

Village of Spring Lake

Council Work Session

March 2, 2015

7:00 p.m.

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

www.springlakevillage.org

| | |
|----------|---|
| 1 | 7:00 p.m. – Strategic Planning Session. On February 7, 2015 Country Administrator Al Vanderberg and Deputy County Administrator Keith VanBeek facilitated a strategic planning session for Council. Council Members who were present discussed potential changes to the Village Vision and Mission Statements (<i>attached</i>) and a SWOT analysis was performed (<i>attached</i>). Due to lack of a quorum at the meeting, it was decided to further coordinate and finalize the details at a Council work session. In order for staff to compile the budget, it is important to establish a consensus on Council priorities. Dr. Vanderberg will be in attendance at this meeting to navigate through the process. |
| 2 | 7:45 p.m. – Courtyard Concert Proposal September 13, 2015 is the date for this year's (proposed) Courtyard Concert in the parking lot next to Seven Steps Up. Mr. Gary Hanks will be at the meeting to present his proposal (<i>attached</i>) and answer any questions Council Members may have. |
| 3 | 7:55 p.m. – Board Appointments At their February meeting, Council approved the formation of two new committees. The Friends of Barber School committee may consist of up to 2 non-resident members (<i>see attached resolution</i>). At this time, we have 3 non-resident applicants. <ul style="list-style-type: none">• Friends of Barber School Applicants (terms expiring 11/2019)<ul style="list-style-type: none"><u>Residents</u> Stacy VenHuizen Karyn Streeting<u>Non-Residents</u> Diane Schindlbeck Carol Michaels |

| | |
|---|---|
| | <p>Rosemary Bench</p> <ul style="list-style-type: none"> • Beautification Committee (terms expiring 11/2019) <p>Darcy Dye</p> |
| 4 | <p>8:10 p.m. - Holiday Inn Lift Station (Roger Belknap)</p> <p>The DPW has been having problems keeping coolant from leaking from the generator at the Holiday Inn Lift Station. The mechanic told us it could be a bad head gasket, or worse, a cracked engine block. The estimate of \$1,198.60 is to take the motor apart to diagnose the cause and replace the head gasket. The generator is 14 years old and receives annual routine preventive maintenance; most generators have a 20-25 year service life.</p> |
| 5 | <p>8:15 p.m. - Budget Adjustments (Marv Hinga)</p> <p>The proposed budget adjustments will accomplish the following</p> <ol style="list-style-type: none"> 1. Establish a fund to track the expenditure of the Bike Path money received from Spring Lake Township. 2. Establish a Forestry department to track expenditures for tree planting and the tree nursery. 3. Appropriate funds to meet the current year's bond payments on the 2013 Refunding Bonds. |
| 6 | <p>8:20 p.m. - Investment of Village Funds Policy (Marv Hinga)</p> <p>The proposed investment policy requires the investment of Village funds be approved by either the Village Manager or Village President. The current policy allows the Treasurer to invest funds unilaterally. The proposed policy forbids Village funds from being placed with banks or credit union not insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Share Insurance Fund (NCUSIF).</p> |
| 7 | <p>8:25 p.m. - Municipal Employees' Retirement System (MERS)</p> <p>The first step toward adopting DC for new hires is having a projection study done. To do so, there is cost of \$1,200 (\$700 to project division 01 and \$500 to project division 10). Because division 10 is linked to division 01 (meaning that new hires of division 01 are going to division 10) both divisions would be subject to the accelerated amortization and a result, both divisions would need to be projected for financial impact. The Finance Committee has reviewed the request and recommends the \$1,200 expenditure so we can evaluate a less expensive pension plan for new hires.</p> |

| | |
|-----------|--|
| | |
| 8 | 8:30 p.m. - Community Foundation Summer Concert Series The Spring Lake Heritage Festival has assumed responsibility for organizing "Thursdays at the Point" each summer. In order for the GHACF to release funds to the SLHF, they need Council's permission to do so (<i>see attached</i>). The amount available for distribution in 2015 is \$142. |
| 9 | 8:33 p.m. - Communications <ul style="list-style-type: none">• Spring Lake District Library - March Calendar |
| 10 | 8:40 p.m. - Minutes Minutes of the February 16, 2015 meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to March 12, 2015. |

Proposal for Kickoff to Summer Outdoor Concert in the Village Downtown Courtyard, Sept 13, 2015

The non-profit organization, Courtyard Concerts, is seeking approval from the Village Council to use a portion of the courtyard (parking lot) as shown on the accompanying drawing for a fund raising event for the organization.

The concert would be held on Sunday, Sept 13, 2015 beginning at 2 to 3pm in the afternoon and ending by 7pm (probably a bit earlier). The fenced in area would eliminate three (3) entry/exits into/out of the parking lot. Two entry/exits would be unaffected—one at the east end near the police station and one off Exchange St. on the east side of Dollar General store.

The only business with a facing to the parking lot that is open on Sundays is Dollar General and the proposed fenced in area would still leave two entry and exit paths for any customers of theirs.

