Board held on \_\_\_\_\_, 2021. 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 \_\_\_\_\_, 2021.

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



# MANAGER'S MEMO

DATE: September 8, 2021

TO: Township Board

FROM: Bill

SUBJECT: 2022 Fiscal Year Budget Policies

## ***OVERVIEW OF SCHEDULE:***

Pursuant to state law, the Township must adopt a budget prior to December 31<sup>st</sup> (*with a public hearing prior to December 15<sup>th</sup>*).

However, because the Winter Taxes are mailed to residents on December 1<sup>st</sup> ; and, because the Winter Taxes contain special assessments that are approved through the Budget Resolution; I propose to have the final draft of the budget approved on the **November 22<sup>nd</sup> Board meeting**.

The review of the FY 2022 budget remains one of the main planning and policy activities of the Township Board. Following the guidelines found in the Township's *Administrative Policies and Procedures Manual*, the timetable for the 2022 Fiscal Year budget is as follows:

<b>Date</b>	<b>Activity</b>
<del>08-23</del>	<del>Schedule Truth-in-Taxation Public Hearing</del>
09-13	Superintendent provides detailed budget assumptions and policies memorandum to the Board for approval
09-13	Truth-in-Taxation Public Hearing
09-21	Superintendent holds informational meeting for department directors
09-22 to 10-15	Department heads submit proposed revenue and expenditure plans to Superintendent and/or Finance Director
10-16 to 11-05	Superintendent meets with department directors to review budget
11-08	SAD Hearing held by Township Board
10-11	Superintendent submits proposed line-item budget to the Township Board
11-16	Township Board reviews line-item budget at a special work session
11-22	Truth-in-Budgeting Public Hearing held by Township Board
11-22	General Appropriations Act adopted by Township Board

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## ***BUDGET ASSUMPTIONS – REVENUES:***

As you are aware, under state law, the Township Superintendent is required to prepare and submit a budget to the Township Board for consideration. However, pursuant to the Township's *Administrative Policies and Procedures Manual*, the Township Board must first adopt the 2022 Fiscal Year budget assumptions and policies memorandum that provides detailed direction regarding the budget. (*Work on the FY 2022 budget began in July at the staff level.*)

Although there remains a great deal of economic uncertainty, the budget assumptions for the FY 2022 that will impact the **revenue** side of the budget equation include the following:

- ✓ **The United States (and the world) economy** has roared back with growth rates nearly double those predicted only one-year ago. Many businesses, banks and households have large cash reserves and some of these reserves will continue to be spent over the next 9-months. That said, the United States economic growth will likely slow significantly in 2022 and return to pre-pandemic growth rates of 1.5 to 2% in the second half of 2022.

Therefore, revenue projections based upon sales taxes or property taxes will only increase moderately. But, for Grand Haven Charter Township – because of the 2020 Census, state shared revenues will increase by about 20% -- perhaps as high as \$300k.

- ✓ A “**Truth in Taxation**” hearing will be held on September 13<sup>th</sup>. The General Fund millage rate is expected to drop↓ from 1.0397 mills to **1.0321 mills**, which will generate about \$935k (*an increase of about \$30k over previous*).
- ✓ The FY 2021 **Taxable Value** (TV) of the Township has **increased**↑ by about **4.5%** or about **\$38.5 million** to the current estimate of about **\$907 million**. (*The SEV for the Township exceeds 1.18 billion.*)
- ✓ The Taxable Value of the **Downtown Development Authority (DDA)** is estimated at about **\$99.8 million**. TIF revenues will be collected based upon the increase of the 2021 taxable values over the 1998 taxable values, which should collect about **\$746k**.
- ✓ The **Disabled Veterans exemption** – based upon current exemptions – is expected to reduce property tax collections. The FY 2022 revenue loss is estimated at \$6k for the General Fund; \$10k for the Fire/Rescue Fund; \$2.4k for the Pathway Fund; and, \$1.9k for the Municipal Street Fund.
- ✓ The **General Operating millage** will generate about **\$862k** in revenues, after the “capture” of the tax increment revenues by the DDA.
- ✓ The **Fire/Rescue millage** will generate about **\$1.51 million** in revenues, after the “capture” of the tax increment revenues by the DDA.
- ✓ The **Pathway millage** will generate about **\$362k** in revenues, after the “capture” of the tax

increment revenues by the DDA. *(This will be sufficient to cover the debt payments at about \$298k and provide about \$64k for maintenance, which will be in addition to GF monies.)* It is noted that the final “leg” of the pathway between Lincoln Street and Ferris Street along 160<sup>th</sup> Avenue is scheduled to be bid in FY 2021 and constructed in FY2022 – as part of the paving of this gravel road.

- ✓ The **Streets millage** will generate about **\$793k** in revenues, after the “capture” of the tax increment revenues by the DDA. *(This will be sufficient to cover both the Township’s share of the Harbor Transit operating budget of 0.59562 mills or about \$496k and provide about \$297k – after the DDA capture – for street maintenance, which will be in addition to GF monies.)*
- ✓ The **Police Services SAD** levy will collect about **\$486k**, which is the equivalent of approximately 0.55 mills, and is the current millage levy *(i.e., no change)*.
- ✓ **Construction** estimates in the Township for 2022 indicate that there will be about **500 permits** with revenues being about **\$225k**. This includes:
  - 50 single family homes or condominium units
  - 10 commercial/industrial *(including alterations)*
  - 15 accessory buildings
  - 15 additions
  - 50 residential alterations
  - 55 decks
  - 200 re-roofing
  - 35 re-siding, window and/or door replacements
  - 25 basement finishes
  - 30 swimming pools/hot tubs
  - 20 manufactured or “mobile” homes
- ✓ **State shared revenues** *(constitutional and statutory)* are estimated at \$1.62\* million for FY2022.

*(\*Note – state shared revenues are typically adjusted in the year following a census. Because of the Township’s 18.6% population increase and the strong economic rebound, the Township is expecting an increase approaching \$300k.)*

- ✓ **American Rescue Plan Act (ARPA)** monies will be received in FY 2022. Specifically, the second tranche, half of the award, or about **\$921k** will be paid approximately twelve months after the first tranche – likely in September of 2022.

The ARPA monies *(i.e., a total of about \$1.84 million)* must be obligated by the Township no later than **December 31, 2024**. Recommendations on spending these funds have not, yet, been offered by staff for Board approval.

- ✓ **Park grants** will be received over FY2021 through FY 2023 – depending upon when Park Construction projects are completed. These grant monies will include:
  - 136k Michigan Coastal Management Program grant

- \$ 82k MNRTF Land Acquisition Grant #TF20-0148
  - \$300k MNRTF Park Development Grant #TF20-0154
  - \$ 52k private contributions associated with Schmidt Heritage Park project
- ✓ **Millage rates** for the Township’s various Funds will be **5.1203 mills** and divided among the various funds as noted below:
- 1.0321 mills for the General Fund or about \$935k;
  - 1.8099 mills for the Fire/Rescue Fund or about \$1.64 million;
  - 0.9500 mills for the Transportation Fund or about \$860k;
  - 0.5500 mills for the Police Services Fund or about \$486k
  - 0.4329 mills for the Pathway Fund or about \$392k; and,
  - 0.4000 mills for Parks Debt Fund or about \$362. (**This is a new millage.**)
- ✓ **Administrative fees** paid to the General Fund will be about equal during FY 2022.
- ✓ **Water and Sewer utility rates** will increase↑ by 1% for water and 2% for sewer pursuant to the 2020 Cost of Service Study adopted by the Board. Further, there will be an estimated 60 new water connections and 40 new sewer connections.
- ✓ Staff will be recommending increasing the fees associated with multiple land divisions, reservation of park shelters, and hydrant rental fees. All other fees and charges will be unchanged for FY 2022.

