

Village of Spring Lake

Council Work Session

February 9, 2015

7:00 p.m.

102 West Savidge Street (Upstairs Conference Room)

Spring Lake, MI 49456

www.springlakevillage.org

1	7:00 p.m. – CBDDA Appointment (Andrew Dull) There is currently one opening on the CBDDA (Lisa Ashcraft has asked to be replaced) and the Village received one application (<i>attached</i>) for the position. With the upcoming renewal of the CBDDA plan, it is imperative that we have a full board seated as soon as possible.
2	7:05 p.m. – Cross Connection Program Proposal, Drinking Water Public Act 399 as well as Village and Ottawa County ordinance requires a Cross Connection Control Program (CCCP) of commercial/industrial/high hazard accounts with local inspections and annual reporting to be in compliance with MDEQ Drinking Water regulations. MDEQ has been advising over the past five years that future regulation will likely require an expansion of the CCCP to include residential inspections and reporting. Staff has received a proposal from Hydro Designs, Inc. for a formal establishment of a comprehensive CCCP that includes the following: digital database of all commercial accounts, performance of site inspections, generation of all administrative functions that include testing and site inspection notices, scheduling and certification that all backflow prevention devices are in compliance with program, and other customer service and public promotions activities. The annual cost of this full service program is \$4,752; the term of the program is a 36-month commitment. Hydro Designs, Inc. manages cross connection programs for over 100 Michigan municipal water departments, including small villages of Mattawan and Howard City as well as larger water systems such as Plainfield Township and the cities of South Haven and Rockford. Hydro Designs, Inc. is also the training provider to MDEQ, AWWA and MRWA. Paul Patterson of Hydro Designs, Inc. will be present for questions.
3	7:05 p.m. – Public Hearing Joint 5-year Community Recreation Plan On February 16, 2015 Council will hold a public hearing to obtain feedback on the multi-governmental recreation plan. The Village collaborated with Spring Lake Township, Grand Haven Township, as well as the Cities of Grand Haven and Ferrysburg to hire PM Blough to formulate

	<p>a comprehensive plan. This collaborative effort will better position NW Ottawa County for future grants. The deadline to complete the plan and submit it to the State of Michigan is March 1, 2015 so the timeline is rather tight.</p> <p>Resolution 2015-01 is attached for Council review. The plan itself is quite lengthy and is available for viewing on the Village's website. It is recommended that Council review the plan prior to the work session so that any proposed changes may be discussed with the intent of adopting the plan on February 16, 2015.</p>
4	<p>7:15 p.m. – “Friends of Barber School” Committee</p> <p>Staff would like Council to discuss the possibility of forming a “<i>Friends of Barber School</i>” committee that would review priorities, fees, budget, etc. as well as usage, volunteers and rules for the facility. Typical committees have 7 or 9 members, made up of Village residents. The committee could serve as a recommending body to Council.</p>
5	<p>7:20 p.m. – Beautification Club/Group</p> <p>Similar to the “<i>Friends of Barber School</i>” Committee, staff recommends forming a committee to address issues such as annual plantings downtown, perennial planting areas throughout the Village (i.e. rain garden maintenance) and performing a tree inventory.</p>
6	<p>7:30 p.m. – EPA Grant Application</p> <p>DPW Director Roger Belknap and VM Chris Burns have approached Ottawa County regarding a grant to perform environmental analysis on a piece of ground along the north side of the bike path (between Buchanan and Alden) that contains old metal drums. It is our desire to remove the barrels, but it would be important to know what (if anything) is in or around the barrels. They have been there, serving as a make-shift retaining wall, for decades. Staff would like Council's permission to apply for the grant. Although our grant application would not be very large, it won't score incredibly well because the grant focuses on redevelopment. There isn't any likelihood of redevelopment of this parcel, but if they have funding left over at the end of the grant cycle, we may get lucky and get an award. Another option would be to leave the barrels in their current location and simply screen them from path traffic as they are not attractive.</p>
7	<p>7:40 p.m. – Disbursement Policy</p> <p>Attached, please find Resolution 2015-02 which addresses how staff releases accounts payable checks to vendors. This issue was addressed by Mr. Doug Vredeveld in this year's audit and this policy is in response to Doug's suggestions.</p>

8 7:45 p.m. - Harbor Transit Millage Rate

Attached, please find Resolution 2015 – 03 which sets the millage rate for Harbor Transit. After reviewing the Articles of Incorporation and the Bylaws of Harbor Transit, please note the following:

- The budget must be approved by 2/3rds of the HT Board members. There is no requirement for the governing bodies of the member units to approve the budget.
- However, the maximum millage rate must be delivered to the governing bodies of the member units who should vote on the maximum millage rate by March 1st. However, if a governing body does not vote on the millage rate by March 1st, such lack of action shall constitute approval of the millage rate.

9 7:45 p.m. - Waste Hauler Agreements

This is the annual opportunity for the Village Council to approve the waste hauler rates. Such approval has been a pro forma matter in the past unless complaints are registered. This year, we did receive complaints that Kuerth customers did not get their trees picked up. Up until 2014, the Village paid the Jaycees \$500 to pick up trees for Kuerth customers; that practice was discontinued this year as there are not that many Kuerth customers who place live trees at the curb and the Jaycees only charge Ferrysburg \$350 to collect trees. Each year, the haulers rotate who performs Spring/Fall clean-up; in 2015 it is Republic's turn.

Licensed Waste Haulers in the Village			
	Allied Waste 231-767-4451	Kuerth Disposal 800-332-3496	Waste Management 616-724-2148
Trash Collection 90-96 Gallon Container	\$16.50/month	\$18.00/month	\$16.00/month
Curbside Recycling With Container Service	Included Biweekly	Included Weekly	\$5.00/month Weekly
Bag Service	\$1.50/bag + \$6.00/month admin	\$3.00/bag (75 bags/box)	\$2.50/bag + \$5.92/month admin
Curbside Recycling With Bag Service		\$3.00/month	
Yard Waste	\$10.00/month (bag) \$12.00/month (cart)	\$80.00/season	\$12.50/month + \$25 activation fee
Christmas Trees	Included	\$7-10/tree	Included
Spring/Fall Clean-up	No Charge	No Charge	No Charge

10 7:50 p.m. - Mill Point Senior Housing Update

	<p>Mr. Phil Seybert intends on reapplying for credits related to this project. This will likely be his last attempt at securing the funding for this project. Phil will be in front of the Planning Commission this month to request an extension to his PUD, as the original request expires after one year.</p>
11	<p>7:55 p.m. - Insurance Bids</p> <p>The Village's currently liability policy is through Selective Insurance with the Shoreline Agency and is up for renewal on 07/01/15. Both Grand Haven and Spring Lake Township are with Selective Insurance as well (but a different agency). Grand Haven wrote an RFP and solicited quotes on behalf of all three communities, hoping to secure better pricing if all three communities signed on simultaneously(Ferrysburg has a different renewal date and carrier.) RFP's are due back on April 1, 2015.</p>
12	<p>7:10 p.m. - MDNRTF Grant for Central Park</p> <p>The DNR Trust Fund has a category for small grant requests that Zoning Administrator Lukas Hill feels that the Village may qualify for in conjunction with our Central Park Capital Campaign. Assuming the Parks & Recreation Master Plan is adopted by all 5 communities, we will qualify to submit an application.</p>
13	<p>Communications</p> <ul style="list-style-type: none"> • Alloys Alley Construction Meeting/Open House • FOIA Amendments (Scholten Fant) • GVMC Update • Resignation of ZBA Member (Don Munski) • Village Manager Calendar (February)
14	<p>Minutes</p> <p>Minutes of January 19, 2015 meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to February 12, 2015.</p>

Board and Commission Applicant

Personal Profile

Name: ANDREW DULL Telephone: 616.928.4072

Address: 14310 CRICKLEWOOD, GRAND HAVEN Date: JAN. 17, 2015

Years as a Village Resident: _____ Occupation: CREATIVE DIRECTOR.

Background/Interests: _____

ENJOY CREATING SOLUTIONS THAT HAVE A STRATEGIC PURPOSE, YET ARE BEAUTIFUL & SIMPLISTIC. OTHER INTEREST: BEACH, FAMILY, + GOLF.

Please circle the board(s) or commission(s) that you would like to serve on:

Coast Guard Festival Liaison

Historic Conservation District Comm.

North Bank Communities Fund

Parks And Recreation Committee

Spring Lake Lake Board

Spring Lake CBDDA

Village Council

Village Planning Commission

Zoning Board Of Appeals

Why would you like to be on the board(s) or commission(s) you have selected: (Please use reverse side if necessary)

AS A RECENT PROPERTY OWNER AND DEVELOPER OF 114 W. SAVIDGE, MY INTEREST IN BRINGING CONTINUITY, DESIGN, AND A SHARED VISION TO THE SPRING LAKE VILLAGE IS CONSTANTLY GROWING. IN SPEAKING W/ CHRISTINE BURNS I FEEL MY CREATIVE BACKGROUND + ABILITY TO SOLVE COMPLICATED PROBLEMS W/ BEAUTIFUL AND PURPOSEFUL SOLUTIONS WOULD ADD VALUE TO THE CBDDA.

Concerns for the Village; if any:

I TEND TO CHALLENGE THE NORM / OR TRADITION. IT WILL BE IMPORTANT FOR ME TO CLEARLY UNDERSTAND THE GOALS AND OBJECTIVES OF S.L. CBDDA - SOMETHING WE CAN ALWAYS MEASURE OUR DECISIONS AGAINST.

The Village of Spring Lake assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Village of Spring Lake further assures every effort will be made to ensure nondiscrimination in all of its committee's, programs and activities, regardless of the funding source.

Corporate Headquarters

5700 Crooks Rd., Ste. 100
Troy, MI 48098
800.690.6651 toll free
248.250.5000 phone
248.786.1788 fax



www.hydrodesignsinc.com

January 12, 2015

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

Part 14 of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended, (Act 399) and the Administrative Rules contain the Cross-Connection Regulations that public water systems must follow regarding Cross-Connection Control. R325.11401 – R325.11407

Dear Mr. Belknap,

Based on our recent conversation and the information provided by the Village of Spring Lake, we have prepared a program that will meet your specific Cross-Connection Control Program needs. Also, included within this package is our standard Professional Services Agreement. For your convenience, this presentation has been divided into four sections. They include:

- ◆ Background
- ◆ Executive Summary
- ◆ Professional Services Agreement
- ◆ Appendix

This proposal is based upon completing a total of **45** initial inspections, compliance inspections/re-inspections of your commercial, industrial & institutional facilities on an annual basis. There are an estimated 176 commercial accounts.

This proposal is based on a period of 36 months. High hazard facilities will be re-inspected on an annual basis with all the remaining low hazard facilities being inspected on a five-year re-inspection frequency. HDI will assess the degree of hazard of each facility and determined the re-inspection frequency.

If you have any questions please feel free to contact me at 248.250.5022 or via email at ppatterson@hydrodesignsinc.com. We look forward to working with you and your staff on this project.

Sincerely,

Paul M. Patterson

Paul Patterson
Hydro Designs, Inc.

Proposal

January 12, 2015

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

Hydro Designs, Inc. Background

Executive Summary

1

Professional Service Agreement

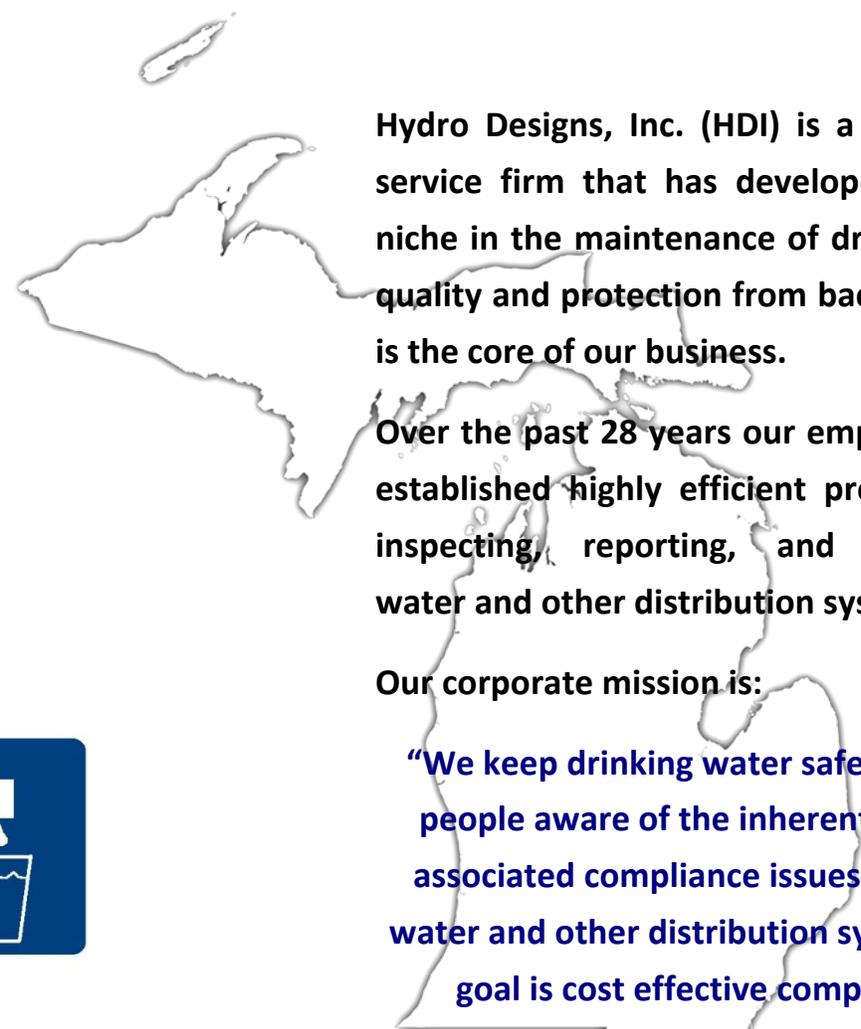
2 – 8

Appendix

9 - 16



We Keep Drinking Water Safe.....”



Hydro Designs, Inc. (HDI) is a professional service firm that has developed a unique niche in the maintenance of drinking water quality and protection from backflow which is the core of our business.

Over the past 28 years our employees have established highly efficient procedures for inspecting, reporting, and maintaining water and other distribution systems.

Our corporate mission is:

“We keep drinking water safe. We make people aware of the inherent risks and associated compliance issues related to water and other distribution systems. Our goal is cost effective compliance.”



Executive Summary

Program Recommendations

HDI will provide the following services to the Village of Spring Lake. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the Village of Spring Lake with the necessary data and information to maintain compliance with the Michigan Department of Environmental Quality (DEQ) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the Village of Spring Lake and HDI, you may expect completion of the following elements within a three (3) year period. The components of the project include:

1. Annually, perform a minimum of **45** initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the Village of Spring Lake served by the public water supply for cross-connections. Inspections will be conducted in accordance with the DEQ Water Bureau Cross Connection Control regulations.
2. Generate all backflow prevention assembly test notices, non-compliance notices and coordinate/monitor backflow prevention assembly testing compliance.
3. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, generation of all notices, verification of backflow prevention assembly tester credentials & proper testing results and general customer service and program education inquiries.
4. Generate and document the required program data for the facilities using the HDI Software Data Management Program.
5. Submit comprehensive management reports on a quarterly basis.
6. Conduct an annual review meeting to discuss overall program status and recommendations.
7. Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers, (i.e. combination) per facility as required, in order to place a facility into immediate compliance at the time of inspection.
8. Prepare the annual State of Michigan, DEQ Water Bureau Cross Connection Report.
9. Assist the Village of Spring Lake with a community wide public relations program including general awareness brochures and customized web site cross connection control program overview content and resources. (Sample Resource Web Page: <http://www.hydrodesignsinc.com/wiccc.html>)
10. Provide ongoing support via phone, fax, internet, text or email.

