

Village of Spring Lake

Council Work Session

July 14, 2014

7:00 p.m.

102 West Savidge Street (Upstairs Conference Room)
Spring Lake, MI 49456

www.springlakevillage.org

1	7:00 p.m. CLOSED SESSION Section 8(d) of the Open Meetings Act allows the Village Council to meet in closed session to consider the purchase or lease of real property. Attorney Ron Bultje of Scholten Fant will be present to answer any questions regarding this Closed Session meeting.
2	7:30 p.m. - Spring Lake Yacht Club Mr. Scott Harestad will be in attendance to answer any questions Council may have regarding their latest version of a proposed lease (<i>attached</i>). Village Attorney Bob Sullivan is reviewing the lease.
3	7:40 p.m. - River Street Lift Station (Roger Belknap & Brian Hannon) Mr. Brian Hannon, P.E. of Moore & Bruggink will be attending to provide an update on the River Street Lift Station. After a more detailed assessment of the lift station, the proposed rehabilitation project will require a larger scope to relocate power service, auxiliary power and the control box as well as a replacement to the valve chamber and valve piping under the driveway at 911 River. The revised design and construction engineering estimate is \$24,300.00.
4	7:48 p.m. - Dock Consultant (Roger Belknap) The docks at Mill Point Park are not adequately weathering the changes in wind and river current. As a result, docks near the gangways are twisting and the finger piers are starting to warp. On July 7, 2014, DPW Director Roger Belknap asked the Parks & Recreation Board to consider hiring Edgewater Resources to evaluate the docks at Mill Point Park and offer their expert advice on how to correctly fix the dock problem that currently exists. Edgewater Resources is providing the marine architectural services for the improvements at the Spring Lake Yacht Club. The attached proposal includes the scope of work for an engineering evaluation to assist the Village in making necessary modifications to the docks. The Parks &

	<p>Recreation Board concurred with Roger's recommendation and voted unanimously to request Council allocate money to hire a firm with extensive dock knowledge. The cost of the engineering evaluation by Edgewater Resources is \$1,500.</p>
5	<p>7:52 p.m. – Purchase of Trail Utility Vehicle</p> <p>The FY14-15 budget allocates \$14k for the purchase of an off-road utility vehicle that will be used for performing maintenance on Village Trails and other DPW operations. This vehicle will be used to supplement the fleet as staff will keep the existing golf cart that is often used for trail maintenance, landscaping, transportation of DPW employees during brush pickup, MISSDIG staking, and meter reading. The specifications for this vehicle include a large capacity box on backside of cart for maintenance equipment and brush hauling. DPW Foreman VanHoeven obtained 4 quotes for the utility vehicle and are as follows:</p> <p style="padding-left: 40px;">Babbitts – Polaris Ranger 570 EFI = \$10,458.44 Lakeshore Electric Cars – StarEV 48-2-HCX = \$11,477.00 Burnips Equipment – New Holland Rustler 120 = \$14,946.00 (diesel) Burnips Equipment – New Holland Rustler 125 = \$12,910.73 (gas)</p> <p>Staff recommends accepting the quote from Lakeshore Electric Cars at a cost of \$11,477.00 as this vehicle is battery powered as opposed to gas/diesel. Specs and quote documents are attached.</p>
6	<p>7:56 p.m. - Lloyd's Bayou Board Appointment</p> <p>Mr. Bob Lubbers is resigning as the Chairperson of the Lloyd's Bayou Board. He is recommending the appointment of Mr. Brad Boven for the position. Staff will advertise the opening to solicit interest from any other potential candidates. Mr. Lubbers will be at the July 21, 2014 for a brief presentation by the board and to introduce Council to Mr. Boven. An appointment to the position will need to take place at the August meeting.</p>
7	<p>7:57 p.m. - Changes to Job Descriptions ~ Lori Spelde & MaryAnn Fonkert</p> <p>With the recent changes at the police department, Lori Spelde is now working full-time for the Village. Her job duties are more reflective of a Deputy Treasurer or Human Resource Specialist than an "Administrative Assistant." At this time, Lori has been assigned to handle the personnel records, health care, insurances and employee enrollments. She will also be in charge of keying payroll and maintaining equipment rental reports.</p>

	<p>She will be our go-to person for Personal Property Tax Collections, outstanding accounts receivable and serve as the DPW administrative assistant. Our hope is that at this time next year, Lori will be assisting Marv with closing the year-end books and preparing for audit.</p> <p>Maryann Fonkert's job duties are more reflective of a Deputy Clerk than an "Administrative Assistant". Maryann currently keys all Accounts Payable, handles all rental registrations and serves as the secretary to various boards and commissions. She has joined the Ottawa County Clerk's Association and will join the Michigan Association of Municipal Clerks in January. The goal would be to have her be well-versed in elections, Open Meetings Act, minute taking, and other similar clerk functions.</p> <p>Proposed job descriptions are included.</p>
<p>8</p>	<p>8:08 p.m. - West MI Health Insurance Pool Alternate</p> <p>Assuming Council is in agreement to change Lori Spelde's title, staff recommends that Ms. Spelde be named as an alternate so that she may attend (and vote) at the WMHIP meetings that are held quarterly.</p>
<p>9</p>	<p>8:09 p.m. - County Wide Road Millage Request</p> <p>Ottawa County will be placing a millage request (<i>attached</i>) on the November 2014 ballot. Information and the adopting resolution do a good job of explaining the rationale behind the request. A public hearing has been set by Ottawa County for July 22, 2014 to accept public comment. No action is necessary. This is an informational item only.</p>
<p>10</p>	<p>8:10 p.m. - Liability Insurance</p> <p>The Village's liability insurance (Selective Insurance) provides an "opt out" option for Terrorism coverage (<i>see attached</i>). Opting out of this coverage is a policy decision that should be discussed by Council. Staff recommendation is that we don't need the coverage and opting out will save the Village \$934 per year.</p> <p>With the contractual arrangement with OCSO, the Village no longer insures 6 police vehicles nor do we provide liability coverage for the officers. The expectation was that our insurance rates would drop considerably. The rates did go down in some areas and up in others (<i>see attached</i>). It is staff's recommendation that bids be sought for liability insurance to ensure we are receiving the best value and coverage</p>

	<p>possible. Options for municipal coverage is limited, but the MML does have a liability and property pool and there is MMRMA as well.</p>
11	<p>8:14 p.m. - Naming of Alley</p> <p>At our last meeting, Council was tasked with coming up with suggestions for a name for the north/south alley between Division & Park. Jan Esh offered that Alloys Bilz built Isabel's House and the hardware store, now Bilz Hot Tubs, therefore Alloys' Alley would be a very appropriate name. Staff concurs.</p>
12	<p>8:16 p.m. - Relationship with SLT</p> <p>Several months ago, Council Member Nauta asked Council to have a discussion regarding the relationship between the Village and Township. Staff recommends discussion of the following items:</p> <ul style="list-style-type: none"> • CGAP Application • Spring Lake Area Recreation Commission • Shared Services • Other (Council Discretion)
13	<p>8:46 p.m. - Victoria Bruhn Verplank Day</p> <p>On May 1, 2014 former Village President Vicky Verplank passed away after a brief illness. Her contributions to the Village as an elected and appointed official over the years are numerous. She proudly served on the Spring Lake Village Council for 14 years, followed by five years as Village President. She had a tremendous passion for the beautification and historic preservation of the Village of Spring Lake, where she lived for 36 years. She was very involved in moving and renovating the historic Barber School from Barrett Boat Works to serve as a meeting place for the Village Council.</p> <p>It seems fitting that July 18th (her birthday) should be designated as "Vicky Verplank Day" and recognized as such.</p>
14	<p>8:48 p.m. - You Make the Difference Awards</p> <p>Staff is recommending recognizing the following businesses with YMTD awards:</p> <ul style="list-style-type: none"> • Holiday Inn (housing for stranded boaters on 07/04/14) • Serenity by the Shores (donation of shelter for the dog park.)

<p>15</p>	<p>8:50 p.m. - Code Enforcement</p> <p>The following items were recently addressed:</p> <ul style="list-style-type: none"> • (06/25/14) - Camper Complaint • (06/25/14) - Vision Obstruction Complaint • (06/25/14) - Vision Obstruction Complaint • (07/10/14) - Trespassing (Trail) • (07/10/14) - Unsafe Structure • (07/10/14) - Parking in ROW/front yard
<p>16</p>	<p>8: 56 p.m. - Communications</p> <ul style="list-style-type: none"> • Army Corp of Engineers letter regarding permit for Grand River Greenway • Chamber of Commerce Economic Development update • Girls State thank you • Harbor Transit newsletter • Ottawa County letter regarding fines, costs & assessments • Spring Lake District Library calendar of events (July)
<p>17</p>	<p>8:59 p.m. - Minutes</p> <p>Minutes of June 9, 2014 meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns prior to July 17, 2014.</p>

RESTATED LICENSE AGREEMENT

THIS RESTATED LICENSE AGREEMENT is entered into between the VILLAGE OF SPRING LAKE, a Michigan municipal corporation, party of the first part, hereinafter sometimes referred to as the "Village," and the SPRING LAKE YACHT CLUB, a Michigan nonprofit corporation, party of the second part, hereinafter sometimes referred to as the "Yacht Club";

I. RECITALS

A. The parties hereto previously entered into numerous license agreements dated February 4, 1957, December 7, 1970, May 11, 1988, and March 18, 1996 and amendments thereto wherein the Yacht Club has been granted a license by the Village for the use and occupancy of property known as "Thum Property" located along the northerly shores of the waters of Spring Lake and upon and about which the Yacht Club has certain improvements situated; and

B. The Yacht Club has now proposed to make substantial improvements to the seawall, docks, and other ancillary facilities situated upon the "Thum Property" and to construct and maintain such improvements in a good and workmanlike manner, and has requested that the Village extend the term of the license agreement it has with the Yacht Club, and

C. The Common Council of the Village of Spring Lake acknowledges that the Yacht Club has promoted water sport and recreational activities on the waters of Spring Lake for the benefit of the Yacht Club, the Village and for the amusement and entertainment of the general public; and the Common Council of the Village of Spring Lake is agreeable to extend the duration of the license from its existing expiration date of December 31, 2033, in accordance with the terms and conditions set forth herein.

D. The Thum Property was donated to the Village with the understanding that it would be utilized for the assembly, amusement, entertainment, education and recreation of the public, and the Common Council of the Village has determined and acknowledges that the collective activities of the Yacht Club fulfill the purposes associated with the conditions of conveyance of the Thum Property.