The fund balance or cash reserves of the Township’s fourteen (14) Funds at the end of FY 2021 will remain strong with the following estimates based upon the most recent budget amendments and the delay of the 160<sup>th</sup> Avenue paving, watermain, and pathway project:

1. General Fund <u>undesignated</u> fund balance	= \$ 1,889,463
General Fund <u>designated</u> fund balance	= \$ 750,000
2. Municipal Street Fund fund balance	= \$ 559,186
3. Fire/Rescue Fund fund balance	= \$ 535,514
4. Pathway Fund fund balance	= \$ 440,700
5. Police Services SAD Fund fund balance	= \$ 296,245
6. DDA Fund fund balance	= \$ 1,409,553
7. Pathway Debt Fund fund balance	= \$ 84
8. Parks Debt Fund fund balance	= \$ 0
9. Parks Construction Fund fund balance	= \$ 5,828,040
10. American Rescue Plan Act Fund fund balance	= \$ 921,816
11. Sewer Fund cash reserves	= \$ 868,784
12. Water Fund cash reserves	= \$ 3,540,683
13. OPEB Trust Fund fund balance	= \$ 174,753
14. Information Technologies Fund fund balance	= \$ 72,861
<b>GRAND TOTAL</b>	<b>= \$17,287,682</b>

These fund balance numbers will be adjusted at least two more times in during FY2021 due to budget amendments that will be proposed. For example, the first tranche, half of the ARPA award,

are expected to be paid in October of this year. The initial payment of ARPA monies are estimated at **\$921k** and will need to be acknowledged as a liability (*when encumbered, the monies will become a revenue*).

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***BUDGET ASSUMPTIONS – EXPENDITURES:***

The budget policies that will impact the **expenditure** side of the budget equation include the following:

**First**, the superintendent is recommending adoption of a modified "*continuation budget*". This means that there will be no significant new programs added or major services eliminated **except** as delineated in this budget policies memorandum under “Capital Projects and Other Changes”.

**Second**, the budget will include a Cost-of-Living Adjustment (COLA). However, because the Wage Study is expected to be brought before the Board during October, the COLA will not be applied to the wage study. Further, the Township does not provide “performance” pay increases; but, rather follows the step increases listed in the wage study.

That said, for the purposes of comparisons, it is noted that the Township uses a July to July “chained” CPI to determine any Cost-of-Living- Adjustment (COLA). The most recent information from the United States Bureau of Labor Statistics, based on the percent changes of the Chained Consumer Price Index or C-CPI-U for the previous twelve months ending on July 30<sup>th</sup> indicates a **rate of 5.3%**.

*(Recall that the Township Board agreed to use the C-CPI-U to determine the cost-of-living allowance provided to non-union employees and further instructed staff to use a July-to-July measurement focus to ensure there is continuity from one budget year to the next.*

*Further, it is noted that the Chained CPI is designed to be a closer approximation to a "cost-of-living" index than the CPI that is normally reported in the news. The Chained CPI is used to overcome a shortcoming of the CPI series, which does not account for the changes that people make in the composition of goods that they purchase over time, often in response to price changes. The alternative method of the C-CPI-U is intended to capture consumers' behavior as they respond to relative price changes.*

**Third**, it is noted that the six members of the Local 4476 International Association of Fire Fighters (IAFF) are covered by a collective bargaining agreement – which expires on December 31, 2023 – that currently provides the union members the same cost-of-living adjustment as the Board accords to non-union Township employees.

That said, Fire/Rescue labor costs will increase **beyond inflation** because of the number of emergency runs. Increasing numbers of emergency calls create a greater reliance on part-time staff and over-time to provide necessary coverage.

Examining staffing levels within the Fire/Rescue department will be a priority for FY2022.

**Fourth**, the items within the Township’s benefit package offered to employees will neither increase nor decrease over the current fiscal year and any cost increase will be limited to projected premium costs estimated by staff and the respective insurance companies.

However, full-time staff may be required to contribute **up to 20%** of the cost of their respective health insurance premiums for Fiscal Year 2022, assuming that the Township cannot stay below↓ the “Hard Cap” that is calculated annually by the State of Michigan.

Currently, the projected insurance increases are estimated as follows:

- Health insurance cost increases are projected to be about 10% for the current health care plan. (*Human resources Director Dumbrell will be meeting with health insurance providers and may recommend changing insurance companies. It is unknown whether the Township will remain below↓ the state-mandated “hard cap” until the insurance companies release their quotes.*)
- Dental Insurance premiums are projected to increase by 0%.
- Disability and Life insurances are expected to increase by 0%.
- Liability insurance (*e.g., building and grounds, vehicle, employee bonding and liability, etc.*) are expected to increase by about 7%.
- Workers Compensation insurance costs should be substantially similar.

**Fifth**, the staffing level at the Township will remain level. (*However, the Fire/Rescue department will be examining staffing levels for full-time fire fighters and other alternatives to ensure proper coverage within the Township given the number of emergency responses.*)

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### ***CAPITAL COSTS AND OTHER CHANGES IN EXCESS OF \$10,000:***

The following lists the notable capital expenditures and other costs being proposed for the Fiscal Year 2022 budget.

#### **General Fund:**

Normal Operations with certain capital expenditures or other changes that include the following:

##### Legislative:

- Normal operations.

##### Supervisor:

- Normal operations.

##### Elections:

- Normal operation with three elections – the 2022 May School elections; the 2022 August Primary elections; and, the 2022 November General elections.

Finance:

- Normal Operations.

Assessing:

- Normal operations, except for the following:
  - ✓ New Assessing Director will begin in January – with an expected modest re-organization of the department; and,
  - ✓ \$20k for 50% of replacement of 2012 Assessing van with Manager’s 2017 van transferred to Assessing.

Clerk:

- Normal operations.

Board of Review:

- Normal operations.

Administrative:

- Normal operations, except for the following:
  - ✓ The Human Resources Director will have additional duties added and title changed to Assistant Manager/Human Resources Director; and,
  - ✓ \$20k for 50% of replacement of 2012 Assessing van with Manager’s 2017 van transferred to Assessing.

Treasurer:

- Normal operations.

Building and Grounds:

- Normal operations, except for the following:
  - ✓ \$10k for an 11’ Chipper Body Top for dump truck.

Cemetery:

- Normal operations, plus replacement of trash cans.

Community Development:

- Normal operations.

Road Construction:

- \$864k General Fund transfer to the Municipal Street Fund. (*See “Appropriation Transfers” on next page.*)

Lights District:

- Normal operations. (*More lights will be changed over to LED fixtures; thereby lowering operating costs.*)

Waste Collections:

- Normal operations.