The above services will be provided for:

Monthly Amount: \$ 396.00	Annual Amount: \$ 4,752.00	3 Year Contract: \$ 14,256.00
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Contract Amount is based upon a 36-month period. HDI will invoice in 36 monthly amounts of \$ 396.00



PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this date by and between the Village of Spring Lake, organized and existing under the laws of the State of Michigan, referred to as "Utility", and Hydro-Designs, Inc. a Michigan Corporation, referred to as "HDI".

WHEREAS, the Utility supplies potable water throughout its geographic boundaries to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HDI is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HDI to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Michigan and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HDI as an independent contractor to inspect its potable water distribution system in public, commercial and industrial facilities within the community and document its findings. Each party to this agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water user's facilities, complete and accurate data is not always available.

ARTICLE II. Scope of Services

The scope of services to be provided by HDI under this Agreement will include the inspections, compliance, preparation of quarterly management reports, and annual cross connection reports with respect to the Facilities to the extent specifically set forth in this Article II (hereinafter the "Scope of Service"). Should other reports be included within the scope of services, the same shall be appended to this Agreement as Exhibit 1.

2.1 PROGRAM REVIEW. HDI will review for the Utility Cross Connection Control Program. Items for review include the following:

- Review state & local regulations
- Review wording and timeliness for program notifications including:
 - Inspection Notice
 - Compliance Notice
 - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Prioritize Inspections
- Review procedures and protocol for addressing specific hazards
- Review program reporting procedures
- Review educational and public awareness brochures
- Obtain updated facility listing and address information
- Establish facility inspection schedule
- Review high hazard and large industrial facility inspection/containment procedures



- 2.2 INSPECTIONS.** HDI will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with Michigan Department of Department of Environmental Quality– Water Bureau Cross Connection Control Rules.
- *Initial Inspection* – the first time an HDI representative inspects a facility for cross connections. Degree of Hazard is assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
 - *Compliance Inspection* – subsequent visit by an HDI representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
 - *Re-Inspection* – Revisit by an HDI representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (one or five year re-inspection cycle).
- 2.3 INSPECTION SCHEDULE.** HDI shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility designated contact person. Initial check in to include a list of inspections scheduled. An exit interview will include a list of inspections completed.
- 2.4 PROGRAM DATA.** HDI will generate and document the required program data for the facilities listed below (in 2.10) using the HDI Software Data Management Program. Program Data shall remain property of the Utility; however, the HDI Software Data Management program shall remain the property of HDI. Data Services to include:
- Prioritizing and scheduling of inspections
 - Notify users of inspections, backflow device installation and testing requirements
 - Monitor inspection and testing compliance
 - Maintenance of program to comply with all DEQ regulations
- 2.5 MANAGEMENT REPORTS.** HDI will submit comprehensive management reports on a quarterly & annual basis to the Utility, which will include the following:
- Report format to include electronic updates and/or hard copy
 - Electronic reports will be available in a downloadable format
 - Number of facilities inspected/surveyed
 - Number of facilities compliant/non-compliant
 - Backflow prevention assembly testing notices sent and compliance status
- 2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE.** HDI will review the current cross-connection control ordinance and cross-connection control plan. Items for review include:
- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
 - Re-inspection frequency for all facilities.
 - Backflow prevention assembly testing requirements.
- 2.7 VACUUM BREAKERS.** Provide up to six- (6) ASSE approved hose bibb vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection.
- 2.8 PUBLIC RELATIONS PROGRAM.** HDI will continue to assist the Utility with a community wide public relations program including general awareness brochures and web site cross connection control program overview content and resources.



2.9 **SUPPORT.** HDI will provide ongoing support via phone, fax, text, internet or email for the contract period.

2.10 **FACILITY TYPES.** The facility types included in the program are as follows:

- Industrial
- Institutional
- Commercial
- Miscellaneous Water users

Complex Facilities. The primary responsibility of the water utility through the State of Michigan Cross-Connection Rules is to protect the public water supply distribution against the entrance of contaminants and/or pollutants. When the water utility is faced with a facility, (i.e., complex piping or potentially hazardous systems) whose internal piping system is difficult or too complex to follow or is subject to frequent unauthorized changes, service line protection or "containment" of the premises should be required. It is the responsibility of the owner of the property to provide adequate protection of the internal plumbing system from cross connections.

2.11 **INSPECTION TERMS.** HDI will perform 135 total inspections over a three (3) year contract period. The total inspections include all initial inspections, compliance and re-inspections.

2.12 **COMPLIANCE WITH DEPARTMENT OF ENVIRONMENTAL QUALITY & MICHIGAN ADMINISTRATIVE CODE.** HDI will assist in compliance with DEQ and Michigan Administrative Code cross connection control program requirements for all commercial, industrial, institutional and public authority facilities.

2.13 **POLICY MANUAL.** HDI will review and/or develop the comprehensive cross connection control policy manual/plan.

2.14 **INVENTORY.** HDI shall inventory all accessible (ground level) backflow prevention assemblies and devices. Information for testable assemblies to include: location, size, make, model and serial number if applicable.

2.15 **DATA MANAGEMENT.** HDI shall provide data management and program notices for all inspection services throughout the contract period.

2.16 **ANNUAL YEAR END REVIEW.** HDI will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.

2.17 **CROSS CONNECTION CONTROL BROCHURES.** HDI will provide cross-connection control educational brochures for download at www.hydrodesignsinc.com

2.18 **INSURANCE.** HDI will provide all required copies of general liability, workers compensation and errors and omissions insurance naming the Utility as an additional insured if required.



ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HDI, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HDI has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative or undertakes the prosecution of any actions, claims, suits, administrative or arbitration proceedings, or investigations in connection with this agreement, the party receiving such notice or undertaking such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings.
- 3.4 FACILITY LISTING.** The Utility must provide HDI a complete updated list of facilities to be inspected. Information to include facility name, address, contact person, and phone number, (if available). *Electronic file format such as Microsoft Excel, etc. is required. An additional one-time fee to manually enter facility listing will be charged at the rate of \$70.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HDI with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only.

ARTICLE IV. Term

- 4.1 TERM AND TERMINATION TERM.** Services by HDI under this Agreement shall commence on date and end three (3) years from such date, unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this agreement within 90 days of its receipt. Failure to execute this Agreement within the 90-day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of this Agreement, HDI will continue to provide services as specified in this Agreement and the Agreement will automatically continue on a month-to-month basis at the same monthly contract dollar amount unless either party notifies the other in writing prior to sixty (60) calendar days before the end of this Agreement.
- 4.3 TERMINATION.** The Utility or HDI may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts of work performed by HDI.
- 4.4 BASE COMPENSATION.** From _____ the Utility shall pay HDI as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, the sum of **\$396.00** per month, **\$4,752.00** annually for a three (3) year contract period totaling **\$14,256.00**
- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HDI, all payments including base and other compensation shall be due and payable on the first day of each month (due date) for which services will be or have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this agreement. For any payment to HDI which is not made



within thirty (30) calendar days after the due date, HDI shall receive interest at one and one-half (1½) percent per month on the unpaid balance.

- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility request and HDI consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility’s water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HDI shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility, additional costs incurred in (a) treating Abnormal or Biological Toxic Materials; (b) disposing of process residue; (c) meeting new or changed government regulations or reporting requirements, including changed effluent or potable water standards which increase the cost of operating the Facilities; (d) arising from construction or modification of the Facilities, or (e) expenditures for Capital Improvement and Capital Repairs.
- 4.7 CLIENT CONFIDENTIALITY.** All communications between HDI and the Utility regarding business practices and other methods and forms of doing business will be considered confidential, subject to the requirements of the Freedom of Information Act.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES** – HDI personnel will not enter into confined spaces.

ARTICLE V. Risk Management

- 5.1 INFORMATION.** Both Parties to this agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping, complete accurate data is not always available.
- 5.2 INDEMNIFICATION.** HDI agrees to and shall hold the Utility, its elected and appointed officers, and employees harmless from any liability for claims or damages for personal injury or property damage which is caused by or arises from the sole negligence of HDI in the performance of its services under this Agreements. The Utility agrees to and shall hold HDI, its officers, and employees harmless from any liability for claims or damages for personal injury or property damage which is caused by, or arises from, the sole negligence of the Utility. In the event that both HDI and the Utility are found by a fact finder to be negligent and the negligence of both is a proximate cause of such claim for damage, then in such event each party shall be responsible for the portion of the liability equal to its comparative share of the total negligence. HDI’s liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not exceed or within the limits of the insurance coverage provided hereunder. HDI shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.
- 5.3 HDI INSURANCE.** HDI currently maintains the following insurance coverage’s and limits:

	Occurrence	Aggregate
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker’s Compensation/ Employer’s Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million



Within thirty (30) calendar days of the start of the project, HDI shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to the Utility while this Agreement is in effect. These policies will be in effect at the time HDI takes possession of the Facilities. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

- 5.4 UTILITY INSURANCE.** The Utility will maintain liability insurance on an all risk basis and including extended coverage for matters set forth in this agreement. The Utility and HDI agree that with respect to insurance coverage carried by either party in connection with the Facilities, such insurance will provide for the waiver by the insurance carrier of any subrogation rights against the Utility or against HDI as the case may be.
- 5.5 RELATIONSHIP.** The relationship of HDI to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HDI shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.
- 5.6 ENTIRE AGREEMENT AMENDMENTS.** This Agreement contains the entire Agreement between the Utility and HDI, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.
- 5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS.** The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as an integral part of this Agreement.
- 5.8 WAIVER.** The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.
- 5.9 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.
- 5.10 REIMBURSABLE EXPENSES.** For the purpose of this Agreement, employee reimbursable expenses shall comply with the published Federal guidelines.
- 5.11 FORCE MAJEURE.** A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.
- 5.12 AUTHORITY TO CONTRACT.** Each party warrants and represents that it has power authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.
- 5.13 GOVERNING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Michigan, venue by Oakland County. The parties hereby consent to the personal jurisdiction of said court within the State of Michigan.



5.14 COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.

5.15 NOTICES. All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally, telecopied or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:

If to HDI:

Hydro Designs, Inc.
c/o John Hudak
5700 Crooks Road, Ste. 100
Troy, MI 48098
(248) 250-5005
(248) 789-1788 fax

If to Utility:

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

5.16 SEVERABILITY. Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

Village of Spring Lake

By:
Its:

Hydro-Designs, Inc.



By: John Hudak
Its: President/COO



Appendix

Specific Qualifications & Experience

Hydro Designs, Inc. is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost effective and professionally managed cross connection control program in order to assist in protecting the public water supply.

- HDI conducts over 17,000 Cross Connection Control Inspections *annually*.
- HDI tracks and manages over 27,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HDI recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely and courtesy manner. Our administrative staff can answer most technical calls related to the cross connection control program and have attended basic cross connection control training classes.
- HDI currently serves over 160 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HDI staff and company are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HDI is committed to assisting these organizations by providing training classes, seminars and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HDI to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



Professional Associations & Organizations

At Hydro Designs, we are citizens of our industry. HDI Associates are active members of the following professional organizations:

- American Backflow Prevention Association (ABPA)
www.abpa.org
- American Public Works Association (APWA)
www.apwa.net
- American Society of Sanitary Engineers (ASSE)
www.asse-plumbing.org
- American Water Works Association (AWWA)
www.awwa.org
- International Association of Plumbing & Mechanical Officials (IAPMO)
www.iapmo.org
- Michigan Section of American Water Works (MI-AWWA)
www.mi-water.org
- Michigan Rural Water Association (MRWA)
www.mrwa.net (Associate Member)
- National Rural Water Association (NRWA)
www.nrwa.org (Corporate Member)
- University of Southern California Center for Cross Connection Control & Hydraulic Research (USCCFCCC&HR)
www.usc.edu/dept/fcchr

Project Staff

Glenn Adamus **Vice President Operations**

Mr. Adamus has been with HDI for over ten years and is responsible for all field operations. He is conversant in Federal, State and industry drinking water regulations/guidelines as they apply to water quality control practices. Mr. Adamus holds a B.S. in Biochemistry and a Master's of Science in Environmental Science from the University of Michigan – Dearborn. He has performed various water quality analysis projects related to process water and potable water systems and has performed and managed industrial and state cross-connection control projects for over seven years.

In addition to his field experience, Mr. Adamus has the following certifications/training:

Michigan Department of Environmental Quality (MDEQ) Water Bureau

- Soil Erosion & Sedimentation Control Certification, Part 91 – Feb. 2005

Michigan Department of Environmental Quality (MDEQ) Water Bureau

- Certified Construction Site Storm Water Operator Certification – 2005

Michigan Department of Environmental Quality (MDEQ) Water Bureau

- Certified Industrial Site Storm Water Operator Certification – 2005

University of Wisconsin Madison – College of Engineering

- Cross-Connection Control and Backflow Prevention Assembly Testing Certificate, 2007
- Cross-Connection Control and Backflow Prevention Surveyor Certificate, 2009

American Society of Sanitary Engineering (ASSE)

- Series 5000, 5150 Backflow Prevention Program Administrator Certification, January 2010
- Certified Backflow Prevention Assembly Tester, August 2011



Project Staff (continued)

Paul Patterson **Director, Municipal Division**

Mr. Patterson has been with HDI since 2004 and is responsible for overseeing operations of Cross Connection Control Programs in Delaware, Florida, Maryland, Michigan and Virginia. He also conducts training in Backflow Prevention and Cross Connection Control for the Michigan Department of Environmental Quality, Michigan Rural Water Association and Delaware Rural Water Association. Prior to HDI, Mr. Patterson was a member of the United States Air Force where he assisted in the implementation of a Cross Connection Control Program at a stateside installation and was involved in numerous construction projects worldwide. Mr. Patterson has over 18 years' experience in plumbing, water distribution, cross connection control and backflow prevention. In addition to his extensive experience Mr. Patterson has also held the following certifications through his career:

State of Nevada

- Water Distribution Operator
- Journeyman Plumbers License – Clark County
- CAL/NV AWWA Backflow Prevention Assembly Tester

University of Florida – TREEO Center

- Cross-connection Control Program Manager
- Cross-connection Control Ordinance & Organization
- Cross-connection Control Survey & Inspection
- Cross-connection Control Backflow Prevention Testing

American Society of Sanitary Engineering

- Cross-Connection Control Backflow Prevention Assembly Testing
- Cross-Connection Control Backflow Prevention Assembly Repair
- Backflow Prevention Program Administrator
- Instructor/Proctor – Backflow Prevention Assembly Tester Course
- Instructor/Proctor – Cross Connection Control Surveyor Course
- Instructor/Proctor – Backflow Prevention Program Administrator Course

State of Virginia

- Commercial Plumbing Inspector
- Backflow Prevention Device Worker

International Code Council

- Commercial Plumbing Inspector



Project Staff (continued)

Mark Kneibel **Project Manager, Field Inspector**

Mr. Kneibel joined HDI in July 2011 after working with the City of Wyoming, MI for over 25 years. He holds many licenses and certifications in the water industry and is very active in the Plumbing and Backflow Prevention association communities.