Now, THEREFORE, for and in consideration of the covenants, agreements and conditions herein contained, the parties hereto agree as follows:

A. License: The Village does hereby grant a nonexclusive terminable license to the Yacht Club for the use of part of the "Thum Property," consisting of the driveway, extending from West Spring Lake Road, the so-called waterfront property and all buildings, docks, ramps and improvements located thereon, except those buildings which may be occupied by other licenses, such property, buildings, docks, ramps and improvements being referred to hereafter collectively as the "licensed premises".

- B. Term: This license shall commence effective July 1, 2014 and shall terminate on December 31, 2053.
- C. Renewal Term: The Yacht Club shall have the option to renew this license for an additional 20 year extended term if the Yacht Club is not in material default of this license agreement when the initial license term expires on December 31, 2053. Within six months prior to expiration of the license term, the Common Council shall consider at a regularly scheduled public meeting whether the Yacht Club has performed the responsibilities and terms of this license agreement. The Yacht Club shall be given a least 30 days prior notice in writing of such meeting date, the Common Council determines that the yacht club is not in material default under the license agreement, then this license agreement shall be extended for 20-year extended term expiring on December 31, 2073.

In the event the Common Council determines a material default exists at the completion of term expiring on December 31, 2053, then this license shall terminate. A "material default" shall be any item that the Common Council determines to be material, and is a prohibited, illegal or unauthorized activity in, on or about the Thum Property, under the direction, control, authority, or responsibility of the Yacht Club, which continues unabated by the Yacht Club for a period of thirty (30) days after notice by the Common Council pursuant to paragraph K. Provided, however, in the event the Common Council determines that there has both been a material default in this license agreement by the Yacht Club, but elects not to renew the term of the license agreement for an additional 20 years as provided herein, then the Yacht Club shall be compensated for the fair market value of the buildings, docks, ramps, grounds, and improvements then existing (collectively "improvements") on the Property, and owned or constructed by the Yacht Club. The fair market value shall be a sum either agreed upon by the parties hereto within 30 days after such election not to extend the license term, or if unable to agree, the then true cash value of such improvements as carried on the applicable tax assessment roll by the governmental entity providing such valuation. Improvements which are not included on the tax assessment roll shall be included at their depreciated value as determined by a qualified appraiser selected by the mutual consent of the parties hereto.

D. Use: The Yacht Club shall, at all times, use and occupy the licensed premises in strict conformity with the terms and provisions of the grant of conveyance to the Village from William Thum and Margaret R. Thum dated May 11, 1927, and recorded in the Office of the Ottawa County Register of Deeds in Liber 231 on Page 300 and 301. The Yacht Club specifically agrees that it will continue to maintain the licensed premises as a park area for the assembly, amusement, entertainment, education and recreation of the public desiring to utilize the licensed premises as provided in the Thum Property conveyance which the Common Council acknowledges that the Yacht Club has historically done. The Yacht Club shall have the right to enact and establish reasonable rules and regulations governing use of the licensed premises by the public. A copy of the rules which have been so adopted shall be filed with the Village Manager of the Village

of Spring Lake. It is specifically agreed that any violation of this paragraph by the Yacht Club which remains uncured after thirty (30) days prior written notice from the Common Council, shall constitute a material default in the performance of the covenants and agreements of this license.

E. Maintenance: The Yacht Club shall, during the term of this license, do and perform, at its own expense, all repairs and maintenance necessary to keep the licensed premises in as good order and repair as they are as of the commencement of this license, reasonable wear and tear expected.

F. Improvements: All construction of buildings or structures or other improvements on the licensed premises, or and remodeling or change thereof, shall be at the Yacht Club's expense. The Village shall be notified in advance of all improvements which involve earth changes; expansions of building exteriors; construction of new buildings; construction activity on the shoreline which may require state or federal permits; and, paving. The Village reserves the right to comment on the proposed improvements and all such improvements shall be approved by the Common Council in advance of construction. Such approval shall proceed quickly and shall not be unreasonably withheld. Any written request for approval shall be deemed to have been given if not acted upon within 30 days of the Yacht Club making such request.

1. All improvements placed on or in the licensed premises, whether heretofore or hereafter, by the Yacht Club which are not permanently affixed to the licensed premises shall remain the property of the Yacht Club and the Yacht Club shall have the right to remove said improvements in the termination of this license.
2. All real property improvements placed on or in the licensed premises, whether heretofore or hereafter, by the Yacht Club which is permanently affixed to the leased premises shall become and remain the property of the Village on the termination of this license. Without limiting the generality of the foregoing sentence, the Village shall become and remain the owner at the termination of this license of all of the following; all buildings, structures, driveways, sidewalks, landscaping, parking lots, docks and ramps.
3. On or before the termination date of this license, the Yacht Club shall have the right to remove from the licensed premises all of its personal property located thereon as well as improvements placed on the licensed premises which have remained the property of the Yacht Club and which the Yacht Club has the right to remove pursuant to this paragraph if such removal will not cause damage to the licensed premises. In removing said items of personal property and improvements, the Yacht Club shall use good care and diligence not to injure or deface the licensed premises and shall promptly repair and restore any and all damage caused by the removal of said items of personal property and improvements so that the Yacht Club shall surrender the licensed premises in as good order and repairs as there are at the commencement date of this license,

reasonable wear and tear expected. Any personal property and improvements left on the leased premises after the termination date may be disposed of by the Village as it shall see fit.

G. Liability Insurance: The Yacht Club shall indemnify and save harmless the Village from any liability for loss, damage, injury or other casualty to persons or property caused or occasioned by or arising from any act, use or occupancy or negligence by or of the Yacht Club or any of its agents, members, servants, visitors, licensees, or employees occurring during the license term or any extended term; and in case any action or proceeding be brought against the Village by reason of any such claim, the Yacht Club, on timely notice from the Village, shall resist or defend such action or proceeding by counsel employed by the Yacht Club, which shall include the taking of all permissible appeals unless full release of the Village is obtained by way of settlement or compromised at the expense of the Yacht Club or its insurance carrier.

The Yacht Club shall furnish to the Village a certificate or other evidence indicating the Yacht Club has had issued to it a policy or policies of insurance which insure against damages to property in the minimum amount of Two Million and no/100 (\$2,000,000.00) Dollars for injury to one person and Two Million and no/100 (\$2,000,000.00) Dollars for injury to more than one person in one accident or occurrence, naming the Yacht Club and the Village as insureds therein. The Yacht Club shall pay all premiums thereon and shall furnish evidence of such payment to the Village upon request.

H. Grounds: The Yacht Club shall keep the licensed premises properly policed and maintained so as to pick up and remove all debris, rubbish and foreign matter and shall, at all times, keep the licensed premises in a neat and clean condition.

I. Driveway Maintenance: The Yacht Club shall maintain all paved and gravel driveways and parking lots on the Thum Property in a condition permitting reasonable ingress and egress, except no snow removal, plowing or maintenance shall be required from October 1 to May 1 of any year.

J. License Nonexclusive: This license shall be nonexclusive. Other persons or groups shall have the right and privilege to utilize the grounds included within the licensed premises even though they are not members or guests of the Yacht Club. This paragraph shall not be deemed as authorization for other persons to use buildings, structures, ramps or docks built or installed by the Yacht Club.

K. Default; Notice; Cure: This license is made upon the condition that the Yacht Club shall perform all covenants and agreements herein set forth to be performed by it. In the event a default in the performance of said covenants and agreements shall continue for a period of thirty (30) days after notice of default in performance, then the Yacht Club shall be in default of this license.

In the event of any default of this license by the Yacht Club, then the Village, besides the other rights or remedies it may have, shall have an immediate right of reentry and may remove all persons and the Yacht Club's personal property for the licensed premises, and upon written notice to Yacht Club, this agreement shall terminate.

L. Notices: Any notices required to be served hereunder shall be sufficiently given if mailed by certified mail, return receipt requested, addressed to the Village and Yacht Club at their following respective addresses:

Village: Village Manager
Spring Lake Village Hall
102 West Savidge Street
Spring Lake, MI 49456

Yacht Club: Spring Lake Yacht Club
P.O. Box 742
Spring Lake, MI 49456

M. Successors and Assigns: This Agreement shall inure to the benefit and be binding upon the parties hereto and their successors and assigns, except the Yacht Club shall not have the right to assign or transfer its interest herein without prior written approval of the Village.

IN WITNESS WHEREOF, the Village has set its hand and seal this ____ day of June, 2014.

WITNESSED BY:

VILLAGE OF SPRING LAKE

By: _____
Its: President

By: _____
Its: Clerk

IN WITNESS WHEREOF, the Spring Lake Yacht Club has set its hand and seal this
____ day of June, 2014.

WITNESSED BY:

SPRING LAKE YACHT CLUB

By: _____
Its: Commodore

By: _____
Its: Vice Commodore

MOORE & BRUGGINK, INC.

Consulting Engineers

2020 Monroe Avenue, N.W.

Grand Rapids, Michigan 49505-6298

June 17, 2014

Re: Fruitport Road – River Street Lift Station

Mr. Roger Belknap, Public Works Director
Village of Spring Lake
102 W. Savidge Street
Spring Lake, Michigan 49456

Dear Mr. Belknap,

Thank you for meeting Ryan and me last Tuesday regarding the Renovation of the Fruitport Road – River Street Lift Station. As discussed in our meeting, you requested some additional scope you would like to be included in the project. I've outlined the additional scope items and the reasons for the additions below:

1. Review capacity of the pumps and increase to accommodate the potential commercial development at the corner of Fruitport Road and M-104.
2. Replace the rusted piping and valves in the valve chamber, and place a bypass pump connection in this chamber. This will allow for future access to the wetwell and provide a secondary backup if both pumps fail. This will require removing the valve chamber top, adding a section of manhole rings, and a new top with a hatch. The driveway adjacent to the existing lift location, would need to be re-routed slightly to the west to accommodate the proposed upgrades. Hopefully this can be coordinated prior to construction to avoid any additional costs to restore the homeowner's driveway.
3. Move the new control panel location closer to the station and put it on a concrete pad. Currently, it is in-between three trees that could damage the panel if they fall, and potentially interrupt the new cellular signal.
4. Relocate the generator and natural gas meter next to the new control panel.
5. Landscape the area around the control panel and wetwell to provide a buffer for the homeowner.