Drains at Large:

- \$74k\* for at-large contributions for drain maintenance. The 20-year bond on the Beechtree Drain project will require an initial year-one payment of about \$54k. The remaining \$20k will cover the local costs for a variety of drain maintenance projects (i.e., Van Doorne drain; Walters drain; Herry drain; Hidden Creek drain, Pigeon Creek drain; Berg drain; Vincent drain; and, other miscellaneous drain maintenance projects.)
- The so-called “Orphan Drain” project will continue, as time permits. Although this initially was projected to be a five-year project; the amount of attention that that Water Resources Commission staff and Township staff can offer has been very limited. Ultimately, the goal is to identify all orphan drains within the Township, schedule Board of Determination hearings, and bring the orphan drains under the authority of the Ottawa County Water Resources Commissioner.

(\*Note - Payments are high↑ for FY 2022 and will continue to rise↑ in 2023 with the upcoming Grand Oaks #3 drain project that is estimated at \$1 million, 20-year bond – with about \$400k being the responsibility of the Township.)

Parks:

- Normal operations with the following projects\*:
  - ✓ \$10k for materials for Pottawattomie Park retaining wall – project will use in-house labor; and,
  - ✓ \$20k for ADA sidewalk at Pottawattomie Park.

(\*Note - The Parks and Recreation Committee may request additional projects. Also, note that the Schmidt Heritage Park Project, Groesbeck MNRTF land acquisition project, and the Hofma Park MNRTF development project are budgeted under the **Parks Construction Fund** on page 10.)

Planning Commission:

- Normal operations\*.

(\*Note – because of the Master Plan update completed in conjunction with the DDA expansion; Cargo is not recommending a further update on the Master Plan in FY2022.)

Zoning Board of Appeals:

- Normal operations.

General Fund Appropriation Transfers:

- \$560k to Transportation Fund;
- \$ 17k to Retiree Health Care Trust Fund (OPEB);
- \$700k to Pathway Fund\*; and,
- \$500k (of designated GF fund balance) to Parks Construction Fund.

(\*Note – the transfer to the GF could be reduced if the Lakeshore pathway restoration project is postponed to FY2023.)

**Municipal Street Fund (includes Harbor Transit contribution):**

Normal operations with a division of monies raised from the 0.95 millage rate between street paving and Harbor Transit, after the capture of the TIF revenues by the DDA, that is substantially similar to FY 2021 (i.e., 0.59562 mills or about \$496k to Harbor Transit and 0.45 mills or about \$297k for street maintenance) and a \$560k contribution from the General Fund for street resurfacing and maintenance. Projects will include:

- \$550k to pave 160<sup>th</sup> Avenue between Ferris Street and Lincoln Street (which is a carry-forward from the FY2021 budget);
- \$270k for the Ferris Street improvements associated with the Schmidt Heritage Park’
- \$300k for subdivision re-surfacing; and,
- \$ 36k for dust control on gravel.

The total spent on road maintenance in FY 2022 will be about **\$1.15 million**.

**Fire/Rescue Fund:**

Fire/Rescue service calls are expected to continue to increase↑ and are expected to exceed↑ 1,400 during FY 2022, which is an average of about 3.8 calls per day.

The Fire/Rescue Fund will have much smaller capital expenditure budget in FY2022 when compared to previous. Specifically, the following capital expenditures and purchases will occur:

- \$30k to purchase new brush truck chassis (this purchase may be completed in FY2021);
- \$16k to purchase skid, pump, lights and equipment on brush truck;
- \$12k to purchase four sets of turnout gear; and,
- \$171k to replace all SCBAs – a grant may be possible through regional firefighters’ grant

It is noted that the collective bargaining agreement with the Local IAFF union is valid through FY 2023.

Staffing levels for full-time fire fighters or other alternatives to ensure proper coverage within the Township given the number of emergency responses is an issue that remains unresolved.

Further, the so-called “Facilities Study” is in the final draft form and will be presented to the Public Safety Committee in September. In brief, because the department has experienced tremendous growth in emergency runs - mostly medicals – and because emergency operations have significantly advanced, many aspects of the 27-year-old station are problematic. The Township Board will be required to determine if the building should be renovated, razed and re-built, or if a new structure should be constructed on a new site. All options will require voter approval of a bond project ... with a vote likely occurring in 2022 or 2023.

**Pathway Fund & Pathway Debt Fund:**

Normal operations (e.g., sweeping, snow plowing, etc.) except for the following:

- \$300k for a Lincoln Street to Ferris Street connector along 160<sup>th</sup> Avenue (which is a carry-forward from the FY2021 budget);
- \$110k for retaining wall repairs (which is a carry-forward from the FY2021 budget);

- \$715k to reconstruct pathway along Lakeshore Drive from Ferris Street to Buchanan Street\*;
- \$ 11k for crosswalk painting; and,
- \$298k for bond payments;

(\*Note – the pathway re-construction project along Lakeshore Drive from Ferris to Buchanan Street may be postponed to FY2023.)

**Police Services SAD Fund:**

The annual expenditures should remain similar to FY2021 ... at about \$530k\*.

(\*Note – the \$25k COPS bathroom project will be re-bid in September; but, if prices remain too high or the winning quote selects to do the work during the winter, the project could be carried forward into FY2022.)

**DDA Fund:**

The DDA will collect about \$746k in Tax Increment Finance (TIF) monies. The DDA will not have any projects in FY2022 – rather the boundaries of the downtown district are expected to be expanded and the development plan will be amended. The DDA fund balance at the end of FY 2022 is expected to be about \$2.14 million – which will allow for a number of significant capital projects to be completed in FY 2023.

**Parks Debt Fund:**

Normal debt payments (*i.e., about \$310k*). The Parks Debt Fund should have a fund balance of about \$24k after the initial year-one payment.

**Parks Construction Fund:**

Construction projects will include:

- \$6.72 million for the Schmidt Heritage Park project. Expenses (*e.g., professional design fees, etc.*) will begin to be paid during FY2021 with final payments not occurring until FY2022. That said, the majority of these expenditures will occur during FY2022.
- \$364k for the Groesbeck Land Acquisition MNRTF project. Expenses will begin to be paid in FY2021 (*e.g., appraisal fees, legal fees, etc.*); but, the purchase may not occur until FY2022.
- \$863k for the Hofma Park Improvement project (*occurring mostly on the former Witteveen and Wolfe properties*) with the expenditures being spread between FY2022 and FY2023.

**American Rescue Plan Act Fund:**

Although the Township will receive all of the \$1.84 million of the ARPA monies in FY2021 and FY2022, the initial FY2022 budget will not contain a recommendation to spend the monies. (*There have been some preliminary discussions to spend 25% of the ARPA monies to cooperate with Ottawa County on broadband expansion projects ... but, no recommendations have been offered and Ottawa County has not completed their ARPA planning process.*)

The ARPA monies must be spent or obligated before December 31<sup>st</sup> of 2024.