State of Michigan

- S-1 Waterworks System Operator, I.D. #5344, Expiration 1/2014
 - Journeyman Plumber, License #8214718
 - Plumbing Inspector, Registration #004035
 - Backflow Prevention Assembly Tester, Certification #95-221
-

Jerry Ayers **Project Manager, Field Inspector**

Mr. Ayers has been employed with Hydro Designs, Inc. for over 5 years. Jerry has performed numerous cross-connection control surveys and inspections at large, complex, high hazard industrial facilities. He recently was promoted to Regional Manager for the Michigan Municipal Division. He holds the following industry certifications:

University of Florida – TREEO Center, June 2008

- Cross-Connection Control Program Manager Certificate
- Cross-Connection Control Ordinance & Organization Certificate
- Cross-Connection Control Survey & Inspection Certificate

University of Wisconsin – Madison, November 2006

- Cross-Connection Control and Backflow Prevention Certification

American Society of Sanitary Engineering (ASSE)

- Series 5000, 5150 Backflow Prevention Program Administrator Certification, January 2010
- Certified Backflow Prevention Assembly Tester, August 2011



Organizational Chart

Hydro Designs, Inc. (HDI)
Corporate Office
 5700 Crooks Road, Ste. 100
 Troy, MI 48098
 (800) 690.6651 or 248.250.5000
 www.hydrodesignsinc.com
 www.backflownews.com

Hydro Designs, Inc. (HDI)
Wisconsin Office
 2665 S. Moorland Rd., Ste. 209
 New Berlin, WI 53151
 (800)315.4305 or 262.264.6402
 www.hydrodesignsinc.com
 www.backflownews.com

Executive Leadership Team

Larry J. La Bute Founder/CEO 27 Years	Mark L. Martin, CPA Principal/CFO 5 Years
John Hudak President 11 Years	Glenn Adamus VP-Operations 10 Years

Sales, Training & Regulatory Compliance Advisors

Barry Walter Program Advisor Training/Sales Mid-Atlantic Region 17 Years	Gary McLaren Program Advisor Training/Sales WI-MN 7 Years	Open Program Advisor Training/Sales MI-IN-OH-Canada
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"Protect Before You Connect"

VIRGINIA/MD TEAM

John Glass Field Manager

Field Services
 Program Management
 Surveys / Inspections

WISCONSIN TEAM

Craig Wolf Director - WI OPS 2 Years	Kelly Sterken Client Care Manager 3 Years
Al Roller Field Services Licensed Journeyman Plumber 4 Years	Jerry Rugg Field Services Large Complex Facilities 4 Years
D.J. Schneider Field Services Licensed Plumbing & Bldg. Inspector 1 Year	Dan Derozier Field Services Licensed Bld. Inspector 6 Months
Rick Kinney Field Services 25 Years Water Utility/DPW New Hire	

MICHIGAN TEAM

Paul Patterson Director 7 Years - HDI 2 Years Air Force Base CCC Program Mgr.	
John Crable Field Services 20 Years	John Moe Field Services 17 Years
Mark Shalawlyo Field Services 9 Years	Jerry Ayers Field Services 7 Years
Gary Bendes Field Services 3 Years HDI 30 Years Water Utility and CCC Program Mgt.	Steve Oleskiewicz Field Services 7 Years - HDI 20 Years Water Utility and CCC Inspection
Mark Kneibel Field Services 20 Years Water Utility and CCC Program Mgt.	

Customer Service
 Compliance Reports
 Administration

Edward Auferoth Technical Svc. Mgr. Compliance Reports Data Management 14 Years	Ryan Hensley Client Care Manager 6 Years
Tony Averbek Database Conversion/ Set Up 30 years Water Utility	Bethany Patterson Client Care Manager 6 Years
Sharon McMahon Accounting 5 years	Tracy Skupiewski Customer Service 2 Years
Dan Weinman Customer Service 8 years	

Notice generation, scheduling,
 database management,
 recordkeeping, customer service
 inquiries, telephone support.

HDI utilizes HydroSoft™ Web Based
 Software for database administration
 & reporting

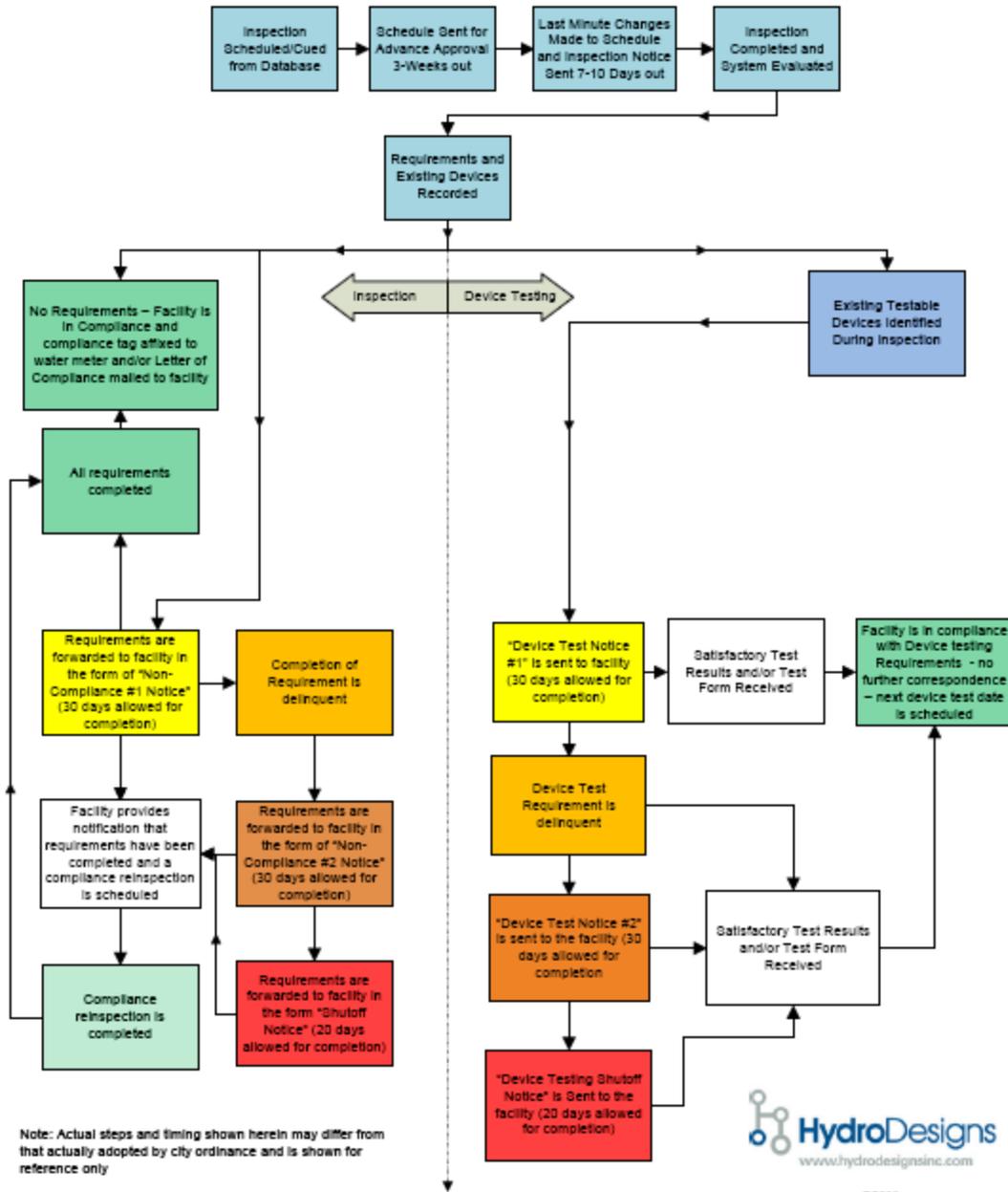
Certifications / Training



Cross Connection Control Program
Sample PLAN Components



Cross Connection Control Program Completion Process



Cross-Connection Control Inspection & Backflow Prevention Assembly Testing Components – Process Flow Chart

**VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN**

**COUNCIL MEMBER _____, SUPPORTED BY COUNCIL MEMBER _____, MOVED
THE ADOPTION OF THE FOLLOWING RESOLUTION:**

RESOLUTION NO: 2015-01

**A RESOLUTION TO ADOPT A MULTI-JURISDICTIONAL PARKS & RECREATION
MASTER PLAN TITLED:**

**EXPLORE THE GRAND REGION:
A COMMUNITY PARKS AND RECREATION PLAN
IN NORTHWEST OTTAWA COUNTY
2015-2019**

WHEREAS, the Village of Spring Lake has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2015 through 2019, and

WHEREAS, the Village of Spring Lake has entered into this planning process in collaboration with the City of Ferrysburg, City of Grand Haven, Grand Haven Charter Township, and Spring Lake Township, and

WHEREAS, the combined area of the aforementioned local units of government constitutes the planning area, and

WHEREAS, the Village of Spring Lake is of the understanding that the governing bodies of the aforementioned local units of government intend to pass a similar resolution of adoption of Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County, 2015-2019, and

WHEREAS, the governmental members began the process of developing a community recreation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the planning area were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and

WHEREAS, a public hearing was held on February 16, 2015 at Barber School to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County, 2015-2019, and

WHEREAS, the Village of Spring Lake has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the Village of Spring Lake, and

WHEREAS, after the public hearing, the Village of Spring Lake voted to adopt said Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County, 2015-2019.

NOW, THEREFORE BE IT RESOLVED the Village of Spring Lake hereby adopts the Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County, 2015-2019.

Yes:
No:
Absent:

I, Marv Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 16th day of February, 2015.

RESOLUTION DECLARED ADOPTED.

Dated: February 16, 201

Marv Hinga, Clerk
Village of Spring Lake

DRAFT FOR REVIEW

**EXPLORE THE GRAND REGION:
A COMMUNITY PARKS AND RECREATION PLAN
IN NORTHWEST OTTAWA COUNTY**

2015-2019

ENCOMPASSING THE COMMUNITIES OF

**CITY OF FERRYSBURG
CITY OF GRAND HAVEN
GRAND HAVEN CHARTER TOWNSHIP
SPRING LAKE TOWNSHIP
VILLAGE OF SPRING LAKE**



Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County

2015-2019

Participating Communities

**City of Ferrysburg
City of Grand Haven
Grand Haven Charter Township
Spring Lake Township
Village of Spring Lake**

Ferrysburg City Council

Dan Ruiter, Mayor
Michael DeWitt
Chris Larson
Rebecca Hopp
Scott Blease
Regina Sjoberg
Kathleen Kennedy

Grand Haven Charter Township Board

Karl French, Supervisor
Sue Buitenhuis, Clerk
William Kieft, III, Treasurer
Laurie Larsen
Mike Hutchins
Cal Meeusen
Howard Behm

Grand Haven City Council

Geri McCaleb, Mayor
Michael Fritz, Mayor Pro-tem
John Hierholzer
Robert Monetza
Dennis Scott

Spring Lake Township Board

John Nash, Supervisor
H. Carolyn Boersma, Clerk
Jim Koster, Treasurer
Ron Lindquist
Rick Homan
Rachel Terpstra
Lawrence Mierle

Village of Spring Lake Council

Jim MacLachlan, President
David Bennett, President Pro-Tem
Bill Meyers
Mark Miller
Mark Powers
Scott VanStrate
Steve Nauta

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Introduction

There are many potential benefits to coordinated recreational planning amongst governmental agencies including increased efficiencies in providing park and recreation opportunities, access to increased funding sources, greater protection and identification of natural resources, greater potential for identifying creative ways of accomplishing recreation goals, public media coverage, expanded public support, economic advantages, and shared long term vision and goals. In striving to begin to plan and understand the local community recreational opportunities available, as well as the planning efforts underway, five communities have joined together within this plan to develop a joint five year community recreation plan. These communities include the City of Ferrysburg, City of Grand Haven, Grand Haven Charter Township, Spring Lake Township and the Village of Spring Lake. This is the first joint recreational planning effort of these five communities as a unified plan.

To facilitate the planning process, the five communities established a Joint Recreation Plan Development Committee in which each community could assign one or two representative individuals. The Committee was chaired by Spring Lake Township who hosted the meetings and oversaw the development of the planning document. The five communities determined that the best way to complete a joint recreation plan was to retain a recreation consultant to assist in the plan development. The five communities jointly retained the firm of PM Blough, Inc. to assist in the development of the recreation inventory, public input, the planning process, and the writing of the plan document. The Committee met periodically throughout the process to guide the planning effort and the Committee members served as liaisons between the Committee and their respective communities.

A comprehensive inventory was completed of the recreational facilities within the five governmental jurisdictions. The results of this inventory are included in the Recreation Inventory section of this document and are broken into resources by each governmental unit as well as summarized as a whole community. Of significant relevance was the creation of an overall regional mapping of public park sites onto one map and the creation of a unified park facilities inventory chart, both of which had previously not existed and will also be used as community information resources. Individual park sheets were also created for each park in a unified manner which can also be used for additional uses beyond the plan such as local websites and informational handouts.

The five communities have voluntarily decided to incorporate all five communities into one area-wide recreation plan in order to better plan and provide recreation facilities on a community-

wide basis. The communities are not bound by an authority, but rather are jointly approving this plan individually. When adopted, this plan will replace the existing Five Year Community Recreation Plans in each of the five communities.

The document is based on the format provided by the State of Michigan Department of Natural Resources for community recreation planning. It contains plan sections that include the Community Description, Administrative Structure, Recreation Inventory, Goals and Objectives, and Action Plan, and Planning Process. It is the intent of this document to provide a foundation for recreational planning and development within the Community.

Community Description

Jurisdiction of the Plan

This plan provides a cooperatively developed plan for the communities of the City of Ferrysburg, City of Grand Haven, Grand Haven Charter Township, Spring Lake Township, and the Village of Spring Lake, all located within northwest Ottawa County. These communities all share a common link to the Grand River, and a focus on its connecting waters of Spring Lake, adjacent bayous, and Lake Michigan. Together, these communities comprise approximately 57 square miles and a consolidated population of roughly 42,752 persons based on the 2010 US Census.

<u>Community</u>	<u>Total Square Miles in Size</u>
City of Ferrysburg	3.6 Square Miles
City of Grand Haven	7.4 Square Miles
Grand Haven Charter Township	28.6 Square Miles
Spring Lake Township	16.5 Square Miles
<u>Village of Spring Lake</u>	<u>1.1 Square Miles</u>
Total Area:	57.2 Square Miles

Historically the community developed as three separate cities, Grand Haven, Spring Lake, and Ferrysburg with each of these communities located independently on different sides of the Grand River and Spring Lake. As development and modern construction developed, the communities were connected with bridges making access between them quick and easy. Over time, the communities have grown together as well as outward into the neighboring townships of Spring Lake Township and Grand Haven Charter Township. Many of the recreational activities, festivals, and programs are offered as community wide opportunities. Recently this cooperative atmosphere has continued to grow and thrive. As a result, these communities determined it would be best to expand this to planning for the future vision collectively for the northwest Ottawa County region, being referred to here as the Grand Region.

This Recreation Plan has been developed to provide for cooperative planning regarding recreational facility needs and development.