These changes will cause an increase in the overall construction costs, although no estimates have been completed at this time. Due to the changes in scope proposed at the meeting, and the lack of as-built record for reference, there will be a change in our proposed engineering costs. We wanted to make you aware of this up-front so there are no surprises.

Our design engineering scope will be increased to include the following items:

1. Perform a topographical survey of the existing lift station and surrounding area, including finding inverts of the bottom of the lift station and valve chamber, and upstream manhole that the forcemain discharges into. The topographic survey will serve as a base for our site design and allow us to place the new control panel and valve chamber top while avoiding conflicts with gas and power lines. This will also allow us to assure the station is above the 100 year floodplain, which will be required by the MDEQ.
2. Since capacity of the existing pumps is unknown, drawdown testing of both pumps #1 and #2 is required to confirm the capacity for calculations. This will also allow us to use run-times to determine the peaks so capacity for the future development can be allocated appropriately.
3. Contract with an electrical engineering sub-consultants to design the power feed to the relocated control panel, the conduits from the relocated generator, and place appropriate conduits to/from the wetwell for the pumps and controls that meet current electrical codes.
4. Design the piping modifications to get a bypass pump connection on the discharge line as well as replace the rusted valves and piping. This will also include the design of the top of the valve chamber to include a hatch that allows access to the valves with a T-handle.
5. Landscape plan to "hide" the control panel and gen-set from the homeowner.

Our services for construction engineering would be increased to include the following items:

1. Review additional mechanical and electrical shop drawings.
2. Additional site-visits for inspection of mechanical piping and relocated control panel pads/conduits.
3. Conduct additional progress meetings and help coordinate the bypass pumping.
4. Additional as-built drawings.

Moore & Bruggink understands that changes in scope happen once projects get underway. Normally, we can absorb minor changes in scope, but since the change was significant based on our meeting on Tuesday, we propose the following increase in engineering costs:

Previously approved: \$9,800.00

Design Phase (increase)

M&B Subtotal \$4,500.00
Century A&E Subtotal \$4,200.00

Page 3
Mr. Roger Belknap
Fruitport Road - River Street Lift Station
06/17/14

Construction Phase (increase)

M&B Subtotal	\$4,200.00
Century A&E Subtotal	\$1,600.00

Revised Design & Construction Engineering Cost: **\$24,300.00**
(includes the previously authorized amount)

If accepted, the cost above will be a not-to-exceed fee based on the original proposal scope shown in the letter dated 5/9/14 and the additional scope outlined above.

We estimate that the work described herein can be commenced within two weeks of your authorization to proceed.

We look forward to being of service to you on this project. If you have any questions or concerns please let me know.

Sincerely,



Brian Hannon, P.E.

BJH/klm
Encl.

July 3, 2014

Mr. Roger Belknap
DPW Director
Village of Spring Lake
102 W. Savidge
Spring Lake, MI 49456

**Subject: Mill Point Park Floating Docks
Engineering Evaluation**

Dear Mr. Belknap,

Thank you for the opportunity to work with the Village of Spring Lake to evaluate the existing floating docks at Mill Point Park. Per our site meeting on 7/1, the following scope of services is intended to assist the Village of Spring Lake with a solution to address the issues facing the docks. During the site meeting we discussed and observed two primary issues:

- Dock floatation is not sufficient for gangway load
- Finger piers appear to be experiencing frame damage

Firm Overview

Our team of engineers, surveyors, architects, planners, and landscape architects specialize in the planning and design of waterfront projects. We have extensive experience throughout the Great Lakes that includes marine/civil engineering, landscape architecture, and the associated regulatory/permitting processes. Our projects range from residential docks to marinas containing over 1,000 slips. We understand that no two sites are alike, and that every site presents unique physical opportunities and constraints that must be addressed.





Scope of Work

ENGINEERING EVALUATION

We will review and summarize available information, including record drawings, site photos, reports, and other data that may inform the evaluation of the docks. Based upon the available information and site visit observations, we will prepare a letter report that identifies the apparent issues to be addressed and evaluates solutions. In addition, we will reach out to the dock manufacturer to obtain record information and discuss solutions. The letter report will include the following elements:

- Assessment of the issues requiring repair
- Site Photos
- Evaluation of solutions, considering:
 - ADA/Accessibility
 - Winter removal
 - Apparent site conditions
 - Use Patterns
 - Repair/construction costs
 - Other relevant project examples
 - Regulatory/Permitting
- Next Steps



Deliverables

- Letter Evaluation & Attachments

Project Schedule

We understand the Village of Spring Lake intends to address the dock issues as early as is feasible in 2014 and we are prepared to proceed with the evaluation now. We will complete the evaluation within two weeks of the notice to proceed.



Fees

We propose to complete the scope of work outlined above for a lump sum fee of \$ 1,500. This fee includes printing expenses.

We appreciate this opportunity to work with the Village of Spring Lake. If you find this proposal acceptable, your signature below will serve as our authorization to proceed. We will work closely with you and communicate clearly to ensure our efforts are on task and meeting your expectations in terms of budget and deliverables.

Sincerely,

Accepted:

Michael Morphey, PE, LEED AP
Project Manager

Village of Spring Lake

Date



Commercial/Industrial

48-2-HCX

2 Seats with

dumping utility box

Plug-in power.

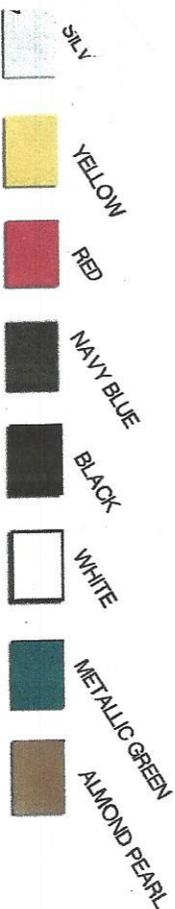
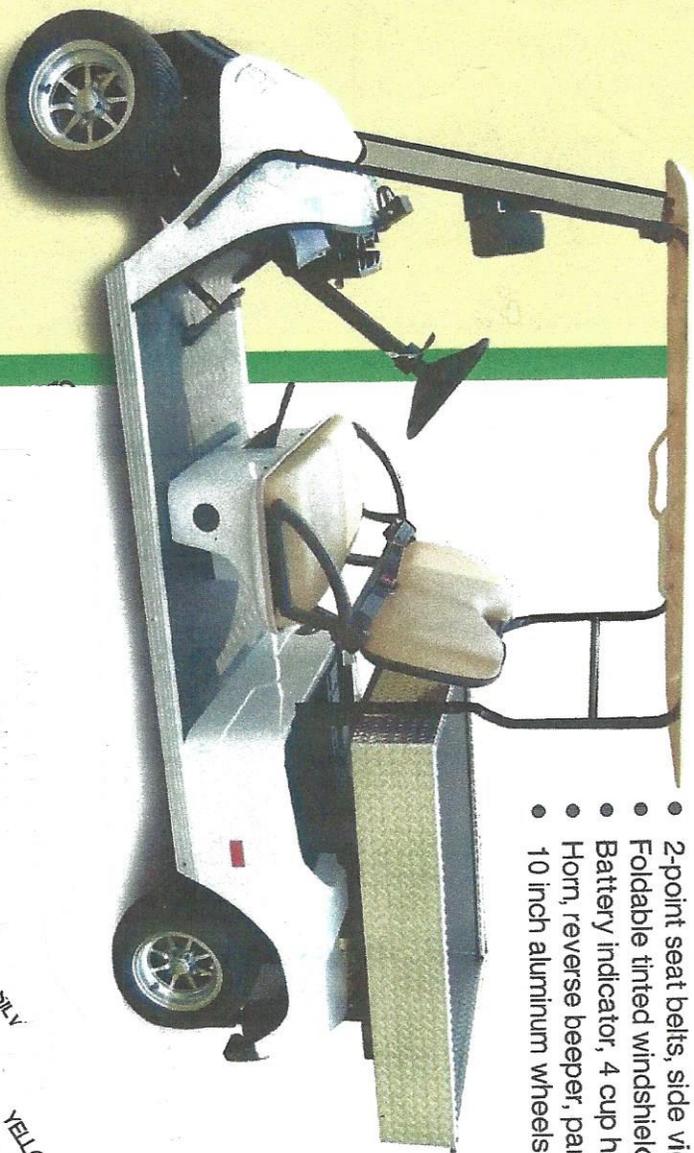
Our growing line of commercial-grade, electric vehicles gets the job done. From hauling to towing to recycling, we have the plug-in utility vehicles to meet all your industrial and commercial needs. These cars come standard with material-handling grade Curtis controllers and Advanced DC motors built for heavy loads and backed with plenty of torque and horsepower.

- Eight 6V (48V) batteries required
- 2 Passengers seat with roof and roof handles
- 5.5HP Advanced DC Motor
- 400 amp (48V) Curtis programmable controller with regenerative braking
- Functional front and rear bumpers
- 2-point seat belts, side view mirrors
- Foldable tinted windshield
- Battery indicator, 4 cup holders, battery box
- Horn, reverse beeper, parking brake
- 10 inch aluminum wheels
- Head lights, taillights, brake lights, turn signals
- 48V to 12V voltage reducer for all accessories
- 900 lb load capacity
- 19.5mph (17mph with Low Speed Rear, 20-25 MPH if LSV)
- 54"Lx43"Wx9 1/2"H Aluminum cargo box with tail gate
- 144"Lx47"Wx72"H
- 48V Transformer charger
- Two year limited warranty

OPTIONS

- LSV (NEV) Street Legal Package
- 4 wheel hydraulic brakes *
- AC System
- Self sealing tires

*Shown in picture



*Extra charge for yellow and silver

Star EV Division
 JH GLOBAL SERVICES, INC | 378 Neely Ferry Rd. Simpsonville, SC 29680, USA
 phone: 864.297.8833 fax: 864.297.7010 toll free: 1.877.818.8833 | www.star-ev.com

Specifications for Utility Box Golf Car*

Specs

Passenger
 Battery System, V
 Motor Power, HP
 Controller Power, A
 Top Speed, MPH
 Load Capacity, lbs
 Dimension, Inch
 Weight, lbs
 Aluminum cargo box size, inch
 Cargo box load capacity, lbs
 Ground Clearance, Inch
 Turning Radius, ft.
 Wheel Base
 Top Climbing Grade
 Body Material
 Front Suspension
 Rear Suspension
 Steering System
 Brake System
 Tire Size