**Sewer Fund:**

Normal operations, except for the following:

- \$120k to refurbish the Weyburn lift station (*i.e., submersible pumps rather than dry pits*).
- \$ 65k to install Generator at Hidden Creek Lift Station\*;
- \$ 55k to camera and jet/clean segments of sewers;
- \$ 30k for an Evaluation Study of M-45/US-31 force main to determine if repairs or maintenance is needed;
- \$ 20k for 50% of vehicle for Public Services Director;
- \$ 14k to install “radar” on four lift stations (*replacing the manual probes that monitor sewage levels*).

(\*Note – This project may be dropped if the flows in the subdivision are determined to be insufficient to justify the expense of an on-site generator.)

### **Water Fund:**

Normal operations, except for the following:

- \$635k for Ferris Street/160<sup>th</sup> watermain loop (*part of 160<sup>th</sup> Avenue paving project*);
- \$ 70k for preliminary engineering of proposed FY 2023 Ferris Street water main loop project between Hidden Creek and 160<sup>th</sup> Avenue;
- \$ 20k for 50% of vehicle for Public Services Director;
- \$ 10k to relocate Fire Complex water hydrant near Ferris Street entrance; and,
- \$ 15k for updates to GIS database.

### **Retiree Health Care Trust Fund (OPEB):**

Normal operations, except that the Township’s last valuation will be updated with roll-forward techniques to produce the necessary disclosures under GASB 74 for 2017 (*which will include GASB 45 – employer accounting entries – based on information provided in the 2020 report and contribution information*). A full valuation report was completed by Watkins Ross for the costs and disclosures required under GASB 75.

Payment is estimated at about **\$42k** – with about \$17k from the General Fund and \$25k from the Fire/Rescue Fund. There are 4 covered retirees/spouses under the General Fund and 6 covered employees/spouses under the Fire Fund portion.

The OPEB Fund fund balance will be about \$182k at the end of FY2022 ... an increase of about \$7k.

### **Information Technology Fund:**

Normal operations – including replacements – with a few capital projects:

- \$72k to replace two Dell servers and expand the capacity of the Storage Area Network (SAN) device ; and,
- \$700 per month\* to replace back-up and Disaster Recover at the GHAPS Beechtree facility and move to a cloud-based solution (*i.e., 16 servers and 15 TB of data*).
- 

(\*Note – If the Beechtree GHAPS facility continued to be used for a back-up and DR site, the Township would have to invest about \$40k for new “back-up hardware – i.e., Exagrid hardware – in FY2021 and continue to pay rent to the GHAPS.)

If the Board is satisfied with the budget priorities outlined within this 11-page Budget Policies Memoranda – understanding that the “*devil is in the details*” – the following motion can be offered:

**Move to adopt the 2022 detailed budget assumptions and policies as delineated by the Superintendent within the September 8<sup>th</sup> memorandum and to instruct the Superintendent to proceed with completion of a 2022 Fiscal Year line-item budget for Board review and consideration pursuant to state law and the proposed budget schedule.**

If there are any questions or comments prior to the meeting, please contact Sandoval or me at your convenience.

## Building Permit Report - Monthly

			Estimated Cost	Permit Fee
<b>ADDITIONS</b>				
P21BU0433	LESLEY ANGELA M	14830 160TH AVE	\$68,926	\$580.54
			<b>\$68,926</b>	<b>\$580.54</b>
			<i>Total Permits For Type:</i>	<i>1</i>
<b>ADDRESS</b>				
P21AD0036	YEAGER BRENT C-AMY L	9728 160TH AVE	\$0	\$14.00
			<b>\$0</b>	<b>\$14.00</b>
			<i>Total Permits For Type:</i>	<i>1</i>
<b>AG EXEMPT</b>				
P21AG0003	COOK JAMES-LISA	14607 WINANS ST	\$0	\$50.00
			<b>\$0</b>	<b>\$50.00</b>
			<i>Total Permits For Type:</i>	<i>1</i>
<b>ALTERATIONS</b>				
P21BU0432	EVANS DANIEL-ALLISON	11770 GARNSEY AVE	\$200,000	\$1,318.40
P21BU0450	WAGENMAKER MATTHEW	15248 LOST CHANNEL TR	\$6,529	\$120.75
P21BU0458	JOHNSON STEVEN J-LAUREN K	11791 168TH AVE	\$25,000	\$279.65
P21BU0460	JENKINS DIANA M	13468 HIDDEN CREEK CT	\$8,149	\$152.25
P21BU0461	PETZOLDT-HOLDREN-BOGGIANO	17378 MOUNTAIN PLAT DR	\$75,000	\$622.15
P21BU0468	YEOMAN MATTHEW-BETHANNEE	13187 160TH AVE	\$30,000	\$313.90
P21BU0474	SHAW BARBARA J-WOODCOCK CURTIS E	12725 WILDERNESS TR PVT	\$210,000	\$1,370.90
			<b>\$554,678</b>	<b>\$4,178.00</b>
			<i>Total Permits For Type:</i>	<i>7</i>
<b>BASEMENT FINISH</b>				
P21BU0439	CANNIZZO PAUL J-BARBARA J	17131 LEGACY DR	\$55,000	\$485.15
P21BU0471	MACIEJEWSKI RONALD-CONNIE	12718 RETREAT DR PVT	\$10,300	\$183.75
			<b>\$65,300</b>	<b>\$668.90</b>
			<i>Total Permits For Type:</i>	<i>2</i>
<b>COMMERCIAL BUILDING</b>				
P21BU0443	GRAND HAVEN CHARTER TWP	15600 COMSTOCK ST	\$0	\$0.00
P21BU0466	CITY OF GRAND RAPIDS	11177 LAKESHORE DR	\$1,400,000	\$7,528.40
			<b>\$1,400,000</b>	<b>\$7,528.40</b>
			<i>Total Permits For Type:</i>	<i>2</i>
<b>DECK</b>				
P21BU0426	BRINKS KEVIN L	15175 BRIARWOOD ST	\$9,160	\$218.00
P21BU0428	BARSHAW DARREN C-GAYLE A	14947 RIVERSIDE TR	\$3,000	\$75.00
P21BU0454	WEZEMAN JEFFREY-CHRISTINE	16915 TIMBER DUNE DR	\$5,956	\$105.00
			<b>\$18,116</b>	<b>\$398.00</b>
			<i>Total Permits For Type:</i>	<i>3</i>
<b>DEMOLITION</b>				

## Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P21DE0007	HEISE GLENN-JULIE	14991 177TH AVE	\$1	\$50.00
			<b>\$1</b>	<b>\$50.00</b>
			<i>Total Permits For Type:</i>	<i>1</i>