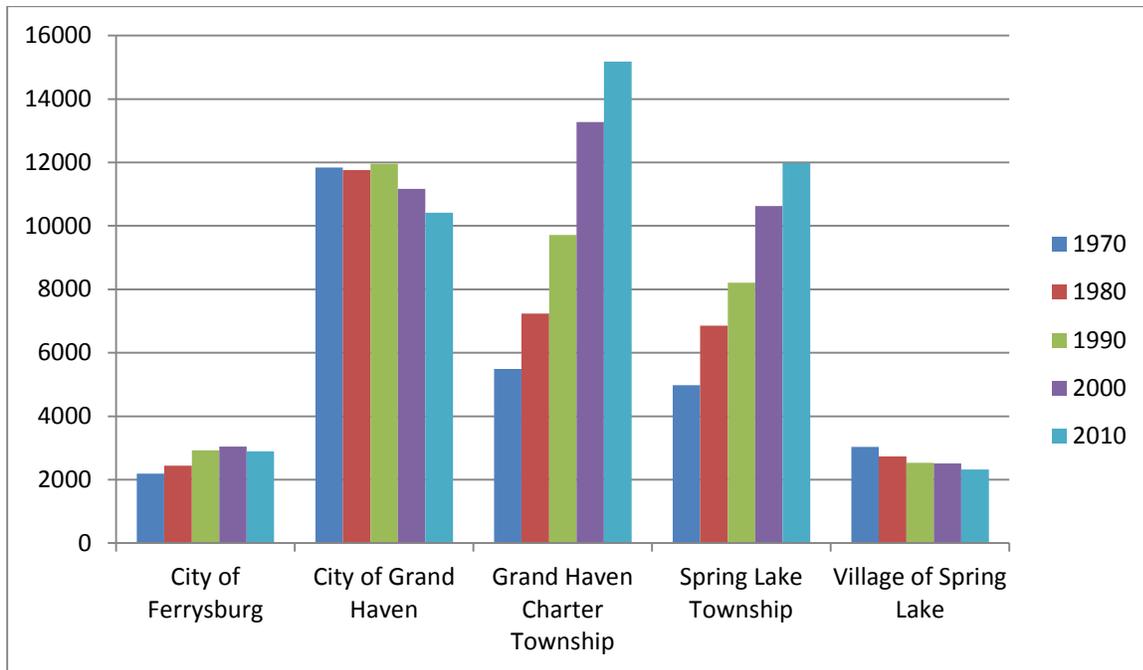
Community Population

Northwest Ottawa County overall continues to show growth with the greatest growth within Grand Haven Charter Township and Spring Lake Township with slight declines in the City of Ferrysburg, City of Grand Haven, and the Village of Spring Lake. Based on the 2010 US Census data, the combined population of the five communities is:

<u>Community</u>	<u>Number of Persons</u>
City of Ferrysburg	2,892 persons
City of Grand Haven	10,412 persons

Grand Haven Charter Township	15,178 persons
Spring Lake Township	11,977 persons
<u>Village of Spring Lake</u>	<u>2,323 persons</u>
Total for 2010 US Census	42,782 persons

Comparison of Total Population by Community 1970-2010



ADMINISTRATIVE STRUCTURE

The Administrative Structure section of the plan provides a description of the administrative framework within each community for providing parks and recreation services. All of the governmental units within this plan operate as independent administrative units who often chose to work together cooperatively for the betterment of the community. As each unit is separate, each participating community's Administrative Structure is described independently within the plan section.

City of Ferrysburg Administrative Structure

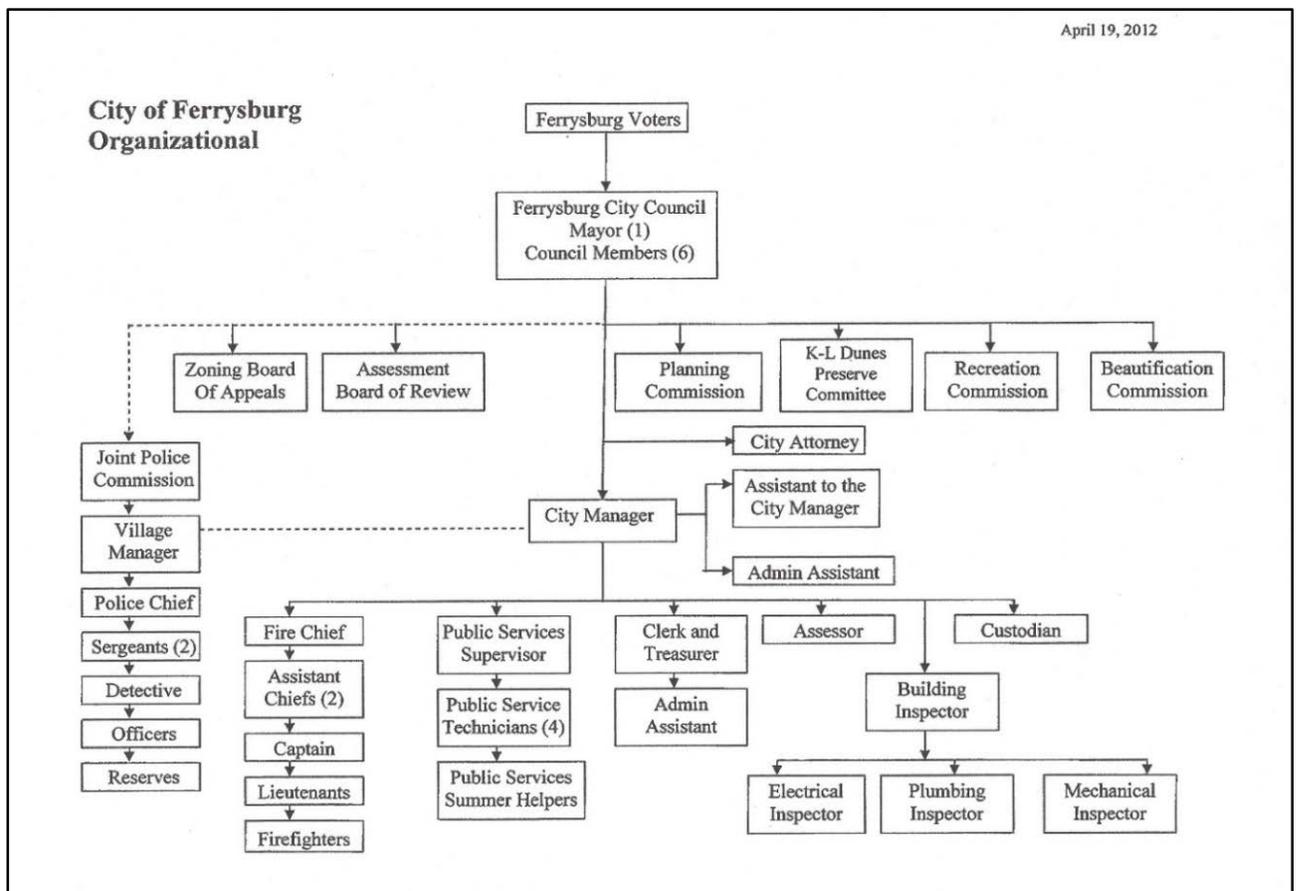
Administrative Structure

The City of Ferrysburg is administered by a seven member City Council lead by the Mayor. The Mayor's term is for two years and City Council Member terms are for four years. Regarding parks and recreation, the City Council approves the yearly budget, acquisition of lands, oversight of capital development projects, approval of City acceptance of grants, and establishment of park policy's and ordinances.

City Staff and Administration

The daily operation of the City and oversight of the City staff is the responsibility of the City Manager who is appointed by the City Council. The City parks are administered by the Public Services Department with four full-time and two seasonal employees who are assigned to parks and recreation facility maintenance.

Organization Chart



Recreation Commission

The Ferrysburg City Council established, by ordinance, a seven member Recreation Commission that advise the City Council regarding parks and recreation matters. The Recreation Commission meets as needed to provide guidance to the planning, development, and operation of the parks within the City. The Michigan Enabling Legislation for the establishment of a Recreation Commission is 1929 PA312 Metropolitan District Act which provides for Charter Commissions.

Funding for Parks

Funding for the development and maintenance of the parks is provided by the City's General Fund which has a 2014-2015 parks budget of \$138,300, broken into with a budget for park operation and maintenance of \$136,500, and a capital development budget of \$1,800. The General Fund includes an additional budget item of \$8,500 for programming as a contribution to the Northwest Ottawa Recreation Authority.

Northwest Ottawa Recreation Authority (NORA)

The City of Ferrysburg is a member of the Northwest Ottawa Recreation Authority (NORA), an authority that provides recreational programming for the member communities included within the Grand Haven Area Public Schools boundaries including the City of Ferrysburg, City of Grand Haven, Grand Haven Township, and Robinson Township, and Port Sheldon Township. The Grand Haven Area Public Schools is also a supporting entity through the use of school facilities and oversight of the NORA staff and funds. Funding for the Authority is provided by member communities, revenues generated from the programs, and various grants and sponsorships. Member agencies also provide park athletic facilities for use by the NORA programs, as well as other local non-profits

Local Non-profits & Volunteers

Local Non-profit organizations providing recreational programming are included in the Recreation Inventory Section of the Plan as they encompass the entire community.

City of Grand Haven Administrative Structure

Administrative Structure and City Council

The City of Grand Haven, by charter, operates under a Council-Manager form of government. The Grand Haven City Council is comprised of a Mayor and four Council members elected at large who serve two and four year terms respectively. The City Council appoints a Chief Administrative Officer (City Manager) whose responsibility is to carry out priorities and goals of the City Council including the fiscal budgeting for parks operation and maintenance, park capital development, land acquisition, grant acceptance and recreation within the community. Park rules and policies are set by the City Council as part of the City Ordinances with recommendations from the Parks and Recreation Board.

Parks and Recreation Board

The City Charter "affords citizen participation in the affairs of the city government for the purpose of determining community needs and means of meeting such needs through the government of the city." (City charter Section. 7.14) The Parks and Recreation Board is one of the boards listed in the Charter and is comprised of five Grand Haven citizen volunteers who are appointed by the City Council for a term of five years. The establishment of the Parks and Recreation board is allowed through the Michigan enabling legislation 1917 PA 156 Recreation and Playgrounds. The Parks and Recreation Board meets monthly to provide guidance regarding the planning, development, and operation of the City's parks by making recommendations to the City Council for final approval.

City Staff

The parks are maintained and operated by the Grounds Service Area and the Maintenance Service Area of the Department of Public Works with nine full time employees and up to thirty-five summer seasonal employees dedicated to the parks, as well as one SWAP crew. These employees assist with community volunteers and maintain the parks infrastructure year round. The Public Works Director assigns the Special Projects Manager as the staff liaison to the Parks and Recreation Board.

Organization Chart

An organization chart depicting the functions and lines of authority is shown on the following page.

Funding for Parks and Recreation

Funding for the development and maintenance of the parks is provided by the City's General Fund, with a 2015 budget for park operation and maintenance of \$721,435, and a capital development budget of \$183,500. The General Fund includes a budget of \$33,034 for programming as a contribution to the Northwest Ottawa Recreation Authority.

Northwest Ottawa Recreation Authority (NORA)

The City of Grand Haven is a member of the Northwest Ottawa Recreation Authority (NORA), an authority that provides recreational programming for the member communities within the Grand Haven Area Public Schools boundaries including the City of Ferrysburg, City of Grand Haven, Grand Haven Township, and Robinson Township, and Port Sheldon Township. The Grand Haven Area Public Schools is also a supporting entity through the use of school facilities and oversight of the NORA staff and funds. Funding for the Authority is provided by member communities, revenues generated from the programs, and various grants and sponsorships. Member agencies also provide park athletic facilities for use by the NORA programs, as well as other local non-profits

Local Non-profits & Volunteers

Local Non-profit organizations providing recreational programming are included in the Recreation Inventory Section of the Plan as they encompass the entire community.

Grand Haven Charter Township Administrative Structure

Township Board

The Grand Haven Charter Township Board is the main legislative body of the Township. It is comprised of a supervisor, clerk, treasurer, and four trustees elected at large. Each of the officials is elected to serve four-year terms. The role of the Board is to develop legislative policies which include the adoption of all planning documents and the establishment of the yearly fiscal budget. In regards to Parks and Recreation, the Township Board approves all park planning documents, policies and financial budgets as well as capital development. One member of the Township Board serves on the Parks and Recreation Committee.

Township Planning Commission

The Planning Commission is comprised of eight members who are appointed by the Township Board. The Planning Commission reviews and makes formal recommendations to the Township Board regarding site plan development, planning policies, ordinances, and master plans. One member of the Planning Commission serves on the Parks and Recreation Committee to provide insight to the committee and provide a liaison to the Commission regarding recreational planning and interface of park properties with surrounding land uses. The Planning Commission will review the Five Year Community Recreation Plan prior to approval by the Township Board.

Parks and Recreation Committee

The Parks and Recreation Committee members are appointed by the Township Board. The committee was formed in 1988 to involve the community in the development of Mercury Park. Since that time, the Committee has continued to assist in the overall direction and development of the entire park system. The Committee acts in an advisory role to the Township Board and includes one Township Board member.

Township Staff and Organization

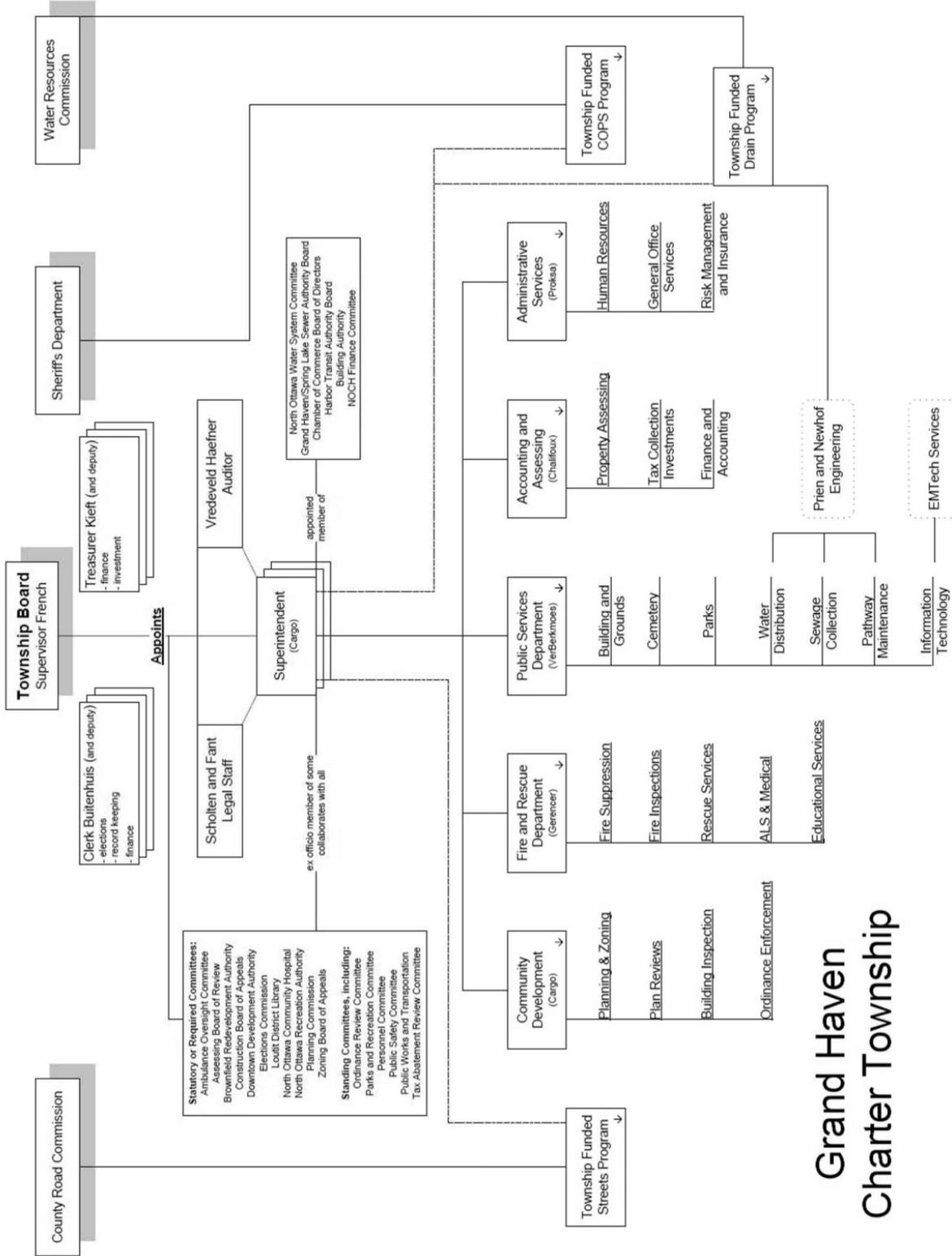
Administration of the Township's operations is the responsibility of the Township Superintendent. The Superintendent is contracted as an employee by the Township Board. The Superintendent implements the board's legislative policies through the day to day operations. The Township has forty-seven staff persons involved in the day to day operations including the Township public services, parks, finances, building and zoning, as well as public safety.