48-2-HCX

2
 8x6V, Trojan T 105 recommended
 5.5 HP Continuous, Advanced DC Motor
 400A Curtis 1268
 19.5 (17-Low Speed Rear, 20-25-LSV)
 900 lbs
 144"Lx47"Wx77"H
 970lbs without batteries
 54"x43"x9½"
 600 lbs
 5"
 12ft
 96"
 20%
 Plastic
 Leaf spring and shock
 Leaf spring and shock
 Rack and pinion
 Rear drum
 205X50-10 4PL Y, DOT

Specs

Tire Pressure, PSI
 Wheel Type
 Roof
 Drive Train
 Voltage Reducer
 Windshield
 Head Lights
 Tail Lights
 Brake Lights
 Turning Signals
 Horn
 Reverse Beeper
 Seat Belts
 Side View Mirrors
 Battery Indicator
 Battery Box
 High /Low Speed Switch
 Safety Charger Interlock Switch
 Automatic Battery Charger
 Warranty

48-2-HCX

30 PSI
 10 Inch Aluminum
 Molded plastic with roof handles
 Direct rear drive with 10:25:1 ratio
 20A, 48V to 12V included
 Foldable tinted
 Included
 1 year warranty

Proudly Presented By

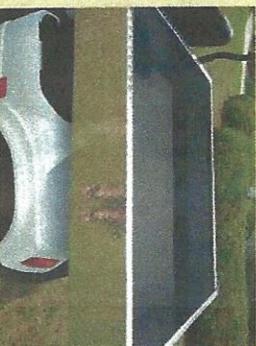
*Specs are subject to change without notification



2 sizes for the cargo box



4 cup holder and two storage compartments



Aluminum cargo box

VILLAGE OF SPRING LAKE JOB DESCRIPTION

~~ADMINISTRATIVE ASSISTANT/ DEPUTY CLERK/TREASURER~~

Supervised By: ~~Village Manager~~ Clerk/Treasurer
Supervises: No supervisory responsibility

General Summary:

Under the supervision of the ~~Village Manager~~ Clerk/Treasurer with instruction provided by other department heads, provides a broad range of clerical and administrative support, extensive customer service, cashiering and bookkeeping.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. This is not an exhaustive list of duties which may be required. An individual in this position must be able to perform each essential function with or without reasonable accommodation.

1. **Customer service and cashiering:** ~~May be regularly assigned or~~ serve in a back-up capacity as first point of contact for the public. Answers phones and receives customers at the counter. Receives payments, issues receipts, and balances the cash drawer. Provides information and overall customer assistance on a range of needs relating to various departments and Village services **in the absence of the Deputy Treasurer.**
2. **Secretarial and clerical assistance:** Provides a range of secretarial and clerical assistance to department heads including typing, data entry, filing, copies, ordering, mailings, and related work. Prepares correspondence for code compliance officer.
3. **Boards and Commissions:** Assists with preparing meeting agendas and packets, records and transcribes meeting minutes. Prepares mailings and other notices.
4. **Treasury:** Receives payments, issues receipts, maintains tax files and records including deferments, and prepares quarterly and other reports. Counts the cash drawer and prepares deposits. Assists in preparing data and information in support of the audit.
5. **Accounts payable and receivable:** Processes accounts payable; codes and enters invoices, routes to appropriate department for approval, prepares bills for approval, and issues payments. Prepares invoices and maintains related records. Assists with payroll as needed.
6. **Official records and documents:** Maintains files, records and official documents according to establishes procedures and records retention policies. Updates indexes, code of ordinances and zoning code, tracks contract expirations, and maintains minutes and official files for various boards and commissions. Prepares information in response to Freedom of Information Act (FOIA) requests according to established procedures.

7. **Office administration:** Monitors office supplies and inventory and places orders. Troubleshoots office equipment and coordinates repairs and maintenance as needed.
8. **Rental program:** Processes annual rental registrations and tracks rental inspections.
9. **Special events and communications:** Plans and coordinates special events as assigned. Maintains the community calendar and prepares the community newsletter.
10. **Website and social media:** Updates the Village's website and social media outlets.
11. **Elections:** Works with the Township Clerk to have a basic understanding of election law and the needs of Village elected officials.
12. **FOIA Coordinator:** Processes FOIA requests and maintains an understanding of Open Meetings Act. Responsible for posting all meetings and adherence to OMA regulations.
13. Performs related work as needed.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. This is not an exhaustive list.

- Educational requirements include a high school diploma or equivalent.
- Experience requirements include one or more years of experience in office administration, bookkeeping, or related field, preferably in a municipal setting.
- Thorough knowledge of office administration and bookkeeping practices and procedures, including records management.
- Knowledge of the Village policies, laws, ordinances, and municipal government operations to effectively assist the public.
- Skill in operating office equipment including computers and computer software including financial management, word processing and spreadsheet applications, social media and website, and the ability to type and enter data with speed and accuracy.
- Skill in compiling data and information, maintaining official files and financial records, and preparing clear and accurate minutes, records, correspondence, and other documents.
- Ability to establish effective working relationships, communicate effectively, and use good judgment, initiative and resourcefulness when dealing with other employees and the public, including resolving difficult customer service issues.
- Ability to work effectively with frequent changes in work priorities and interruptions.

Physical Demands and Work Environment:

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

An employee in this position works the majority of each day in an office setting with a controlled climate where they sit or stand to work on a computer, communicate by telephone, email or in person, assist customers at the front counter and move around the office area.

An employee in this position is occasionally required to work beyond a normal work week during elections or other events. During this time, the employee may be required to pack and load heavy boxes and walk and stand for extended periods.

VILLAGE OF SPRING LAKE JOB DESCRIPTION

DEPUTY TREASURER

Supervised By: Clerk/Treasurer
Supervises: No supervisory responsibility

General Summary:

Under the supervision of the Clerk/Treasurer with instruction provided by other department heads, provides a broad range of clerical and administrative support, extensive customer service, cashing and bookkeeping.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. This is not an exhaustive list of duties which may be required. An individual in this position must be able to perform each essential function with or without reasonable accommodation.

1. **Customer service and cashing:** May be regularly assigned or serve in a back-up capacity as first point of contact for the public. Answers phones and receives customers at the counter. Receives payments, issues receipts, and balances the cash drawer. Provides information and overall customer assistance on a range of needs relating to various departments and Village services.
2. **Secretarial and clerical assistance:** Provides a range of secretarial and clerical assistance to the Clerk/Treasurer & Director of the Department of Public Works including typing, data entry, filing, copies, mailings, and related work.
- 3.
4. **Boards and Commissions:** Assists with preparing meeting agendas and packets for the Police Commission, records and transcribes meeting minutes. Prepares mailings and other notices.
5. **Treasury:** Receives payments, issues receipts, maintains tax files and records including deferments, and prepares quarterly and other reports. Counts the cash drawer and prepares deposits. Assists in preparing data and information in support of the audit.
6. **Payroll:** Processes bi-weekly payroll; maintains related records.
7. **Human Resources:** Maintains files, records and official documents according to establishes procedures and records retention policies. Understands the Village's health care, disability and dental plans and serves as the human resource specialist.
8. **Office administration:** Troubleshoots telephone system and office equipment and coordinates repairs and maintenance as needed. Manages the janitorial contract. Coordinates building maintenance with the Department of Public Works.
9. **General Ledger:** Reconciles monthly bank statements with the assistance of the Clerk/Treasurer. Assists with the preparation and distribution of the annual budget.

Prepares and maintains Equipment Rental reports.

10. **Accounts Receivable:** Collects debts owed to the Village including outstanding invoices and delinquent personal property taxes.
11. Performs related work as needed.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. This is not an exhaustive list.

- Educational requirements include a high school diploma or equivalent.
- Experience requirements include one or more years of experience in office administration, bookkeeping, or related field, preferably in a municipal setting.
- Thorough knowledge of office administration and bookkeeping practices and procedures, including records management.
- Knowledge of the Village policies, laws, ordinances, and municipal government operations to effectively assist the public.
- Skill in operating office equipment including computers and computer software including financial management, word processing and spreadsheet applications, social media and website, and the ability to type and enter data with speed and accuracy.
- Skill in compiling data and information, maintaining official files and financial records, and preparing clear and accurate minutes, records, correspondence, and other documents.
- Ability to establish effective working relationships, communicate effectively, and use good judgment, initiative and resourcefulness when dealing with other employees and the public, including resolving difficult customer service issues.
- Ability to work effectively with frequent changes in work priorities and interruptions.

Physical Demands and Work Environment:

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

An employee in this position works the majority of each day in an office setting with a controlled climate where they sit or stand to work on a computer, communicate by telephone, email or in person, assist customers at the front counter and move around the office area.

An employee in this position is occasionally required to work beyond a normal work week during elections or other events. During this time, the employee may be required to pack and load heavy boxes and walk and stand for extended periods.

VILLAGE OF SPRING LAKE JOB DESCRIPTION

ADMINISTRATIVE ASSISTANT POLICE

Supervised By: Police Chief
Supervises: No supervisory responsibility

General Summary:

Under the supervision of the Police Chief, provides a broad range of clerical and administrative support, extensive customer service, and general office management.

Essential Job Functions:

An employee in this position may be called upon to do any or all of the following essential functions. This is not an exhaustive list of duties which may be required. An individual in this position must be able to perform each essential function with or without reasonable accommodation.

1. **Customer service:** Serves as first point of contact for the public for the Police Department. Answers phones and receives customers at the counter. Provides information and overall customer assistance related to department processes. Processes insurance requests, police inquiries, and related items.
2. **Secretarial and clerical assistance:** Provides a range of secretarial and clerical assistance to the department including typing, data entry, filing, copies, ordering, mailings, and related work. Prepares incident maps and activity summaries for the local press.
3. **Official records and reporting:** Enters incident reports and tickets in the records management system. Compiles quarterly MICR reports, other state and federal reports, and others as directed. Maintains files, records and official documents according to established procedures and records retention policies. Prepares information in response to Freedom of Information Act (FOIA) requests according to established procedures. Prepares information for attorneys, courts, and other agencies.
4. **Boards and Commissions:** Assists with preparing meeting agendas and packets for Joint Police Commission. Records and transcribes meeting minutes. Prepares mailings and other notices.
5. **Department bookkeeping:** Processes accounts payable according to established procedures. Maintains payroll records including time sheets, overtime, time off usage, scheduling, and related information. Assists with payroll as needed. Prepares invoices for OWI, FOIA, and other services.
6. **LEIN Terminal Agency Coordinator:** Serves as official LEIN TAC designee, receives and provides related training on system use and security. Prepares related reports.
7. **Gun permits and registrations:** Processes gun permits and registrations. Runs

background checks, receives required forms, and ensures requirements are met.