### ELECTRICAL

P21EL0238	CASE JEREMY-ANDREA	12942 WOODRUSH DR	\$0	\$161.00
P21EL0240	ROZANC JOHN E-TINA M TRUST	16372 FERRIS ST	\$0	\$76.00
P21EL0241	GURR MICHAEL-CINDY	15047 COPPERWOOD DR	\$0	\$110.00
P21EL0242	RIVER HAVEN OPERATING COMPANY LLC	13833 DEEPWATER POINT	\$0	\$55.00
P21EL0243	RIVER HAVEN OPERATING COMPANY LLC	14440 TRILLIUM CIRCLE	\$0	\$55.00
P21EL0244	MCGRAW KATHLEEN ANN TRUST	15321 LAKE AVE	\$0	\$118.00
P21EL0245	WHITNEY BRIAN J-KORIN M	13135 WILDVIEW DR	\$0	\$106.00
P21EL0246	WILES CHARLOTTE P	15370 APPLE ST	\$0	\$60.00
P21EL0247	OCONNOR CAM-ROBIN	17517 BEECH HILL DR	\$0	\$60.00
P21EL0248	HULSING JON H-TAMARA J	11627 LAKESHORE DR	\$0	\$54.00
P21EL0249	WAGENMAKER MATTHEW	15248 LOST CHANNEL TR	\$0	\$114.00
P21EL0250	YOAS CRAIG-JULIE	16620 PINE DUNES CT	\$0	\$62.00
P21EL0251	SELBY JAMES B-STEPHANIE J	15064 155TH AVE	\$0	\$60.00
P21EL0252	CITY OF GRAND RAPIDS	11177 LAKESHORE DR	\$0	\$545.00
P21EL0253	BREUKER PHILLIP-JOALLYN	12208 LAKESHORE DR	\$0	\$56.00
P21EL0255	GABEL RUSSEL A-CYNTHIA	15996 WINANS ST	\$0	\$100.00
P21EL0256	BROWN GREGORY-JODI	13427 LAKESHORE DR	\$0	\$124.00
P21EL0257	JACOBS TRACEY TRUST	11354 SKOGEN LN	\$0	\$115.00
P21EL0258	DROSTE TRUST	17996 BRUCKER ST	\$0	\$300.00
P21EL0259	COOK JAMES-LISA	14607 WINANS ST	\$0	\$336.00
			<b>\$0</b>	<b>\$2,667.00</b>
			<i>Total Permits For Type:</i>	<i>20</i>

### FENCE

P21ZL0100	MARLINK ELIJAH-JENNIFER	14385 LAKESHORE DR	\$0	\$40.00
P21ZL0117	CODY JAMES-SHAWN	12943 BOULDERWAY TR	\$9,200	\$40.00
P21ZL0118	KIKKERT THOMAS-LANGILL JENNIFER	13434 GREENBRIAR DR	\$7,049	\$40.00
P21ZL0124	ROGERS MARGARET	15888 CEDAR AVE	\$0	\$40.00
P21ZL0130	MACINTYRE SHELLY	15131 DAVID ST	\$150	\$40.00
			<b>\$16,399</b>	<b>\$200.00</b>
			<i>Total Permits For Type:</i>	<i>5</i>

### GROUND SIGN

P21SG0012	WHITE WATER GROUP, LLC	13330 168TH AVE	\$11,600	\$52.50
			<b>\$11,600</b>	<b>\$52.50</b>
			<i>Total Permits For Type:</i>	<i>1</i>

## Building Permit Report - Monthly

			Estimated Cost	Permit Fee
<b>MECHANICAL</b>				
P21ME0310	TEG TIMBERVIEW 1 LLC	17161 DUNE VIEW DR 116-BLDG B	\$0	\$100.00
P21ME0311	TEG TIMBERVIEW 1 LLC	15064 DECKER CT 116-BLDG H	\$0	\$100.00
P21ME0312	SIGNATURE LAND DEVELOPMENT CO	14524 WINDWAY DRIVE	\$0	\$135.00
P21ME0313	DEHAAN FAMILY TRUST	14482 WILDLIFE WAY	\$0	\$135.00
P21ME0314	GLUECK MARILYN G TRUST	15901 FERRIS ST	\$0	\$110.00
P21ME0315	VANDERSTELT MATTHEW	12528 168TH AVE	\$0	\$80.00
P21ME0316	GRONEVELT EVA M TRUST	15294 WINCHESTER CIR PVT	\$0	\$110.00
P21ME0317	WIERDA SUSAN J TRUST	15701 CHARLES CT	\$0	\$110.00
P21ME0319	SCHOLZ MICHAEL J	14430 MANOR RD	\$0	\$85.00
P21ME0320	JACOBS TRACEY TRUST	11354 SKOGEN LN	\$0	\$55.00
P21ME0321	SCHIPPERS NICK	15060 MERCURY DR	\$0	\$185.00
P21ME0322	MORRIS FLORENCE TRUST	13560 FOREST PARK DR	\$0	\$80.00
P21ME0323	CARRELL MARK-MARY	15445 MERCURY DR	\$0	\$80.00
P21ME0324	LOCHINSKI JOSEPH M-ELLA	15750 RONNY RD	\$0	\$75.00
P21ME0326	ROZANC JOHN E-TINA M TRUST	16372 FERRIS ST	\$0	\$55.00
P21ME0327	GRAND HAVEN DEVELOPMENT GROUP LLC	3092 BOULDERWAY TR	\$0	\$280.00
P21ME0328	DEHAAN FAMILY TRUST	14482 WILDLIFE WAY	\$0	\$248.00
P21ME0329	MILLER MICHAEL S-KAREN L TRUST	15534 160TH AVE	\$0	\$110.00
P21ME0330	LAKESHORE BAPTIST CHURCH	17306 CHURCH HILL ST	\$0	\$100.00
P21ME0331	SPOELMAN BRUCE M	11586 LAKESHORE DR	\$0	\$110.00
P21ME0332	RIVER HAVEN OPERATING COMPANY LLC	14440 TRILLIUM CIRCLE	\$0	\$80.00
P21ME0333	RIVER HAVEN OPERATING COMPANY LLC	13833 DEEPWATER POINT	\$0	\$80.00
P21ME0336	TEG TIMBERVIEW I LLC	15060 TESS CT 246-BLDG N	\$0	\$100.00
P21ME0337	CANNIZZO PAUL J-BARBARA J	17131 LEGACY DR	\$0	\$130.00
P21ME0338	IKELER DAN A-SUSAN I TRUST	17172 MAJESTIC RIDGE CT	\$0	\$110.00
P21ME0339	GOOSEN LAWRENCE H-YVONNE J TRUST	14961 HAWTHORNE ST	\$0	\$80.00
P21ME0340	BOMAR DEAN	13662 MEADOWBROOK LN	\$0	\$105.00
P21ME0341	WAGENMAKER MATTHEW	15248 LOST CHANNEL TR	\$0	\$115.00
P21ME0342	SIGNATURE LAND DEVELOPMENT CO	14524 WINDWAY DRIVE	\$0	\$225.00
P21ME0343	CASE JEREMY-ANDREA	12942 WOODRUSH DR	\$0	\$110.00
P21ME0344	JTB HOMES LLC	12732 RIVERTON RD	\$0	\$135.00
P21ME0345	JTB HOMES LLC	15682 GARDENTON CT	\$0	\$135.00
P21ME0346	TEG 43 NORTH LLC	14799 SHADOWWOOD CT 203	\$0	\$80.00
P21ME0347	METCALF, SANDRA, K.& GAGE, DAVID, M	17154 LINCOLN ST	\$0	\$80.00
P21ME0348	CLARK JULIE-ADLER KELLY	14929 SANDSTONE PL	\$0	\$80.00
P21ME0349	SOLORIO MANUEL-ANDREW	13493 RAVINE VIEW DR	\$0	\$145.00
P21ME0350	JTB HOMES LLC	12732 RIVERTON RD	\$0	\$240.00
P21ME0351	CANNIZZO PAUL J-BARBARA J	17131 LEGACY DR	\$0	\$130.00