The care of the parks is by one full-time employee assigned to the maintenance of the parks who is assisted by four part-time employees. The Public Services Department provides

additional assistance for year round maintenance such as mowing, repairs to facilities, and cleaning. They are also responsible for overseeing the development of capital improvement projects. The Public Services Director also serves as a staff person to the Park and Recreation Committee. The Ottawa County Sheriff and the Township Fire and Rescue Department provide security for the parks. The non-motorized pathway system, considered separate from the parks system has one full-time staff person assigned to the care and maintenance of the pathways.

Township Organization Chart

An organization chart depicting the functions and lines of authority is shown on the following page.



Parks and Recreation Funding

The total budgeted General Fund expenditures for Grand Haven Charter Township for Fiscal Year 2014-2015 is \$3,328,280. Additional funds are budgeted for the Fire Fund, Sewer Construction Fund, Non-Motorized Path Fund, and the Water Service Fund.

Funding for the care and development of the parks is within the General Fund. In the 2014 Fiscal Year, the projected annual expenditures for parks are \$336,350. Expenses against these funds are projected at \$140,700 for two Township employees and administration, \$50,870 as the Township's contribution to the Northwest Ottawa Recreation Authority Program, \$29,560 for general maintenance and projects, and \$55,900 in capital improvements.

The development of the Township's Non-Motorized Path System was through a separate, ten-year voter supported Non-Motorized Path Building Authority, funded by a ten-year millage for the years 2000-2010. Funds were initially gained through the sale of bonds with the millage utilized to retire the bonds. Construction was completed based on the initial bond sales. For Fiscal Year 2013, \$79,920 was budgeted for continued maintenance of the existing system. On-going maintenance is currently funded through the Township's General fund.

Northwest Ottawa Recreation Authority (NORA)

The Grand Haven Charter Township is a member of the Northwest Ottawa Recreation Authority (NORA), an authority that provides recreational programming for the member communities included within the Grand Haven Area Public Schools boundaries including the City of Ferrysburg, City of Grand Haven, Grand Haven Township, and Robinson Township, and Port Sheldon Township. The Grand Haven Area Public Schools is also a supporting entity through the use of school facilities and oversight of the NORA staff and funds. Funding for the Authority is provided by member communities, revenues generated from the programs, and various grants and sponsorships. In 2014. Member agencies also provide park athletic facilities for use by the NORA programs, as well as other local non-profits

Local Non-profits & Volunteers

Local Non-profit organizations providing recreational programming are included in the Recreation Inventory Section of the Plan as they encompass the entire community.

Spring Lake Township Administrative Structure

Township Board and Administrative Structure

Spring Lake Township is a General Law Township incorporated in 1849 that is led by a seven member elected Board of Trustees comprised of a supervisor, clerk, treasurer, and four trustees elected at large. Each of the officials is elected to four year terms. The role of the Board is to develop legislative polices which include the adoption of all planning documents and the establishment of the yearly fiscal budget. The Board employs a Township Manager that serves as liaison between the Township staff and Board. In regards to Parks and Recreation, the Township Board approves all park planning documents, policies and financial budgets as well as capital development.

Parks and Recreation Committee

The Parks and Recreation Committee is comprised of seven volunteer members of the community appointed by the Township Board who serve in an advisory role. The Committee is assisted by the Township Community Development Director. The Parks and Recreation Committee provides input to the Township Board and staff regarding planning and development for the parks and community policies.

Township Staff for Park Operation

The care and operation of the parks are under the care of the Department of Public Works which includes full-time Grounds Maintenance staff as well as seasonal assistance which are dedicated to the care of the parks.

Organization Chart

An organization chart of the Township staff appears on the following page.

Organization Chart

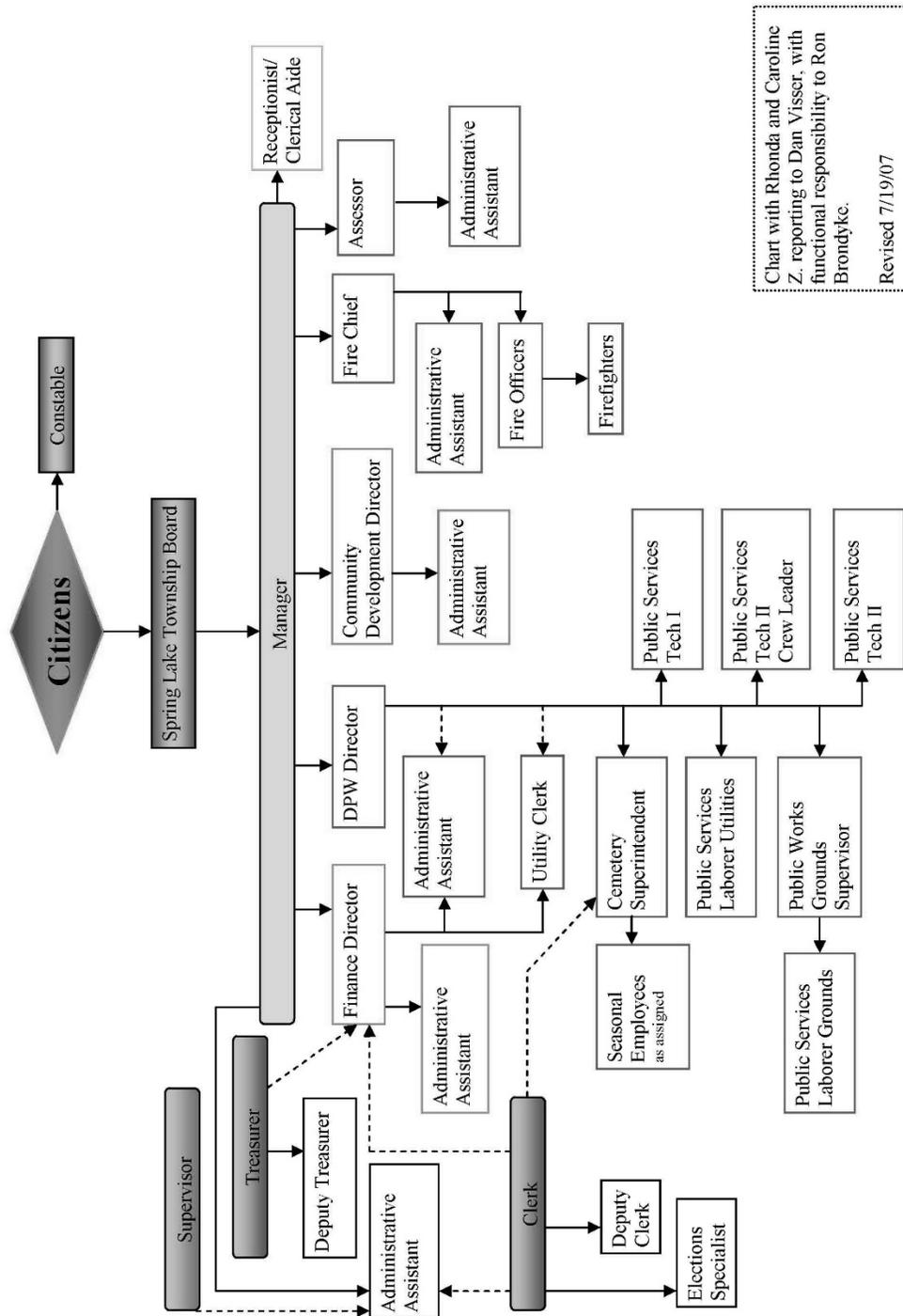


Chart with Rhonda and Caroline Z. reporting to Dan Visser, with functional responsibility to Ron Brondyke.
Revised 7/19/07

General Fund Recreation Budget

The Spring Lake Township Recreation budget is funded through the General Fund of the Township. Proposed budgets for the fiscal year 2014-2015 for the Township General Fund includes \$202,600 for Parks and Recreation of which \$32,500 is contributed towards recreational programming. No other capital development projects are planned through the General Fund although maintenance projects are included in the above number.

Bike Path Millage

The first bike path millage was passed in the 1980's by the Spring Lake Township residents, followed by a second millage in 2004. These funds have been used to create over 26 miles of bike paths throughout the Township over the last 15 to 20 years. The bike path millage is currently used to pay back bonds at a rate of approximately \$200,000 per year with about \$50,000 a year available for maintenance and improvements.

Spring Lake Area Recreation

The Greater Spring Lake Area Recreation Commission provides recreational programming for the area which generally lies within the Spring Lake Public School District. The Spring Lake Public Schools is also a supporting entity through the use of school facilities and oversight of Recreation staff and funds. Funding for the Commission is provided by Spring Lake Township, revenues generated from the programs, and various grants and sponsorships. Spring Lake Township and the Village of Spring Lake provide recreational facilities for program activities.

Local Non-profits & Volunteers

Local Non-profit organizations providing recreational programming are included in the Recreation Inventory Section of the Plan as they encompass the entire community.

Village of Spring Lake Administrative Structure

Administrative Structure and Village Council

The Village of Spring Lake is a duly incorporated municipal subdivision of the State of Michigan with operations of the Village controlled by State enabling legislation and the Village Charter. The Village Council is comprised of six councilmembers elected at-large to four year terms, and a Village President who serves a two year term. The Village Council oversees the development of the City budget, including that of the parks for operation and maintenance, capital development, acquisition, acceptance of grants, and programming. The Village Council retains the Village Manager to oversee the day to day operation of the Village.

Village Park Committee

The Village Park Committee was instituted by Village Council resolution on January 16, 1979 to assist the Village Manager with the Planning, development, and operation of park and recreation facilities and programs. The Committee is comprised of seven members appointed by the Village Council to 4 to year terms. The Committee serves in an advisory manner to the Village Manager and Village Council.

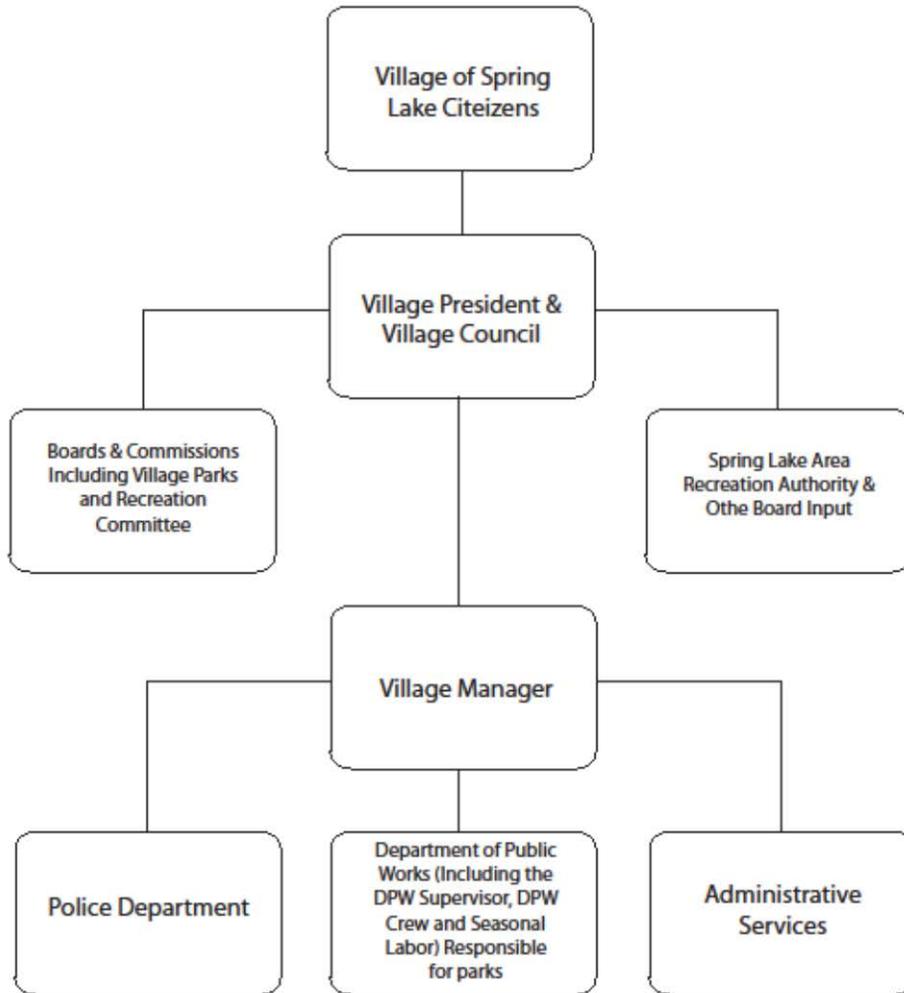
Village Staff

The Village Manager directs the Department of Public Works with overseeing the care and operation of the parks that provides these services with four full time and one part time employees. Security within the parks is provided by the Ottawa County Sheriff's Department

Organization Chart

An organization chart appears on the following page which provides information regarding administrative roles and responsibilities within the Village.

Administrative Organizational Chart
Village of Spring Lake



In the event project activities including planning, design, construction and/or outside source funding assistance, recommendations and basic advisory support will be provided by the Parks Committee. Similarly, the Parks Board will inform and advise the Manager and Council on matters of direct operation and maintenance of park facilities and programs.

Funding

Funding for parks is provided through the General Fund which has a 2014-2015 budget of \$1,415,404 of which \$ 272,759 is budgeted for parks maintenance and operation, and \$0 for

capital development, and \$0 for programming. The Village does not have a separate budget line item for capital development. All park improvements therefore fall under maintenance for each respective park.

Relationship with Spring Lake Recreation Authority

On July 31, 2014 Council elected to discontinue funding of SLARA. As residents of Spring Lake Township, the elected officials felt that funding from Spring Lake Township General Fund covered the entire township (to include the Village.)

Local Non-profits & Volunteers

Local Non-profit organizations providing recreational programming are included in the Recreation Inventory Section of the Plan as they encompass the entire community.

Christine Burns

From: Roman Wilson <RomanW@lakeshoreenvironmental.com>
Sent: Thursday, February 05, 2015 12:29 PM
To: Roman Wilson
Subject: Grant Funds Available in Ottawa County

The U.S. EPA Brownfield Program has awarded Ottawa County \$400,000 in grant funds to perform environmental assessment and planning activities at prospective Brownfield sites across the county. Last month, Ottawa County retained Lakeshore Environmental, Inc. (LEI) to conduct the environmental assessment and planning activities associated with these funds. LEI is assisting with the solicitation of projects that qualify for funding under the County's Brownfield Program. Grant funds will be allocated on a first-come, first-serve basis until funds are completely expended. The deadline for expending funds is mid-2016.

Who can utilize the \$400,000?

- Existing property owners
- Prospective property owners
- Developers
- Local units of government
- Non-profits

What activities qualify under the grant?

- Phase I and II Environmental Site Assessments
- Baseline Environmental Assessments
- Due Care Plans
- Brownfield Plans
- Other Types of Cleanup Plans

Criteria for project eligibility?

- The current property owner cannot be responsible for contamination.
- The project must be in Ottawa County.
- Community benefit must be demonstrated (e.g., job creation, improved environmental conditions, private investment adding taxable value, reduction of health hazards, local support, etc.).

How to apply for funding?

You can contact me directly to discuss a potential project. If the project appears to fit the objectives of the grant program, LEI can assist you with the completion of a Project Nomination Form (PNF). The PNF will then be submitted to the Ottawa County Brownfield Redevelopment Authority for review and potential approval.

If you would like additional information or have a prospective project in mind, please feel free to contact me.

Thank you.