8. **Office administration:** Monitors office supplies and inventory and places orders. Troubleshoots office equipment and coordinates repairs and maintenance as needed.
9. Cross-trained and provides support for general Village operations as needed.
10. Performs related work as needed.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. This is not an exhaustive list.

- Educational requirements include a high school diploma or equivalent.
- Experience requirements include one or more years of experience in office administration, bookkeeping, or related field, preferably in a municipal setting.
- Ability to become and remain LEIN TAC certified, including satisfactory background report.
- Thorough knowledge of office administration and bookkeeping practices and procedures, including records management.
- Knowledge of the department policies and operations to effectively assist the public.
- Skill in operating office equipment including computers and computer software including specialized law enforcement programs, word processing and spreadsheet applications, and the ability to type and enter data with speed and accuracy.
- Skill in compiling data and information, maintaining official files and financial records, and preparing clear and accurate minutes, records, correspondence, and other documents.
- Ability to establish effective working relationships, communicate effectively, and use good judgment, initiative and resourcefulness when dealing with other employees and the public, including resolving difficult customer service issues.
- Ability to work effectively with frequent changes in work priorities and when exposed to very disturbing police reports and associated photographs.
- Ability to handle highly sensitive and confidential information with complete discretion.

Physical Demands and Work Environment:

The physical demands and work environment described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

An employee in this position works the majority of each day in an office setting with a controlled climate where they sit or stand to work on a computer, communicate by telephone, email or in person, assist customers at the front counter and move around the office area.

GOVERNING BODY OF

(the "Member")

RESOLUTION NAMING TRUSTEE AND ALTERNATE TRUSTEE

PREMISES

- A. Article 6.1 of the Bylaws of the West Michigan Health Insurance Pool ("WMHIP") requires that each member entity name a Trustee and Alternate Trustee to serve on the Board of Trustees for the WMHIP.
- B. The Governing Body of the Member has chosen individuals in accordance with Article 6.1 to serve as Trustee and Alternate Trustee.
- C. The Governing Body of the Member believes that these individuals will represent the interests of the Member in the WMHIP.
- D. These individuals are employed by the Member and covered under the Public Employer Pooled Plan ("PEPP") health insurance program provided to the Member by WMHIP, as required by State law.
- E. Neither of these individuals are an owner officer, or employee of any third-party administrator or any other third party providing services to WMHIP.

NOW, THEREFORE, the Governing Body of the Member hereby resolves:

1. The Governing Body hereby confirms its appointment of the following persons as Trustee and Alternate Trustee to serve as Trustee when the initial Trustee is not available or in attendance to carry out the Trustee's duties:

[Insert Trustee's Name]

[Insert Alternate Trustee's Name]

The Trustee and Alternate Trustee shall serve until replaced by action of the Governing Body of the Member or the discontinuance of employment by the Trustee or Alternate Trustee. Failure of the Member to designate a Trustee, or the failure of that Trustee/Alternate Trustee to participate on the Board of Trustees, shall not affect the responsibilities or duties of the Member under the Amended Trust Agreement.

2. Once these appointments are made known to WMHIP, the above-named individuals shall remain in office until WMHIP receives evidence of appointment of other persons.

3. Evidence of these appointments shall be communicated to WMHIP by providing a certified copy of this resolution.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Governing Body of the _____, _____ Counties, State of Michigan, at a _____ meeting held on _____, 2011, and that this meeting was conducted and public notice of this meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of this meeting were kept and will be or have been made available as required by this Act.

I further certify that the following Members were present at this meeting:

_____ and that the following Members were absent _____.

I further certify that the foregoing resolution was moved by Member _____ and seconded by Member _____.

I further certify that the following Members voted for adoption of the foregoing resolution: _____ and that the following Members voted against adoption of this resolution:

_____.

Secretary

**RESOLUTION OF THE BOARD OF COUNTY ROAD COMMISSIONERS
OF OTTAWA COUNTY**

At a regular meeting of the Ottawa County Board of County Road Commissioners, held at the offices of the Ottawa County Road Commission in Grand Haven, Michigan, on the 26th day of June, 2014, at 9:00 a.m.

PRESENT: Miedema, Palarz, Grifhorst, Bird

ABSENT: Elhart

The following resolution was offered by Commissioner Palarz and supported by Commissioner Grifhorst.

RESOLUTION

WHEREAS, the Board of County Road Commissioners of the County of Ottawa (“OCRC”), has the primary responsibility to provide reasonably safe roads for public travel through construction and maintenance activities.

WHEREAS, the primary source of revenue for the OCRC that comes from the State of Michigan through Public Act 51 of 1951 have been stagnant for several years, while inflation and costs have increased, thus reducing the amount of construction and maintenance activities needed to provide reasonably safe roads.

WHEREAS, the OCRC would propose a county wide road millage for the purposes of providing reasonably safe roads through reconstruction, resurfacing, and preventative maintenance.

WHEREAS, the OCRC would utilize the millage revenues mostly on primary roads through the strategic improvement plan process to provide reasonably safe roads through reconstruction, resurfacing, and preventative maintenance.

WHEREAS, the OCRC would ensure that the 100% of the millage revenues generated within a Township over the millage period be utilized to provide reasonably safe roads through reconstruction, resurfacing, and preventative maintenance on roads within the Township.

WHEREAS, the OCRC would encourage, support, and offer any assistance for the Townships to pursue a local road millage to provide reasonably safe roads through reconstruction, resurfacing, and preventative maintenance.

WHEREAS, the OCRC hereby approves a millage proposal be placed on the November 2014 ballot for the reconstruction, resurfacing, and preventative maintenance of roads under the jurisdiction of the OCRC for a period of ten years, beginning in 2015, and

BE IT FURTHER RESOLVED, that the following ballot language be used:

Shall the limitation on the total amount of taxes which may be levied against taxable property within the County of Ottawa, Michigan, as provided for by Section 6 of Article IX of the Michigan Constitution of 1963, be increased up to the amount of \$0.50 per thousand dollars of taxable valuation (0.50 mills) for a period of ten (10) years, 2015 through 2024, inclusive, for the purposes of providing a fund for the reconstruction, resurfacing, and preventative maintenance of roads included in the Ottawa County Road System and for the reconstruction, resurfacing, and preventative maintenance of streets within the incorporated limits of villages and cities within Ottawa County, thereby raising in the first year an estimated \$5,012,875?

AYES: Miedema, Palarz, Grifhorst, Bird

NAYS:

This resolution is declared approved this 26th day of June, 2014.

**OTTAWA COUNTY BOARD OF
COUNTY ROAD COMMISSIONERS**

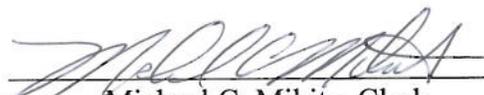
By:  _____

Its: Clerk _____

CERTIFICATE

STATE OF MICHIGAN)
)ss
COUNTY OF OTTAWA)

I, the undersigned, the duly qualified Clerk of the Ottawa County Board of County Road Commissioners, in the State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Ottawa County Board of County Road Commissioners, held on the 26th day of June, 2014. Public notice of said meeting was given pursuant to and in full compliance with Act 267, Public Acts of 1976, as amended.



Michael C. Mikita, Clerk

Proposed Ottawa County Road Millage Information

- Simply put, there is not enough money being generated to support the maintenance of the public road systems in Ottawa County. The cost to maintain the road network significantly exceeds revenues, and the need continues to increase.
- The Michigan Legislature last increased the gasoline tax, a primary source of funding to maintain roads in Michigan, in 1997 from 15 cents per gallon to 19 cents per gallon. The tax on diesel fuel was not increased.
- Current revenues from the gas tax and vehicle registration fees have been generally just over \$21 million for the road agencies in Ottawa County. However, as it stands today, it would take over \$250 million to get all the roads to a “good” condition, and an additional \$30 million annually to keep them in “good” condition.
- The Ottawa County Road Commission is proposing on the November ballot a ½ mil per year for ten years for the purposes of providing a fund for the reconstruction, resurfacing, and preventative maintenance of roads in Ottawa County.
- The ½ mil equates to a property owner cost of \$25 annually per \$50,000 of taxable value (or \$100,000 of market value.)
- The proposed ten year levy would generate over \$50 million for the reconstruction, resurfacing, and preventative maintenance of roads in Ottawa County.
- The proposed road millage funds will ONLY be spent on the reconstruction, resurfacing, and preventative maintenance of roads in Ottawa County.
- Road millage funded projects will be selected by the Road Commission utilizing the Strategic Improvement Plan process with input from local government officials and the public. Pavement condition, traffic volumes, capacity and congestion issues, accident history, maintenance problems, and other funding sources are some the criteria that will be considered for project prioritization and selection.
- The Road Commission will focus on primary roads for road millage funded projects. However, it may be determined during the Strategic Improvement Plan process to utilize the road millage funds on a local road.
- A list of road millage funded Road Commission projects will be published annually.
- The Ottawa County Board of Commissions has to approve the collection of the ½ mil road millage on an annual basis. Should the Michigan Legislature implement a road funding solution during the life of the levy, it is possible that the millage could be reduced or not taken for any given year.

Christine Burns

From: Brett Laughlin [BALaughlin@ottawacorc.com]
Sent: Thursday, July 03, 2014 7:28 AM
To: 'Patrick Waterman'; 'Tim Klunder'; 'hcmanager@cityofholland.com'; 'Steven Patrick'; 'Craig Bessinger (cbessinger@ferrysburg.org)'; 'pmcginnis@grandhaven.org'; Christine Burns
Cc: Mike Mikita; tombird2@yahoo.com
Subject: Proposed County Wide Road Millage
Attachments: County Wide Road Millage Request Resolution.pdf; Proposed Ottawa County Road Millage Information.pdf

To All:

The Ottawa County Road Commission has requested that a county wide road millage proposal be placed on the November election ballot. Attached is the Road Commission Resolution that has been given to the Ottawa County Board of Commissioners that includes the request and suggested ballot language. It is anticipated that at their next Board meeting, Ottawa County will establish a public hearing date of July 22 to received comments concerning the proposed county wide road millage.

The revenues that are generated from the proposed county wide road millage within the cities and villages of Ottawa County would be given to the respective cities and villages for the reconstruction, resurfacing, and preventative maintenance of streets within their incorporated limits. The proposed county wide road millage is ½ mil for ten years (2015-2024).