## Building Permit Report - Monthly

			Estimated Cost	Permit Fee
			<b>\$0</b>	<b>\$4,503.00</b>
			<i>Total Permits For Type:</i>	<b>38</b>
<b>MECHANICAL COMMERCIAL</b>				
P21ME0334	LOFTIS JAMES M TRUST	13888 172ND AVE	\$0	\$110.00
P21ME0335	SHAPE CORP	14600 172ND AVE	\$0	\$105.00
			<b>\$0</b>	<b>\$215.00</b>
			<i>Total Permits For Type:</i>	<b>2</b>
<b>PLUMBING</b>				
P21PL0129	SIGNATURE LAND DEVELOPMENT CO	14524 WINDWAY DRIVE	\$0	\$229.00
P21PL0130	SIGNATURE LAND DEVELOPMENT CO	14415 WINDWAY DRIVE	\$0	\$229.00
P21PL0131	TEG TIMBERVIEW 1 LLC	15009 MADELEINE CT 304-BLDG O	\$0	\$55.00
P21PL0132	INTERRA HOMES LLC	12642 RIVERTON RD	\$0	\$252.00
P21PL0133	DROSTE TRUST	17996 BRUCKER ST	\$0	\$281.00
P21PL0134	TEG 43 NORTH LLC	14917 CRESCENT ST 101	\$0	\$55.00
P21PL0135	CANNIZZO PAUL J-BARBARA J	17131 LEGACY DR	\$0	\$128.00
P21PL0136	LOWTHER DONALD E-SUELLEN	13731 LAKE SEDGE DR	\$0	\$55.00
P21PL0137	TEG 43 NORTH LLC	14799 SHADOWWOOD CT 101	\$0	\$55.00
P21PL0138	WAGENMAKER MATTHEW	15248 LOST CHANNEL TR	\$0	\$186.00
P21PL0144	DIEKEVERS BERNIE F	15705 COMSTOCK ST 15707	\$0	\$235.00
			<b>\$0</b>	<b>\$1,760.00</b>
			<i>Total Permits For Type:</i>	<b>11</b>
<b>POOL/SPA/HOT TUB</b>				
P21BU0427	BROWN GREGORY-JODI	13427 LAKESHORE DR	\$41,115	\$390.04
P21BU0434	MCGRAW KATHLEEN ANN TRUST	15321 LAKE AVE	\$50,000	\$450.90
P21BU0451	HULSING JON H-TAMARA J	11627 LAKESHORE DR	\$12,000	\$190.00
P21BU0459	REIFEL JOHN-VIRGINIA	12991 COPPERWAY DR	\$65,250	\$555.36
P21BU0470	YOAS CRAIG-JULIE	16620 PINE DUNES CT	\$1,492	\$75.00
			<b>\$169,857</b>	<b>\$1,661.30</b>
			<i>Total Permits For Type:</i>	<b>5</b>
<b>REPLACEMENT WINDOWS/DOORS</b>				
P17BU0702	MORELY TERRY A	14770 PARKWOOD DR	\$1,000	\$36.75
P21BU0421	BREUKER PHILLIP-JOALLYN	12208 LAKESHORE DR	\$6,928	\$120.75
P21BU0429	WISNIEWSKI JOSEPH S-LINDA K TRUST	14707 160TH AVE	\$12,044	\$240.90
P21BU0453	LYONS COURTNEY-BRUCE-MARCIA	14881 BIGNELL DR	\$5,100	\$105.00
P21BU0455	DEMPSEY JOSEPH-PATRICIA	14878 CANARY DR	\$5,391	\$205.00
P21BU0456	WESCOTT ERIC-KALI	15548 160TH AVE	\$7,240	\$236.50
P21BU0472	HANBY RICHARD J-KAREN J	14421 WESTWIND LN	\$1,850	\$75.00
			<b>\$39,553</b>	<b>\$1,019.90</b>
			<i>Total Permits For Type:</i>	<b>7</b>

## Building Permit Report - Monthly

			Estimated Cost	Permit Fee
<b>RE-ROOFING</b>				
P21BU0435	STOREY MARIE E	15442 COLEMAN AVE	\$10,000	\$100.00
P21BU0436	ROS PROPERTIES LLC	15343 160TH AVE 15341	\$11,960	\$100.00
P21BU0437	JONES DENNIS JR-CHRISTINA	15135 WESTRAY ST	\$12,761	\$100.00
P21BU0438	FLESER PHILLIP-LYNDSEY	11057 POND VIEW LN PVT	\$1,500	\$50.00
P21BU0440	ROBBINS ROAD REAL ESTATE LLC	16964 ROBBINS RD	\$52,436	\$100.00
P21BU0441	HOULE DANIEL E JR-DEBRA	15427 ROYAL OAK DR	\$13,963	\$100.00
P21BU0442	CONVERSE DENNIS-PATRISHA	13146 LAKESHORE DR	\$13,750	\$100.00
P21BU0444	PATRICK TRUST	17111 TIMBER DUNE DR	\$15,310	\$100.00
P21BU0445	ORLOP JANICE K TRUST	16680 PINE DUNES CT	\$15,841	\$100.00
P21BU0446	SAUKAS RICHARD A-RUTH E	17200 TIMBER DUNE DR	\$7,493	\$100.00
P21BU0447	BERINGER SCOTT	15091 BRIARWOOD ST	\$8,446	\$100.00
P21BU0448	NORDSTRAND PHILIP-LINDA TRUST	17855 DEWBERRY PL	\$24,748	\$100.00
P21BU0449	TESMER JASON P-ROBERTA E	15262 NICKOLAS DR	\$8,000	\$100.00
P21BU0457	JOHNSON STEVEN J-LAUREN K	11791 168TH AVE	\$19,500	\$100.00
P21BU0462	TALLEY JR CURTIS H-BARBARA	15337 MEADOWS DR	\$10,880	\$100.00
P21BU0463	O'BRYAN THOMAS-ANTONIA TRUST	16979 BUCHANAN ST	\$32,032	\$100.00
P21BU0464	ERCOLE JON-LINDA	14901 FAIRMOUNT CT	\$25,000	\$100.00
P21BU0465	BIKUS DANIEL-ALISON	11293 PRESERVE RD PVT	\$34,162	\$100.00
P21BU0473	SPOELMAN MICHAEL-JAMIE	11219 OAK GROVE RD	\$10,560	\$100.00
P21BU0477	SOKOLY KURT A-JUDITH L	17099 DONAHUE WOODS DR	\$7,948	\$100.00
P21BU0478	WEBER LIVING TRUST	14654 PINE ISLAND DR	\$13,131	\$100.00
			<b>\$349,421</b>	<b>\$2,050.00</b>
			<i>Total Permits For Type:</i>	<i>21</i>
<b>SHED (&lt;200 SQFT)</b>				
P21ZL0120	BURSLEY MICHAEL R-KATHY L	15295 LAKE AVE	\$450	\$40.00
P21ZL0122	GURR MICHAEL-CINDY	15047 COPPERWOOD DR	\$1,900	\$40.00
P21ZL0123	DEYOUNG ED-LISA	15328 LAKE MICHIGAN DR	\$0	\$40.00
P21ZL0126	WIEGHMINK KRISTINA-DARYL	14415 MANOR RD	\$0	\$40.00
P21ZL0127	STEWARD JAMAL	14769 LAKESHORE DR	\$4,000	\$40.00
P21ZL0129	VANDERWERP STEVEN-ERIN	15001 COPPER CT	\$5,000	\$40.00
P21ZL0132	HARJER LEANNE-JONAH	11865 CHICKORY DR	\$0	\$40.00
			<b>\$11,350</b>	<b>\$280.00</b>
			<i>Total Permits For Type:</i>	<i>7</i>
<b>SOLAR PANEL ARRAY (SMALLER THAN 1000 SQFT)</b>				
P21SPR0001	CITY OF GRAND RAPIDS	11177 LAKESHORE DR	\$0	\$1,800.00
			<b>\$0</b>	<b>\$1,800.00</b>
			<i>Total Permits For Type:</i>	<i>1</i>
<b>TEMPORARY SIGN</b>				