Roman A. Wilson, REPA

President / Brownfield Specialist



803 Verhoeks Street

Grand Haven, MI 49417
(T) 616-844-5050 Ext. 217
(F) 616-844-5053

www.lakeshoreenvironmental.com

NOTICE OF CONFIDENTIALITY

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**VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN**

Council Member _____, supported by Council Member _____,
moved the adoption of the following resolution:

RESOLUTION NO: 2015-02

**A RESOLUTION TO ESTABLISH A CHECK DISBURSEMENT POLICY
WITHIN THE VILLAGE OF SPRING LAKE**

WHEREAS, the Spring Lake Village Council (the “Council”) recognizes that, pursuant to policies of Local Audit and Finance Division of the Michigan Department of Treasury, that all government disbursements must be approved prior to disbursement; and,

WHEREAS, the Council acknowledges that the Local Audit and Finance Division of the Michigan Department of Treasury provides that “the legislative body may establish a formal policy to authorize payments prior to approval and to avoid finance or late charges and to pay appropriated amounts and payroll (including related payroll taxes and withholdings). This policy must be very limited and a list of the payments made prior to approval must be presented to the legislative body for approval.”

THEREFORE, IT IS NOW RESOLVED that in recognition of the requirements of the Michigan Department of Treasury, all of the categories of payments and expenditures listed below, may be paid by disbursements prior to approval by the Council. All payments, not listed below or falling into categories listed below, must be approved by the Council prior to disbursement. The items and billings that may be disbursed, prior to monthly approval by the Council are the following:

1. All payroll expenses including, but not limited to, payroll, payroll taxes, withholdings, retirement withholdings, and other employment related taxes or assessments.
2. All regular contractually mandated billings for services rendered to the Village on a periodic basis, pursuant to agreement between the Village and the service provider, including, but not limited to:
 - a. Oversight and management of the water/waste water treatment system
 - b. Contracted labor
 - c. Progress billings for approved construction contracts.
 - d. Any expenditure that has been pre-approved by the Council.
3. All billings for utilities, including heat, light, water or waste water, telephone, cable internet access, cable service, or other services where payment must be made by a specified date to avoid late or finance charges.
4. All credit card billings where payments must be made by a specified date to avoid late or finance charges. However, the Council shall specifically approve all

credit card bills at the following meeting, and such bill shall be subject to repayment by the individual utilizing the card if such bills are not approved.

5. Payments for insurance, insurance pool, or other surety charges, where payment must be made by a specific date in order to avoid late or finance charges. Such sums shall be approved by the Council at the first regularly scheduled meeting following the payment.

6. Payments to vendors which allow an early payment discount.

All resolutions in conflict in whole or in part with this resolution are revoked to the extent of such conflict.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Dated: February 16, 2015.

Marvin Hinga, Village Clerk

VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN

**COUNCIL MEMBER _____, SUPPORTED BY COUNCIL MEMBER _____, MOVED
THE ADOPTION OF THE FOLLOWING RESOLUTION:**

RESOLUTION NO: 2015-03

**A RESOLUTION REGARDING THE HARBOR TRANSIT AUTHORITY MILLAGE RATE FOR THE
UPCOMING FISCAL YEAR.**

WHEREAS, Article VIII of the Harbor Transit Authority by-laws requires that the proposal annual operating millage of the Harbor Transit Authority be considered by the member units; and,

WHEREAS, the Harbor Transit Board has adopted the Fiscal Year 2015/16 operating millage rate, recommending an operating millage rate of 0.6 mills; and,

WHEREAS, the millage rate is equal to the previous fiscal year's millage rate.

NOW, THEREFORE, BE IT RESOLVED that the Village of Spring Lake supports the continuation of a millage rate for the Harbor Transit Authority in the amount of 0.6 mills for the Fiscal Year 2015/16.

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

Yes:

No:

Absent:

I, Marv Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 16th day of February, 2015.

RESOLUTION DECLARED ADOPTED.

Dated: February 16, 2015

Marv Hinga, Clerk
Village of Spring Lake

Christine Burns

From: Bill Cargo <BCargo@ght.org>
Sent: Thursday, February 05, 2015 11:52 AM
To: 'Tom Manderscheid'
Cc: Pat McGinnis; Craig Bessinger; Christine Burns; Gordon Gallagher; Joanne A. Marcetti; Pete LaMourie (lamourip@progressiveae.com)
Subject: Budget and Millage Rate

Tom:

I reviewed both the Articles of Incorporation and the Bylaws of Harbor Transit. In brief, I would note the following:

1. The budget must be approved by 2/3rds of the HT Board members. There is no requirement for the governing bodies of the member units to approve the budget.
2. However, the maximum millage rate must be delivered to the governing bodies of the member units who should vote on the maximum millage rate by March 1st. However, if a governing body does not vote on the millage rate by March 1st, such lack of action shall constitute approval of the millage rate.

I would note that because GHT's Fiscal Year begins on January 1st, the HT Board has always provided the proposed maximum millage rate at the November HT Board meeting. Further, the GHT Board has already approved the maximum millage rate for the upcoming HT fiscal year.

If I have misunderstood what you were requesting at last evening's HT Board meeting, I apologize.

FYI.

William D. Cargo
Grand Haven Charter Township
Superintendent/Manager
(616)604-6324

Above all else, our purpose is to provide superior customer service to our community. Please tell us about your experience: <http://www.ght.org/WeCare>.

This message was sent from Grand Haven Charter Township (including any attached or embedded documents/information) and may be confidential and/or privileged and is intended for the sole use of the addressee(s). If you receive this message in error, you are advised that any disclosure, reproduction, distribution or the taking of any action upon the message is prohibited and we ask that you please contact the sender immediately via return email or telephone (616.842.5988) and delete the message and any/all reproductions.

WASTE HAULERS LICENSE APPLICATION

Village of Spring Lake

JAN 19 2014

Received

Name of applicant: Thomas J Yonker

Business name: Arrowaste, Inc.

Business street address: PLEASE NOTE NEW ADDRESS: PO Box 828

Business city, state, zip: Jenison, MI 49429

Business phone: 616-748-1955

Business Officers and Directors

Name	Address, City, State and Zip
1. <u>Thomas J Yonker</u>	<u>13 Old Tamarack Lane, Orland Park, IL 60462</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

List shareholders or others holding a ten percent or more interest in your business:

Name	Address, City, State and Zip
1. <u>Thomas J Yonker</u>	<u>13 Old Tamarack Lane, Orland Park, IL 60462</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

If business is a partnership, the names and addresses of each partner:

Name	Address, City, State and Zip
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Waste Haulers Application

Page 2

Place where business is maintained:

Name	Address	City, State, Zip
Arrowaste, Inc.	Please note new address: 1296 Chicago Dr.	Jenison, MI 49428

Proposed day(s) and hours of operation:

Monday through Friday: 8 a.m. - 5 p.m.

List all assumed names by which you propose to do business:

1. Arrowaste, Inc.
2. Priority Arrow Waste Services
3. Rosendall
4. _____

Has applicant or person conducting business or managing business on behalf of applicant been convicted of a crime, misdemeanor or of the violation of any municipal ordinance? Yes _____ No x

If so, please provide full particulars:

Have you applied for and received all state licenses required to do business?

Yes _____ No _____ Not applicable x

If so, please furnish us with a copy of such state approval.

The proposed rates to be charged, broken down into the following categories (use separate rate sheet if necessary):

Residential

<u>Container Size</u>	<u>Pickups per Week</u>	<u>Rate</u>
1. <u>We do not currently offer any residential service in the Village of Spring Lake</u>		
2. _____		
3. _____		
4. _____		

Commercial and Industrial

	<u>Container Size</u>	<u>Pickups Per Week</u>	<u>Rate</u>
1.	Rates vary by container size, material, customer, location, frequency of service and special arrangements with individual customers. Below are some sample rates although they are subject to change at any time:		
2.	2 yd	1x / week	\$40 - \$55 / mo
3.	6 yd	1x / week **	\$95 - \$115 / mo
4.	2 yd	2x / week	\$150 - \$170 / mo

Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

<u>Make</u>	<u>Model</u>	<u>Vehicle Number</u>	<u>License Number</u>	<u>Packer Type</u>	<u>Capacity</u>
Autocar	FEL	#916	AC43087	Com FEL	30 cubic yards
Autocar	FEL	#935	BA18198	Com FEL	30 cubic yards

CERTIFICATIONS

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you may wish to propose.

Evidence: We have a fleet of vehicles which includes spare trucks that can be used in the event of equipment failure.

Reviewed by Village Manager _____ Date: _____ Signature: _____

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

c) The applicant certifies he/she/we/they have insured each piece of equipment to be used in waste hauling services in the Village of Spring Lake for an amount not less than One Hundred Thousand Dollars (100,000.00) for damage to property and not less than One Million Dollars (1,000,000.00) for injury or death to any person and not less than One Million Dollars (\$1,000,000.00) for injury or death to any person or persons in a single accident.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence: Please see attached Certificate of Insurance

Reviewed by Village Manager _____ Date: _____ Signature _____

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.

d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

Evidence: We currently utilize several disposal locations including Waste Management transfer station located in Muskegon, MI

Reviewed by Manager _____ Date: _____ Signature: _____

e) Applicant acknowledges that if a license to operate in the Village is granted by the Village Council, said license may be revoked by the Village Council upon the receipt of three complaints by customers that have been acknowledged in writing by the Village Manager in letters of reprimand to the licensee. If more than three letters of reprimand have been sent to licensee, then the license for such licensee shall be deemed automatically revoked 30 days after the mailing of such third letter. The licensee may request a hearing in writing before the Village Council. At the hearing, licensee shall show cause why its license should not be revoked, as requested by Council. It is understood that said hearing shall take place at the next regular public meeting of the Council, after receipt of the licensee's request for a hearing in writing. (See ordinance #154, Section 9-34, Village Code of Ordinances.)

f) The applicant certifies that all equipment to be utilized for work performed in the Village will at all times be identified with the name of the vendor, the address of the licensee and the telephone number where customers of the licensee can contact the licensee or their representative in the local calling area without additional charge for long distance rates.

Evidence: Our Company name and phone number is listed on our truck(s)

Reviewed by Manager _____ Date: _____ Signature: _____

g) The applicant certifies that the rates charged will at no time exceed the maximum rates approved by the Village Council, although lower rates may be charged. Additional rates for special services to individual customers may be negotiated according to the provisions of the ordinance.

h) The applicant certifies that he will provide and distribute to each of its customers a pamphlet disclosing the name and address of the licensee, the rates being charged, a local phone number of the licensee and the rules of garbage and trash collection applicable to such service within 30 days of the granting of a license by the Village Council and annually thereafter as long as the licensee shall be permitted to operate in the Village.

i) The applicant certifies that he is familiar with the Village Waste Hauling Ordinance and current Waste Hauling Resolution and shall abide by same at all times while licensed by the Village of Spring Lake.

The undersigned hereby certifies that the statements and certifications contained in this application are factual and truthful. Misrepresentation of any of these facts shall be cause for revocation of license. The person signing this license application and certification has the authority to do so on behalf of the company.

Name of Company: Arrowwaste, Inc.

Date: 12/26/2014

By: Jane Dolezal for Arrowwaste, Inc.
Title: _____

Recommended for approval

Recommended for disapproval

Date: _____ Signature of Manager

WASTE HAULERS LICENSE APPLICATION

Name of applicant:

Kuerth's Disposal Inc

Business name:

Wayne Kuerth

Business street address:

2621 Dalsen Rd

Business city, state, zip:

Twin Lake MI 49457

Business phone:

231 744-4967

Business Officers and Directors

Name

Address, City, State and Zip

1. Wayne Kuerth 2621 Dalsen Rd Twin Lake MI 49457
2. Cindy Kuerth 2621 Dalsen Rd Twin Lake MI 49457
3. Joe Kuerth 1884 Duff Rd Twin Lake MI 49457
4. _____
5. _____

List shareholders or others holding a ten percent or more interest in your business:

Name

Address, City, State and Zip

1. _____
2. _____
3. _____
4. _____
5. _____

If business is a partnership, the names and addresses of each partner:

Address, City, State and Zip

1. _____
2. _____
3. _____
4. _____
5. _____

Commercial and Industrial

	<u>Container Size</u>	<u>Pickups Per Week</u>	<u>Rate</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

	<u>Make</u>	<u>Model</u>	<u>Vehicle Number</u>	<u>License Number</u>	<u>Packer Type</u>	<u>Capacity</u>
#8	Intl	Dump	1HTSC0ELYNH440066		Side load	10 yd
#11	Mack	Dump	1MAK19SC7RM005016		Rear load	31 yd
#3	GMC	Dump	4V2HCFM E8SN698542		front load	40 yd
#15	Mack	Dump	1MAK185C2RM005581		front load	40 yd

CERTIFICATIONS

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you may wish to propose.

Evidence: attached list

Reviewed by Village Manager _____ Date: _____ Signature: _____

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

c) The applicant certifies he/she/we/they have insured each piece of equipment to be used in waste hauling services in the Village of Spring Lake for an amount not less than One Hundred Thousand Dollars (100,000.00) for damage to property and not less than One Million Dollars (1,000,000.00) for injury or death to any person and not less than One Million Dollars (\$1,000,000.00) for injury or death to any person or persons in a single accident.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence: attached

Reviewed by Village Manager _____ Date: _____ Signature: _____

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.

d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

Kuerth's Disposal, Inc.

Rate Schedule

Residential

\$18.00 monthly curb service with a 90 gallon cart

\$3.00 fee per bag service/ \$75.00 per box

\$3.00 monthly recycle rate for fee per bag customers

\$80.00 seasonal yard waste service-includes 90 gallon cart

Commercial

<u>Container Size</u>	<u>Weekly Pick-ups</u>	<u>Monthly Rate</u>
2 Yard	1	\$ 55.00
	2	93.00
	3	129.00
	4	166.00
	5	203.00
3 Yard	1	\$ 77.00
	2	132.00
	3	186.00
	4	238.00
	5	294.00
4 Yard	1	\$ 86.00
	2	144.00
	3	206.00
	4	267.00
	5	326.00
6 Yard	1	\$106.00
	2	187.00
	3	266.00
	4	344.00
	5	425.00
8 Yard	1	\$149.00
	2	260.00
	3	372.00
	4	425.00
	5	575.00

EQUIPMENT LIST

#1	2011	FORD	1FT8W3BT3BEA67191
#2	2006	FORD	1FTSX21P16EB48391
#3	1995	VOLVO	4V2HCFME8SN698542
#4	1993	MACK	1M2K185CXPM005308
#5	1990	MACK	1M2K166C7LM002346
#6	1989	MACK	1M2K166C3KM001595
#7	1990	IH	1HTSBZRL0LH221840
#8	1992	IH	1HTSCPEL4NH440066

MUSKEGON COUNTY SOLID WASTE
9366 APPLE AVENUE RAVENNA, MI 49451
PHONE 231-724-6001 FAX 231-724-6004
WEB: WWW.CO.MUSKEGON.MI.US/SOLIDWASTE

Waste In - Charge Scale Ticket

Ticket #:531270 Operator:PKR Date:01/14/2015
Vehicle : 0770 KUERTH MACK #15

Customer : KUERTH KUERTH DISPOSAL
Contract : 6A MUSKEGON COUNTY
Material : RESCOUNTYA RESIDENTIAL COUNTY
Source : MUSKEGON
Location : Units : 8.46 TONS
Time In : 12:14:40 Unit price: \$27.0000
Time Out : 12:17:19 -----

Net Amount: \$ 228.42
Gross Wt : 58580 m State Fee : \$ 0.00
Tare Wt : 41660 m Local Fee : \$ 0.00

Net Wt : 16920 Lb =====
TOTAL DUE : \$ 228.42
scale down - estimated load

MONDAY - FRIDAY 8:00 AM - 4:30 PM
SATURDAY 8:00 AM - 2:00 PM

GATES CLOSE PROMPTLY AT CLOSING TIMES

*We Utilize Muskegon County
Landfill for dumping.*

Kent County-Recycling
977 Wealthy St. SW
Grand Rapids, MI 49503

Scale Ticket

Date: 01/07/2015
Time: 1:09 PM

Ticket #: 55736

Kuerth
Vehicle: 16

Gross:	42920 lb
Tare:	31300 lb
Net:	11620 lb

Have a Great Day!