A fact sheet concerning the proposed Ottawa County Road Millage is attached for your information and use. If you should have any questions or if you would like to set up another meeting, please do not hesitate to contact me at 616-850-7204.

Sincerely,

Brett Laughlin
Managing Director
Ottawa County Road Commission
(616) 842-5400

PREMIUM SUMMARY

Named Insured: Village of Spring Lake

Description of Coverage	Expiring Premium	Renewal Premium
Property	\$7,631	\$7,568
General Liability	\$5,986	\$7,754
Elected Official Professional Liability	\$1,823	\$2,302
Police Professional Liability	\$7,463	-
Crime	\$723	\$723
Business Auto	\$10,678*	\$8,885
Inland Marine	\$2,559	\$2,559
Umbrella	\$6,767	\$4,068
Total Estimated Premium	\$43,630	\$33,859**

*Adjusted to reflect changes over 2013-2014 term.

**Includes TRIA premium of \$934.



Quotation of Commercial Insurance

VILLAGE OF SPRING LAKE

Quote # S 198642503

Policy Period: 07/01/14 to 07/01/15

Terrorism Information

You are hereby notified that under the Terrorism Risk Insurance Extension Act of 2005, effective January 1, 2006, we must make terrorism coverage available under the policies we offer. However, the actual coverage available under our policies for acts of terrorism is limited by the terms, conditions, exclusions, limits, other provisions of the coverage quote to which this offer is attached and by the policy, any endorsements to the policy and generally applicable rules of law.

Terrorism coverage provided for certified acts is partially reimbursed by the United States Government under a formula established by federal law. Under this formula, the United States Government will pay a share of terrorism losses insured under the federal program. The federal share equals 90% of covered terrorism losses (85% in 2007) exceeding the statutorily established deductible paid by the insurance company providing the coverage. Coverage lines not subject to the federal participation are commercial auto, burglary and theft, surety, professional liability and farmowners.

YOUR POLICY INCLUDES TERRORISM COVERAGE FOR AN ADDITIONAL PREMIUM OF \$934.00.

This non-binding proposal is only a summary of premium. It is not a guarantee that the actual premium will not exceed the amount of the proposal. No coverage is provided by this summary nor does it replace any provisions of the final policy. For specific terms and restrictions, refer to the individual policy and coverage forms.

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE REJECTION FORM**

You are hereby notified that under the Terrorism Risk Insurance Act, or its replacement or extension, that you have a right to purchase coverage for losses resulting from acts of terrorism, as defined in Section 102(1) of the Act. The term "act of terrorism" means any act that is certified by the Secretary of the Treasury, in concurrence with the Secretary of State, and the Attorney General of the United States, to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals, as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

In accordance with this Act, we have offered you coverage for losses resulting from an act of terrorism that is certified under this federal program. You may reject this offer of coverage within the first thirty (30) days of the policy period. If you choose to reject this offer of coverage, an exclusionary endorsement will be added to your policy to eliminate coverage for losses caused by acts of terrorism certified under the federal program.

You may reject this offer by signing the enclosed statement and returning it to your agent, and your policy will be amended to exclude the described coverage.

REJECTION OF TERRORISM INSURANCE COVERAGE

YOUR POLICY INCLUDES TERRORISM COVERAGE FOR AN ADDITIONAL PREMIUM OF \$ _____. YOU MAY REJECT THIS OFFER OF COVERAGE FOR TERRORIST ACTS WITHIN THE FIRST THIRTY (30) DAYS OF THE POLICY PERIOD BY CHECKING THE BOX BELOW. IN ORDER FOR THIS REJECTION TO TAKE EFFECT, YOU MUST PROVIDE ALL OF THE REQUESTED INFORMATION AND SIGN AND DATE THE FORM.

<input type="checkbox"/>	I hereby reject the offer of terrorism coverage as described above. As a result, I fully understand this policy will now EXCLUDE certain terrorism losses.
--------------------------	--

Policyholder's/Applicant's Signature

Insurance Company

Print Name

Policy Number

Date



102 W. SAVIDGE ST. • SPRING LAKE, MI 49456 • PHONE 616-842-1393

FAX 616-847-1393

June 25, 2014

Ms. Elizabeth Wheeler
120 N Lake
Spring Lake, MI 49456

Dear Ms. Wheeler:

This letter is written to ask that you please trim the growth that is bushing out around the base of the tree in your front yard between the sidewalk and street, no later than ten (10) days from the day of this letter.

It has been noted that it is visual obstruction, Section 70.198 of the Village Code of Ordinance.

If you have any questions please do not hesitate to contact me at 616-842-1393. Thank you in advance for your help in making this a better community to live in.

Sincerely,

Christine Burns
Village Manager

Sec. 70-198. Trees extending into public highways.

(a)

Any tree not growing on a public alley, street or highway but so located as to extend its branches over a public alley, street or highway shall be so trimmed by the owners of the property on which the tree stands or by the owners agents that there will be a clear height of 14 feet above the surface of the street or highway unobstructed by branches; and such owner or the owner's agents shall remove all dead branches and stubs on such trees which are or may become a menace to travelers on the public highway, street or alleys of the village.

(b)

The village shall have the right to prune any tree or shrub on private property when it interferes with visibility of any traffic control device or sign. The village shall give each property owner so affected at least ten days' notice prior to taking action allowed by this subsection.

(Code 1982, § 17-75)



102 W. SAVIDGE ST. • SPRING LAKE, MI 49456

PHONE: 616-842-1393 • FAX: 616-847-1393

www.springlakevillage.org

June 25, 2014

Mr. & Mrs. Gulis
619 Summer St
Spring Lake, MI 49456

Dear Mr. & Mrs. Gulis:

This letter is written regarding your recent complaint concerning a camping trailer parked in the driveway at 617 Summer Street.

Staff has measured the distance from the trailer to the edge of the traveled portion of the street and found that the trailer is parked within the seventeen (17) feet required in the Village of Spring Lake Zoning Ordinance, Section 3.9.

Please do not hesitate to contact me at 616 842-1393 if you have any further questions.

Sincerely,

Christine Burns
Village Manager

Enc: Section 3.9 Recreational Vehicle Parking



Section 3.9

RECREATIONAL VEHICLE PARKING.

- A. Parking of **recreational vehicles** may be permitted in the **required front yard** provided the following restrictions are met:
1. Unless parked or stored in a completely enclosed **garage**, all **recreational vehicles** shall be stored or parked so that they are no closer than seventeen (17) feet to the edge of the traveled portion of any street.
 2. Notwithstanding the requirements of subsection A.1, above, no **recreational vehicle** shall be parked so as to block any public sidewalk.
 3. **Recreational vehicles** parked or stored in a **front yard** shall be parked or stored in a designated driveway, the width of which shall not exceed at any point one-third (1/3) of the **lot width**, or twenty (20) feet, whichever is greater.
- B. In the case of a waterfront **lot**, **recreational vehicles** shall be parked or stored no closer than twenty (20) feet to the shoreline.
- C. **Recreational vehicles** parked in the **side yard** or **rear yard** shall be placed at least three (3) feet from the **lot line**.



102 W. SAVIDGE ST. • SPRING LAKE, MI 49456 • PHONE 616-842-1393

FAX 616-847-1393

June 25, 2014

Mrs. Ruth Anne Lomas
438 Buena Vista Dr
Spring Lake, MI 49456

Dear Mrs. Lomas:

This letter is written in response to your concern regarding the bush at the corner of Alden St. and Savidge.

After talking with the Village of Spring Lake/City of Ferrysburg Police, going to the corner to check the view and taking a picture, it was found that this bush is not obstructing the view from Alden Street.

If you have any questions please do not hesitate to contact me at 616-842-1393.

Sincerely,

Christine Burns

Village Manager

Enc:





REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
DETROIT DISTRICT, CORPS OF ENGINEERS
GRAND HAVEN FIELD OFFICE
307 SOUTH HARBOR
GRAND HAVEN, MI 49417-1791

Village of Spring Lake

JUN 18 2014

Received

June 16, 2014

Engineering & Technical Services
Regulatory Office
Permit No. LRE-1981-500061-S09

Christine Burns
Manager, Village of Spring Lake
102 W Savidge Street
Spring Lake, Michigan 49456-1603

Dear Ms. Burns:

In April 2011, we provided the Village of Spring Lake with authorization under the above-noted permit to discharge fill and dredged material in wetlands adjacent to Spring Lake and to conduct additional work in Spring Lake at Mill Point Park for park improvements. As you should be aware, conditions of the permit required the restoration of two disturbed wetlands on Park property and the submittal of restoration monitoring reports. In September 2011, we granted the Village a permit modification for additional impacts to wetlands adjacent to Spring Lake with the condition that the Village restore an additional wetland area on Park property. Although we understand the restoration sites have been graded and planted, we have yet to receive a monitoring report. We consider the Village's failure to submit wetland mitigation monitoring reports to us to be a matter of permit non-compliance.

To reiterate, in wetlands adjacent to tributaries of the Grand River, as in all waters of the United States, including adjacent wetlands, any discharge of dredged and/or fill material must be authorized by the Department of the Army. The authority of the Corps of Engineers to regulate these discharges is contained in Section 404 of the Clean Water Act and regulations promulgated pursuant to that Act. Filling and grading work, mechanized landclearing, sidelaying of excavated material, and some forms of piling installation constitute or otherwise involve discharges of dredged and/or fill material under the Corps' regulatory authority.

As noted above, the Village of Spring Lake is not in compliance with Corps Permit 1981-500061-S09. Within 14 days after receiving this letter, please contact Nathan Schulz in our Grand Haven Field Office at 616-842-5510 x25530 or at Nathan.T.Schulz@usace.army.mil and provide him with an explanation for the Village's failure to submit monitoring reports. We will expect the Village to submit a monitoring report meeting the conditions of Permit No. 1981-500061-S09, as specified in the document titled "Compensatory Mitigation Plan – Grand River Greenway Project", by September 15, 2014.

Our enforcement action on this matter will close if the Village of Spring Lake adheres to the aforementioned schedule. However, we will be obliged to escalate our enforcement action if the Village fails to provide a mitigation monitoring report to us in a timely manner. Please contact Mr. Schulz if you have any questions. In all communications, please refer to File Number LRE-1981-500061-S09.

Sincerely,

A handwritten signature in black ink, appearing to read "Donald T. Reinke". The signature is written in a cursive style with a large initial "D".