# Building Permit Report - Monthly

			Estimated Cost	Permit Fee
P21SG0013	GRAND HAVEN CHARTER TWP	13250 168TH AVE	\$0	\$0.00
			<b>\$0</b>	<b>\$0.00</b>
			<i>Total Permits For Type:</i>	<i>1</i>
<b>VEHICLE SALES</b>				
P21VS0019	COOK KENENTH-ELIZABETH	16184 MERCURY DR	\$0	\$0.00
P21VS0020	PALMER DAVID-NANCY	14670 MERCURY DR	\$0	\$0.00
			<b>\$0</b>	<b>\$0.00</b>
			<i>Total Permits For Type:</i>	<i>2</i>
<b>Totals</b>			<b>\$2,705,201</b>	<b>\$29,676.54</b>
			<i>Total Permits In Month:</i>	<i>139</i>

# August Enforcement Letters By Category

*All enforcement letters sent the previous month*

Type of Enforcement Letter	Number Mailed
DUMPSTER ENCLOSURE - 2ND NOTICE	1
FENCE - 1ST NOTICE	4
FINAL C OF O-1ST LETTER OF VIOLATION	1
FLAG SIGN WARNING	1
LITTER - 1ST NOTICE	2
PARKED ON GRASS - 1ST NOTICE	3
PARKED ON GRASS - 2ND NOTICE	1
POOL & HOT TUB - 1ST NOTICE	1
SHED - 1ST NOTICE	4
SHED - 2ND NOTICE	1
SIGN IN ROW 2ND NOTICE	1
VEHICLE IN ROW - 2ND NOTICE	1

**Total Letters Sent: 21**

Letter.DateTimeCreated Between 08/01/2021 AND 0  
Letter.LinkFromType = Enforcement

# August Open Enforcements By Category Monthly Report

## ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0168	14415 MANOR RD	CLOSED	08/10/21	08/24/21	
E21CE0169	15460 160TH AVE	INVESTIGATION ONLY	08/10/21	08/10/21	
E21CE0170	10378 BIRDSEYE CT	1ST NOTICE OF VIOLATION LETTER	08/10/21		
E21CE0191	12084 160TH AVE	CLOSED	08/25/21	08/31/21	
E21CE0192	11521 144TH AVE	1ST NOTICE OF VIOLATION LETTER	08/25/21		

**Total Entries: 5**

## BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0163	15548 160TH AVE	COMPLAINT LOGGED	08/04/21		
E21CE0164	16190 RICH ST	COMPLAINT LOGGED	08/04/21		
E21CE0165	16232 RICH ST	COMPLAINT LOGGED	08/04/21		
E21CE0173	12121 BLUEWATER RD	RESOLVED	08/11/21	08/31/21	
E21CE0175	14750 MERCURY DR	CLOSED	08/12/21	08/12/21	
E21CE0189	10747 LAKESHORE DR	COMPLAINT LOGGED	08/24/21		
E21CE0195	15300 MEADOWS DR	COMPLAINT LOGGED	08/27/21		

**Total Entries: 7**

## FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0176	15370 APPLE ST	INVESTIGATION ONLY	08/12/21		
E21CE0177	15421 160TH AVE	1ST NOTICE OF VIOLATION LETTER	08/12/21		
E21CE0178	17868 BRUCKER ST	1ST NOTICE OF VIOLATION LETTER	08/12/21		
E21CE0179	13502 HIDDEN CREEK CT	NONCOMPLIANT/ILLEGAL STRUCT	08/17/21	08/31/21	
E21CE0194	17150 MAPLERIDGE DR	VERBAL WARNING	08/26/21		

**Total Entries: 5**

## JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0162	15906 CEDAR AVE 15900	CLOSED	08/03/21	08/17/21	
E21CE0182	15161 161ST AVE	CLOSED	08/18/21	09/01/21	

# August Open Enforcements By Category Monthly Report

**Total Entries: 2**

## LITTER

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0190	16081 FILLMORE ST	1ST NOTICE OF VIOLATION LETTER	08/24/21		

**Total Entries: 1**

## PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0161	15336 GRAND OAK RD	CLOSED	08/03/21	08/10/21	
E21CE0172	13376 LAKESHORE DR	CLOSED	08/11/21	08/17/21	
E21CE0193	14189 155TH AVE	1ST NOTICE OF VIOLATION LETTER	08/26/21		

**Total Entries: 3**

## POOL & HOT TUB/SPA

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0159	15944 LAKE AVE	CLOSED	08/03/21	08/05/21	
E21CE0167	15386 160TH AVE	CLOSED	08/05/21	08/26/21	
E21CE0183	12208 LAKESHORE DR	CLOSED	08/19/21	08/26/21	
E21CE0184	17065 LAKE MICHIGAN DR 1	VERBAL WARNING	08/19/21		
E21CE0185	11627 LAKESHORE DR	1ST NOTICE OF VIOLATION LETTER	08/19/21	08/19/21	
E21CE0186	15261 NICKOLAS DR	VERBAL WARNING	08/19/21		
E21CE0187	15280 CHERRY ST	VERBAL WARNING	08/19/21		
E21CE0188	16620 PINE DUNES CT	VERBAL WARNING	08/19/21		

**Total Entries: 8**

## SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0160		VERBAL WARNING	08/03/21		
E21CE0166	12297 LINCOLN FARMS DRIV	CLOSED	08/05/21	08/25/21	
E21CE0180	16955 HAYES ST	1ST NOTICE OF VIOLATION LETTER	08/17/21		

**Total Entries: 3**

## VEHICLE IN ROW

# August Open Enforcements By Category Monthly Report

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0174	12943 BOULDERWAY TR	CLOSED	08/12/21	08/18/21	
E21CE0181	15584 SWEETBRIAR DR	CLOSED	08/18/21	08/26/21	
<b>Total Entries: 2</b>					
<b>VEHICLE SALES</b>					
Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0196	16175 MERCURY DR	VIOLATION DOOR HANGER	08/31/21		
<b>Total Entries: 1</b>					
<b>ZONING</b>					
Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0171	14702 MERCURY DR	1ST NOTICE OF VIOLATION LETTER	08/11/21		
<b>Total Entries: 1</b>					