We utilize Kent County Recycling
Center for all recyclables.



Kenworth's Disposal
Ph. 744-4967 or 1-800-332-3496



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/14/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Shoreline Insurance Agency Inc 875 W. Broadway Ave. Muskegon MI 49441		CONTACT NAME: Kim Scott PHONE (A/C No. Ext): (231) 755-1919 FAX (A/C. No): (231) 755-8750 E-MAIL ADDRESS:	
INSURED Kuerth's Disposal & Recycling C/O Cindy Kuerth 2621 DALSON RD TWIN LAKE MI 49457		INSURER(S) AFFORDING COVERAGE INSURER A: Acuity NAIC # 14184 INSURER B: Grand River Ins./National INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL14111710309 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			L50683	11/14/2014	11/14/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY			L50683	11/14/2014	11/14/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	UMBRELLA LIAB			L50683	11/14/2014	11/14/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE \$ 1,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> CLAIMS-MADE					\$
							RETENTION \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC5000014	11/10/2014	11/10/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y	N/A				E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Joseph Kuerth, and Wayne Kuerth are excluded on the workers comp. policy.

Village of Spring Lake is listed as additional insured in regards to the general liability.

CERTIFICATE HOLDER (231) 744-2135 Village of Spring Lake 102 W. Savidge Spring Lake, MI 49456	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE D C Liebetreu/FELICI <i>Donald K. Liebetreu</i>
--	---

WASTE HAULERS LICENSE APPLICATION

Name of applicant: Republic Services
Business name: Republic Services
Business street address: 2611 Olthoff Drive
Business city, state, zip: Muskegon, MI 49444
Business phone: 231-767-4451

Business Officers and Directors

Name	Address, City, State and Zip
1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

List shareholders or others holding a ten percent or more interest in your business:

Name	Address, City, State and Zip
1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

If business is a partnership, the names and addresses of each partner:

	Address, City, State and Zip
1.	_____
2.	_____
3.	_____
4.	_____
5.	_____

Place where business is maintained:

Name	Address	City, State, Zip
Republic Services	2611 Olthoff Dr.	Muskegon, MI 49444

Proposed day(s) and hours of operation:

Monday - Friday 6am - 6pm

List all assumed names by which you propose to do business:

- Allied Waste Services
- Republic Services
- Sunset Waste
-

Has applicant or person conducting business or managing business on behalf of applicant been convicted of a crime, misdemeanor or of the violation of any municipal ordinance? Yes ___ No X

If so, please provide full particulars:

Have you applied for and received all state licenses required to do business?

Yes X No ___ Not applicable ___

If so, please furnish us with a copy of such state approval.

The proposed rates to be charged, broken down into the following categories (use separate rate sheet if necessary):

Residential

<u>Container Size</u>	<u>Pickups per Week</u>	<u>Rate</u>
1. See attachment		
2.		
3.		
4.		

Commercial and Industrial

	<u>Container Size</u>	<u>Pickups Per Week</u>	<u>Rate</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

<u>Make</u>	<u>Model</u>	<u>Vehicle Number</u>	<u>License Number</u>	<u>Packer Type</u>	<u>Capacity</u>
See attachment					

CERTIFICATIONS

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you may wish to propose.

Evidence: See attachment

Reviewed by Village Manager _____ Date: _____ Signature: _____

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

c) The applicant certifies he/she/we/they have insured each piece of equipment to be used in waste hauling services in the Village of Spring Lake for an amount not less than One Hundred Thousand Dollars (100,000.00) for damage to property and not less than One Million Dollars (1,000,000.00) for injury or death to any person and not less than One Million Dollars (\$1,000,000.00) for injury or death to any person or persons in a single accident.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence: See attachment

Reviewed by Village Manager _____ Date: _____ Signature _____

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.

d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

Evidence: See attachment

Reviewed by Manager _____ Date: _____ Signature: _____

e) Applicant acknowledges that if a license to operate in the Village is granted by the Village Council, said license may be revoked by the Village Council upon the receipt of three complaints by customers that have been acknowledged in writing by the Village Manager in letters of reprimand to the licensee. If more than three letters of reprimand have been sent to licensee, then the license for such licensee shall be deemed automatically revoked 30 days after the mailing of such third letter. The licensee may request a hearing in writing before the Village Council. At the hearing, licensee shall show cause why its license should not be revoked, as requested by Council. It is understood that said hearing shall take place at the next regular public meeting of the Council, after receipt of the licensee's request for a hearing in writing. (See ordinance #154, Section 9-34, Village Code of Ordinances.)

f) The applicant certifies that all equipment to be utilized for work performed in the Village will at all times be identified with the name of the vendor, the address of the licensee and the telephone number where customers of the licensee can contact the licensee or their representative in the local calling area without additional charge for long distance rates.

Evidence: Information on all trucks

Reviewed by Manager _____ Date: _____ Signature: _____

g) The applicant certifies that the rates charged will at no time exceed the maximum rates approved by the Village Council, although lower rates may be charged. Additional rates for special services to individual customers may be negotiated according to the provisions of the ordinance.

h) The applicant certifies that he will provide and distribute to each of its customers a pamphlet disclosing the name and address of the licensee, the rates being charged, a local phone number of the licensee and the rules of garbage and trash collection applicable to such service within 30 days of the granting of a license by the Village Council and annually thereafter as long as the licensee shall be permitted to operate in the Village.

i) The applicant certifies that he is familiar with the Village Waste Hauling Ordinance and current Waste Hauling Resolution and shall abide by same at all times while licensed by the Village of Spring Lake.

The undersigned hereby certifies that the statements and certifications contained in this application are factual and truthful. Misrepresentation of any of these facts shall be cause for revocation of license. The person signing this license application and certification has the authority to do so on behalf of the company.

Name of Company: Republic Services/Allied Waste Services

Date: 1/8/15

By: [Signature]
Title: Division Manager

Recommended for approval

Recommended for disapproval

Date: _____ Signature of Manager

1.	Customer provides container	1 pickup per week	\$14.50/month
2.	Licensee provides 90-gallon cart	1 pickup per week	\$16.50/month
3.	Bag service		\$1.50/bag
4.	Bag service administration fee	1 pickup per week	\$6.00/month
5.	Yard waste bag collection	1 pickup per week	\$10.00/month
6.	Yard waste licensee provides 90-gallon cart	1 pickup per week	\$12.00/month
7.	Recycling service for trash service customers	1 pickup every other week	\$0

* A late fee shall be assessed to encourage prompt customer payment. Late fees shall be assessed on customer's accounts at \$5 each month that their account is 30 days or more past due based on the invoice date. The customer must have a past due balance

* A customer shall be assessed a fee of \$25 when the customer's account is placed on service interrupt for non-payment at 60 days from the invoice date. The customer must have a past due balance of \$5 or greater before the service interrupt fee is charge

VILLAGE OF SPRING LAKE VEHICLES

<u>TRUCK #</u>	<u>TYPE</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN #</u>
2366	FL	2013	Autocar	ACX64	5VCACS6F4DH215975
2369	FL	2014	Autocar	ACX64	5VCACSUF5EH217514
2204	FL	2007	MACK	LE613	1M2AC08C37M014239
4281	SL	2006	MACK	LE613	1M2AC08C86M012520



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)
06/20/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CANNON COCHRAN MANAGEMENT SERVICES, INC. 17015 N. SCOTTSDALE RD. SCOTTSDALE, AZ 85255	CONTACT NAME: PHONE (A/C No.Ext): _____ FAX (A/C No.Ext): _____ E-MAIL ADDRESS: certifiaceteam@ccmsl.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054	INSURER A: ACE American Insurance Company	22667
	INSURER B: Indemnity Insurance Company of NA	43575
	INSURER C: ACE Fire Underwriters	20702
	INSURER D: Illinois Union Insurance Company	27960
	INSURER E: National Liability & Fire Insurance Co	20052
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 442556

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR _____ _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			HDO G27335573	06/30/2014	06/30/2015	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS -COMP/OP AGG \$ 5,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____			ISA H08827084	06/30/2014	06/30/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE AGGREGATE
B A C A D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WLR C48013715 - AOS WLR C48013727 - CA/MA/OR SCF C48013739 - WI WCU C48013740 - OH XS TNS C47870082 - TX NS XS	06/30/2014 06/30/2014 06/30/2014 06/30/2014 06/30/2014	06/30/2015 06/30/2015 06/30/2015 06/30/2015 06/30/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 3,000,000 E.L. DISEASE -EA EMPLOYEE \$ 3,000,000 E.L. DISEASE -POLICY LIMIT \$ 3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Division Number: 4489 - Named Insured Includes: Allied Waste Systems, Inc. - Dba: Allied Waste Services of Muskegon - Republic Services of Muskegon

CERTIFICATE HOLDER Village of Spring Lake 102 W. Savidge St. Spring Lake, MI 49456 United States	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
---	--

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY		NAMED INSURED	
POLICY NUMBER See First Page		REPUBLIC SERVICES, INC. 18500 N. ALLIED WAY PHOENIX, AZ 85054	
CARRIER See First Page	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM.

FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

The following provisions apply when required by written contract. As used below, the term certificate holder also includes any person or organization that the insured has become obligated to include as a result of an executed contract or agreement.

GENERAL LIABILITY:

Certificate holder is Additional Insured when required by written contract.
 Coverage is primary and non-contributory when required by written contract.
 Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

AUTO LIABILITY:

Certificate holder is Additional Insured when required by written contract.
 Waiver of Subrogation in favor of the certificate holder is included when required by written contract.

WORKERS COMPENSATION AND EMPLOYERS LIABILITY:

Waiver of Subrogation in favor of the certificate holder is included when required by written contract where allowed by state law.

TEXAS EXCESS INDEMNITY AND EMPLOYERS LIABILITY:

Republic Services, Inc. and its subsidiaries are registered non-subscribers to the Texas Workers Compensation Act. Republic Services, Inc. has filed an approved Indemnity Plan with the Texas Department of Insurance which offers an alternative in benefits to employees rather than the traditional Workers Compensation Insurance in Texas. The excess policy (#TNS C47870082) shown on this certificate provides excess Indemnity and Employers Liability coverage for the approved indemnity Plan.

Contractual Liability is included in the General Liability coverage form. The General Liability policy does not contain an endorsement excluding Contractual Liability.

Separation of Insured (Cross Liability) coverage is provided to the Additional Insured, when required by written contract, per the Conditions of the Commercial General Liability Coverage form.

WASTE HAULERS LICENSE APPLICATION

Name of applicant: Waste Management Inc.
Business name: 11668 Porter St SW
Business street address: _____
Business city, state, zip: Grand Rapids, MI 49519
Business phone: 616-724-2148

Business Officers and Directors

Name	Address, City, State and Zip
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

List shareholders or others holding a ten percent or more interest in your business:

Name	Address, City, State and Zip
1. <u>Public Company</u>	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

If business is a partnership, the names and addresses of each partner:

	Address, City, State and Zip
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Commercial and Industrial

	<u>Container Size</u>	<u>Pickups Per Week</u>	<u>Rate</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Please provide information on the vehicles to be used by licensee. Provide the make, model, vehicle number, license number(s), packer type and capacity (attach separate sheet if necessary):

<u>Make</u>	<u>Model</u>	<u>Vehicle Number</u>	<u>License Number</u>	<u>Packer Type</u>	<u>Capacity</u>
See Attached					

CERTIFICATIONS

a) The applicant certifies he/she/we/they can provide at least one backup vehicle to insure prompt waste removal in the event of equipment failure. Evidence of this ability should be included with this application and may take the form of contracts, leases or arrangements you may wish to propose.

Evidence: Attached

Reviewed by Village Manager _____ Date: _____ Signature: _____

b) The applicant certifies he/she/we/they will provide waste removal services to all residential customers desiring such services in the Village of Spring Lake at least once per week.

c) The applicant certifies he/she/we/they have insured each piece of equipment to be used in waste hauling services in the Village of Spring Lake for an amount not less than One Hundred Thousand Dollars (100,000.00) for damage to property and not less than One Million Dollars (1,000,000.00) for injury or death to any person and not less than One Million Dollars (\$1,000,000.00) for injury or death to any person or persons in a single accident.

The applicant further certified that the Village of Spring Lake and its officers and employees are named specifically as additional insureds on applicant's insurance as it pertains to this license application. The applicant certifies that it holds said Village and its employees harmless from any liability claims that may arise as a result of the applicant's operations for collection or hauling of garbage or trash within the limits of the Village and such disclosures are noted on the appropriate insurance.

Evidence: Attached

Reviewed by Village Manager _____ Date: _____ Signature _____

Note: Certificates of insurance must be provided to the Village Clerk of the Village of Spring Lake or his authorized representative, the Village Manager of the Village of Spring Lake.

d) The applicant certifies he/she/we/they have access to dispose of waste materials only at a properly licensed waste disposal site located within 20 miles of the Village limits of the Village of Spring Lake.

VILLAGE OF SPRING LAKE TRUCKS 2015

WASTE MANAGEMENT OF MI INC

361490	VOLVO	WXLL64	AC73427	4V2HC2UEXYN257657
310311	INTL	4100	AC73428	3HTMWAFK67N540553
361861	MACK	LE613	AB11404	1M2AC07C32M006121
361914	MACK	LE613	AC78285	1M2AC07C02M006299
209972	MACK	MRU613	AC67241	1M2AVO2C69M005184
208784	MACK	MR688X	AB11368	M2K195C57M036777
360085	MACK	LE613	AC42527	1M2AC07C6YM005084
206324	MACK	MR688S	AB11374	1M2K195C92M020154
210502	MACK	MRU613	AB69070	1M2AV02C3BM007304

Residential	Monthly Rate	Service Code	Monthly Maintenance Fee	Service Code	INL Reactivation Fee	Compost Activation Fee	Budget Bag Cost	Shipping & Handling (Bags)	Bag Service Limits	Toter Service Limits	Toter Rental	Add'l Toter	Add'l Toter Svc Code	Recycle Bin Fee
Seasonal (INL/DIL)				SSU	\$16.00	Fee applies to all Residential customers that reinstate (INL) their accounts after being temporarily suspended (DIL) for 3 months or more. Subscription residential accounts that are vacation status for 1 - month to less than 3 months are not subject to this fee. Franchise customers and HOA (Home Owner's Association) accounts are also exempt from this fee.								
64 Gal Toter	We no longer offer service with a 64-gallon toter. If an existing customer has a 64-gallon toter that needs to be replaced, please let the customer know that it may be replaced with a 96 gallon toter at no extra charge if the site no longer has any 64 gallon toters.													
96 Gal Toter	\$16.00	96T							+ 2 bags	Contents of cart	Included w/service			
2nd 96 Gal Toter	\$10.00	9AT								Contents of Cart only	Included w/service			
3rd 96 Gal Toter	\$10.00	9AT								Contents of Cart only	Included w/service			
Compost	\$12.50	96G				\$25.00			+ 5 paper bags	Contents of cart	Included w/service			
Budget Bag Service			\$5.92	RBG			10/\$25.00	\$4.95 up to 3 pkgs	Unlimited					
Activation Fee New business (NBO/NBL)	\$35.00	SRU	This is a one-time only charge that will be assessed to subscription residential customers establishing new service (NBO) with WM or reestablishing service with WM after a move (NBL)											
Recycling	\$5.00	RBN / MOR							\$5/ month for each bin used.					Included w/service
Additional Recycling	\$5.00	RBN / MOR												Included w/service
Service Area Comments:	Check MAS for correct service day.													
	Serviced by 665. Bulk pick up service available for an additional fee.													