Donald T. Reinke
Chief, Compliance & Enforcement Branch
Regulatory Office

Copy Furnished

MDEQ, Grand Rapids District Office (09-70-44)

Economic Development Report

By David Miller, Vice President Economic Development



One South Harbor Drive
Grand Haven, MI 49417
Phone 616-842-4910

Chamber activities at a glance

- Chamber activities and events impacted businesses in the following communities during the first Quarter of 2014:
 - City of Grand Haven (10)
 - Grand Haven Charter Twp (3)
 - Spring Lake Twp (6)
 - Spring Lake Village (1)
 - City of Ferrysburg (1)
- Score Counseling sessions (10)
- SBTDC Counseling sessions (2)

For any additional information please contact the following Chamber staff:

- David Miller, Economic Development 846-3153
- Nancy Manglos, Workforce Development 842-0529
- Pam Blake, Member Services 842-4910

Economic Outlook

The economy in West Michigan remains very strong, with several area manufacturers reporting new expansions of buildings, and strong investment in new machinery and equipment. Many continue to report year over year record sales, while some report a softening in their particular market. Estimates for the office furniture market

show a steady 2014 but an estimated growth of 10% in 2015. This would be a welcome change for area suppliers to the office furniture market who have seen other industries grow, most noticeably the automotive sector, while their industry continued to struggle. At least one area manufacturer decided to close their second out of state location

recently to consolidate operations in West Michigan. This was a nice gain for our area. Unemployment for Ottawa County was at 5.0% in June with most businesses reportedly looking for workers. I would say that effectively we are at full employment in our area.

MAT² and AMP Program

A meeting was held at GVSU on May 13th where two new training programs were presented, the MAT² program mand the AMP program. Both of these programs are designed to assist local manufacturers in developing advanced skills within their organization. The MAT² program is currently a pilot program in SE Michigan where several German manufacturers have partnered with area Community Colleges to replicate the German apprenticeship system. With this program, participating businesses are invited to a "Meet and Greet" event where they meet various students that have applied to the program. If they find one they would like to sponsor, they then hire that individual, who splits their time between work and school. The business gets a new employee and picks up their tuition, pays them a wage for the hours they

work, and pays a stipend for the time they are in school. After earning their certificate or degree, the employee commits to work for the employer for a specific period of time.

The AMP Program is an existing program at Grand Rapids Community College where companies send an existing employee to get certification or an Associates Degree in a specific field of interest related to manufacturing. These employees also split their time between work and school. Several differences are; with the AMP program the business sends an existing employee, rather than meeting potential employees at an event, the MAT² program has a standardized wage scale that businesses must agree to while the student is working and in school, and the MAT² program includes the stipend

where as the AMP program does not include either of these last two items.

Several local community colleges were in attendance at the meeting, and MCC expressed an interest in participating in one of these programs. One of the issues that MCC expressed as a hurdle to participating is the required investment in machinery and equipment to create a lab for students should they go with the MAT² program. With the AMP program, students learn on their employer's equipment. Connections with the Thompson M-TECH are being investigated for a possible solution to the lab requirements at least for Ottawa County students. For area manufacturers these programs could go a long way to address the skills

Lakeshore 504

The 20 year rate for 504 loans in June was **5.07%** and the 10 year rate was **4.5%**. After seeing rates climb by over a point in the last six months of 2013, rates have stabilized and even fallen a little in the first two quarters of 2014.

504 Activity

Activity in the 504 program has been slowing down recently. Efforts to market the program have been increased, and bankers in the area have a good understanding of the benefits of the program, yet activity continues to be slow. As indicated in the Economic Outlook on the

first page, businesses are investing capital, but many are paying cash or using conventional financing or using the SBA 7(a) tool. Efforts to reach out to bankers to remind them of the benefits of the 504 program will continue.

Tax Abatement Applications

Traditionally the bulk of tax abatement applications come in towards the end of the State's fiscal year, which is October 31st. There are two dates that are important for applicants, the end of the fiscal year, and six months after beginning a construction project, or installing equipment. The businesses that are applying now made their investment at

the end of 2013 or the beginning of 2014 and are applying now in order to meet the six month deadline. We have had 8 applications already this year which is a good indication that businesses are investing in buildings, machinery and equipment to support the growth of their businesses.

Brownfield Money Available

The County Brownfield Redevelopment Authority has received 2 EPA assessment grant, each of \$200,000. They are for environmental assessments for hazardous substances and for petroleum products. Projects can be submitted to the county at:

<http://.miottawa.org/departments/planning/ocbra.htm>

28th Annual Business Recognition Luncheon

On June 18th, in partnership with our five units of government, the Chamber hosted the 28th annual Business Recognition Award luncheon at the Grand Haven Golf Club.

This year's recipients are:

Grand Haven Township—MS Metal Solutions

City of Grand Haven—Preferred Auto Dealerships

City of Ferrysburg—Shoreline Sport & Spine

Spring Lake Village—521 LLC

Spring Lake Township—Supreme Machined Products

Congratulations to all of this year's recipients!

West Michigan ED Collaboration

In June, the Chamber hosted the West Michigan Economic Development Collaboration, where economic developers from across the 13 counties that make up Region 4. Typically at these meetings, there are updates about what is happening legislatively that impact economic development as well as updates from various state and regional partners.



Al Vanderberg, Government Coordinator
1033 Luce St. SW
Grand Rapids, MI 49534
alvanderberg@gmail.com
W) 616.738.4068
H) 616.785.1478
C) 616.516.2615

June 16, 2014

Ms. Chris Burns, Village Manager
102 W. Savidge Street
Spring Lake, MI 49456

Dear Ms. Burns,

I am writing to express our “thanks” to you for the excellent job that you did serving on the Women in Government Panel earlier today. Each year that you have served on the panel you have provided a real life example of successful local government leadership that our Girls State citizens can aspire to emulate in the future. Thank you for your candor and wit and willingness to take time out of your busy schedule to be a role leader for our leaders of tomorrow!

With Best Regards,

More on Spring Lake Township

At its most recent meeting, the Spring Lake Township Board gave a nod of approval to taking the next step in the expansion process. While they voiced questions and concerns, the majority seemed to agree that giving the voters a chance to weigh in on this millage issue was appropriate.

We are preparing the ballot language seek-

ing voter approval to levy a property tax, for a fixed number of years, that would bring bus service to all of Spring Lake Township.

To be clear, if okayed, it could be up to a year before the service goes into effect. The millage vote would be held in November, 2014, and the tax bills would go out next July. On demand service would then start later in 2015.

We will need time to ensure that we have the people, equipment, and systems in place to handle the additional work load. We have a good model to work from having recently gone through the Grand Haven Charter Township expansion and feel confident that with everyone's help and support, we will be up to this task, as well. Stay tuned!

Denny Swartout



Volume 1, Issue 3
July 2014

Grand Haven Events in July

July 4

Fireworks

Gallery Walk

July 6

Sunday Art Market

July 11-12

Pole-vaulting Tournament

July 13

Jaycees Car Show

July 25-August 2

Coast Guard Festival

Lights, camera, action! Harbor Transit on TV

This month, new Harbor Transit commercials began airing on Sunday, June 21st, and will run two weeks out of every month between now and May of next year.

The new spots will air on the following networks: Bravo, ABC Family, Fox News, Hallmark, National Geographic, Oxygen, and TLC. In addition, The Weather Channel will feature a text crawl

on the bottom of the screen on the 8's, and online banner ads will also run in the area and can be seen on popular sites like eBay, Facebook, Hulu, and others.

One more way to get the message out that Harbor Transit is a safe, convenient, and economical way to get around town.

CharterMedia



July Birthdays

Sue Bomar

Bill

Trolley Season!



Dear Mr. Manderscheid,

Thank you so much for affording my students the opportunity to ride the trolley around the town and really taking us UP CLOSE to each of the spots we reported on for our Grand Haven - Up Close social studies project! We really had a great time!

Bless you! *Pete Kooi*

Liman Seth Hudson William ALEX DALEXB
 Grace Katrina will Emm Noah B R G H Henry Grace Mia
 Ava



County of Ottawa

Administrator's Office

Village of Spring Lake

JUN 19 2014

Received

Alan G. Vanderberg
County Administrator

Keith A. Van Beek
Assistant County Administrator

12220 Fillmore Street, Room 331, West Olive, Michigan 49460

(616) 738-4898

avanderberg@miottawa.org

kvanbeek@miottawa.org

www.miottawa.org

June 18, 2014

Ms. Christine Burns, Village Manager
Village of Spring Lake
102 W Savidge St.
Spring Lake, MI 49456

Dear Ms. Burns:

Recently you received a letter from Chief District Judge Brad Knoll, dated May 27, informing you that for some years the District Court has inadvertently applied the incorrect formula for disbursing citation revenue to Ottawa County proper and the local units of government. In order to conform with State statute, the Court and County IT Department are working together to correct programming errors in the District Court system and will devise a method to eliminate such errors or at least spot them much more quickly.

The purpose of my letter is to inform you that the errors will be addressed prospectively and the District Court has already been disbursing citation revenue to the County and local units based on the formula as required by statute. In other words, the County will not be seeking any retroactive or back payment for any citation revenue over paid to the local units of government as a result of the programming errors.