**Total Records: 38**

Enforcement.DateFiled Between 8/1/2021 12:00:00 AM  
AND 8/31/2021 11:59:59 PM

Report Created: 09/01/21

Total Pages: 3

# August Closed Enforcements By Category Monthly Report

## ACCESSORY BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E20CE0010	14519 152ND AVE	CLOSED	01/23/20	08/10/21	
E20CE0241	15295 LAKE AVE	CLOSED	11/06/20	08/10/21	
E21CE0090	15101 161ST AVE	CLOSED	05/13/21	08/05/21	
E21CE0100	14063 OAK CHAPEL AVE	CLOSED	05/27/21	08/10/21	
E21CE0157	15047 COPPERWOOD DR	CLOSED	07/29/21	08/05/21	
E21CE0158	15328 LAKE MICHIGAN DR	CLOSED	07/29/21	08/18/21	
E21CE0168	14415 MANOR RD	CLOSED	08/10/21	08/24/21	
E21CE0169	15460 160TH AVE	INVESTIGATION ONLY	08/10/21	08/10/21	
E21CE0191	12084 160TH AVE	CLOSED	08/25/21	08/31/21	
<b>Total Entries:</b>					<b>9</b>

## BUILDING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E07CE0502	11521 144TH AVE	1ST LETTER SENT	12/12/07	08/25/21	
E09CE0259	11521 144TH AVE	COMPLAINT LOGGED	07/08/09	08/25/21	
E15CE0092	11627 LAKESHORE DR	COMPLAINT LOGGED	04/22/15	08/19/21	
E17CE0300	14715 MERCURY DR	EXPIRED - CLOSED BY STAFF	08/10/17	08/10/21	
E17CE0359	14770 PARKWOOD DR	CLOSED	10/09/17	08/12/21	
E21CE0062	15109 STEVES DR	RESOLVED	04/15/21	08/03/21	
E21CE0106	15215 GROESBECK ST	CLOSED	06/01/21	08/03/21	
E21CE0173	12121 BLUEWATER RD	RESOLVED	08/11/21	08/31/21	
E21CE0175	14750 MERCURY DR	CLOSED	08/12/21	08/12/21	
<b>Total Entries:</b>					<b>9</b>

## CHICKENS & OTHER ANIMALS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0154	15287 WIDGEON RD	CLOSED	07/27/21	08/11/21	
<b>Total Entries:</b>					<b>1</b>

## FENCE

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
<b>Total Entries:</b>					<b>1</b>

# August Closed Enforcements By Category Monthly Report

E20CE0035	14770 PARKWOOD DR	2ND NOTICE OF VIOLATION LETTER	02/20/20	08/12/21
E21CE0179	13502 HIDDEN CREEK CT	NONCOMPLIANT/ILLEGAL STRUCT	08/17/21	08/31/21

**Total Entries: 2**

## JUNK & RUBBISH

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0162	15906 CEDAR AVE 15900	CLOSED	08/03/21	08/17/21	

**Total Entries: 1**

## PARKING ON THE GRASS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0161	15336 GRAND OAK RD	CLOSED	08/03/21	08/10/21	
E21CE0172	13376 LAKESHORE DR	CLOSED	08/11/21	08/17/21	

**Total Entries: 2**

## POOL & HOT TUB/SPA

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0123	15566 LAKE AVE	CLOSED	06/09/21	08/03/21	
E21CE0159	15944 LAKE AVE	CLOSED	08/03/21	08/05/21	
E21CE0167	15386 160TH AVE	CLOSED	08/05/21	08/26/21	
E21CE0183	12208 LAKESHORE DR	CLOSED	08/19/21	08/26/21	
E21CE0185	11627 LAKESHORE DR	1ST NOTICE OF VIOLATION LETTER	08/19/21	08/19/21	

**Total Entries: 5**

## SIGNS

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0166	12297 LINCOLN FARMS DRIV	CLOSED	08/05/21	08/25/21	

**Total Entries: 1**

## VEHICLE IN ROW

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E21CE0156	15207 GRAND OAK RD	CLOSED	07/28/21	08/10/21	
E21CE0174	12943 BOULDERWAY TR	CLOSED	08/12/21	08/18/21	
E21CE0181	15584 SWEETBRIAR DR	CLOSED	08/18/21	08/26/21	

# August Closed Enforcements By Category Monthly Report

**Total Entries: 3**

## ZONING

Enforcement No.	Address	Status	Filed	Closed	Last Action Date & Last Action
E18CE0237	11108 168TH AVE	INVESTIGATION ONLY	08/13/18	08/03/21	

**Total Entries: 1**

**Total Records: 34**

Enforcement.DateClosed Between 8/1/2021 12:00:00 AM  
AND 8/31/2021 11:59:59 PM

Total Pages: 3

Report Created: 09/01/21

**PUBLIC SERVICES DEPARTMENT  
END OF THE MONTH REPORT  
2021**

**WATER**

MONTH	WORK ORDERS	METER		REPLACED METERS	REPLACED MXU'S	NEW TAPS		MAIN INSTALLED IN FEET	MILLION GALLONS OF NOWS WATER	MILLION GALLONS OF G.R. WATER	G.R. SUPPLIMENTAL WATER
		3/4"	1"			3/4"	1"				
JANUARY	46	2	1	5	0	2	5	0	39.17	0.72	0.00
FEBRUARY	78	3	5	2	1	0	0	0	34.30	1.00	0.00
MARCH	74	3	3	4	0	7	3	0	33.80	0.65	0.00
APRIL	81	4	2	2	0	2	4	2724	38.92	2.74	0.00
MAY	83	4	3	12	1	2	4	918	86.03	3.16	0.00
JUNE	107	11	2	7	2	5	3	0	108.64	3.78	0.00
JULY	88	1	2	8	2	0	3	0	90.75	3.16	0.00
AUGUST	79	1	2	13	4	3	3	0	104.67	3.50	0.00
SEPTEMBER								0	0.00	0.00	0.00
OCTOBER								0	0.00	0.00	0.00
NOVEMBER								0	0.00	0.00	0.00
DECEMBER								0	0.00	0.00	0.00
TOTAL YTD	636	29	20	53	10	21	25	3642	536.27	18.72	0.00
TOTALS			49				46			18.72	
							5538		554.99		

**NOTES:**

1 1/2" Meter installed - 10333 Lakeshore Drive

**WASTEWATER**

MONTH	WORK ORDERS	NEW TAPS	MAIN INSTALLED IN FEET	MILLION GALLONS OF WASTE PUMPED
JANUARY	3	6	0	6.61
FEBRUARY	3	2	0	8.86
MARCH	3	6	0	9.42
APRIL	2	8	3400	9.29
MAY	6	5	0	10.06
JUNE	4	5	0	10.32
JULY	1	1	0	8.77
AUGUST	5	6	0	9.10
SEPTEMBER			0	0.00
OCTOBER			0	0.00
NOVEMBER			0	0.00
DECEMBER			0	0.00
TOTAL YTD	27	39	3400	72.43
TOTALS		943		

**NOTES:**