WASTE MANAGEMENT INC.

1668 Porter St SW
Grand Rapids MI 49509
(616) 724-2162

ITEMS NOT ACCEPTED DURING CLEANUPS:

Insecticides, oil, gas, propane tanks, antifreeze, concrete, gravel, dirt, sod, rocks, stones, stumps, any car parts, car batteries, riding mowers, cement (even if attached to something), bricks, roofing shingles, paint cans with paint still in it, similar items are NOT acceptable.

Whole tires are not acceptable to collect as trash in Michigan landfills. Please advise the customer to check with a local tire store or the Department of Public Works for disposal options. If a customer inquires about cutting a tire advise them that you first recommend they call a retail establishment that sells tires because cutting a tire in half is difficult and a potentially dangerous process. Tires cut in half MAXIMUM 4 halves per pick up or 2 tires.



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

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

www.springlakevillage.org

February 6, 2015

Dear Property Owner/Resident:

The letter is written to inform you that the Village's consulting firm of Moore & Bruggink will present plans for the paving and drainage improvements of Alloyz Alley for your review and to answer any questions you may have concerning this project.

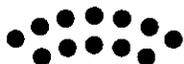
The presentation will be held at Barber School Community Building, 102 W. Exchange, from 6 p.m. to 7 p.m. on Monday, February 16, 2015, prior to the Village Council Meeting.

Should you have any questions regarding this matter prior to the meeting date, please do not hesitate to contact me at 616-842-1393 or by email at rbelknap@springlakevillage.org.

Sincerely,

Roger Belknap, Director
Department of Public Works





Scholten Fant
Attorneys

Over 50 Years of Service

Chicago Spring Lake

100 North Third Street,
P.O. Box 454, Grand Haven, MI 49417
P 616.842.3030 F 616.846.6621

616.842.3030

616.846.6621

www.scholtenfant.com

246 South River, Suite 100,
P.O. Box 9008, Holland, MI 49422
P 616.396.1265 F 616.393.0052

February 2, 2015

Re: Recent FOIA Amendments

You are likely already aware that the Michigan Freedom of Information Act ("FOIA") was recently amended by Act 563 of 2014. These amendments, which take effect on July 1, 2015, relate primarily but not exclusively to a public body's ability to charge fees for responding to certain FOIA requests. The recent amendments impose very extensive, and somewhat oppressive, requirements and limitations regarding the extent to which, and the circumstances under which, FOIA response fees may be imposed and recovered.

Without further elaborating in this correspondence on the extensive statutory requirements imposed by these recent FOIA amendments, we call your preliminary attention to the fact that public bodies are required to: (a) "establish procedures and guidelines to implement" [the recent FOIA amendments], and (b) "create a written public summary of the specific procedures and guidelines relevant to the general public regarding how to submit written requests to the public body and explaining how to understand a public body's written responses, deposit requirements, fee calculations, and avenues for challenge and appeal." In addition to any written (i.e., paper) versions, the public body must post and maintain its "procedures and guidelines," and its "written public summary," on its website if the public body has one.

The immediate message, therefore, is that a public body's current or existing FOIA policies or procedures will likely become woefully inadequate when the recent FOIA amendments take effect on July 1, 2015. Therefore, if you would like additional information regarding the extensive new requirements and limitations of these recent FOIA amendments, or if we can be of assistance in your development of new and amended FOIA "policies and procedures" and the new "written public summary" required by these amendments, please advise. We would be happy to assist in any manner desired.

SCHOLTEN FANT

Ronald A. Bultje

Rodney L. Schermer

Robert E. Sullivan

Matthew C. VanHoef



February 6, 2015

Grand Valley State University Joins GVMC/LGROW Stormwater Partnership

We are pleased to announce that Grand Valley State University has joined our GVMC/LGROW Stormwater coalition. GVSU becomes the 22nd member of the group.

Recent changes in the law required GVSU to have its own stormwater discharge permit. Rather than spending the time and resources to prepare the permit alone, GVSU joined with other communities in the LGROW program. As we reported last week, the City of Walker estimates their savings by participating in the collaborative effort at over \$87,000 per year.

GVSU joins the cities of Grand Rapids, Wyoming, Kentwood, Walker, Ferrysburg, Rockford, East Grand Rapids, Grand Haven, Grandville, Hudsonville. Also the townships of Cascade, Georgetown, Grand Rapids, and Plainfield. The villages of Sparta and Spring Lake are also members as are Forest Hills Public Schools, the Kent County Drain Commissioner and Administration, Kent County Road Commission, the Ottawa County Road Commission and the Ottawa County Water Resources Commissioner and Administration.

The deadline for filing the application is April 1st and each of these

communities is working hard with Wendy, Bonnie and Brian to complete the final phases of the application. Once it is submitted MDEQ will take an estimated 18 months to review the permit applications.

Two New Board Members Join GVMC

At our Board meeting yesterday two new Board Members were sworn into office. Joining the GVMC Board of Directors are Kent County Commissioner Diane Jones and Matt McConnon a trustee from Courtland Township. We welcome them to GVMC.

GVMC Partners with The Right Place and our Regional Partners on Governor's Economic and Education Summits

In early March, GVMC, The Right Place and our regional partners through the West Michigan Prosperity Alliance will play a critical role in Governor Snyder's Economic and Education Summits. We have joined together to focus part of the Summit on West Michigan and will host two large regional meetings during the event.

You're Invited To: Rick Snyder's Economic and Education Summit



GVMC



Event: Governor Rick Snyder's Economic and Education Summit

Date: Monday, March 2 and Tuesday, March 3, 2015

Location: Renaissance Center, Marriott Hotel
400 Renaissance Ctr, Detroit, MI 48243

As a leader in Prosperity Region #4, we encourage your attendance at the summit. Your voice will influence the future economic and educational growth of our region. We need your input.

You can register for the Summit and hotel lodging using the link below.

<https://www.regonline.com/builder/site/Default.aspx?EventID=1663880>

Birgit M. Klohs
President & CEO,
The Right Place, Inc.

John Weiss
Chairperson,
Region 4 Regional Prosperity Initiative
Executive Director,
Grand Valley Metro Council

Christine Burns

From: Lukas Hill
Sent: Tuesday, February 03, 2015 12:39 PM
To: Christine Burns; Mary Paparella
Subject: FW: Zoning Board of Appeals

FYI

From: Donald Munski [<mailto:donaldmunski@yahoo.com>]
Sent: Wednesday, January 28, 2015 9:27 PM
To: Lukas Hill
Subject: Zoning Board of Appeals

Hi Lukas,

This is to confirm our discussion of my resignation from the Zoning Board of Appeals. My resignation is necessary because I have moved out of the Village.

Having served on the Board has been rewarding and interesting.

I have enjoyed working with you. Thank you for your support and guidance.

Best Wishes and keep up the good work.

Regards,

Don Munski
1078 Brookway Court
Norton Shores, MI 49441

February 2015

February 2015							March 2015						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28
							29	30	31				

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Feb 1 - 7	Feb 1	2	3	4	5	6	7
		10:00am 10:30am Mr. Heacox ~ 102 W. Ann 3:00pm 4:00pm Dr. Ryan (Grand Haven) 7:00pm 8:30pm Parks & Recreation Meeting (EOC)	7:30am 9:30am Economic Forecast (GH Community Center) 7:00pm 8:00pm Work out (Aquatic Center) - Christine Burns	7:15am 4:45pm Interviews for Ass't City Manager (Merid) 5:30pm 7:00pm Harbor Transit Board Meeting (Grand Hav) 7:00pm 8:30pm Fire Committee - Review	7:00am 8:00am Work out (Aquatic Center) 9:00am 10:00am Energy Efficiency (Sp) 1:30pm 2:30pm Chris Burns (Village of Spr) 4:00pm 5:00pm SLHF Storage (SLVH Conf)	7:00am 8:30am Village Township Committee 8:30am 9:30am Meet w/Jim (Chris' Office) 12:00pm 1:30pm Rotary Lunch (SLCC) 3:00pm 4:00pm Jason Steigenga ~ 616-63	8:00am 12:00pm Strategic Planning Meeting (Barber School) - Christine B 10:00am 2:00pm Taylor's Baby Shower (Spencer Twp Hall ~ 14960 M
Feb 8 - 14	8	9	10	11	12	13	14
	Work Detail (Kalamazoo)	7:00pm 9:00pm Council Work Session (Village Hall)	3:30pm 4:00pm Discussion on Building Plans (SLT) 7:00pm 8:30pm ZBA Meeting (Barber School) 7:00pm 8:00pm Work out (Aquatic Center)	2:00pm 3:00pm Village Plan Group Meeting (Village Hall) - Lukas Hill	7:00am 8:00am Work out (Aquatic Center) - Christine Burns	7:30am 8:00am Coast Guard Dinner Discus 8:30am 9:30am Meet w/Jim (Chris' Office) 12:00pm 1:30pm Rotary Lunch (SLCC) 2:00pm 3:00pm Central Park Capital Campai	
Feb 15 - 21	15	16	17	18	19	20	21
		5:00pm 6:00pm Dinner (TBD) - Christine Burns 6:00pm 7:00pm Open House on Alloys Alley (Barber School) 7:00pm 8:00pm Council Meeting (Barber Sch	9:00am 9:30am Post Council Wrap Up (SLVH) - Christine Bu 10:30am 11:30am TCAN (Chamber Board Meeting) 7:00pm 8:00pm Work out (Aquatic Center)	8:30am 9:30am Sewer Authority meeting d 9:30am 10:30am NOWS Administrativ 12:00pm 1:30pm WMG 2:00pm 3:00pm Village 3:30pm 5:00pm Budget 6:00pm 7:30pm Fire Co	7:00am 8:00am Work out (Aquatic Center) - Christine Burns 9:00am 9:45am Dentist (Spring Lake Family Dentistry) 3:00pm 6:00pm Volunteer Ambasad	8:30am 9:30am Meet w/Jim (Chris' Office) 12:00pm 1:30pm Rotary Lunch (SLCC)	Work Detail (Kalamazoo) 3:00pm 9:00pm Snow Jam (Central Park)
Feb 22 - 28	22	23	24	25	26	27	28
	Work Detail (Kalamazoo)		11:30am 1:00pm Chamber Board Meeting (Chamber C) 6:00pm 7:00pm Finance Committee Meeting (SLVH) - Ch 7:00pm 9:00pm Planning Commissio	1:00pm 2:00pm Budget (Marv's Office) - Christine Burns 2:00pm 3:00pm Village Plan Group Meeting (Village Hall) - Lukas Hill	7:00am 8:00am Work out (Aquatic Center) - Christine Burns 11:30am 12:30pm Dr. Barber (Grand Haven)	8:30am 9:30am Meet w/Jim (Chris' Office) 12:00pm 1:30pm Rotary Lunch (SLCC)	

DRAFT MINUTES

Monday January 19, 2015
7:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan

1. Call to Order

President Pro-Tem **Bennett** called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: MacLachlan & Meyers

On a motion by **Miller**, seconded by **VanStrate**, to excuse the absence of Council Members **MacLachlan & Meyers**.

Yes: 5 No: 0

4. Approval of the Agenda

On a motion by **VanStrate**, seconded by **Miller**, to approve the agenda as presented.

Yes: 5 No: 0

5. 7:04 p.m. Consent Agenda

A. Approved payment of the bills (checks numbered 56226-56350) in the amount of \$801,945.52.

B. Approved the minutes for the December 15, 2014 Council meeting.

C. Approved the use of Central Park by the Spring Lake Rotary for the 4th Annual Snow Jam on February 21, 2015.

D. Approved the Sentenced Work Abatement Program (SWAP) Services Agreement with the Ottawa County Sheriff's Office for 2015.

- E. Approved budget amendments presented by Finance Director Marv Hinga.
- F. Approved adoption of the CBDDA by-laws as recommended by the CBDDA Board.
- G. Approved reappointment of Mr. Lou Draeger to the CBDDA for a term expiring November, 2018.
- H. Approved the 2015 meeting dates for work session & Council meetings.

**WORK SESSIONS
VILLAGE HALL
UPSTAIRS CONFERENCE ROOM ~ 7:00 p.m.**

January 12
February 9
March 9
April 13
May 11
June 8
July 13
August 10
September 14
October 12
November 9
December 14

**VILLAGE COUNCIL MEETINGS
BARBER SCHOOL COMMUNITY CENTER
102 WEST EXCHANGE STREET ~ 7:00 p.m.**

January 19
February 16
March 16
April 20
May 18
June 15
July 20
August 17
September 21
October 19
November 16
December 21

On a motion by **Miller**, support from **Nauta**, to approve the consent agenda.

Yes: 5 No: 0

6. General Business

A. Audit Presentation

Mr. Doug Vredeveld, Vredeveld Haefner, gave a presentation on the Village's Fiscal Year 2013/2014 audit.

B. Fire Department Business Plan Presentation

Fire Chief, Brian Sipe, presented the Spring Lake Fire Department's newly adopted business plan.

C. Barber School Change-in-Use Policy

With the pending proposal of sharing space with Spring Lake Township, Barber School would serve as the meeting space for both Council and the SLT Board, both Planning Commissions, both ZBA boards and various other boards and committees. The finance committee has discussed the possibility of not leasing Barber School for community functions (unless the organization is non-profit) in order to accommodate the township's need and reduce wear and tear on the facility. Potential for-profit lessees would be referred to various businesses within the community that serve as banquet facilities or gathering spaces.

Manager **Burns** read public comments on behalf of residents that were not able to attend the meeting. These residents asked that Barber School remain a community center.

- Jay White, 111 Mason
- Carol Michaels, 16609 152nd Ave.

The following residents spoke in favor of keeping Barber School as a community center and suggested raising the rental rates and being more diligent in keeping security deposits for those renters that do not follow the rules and/or damage the building or its contents in any way.

- Tracy Boon, 229 Meridian
- William Filber, 211 N Jackson
- Sandy VandenBosch, 702 Winter
- Carol Michaels, 16609 152nd Ave
- Kent VandenBosch, 624 E Savidge
- Karen VandenBosch, 624 E Savidge
- Bill Venhuizen, 509 Buena Vista

- Diane Shindlebeck,
- JoAnne Unkovskoy, 220 River
- Michele Yassenak, 505 E Savidge
- Karen Streeting, 417 South St
- Stacey Venhuizen, 509 Buena Vista

After listening to public comment, Council discussed keeping Barber School open as a community center and will have further discussions on how to subsidize or offset costs.

On a motion by, **VanStrate**, seconded by **Miller**, to continue to rent Barber School to the community, making no changes to the usage.

Yes: 5 No: 0

7. 7:30 p.m. Department Reports

- A. Village Manager**
- B. Clerk/Treasurer/Finance Director**
- C. OCSO**
- D. 911**
- E. Fire**
- F. DPW**
- G. Water**
- H. Sewer**
- I. Minutes from Various Board & Committees**
 - 1) Parks & Recreation**
 - 2) CBDDA**

8. Old Business and Reports by the Village Council

No old business to discuss at this time.

9. New Business and Reports by Village Council

No new business to discuss at this time.

10. Status Report: Village Attorney

No report from the Village Attorney

11. Statement of Citizens

Darcy Dye, 114 N. Fruitport Road, asked for a date correction on the Agenda.

12. Adjournment

On a motion by **VanStrate**, seconded by **Miller**, Village Council adjourned the meeting at 8:30 p.m.

David Bennett, President Pro-Tem

Maryann Fonkert, Deputy Clerk