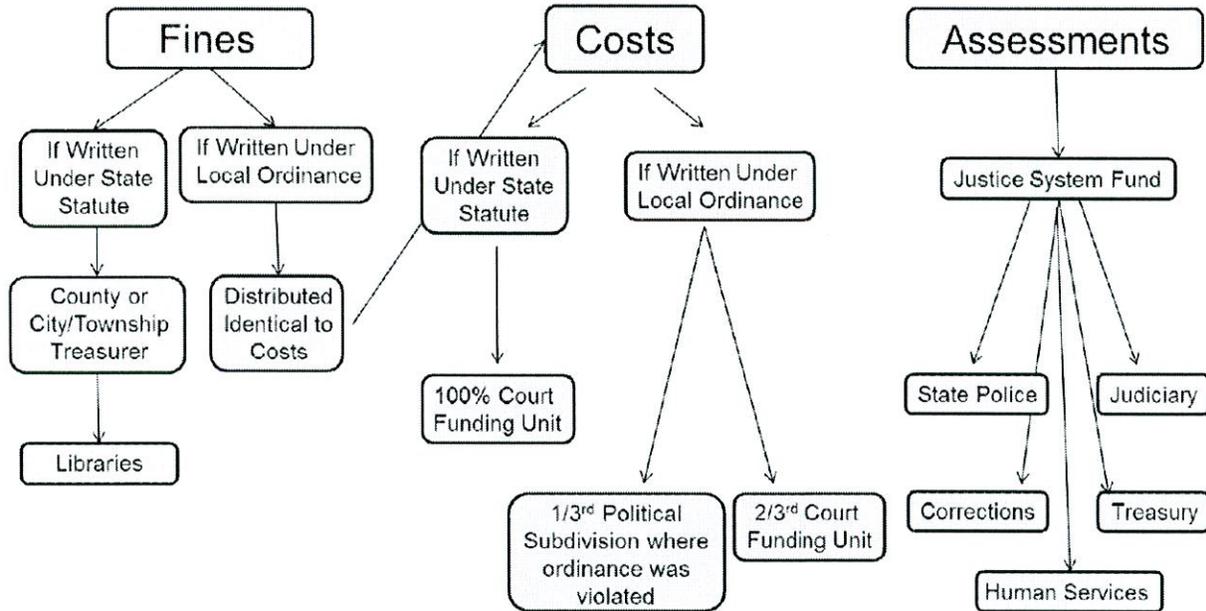
I've attached a Diagram of Fines, Costs and Assessments from Traffic Related Civil Infractions that will be a handy reference for me in the future and I hope for you as well.
Please contact me if you have further questions.

Best Regards,

Al Vanderberg
County Administrator

cc: Chief District Judge Bradley Knoll
Mr. Jim Holtrop, Chair, Board of Commissioners
Ms. Lori Catalino, District Court Administrator
Ms. Karen Karasinski, Fiscal Services Director
Mr. David Hulst, IT Director

Diagram of Fines, Costs and Assessments from Traffic Related Civil Infractions



Distribution of Fines and Costs in District and Municipal Courts

Violation Type		Fine ¹	Cost ²
Statute	District Court: All Violations regardless of vehicle type	County Treasurer → Libraries	Treasurer of Court Funding Unit → Court Funding Unit
	Municipal Court: Commercial Vehicle, MCSA, serious safety defect	Treasurer of Court Funding Unit → Political Subdivision in Which Violation Occurred	Treasurer of Court Funding Unit → Court Funding Unit
	Municipal Court: All other violations regardless of vehicle type	County Treasurer → Libraries	County Treasurer → Court Funding Unit
Ordinance	District and Municipal Court: Non-Commercial Vehicle	Treasurer of Court Funding Unit → 1/3 Political Sub. Whose Ordinance was Violated 2/3 Court Funding Unit	Treasurer of Court Funding Unit → 1/3 Political Sub. 2/3 Court Funding Unit
			Cost to Compel Appearance ³ → 100% Governmental Unit Incurring the Cost
	District and Municipal Court: Commercial Vehicle ³	County Treasurer → 30% Libraries 70% Political Sub. in Which Citation was Issued ⁴	Treasurer of Court Funding Unit → 1/3 Political Sub. 2/3 Court Funding Unit
			Cost to Compel Appearance ³ → 100% Governmental Unit Incurring the Cost



Spring Lake District Library Calendar of Events July 2014



Sun	Mon	Tue	Wed	Thu	Fri	Sat
 Summer reading fun for all ages continues!	Questions? Call 616.846.5770 or visit sllib.org for more info	 Download an eBook @ sllib.org	2 2-3 pm Teen Spa Day	3 10:30 am Preschool Storytime: <i>Earth Investigations</i> 2-3:30 pm Science Thursday: <i>Slime!</i>	 Library Closed	5 Library Closed
6 Sunday hours resume Sept. 7	7 5:30 pm Free screening of <i>WaterWalk</i> ; meet film producer and cast members	8 7 pm Family Mythbusters Night	9 2 pm Teen Minute to Win It	10 10:30 am Preschool Storytime: <i>Mix It Up!</i> 2-3:30 pm Science Thursday: <i>Chemistry!</i> 7 pm Fish Finder with Dr. Dan O'Keefe	11 10:30 am Preschool Storytime: <i>Mix It Up!</i> 1-1:45 pm ScienceRific! with Joel Tacey	12 Digital resources @ sllib.org
13 Check out free passes to Grand Rapids Children's Museum & state parks with your SLDL library card	14 10 am SLDL Friends; Newcomers welcome! 4-5:30 pm Chess Club for Kids	15 10 am Birds 'n Blooms Flower Design for Kids with Tri-Cities Garden Club; pre- register by 7/8 1-4 pm Drop In Scrap Crafts	16	17 10:30 am Preschool Storytime: <i>Construction Zone</i> 2-3:30 pm Science Thursday: <i>Magnets!</i>	18 10 am Downloading e-Books, pre-registration required 10:30 am Preschool Storytime: <i>Construction Zone</i>	19 Last day to view <i>Lincoln: The Constitution and the Civil War</i> traveling exhibit
20 Like us on Facebook Facebook.com/ SpringLakeDistrictLibrary	21 Follow us on Twitter Twitter.com/sldlibrary	22 10 am Outdoor Discovery Center: <i>Up Close and Wild</i>	23 2-3:30 pm Teen 'Scape for ages 10-18 7 pm <i>Men of Good Will</i> ; Escanaba backstory with author Henry Granger	24 10:30 am Preschool Storytime: <i>Sticky & Slimy</i> 2-3:30 pm Science Thursday: <i>Candy!</i>	25 9:30-10:30 am Free Blood Pressure Clinic 10:30 am Preschool Storytime: <i>Sticky & Slimy</i> 2 pm Free Movie: <i>The Pirate Fairy</i> , rated G, 78 minutes	26
27 Sunday hours resume Sept. 7	28 Noon-1pm Lunch & Learn with Social Security expert Vonda VanTil; bring your lunch & your questions	29 10 am Construction Party! 2 pm Protecting Your Privacy on the Internet	30 2 pm Tween Art Day	31 10:30 am Preschool Storytime: <i>My Five Senses</i> 2-3:30 pm Science Thursday: <i>Water!</i>	The Lincoln exhibit was organized by the National Constitution Center & American Library Association Public Programs Office with funding from NEH	

MINUTES

Monday June 9, 2014
8:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan

1. Call to Order

President MacLachlan called the meeting to order at 8:00 p.m.

2. Pledge of Allegiance

3. Roll Call

Present: Bennett, MacLachlan, Meyers, Miller, Nauta, Powers, Van Strate.

Absent: None

Motion to excuse any absent members.

4. Approval of the Agenda

On a motion by **Meyers**, second from **Bennett**, to approve the agenda as presented.

Yes: 7 No: 0

5. Consent Agenda

A. Approved the minutes for the May 19, 2014 Council meeting.

B. Approved a motion to change the composition of the Planning Commission from nine members to seven members.

C. Approved a motion to approve the Village President and the Village Manager to submit necessary applications to the

Competitive Grant Assistance Program for various cooperative projects.

D. Approved a motion to make the following Board & Committee Appointments:

- Parks & Recreation Collaborative Committee - Village Manager Chris Burns & Michele Yasenak
- Spring Lake Lake Board - Samantha Verplank
- Police Commission - Mark Powers

E. Approved a motion to approve 2013/2014 budget amendments.

F. Approved a motion to approve the placement of miscellaneous receivables on taxes in the amount of \$160.42.

G. Approved a motion to approve the rental of Mill Point Park to the Wolverine Chapter of the Antique Outboard Motor Club on June 13, 2015 for an exhibit.

On a motion by **Bennett**, second from **Miller**, to approve the consent agenda.

Yes: 7

No: 0

6. General Business

A. Held a Public Hearing and subsequently approved the Five-Year Capital Improvement Plan.

Subject: Village Charter, Section 8.10, requires that the Village Manager prepare and submit a five-year capital program no later than the final date of submission of the budget.

President MacLachlan opened the public hearing at 8:03 p.m.

On a motion by **Miller**, support from **Bennett**, the Village Council closed the public hearing at 8:04 p.m.

Yes: 7

No: 0

On a motion by **Nauta**, support from **Bennett** to accept the Fiscal Year 2014/2015 5-Year Capital Improvement Plan.

Yes: 7

No: 0

B. Held a Public Hearing and subsequently adopted the Fiscal Year 2014/2015 Budget.

Subject: The Village Council will hold a Public Hearing on the FY 2014/2015 Budget. See the overall budget message and supporting documents for more information.

President MacLachlan opened the public hearing at 8:05 p.m.

On a motion by **Bennett**, support from **Miller**, the Village Council closed the public hearing at 8:05 p.m.

Yes: 7

No: 0

On a motion to by **Bennett**, support from **Meyers** to approve Resolution 2014-05, a Resolution approving the Fiscal Year 2014/2015 Spring Lake Village budget.

Yes: 7

No: 0

C. Held a Public Hearing an subsequently Adopted the Fiscal Year 2014/2015 Millage Rate.

Subject: The Village Council will hold a Public Hearing on the FY 2014/2015 Millage Rate which is recommended to remain at 11.6619.

President MacLachlan opened the public hearing at 8:07 p.m.

On a motion by **Nauta**, support from **Bennett**, the Village Council closed the public hearing at 8:08 p.m.

Yes: 7

No: 0

On a motion by **Bennett**, support from **Miller**, to approve Resolution 2014-06, a Resolution to adopt the Fiscal Year 2014/2015 Spring Lake Village Millage Rate.

Yes: 7

No: 0

7. Department Reports

- A. Village Manager
- B. Clerk/Treasurer/Finance Director
- C. DPW (*will be emailed next week*)
- D. Code Compliance

8. Old Business and Reports by the Village Council

MacLachlan reminded Council Members that the meeting next week was cancelled. The July work session will address Council Member Nauta's question regarding the Village's relationship with the township. He felt that the new procedure for tree trimming and removal was working well and cited an example of his neighbor needing dead Box Elder trees removed.

9. New Business and Reports by Village Council

Bennett updated the entire Village Council on a recent Harbor Transit meeting where there was discussion regarding a for-profit arm renting trolleys for weddings, prom, etc. He is adamantly opposed to the proposal.

10. Statement of Citizens

Mr. Lee Schuitema, 408 W. Exchange, commended the DPW for the new tree trimming and removal procedures. He feels that the Tree Board's participation is very helpful; the new process is working just as intended.

11. Adjournment

On a motion by Vanstrate, support from Miller, the Village Council adjourned the meeting at 8:23 p.m.

Yes: 7

No: 0

James MacLachlan, Village President

Christine Burns, Village Manager