We will, of course, be talking to the business owners on the north side of the parking lot to see if they have any objections that we may need to overcome. We do not anticipate any objections as they have all approved some of these Sunday events in the past.

Last year's (2014) September event drew over 300 people to the courtyard and we are expecting a significant increase this year.

Courtyard Concerts will again be obtaining a one day non-profit group license from Michigan Liquor Control Commission. We will be serving beer, wine, and hard cider plus an assortment of soft drinks and water. As in the past, we will be checking all I.D.'s and banding to ensure compliance with age restrictions for alcohol beverage consumption. We will again have food vendors.

This year's headliner will be Crystal Bowersox with her full band. You might know Crystal from her runner-up stint a couple of years ago on American Idol. Earlier this year Crystal performed without her band at Seven Steps Up for two nights of sold out shows at Seven Steps Up. Opening the show will be Seth Glier who has appeared at Seven Steps Up several times and always sells out the venue. In accordance with one of the missions of Courtyard Concerts to put on community concerts at affordable prices with national acts we expect the ticket pricing to be around \$15. Just as an aside, Seven Steps Up would charge \$60 to \$75 per tickets for a show with these two national artists.

We plan to have one food vendor (to be chosen from our dozen affiliated caterers). Patrons will purchase food and beer tickets at a ticket booth within the confines of the concert area. There will be some sit-down tables with chairs and many high top tables. A pretty typical "beer tent" but without a tent. Event will happen "rain or shine". Staging and professional sound will be supplied by a Grand Rapids sound company. In addition to a food vendor, we are hoping that Sweet Temptations will again have an ice cream booth and we will again seek to have a vendor popping fresh caramel corn.

Ticketing will be available on line to purchase in advance (there will be a better price purchased in advance). Tickets will also be available on day of show at the concert location.

We will have general liability coverage at a level we believe appropriate or at a level required by any Village ordinances.

We will be using volunteers to help with activities during the event.

Parking? We will be consuming about 40 parking spaces for the concert area. We will be installing perimeter fencing the night before beginning at 4:30pm. The area will be cleaned and fencing removed immediately following the concert on Sunday evening.

Sincerely,

COURTYARD CONCERTS

Board Members: Michelle Hanks, Gary Hanks, William (Bill) Meyers, Nancy Meyers, Sheri Flahive, Mary Ellen Cook, Doug Hughes, Mike Cotterall, Jessica Rea

COURTYARD CONCERTS MISSION/GOALS

2015 SCHEDULE May 1 Liz's Concerts* feat. Alice Peacock Aug 21 Liz's Concerts* feat. Ellis Paul Sept 13 Outdoor concert feat. Crystal Bowersox wsg Seth Glier Dec TBD Decembersongs** *These children's concerts are performed in memory of Dr. Elizabeth Curtis, a West Michigan dentist, who passed away during childbirth in 2013. Previous to her death she had expressed her desire of exposing her son to live music in a safe, family friendly environment. This series of concerts is free to children, age 4-12, and their parents. **A unique, critically acclaimed performance of original holiday music with a philanthropic twist. This will be Decembersongs' fourth appearance at Courtyard Concerts.

VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN

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

RESOLUTION NO: 2015-05

A Resolution Creating a “*Friends of Barber School*” Committee

WHEREAS, Council wishes to encourage volunteer activities within its jurisdictional boundaries; and,

WHEREAS, there is a need for volunteer labor to assist in the maintenance and upkeep of Barber School; and

WHEREAS, the committee would serve as an advisory committee the Village Council to address items such as building maintenance, fees, usage, donations/grants, budget and volunteer labor ; and

WHEREAS, there are members of the greater Spring Lake community who are willing and able to assist the Village in maintaining its amenities which contribute to the overall quality of life within the Village.

NOW, THEREFORE, BE IT RESOLVED that the Village of Spring Lake supports the creation of an advisory committee called the “*Friends of Barber School*”; and

BE IT FURTHER RESOLVED, the committee shall consist of 5 volunteers, the majority of which shall be Village residents, who shall serve 4-year rotating terms, without compensation. The committee shall meet, at a minimum, each quarter and submit minutes of their meetings to the Village Manager who shall serve as a liaison to the Village Council.

Yes: 5

No: 0

Absent: Meyers & Miller

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

Board and Commission Applicant

Personal Profile

Name: Diana Bench Telephone: 616-842-4469

Address: 19144 Glendale Circle Date: 2/24/15

Years as a Village Resident: _____ Occupation: _____

Background/Interests: Would like to volunteer to help with any projects to help Barber School. So it remains open to the public.

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

- Coast Guard Festival Liaison
- Parks And Recreation Committee
- Village Council
- Historic Conservation District Comm.
- Spring Lake Lake Board
- Village Planning Commission
- North Bank Communities Fund
- Spring Lake CBDDA
- Zoning Board Of Appeals
- Beautification Committee
- Friends of Barber School

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

Diana Bench would also like to help out.
231 E. Sawidge
616-402-0992

Concerns for the Village; if any:

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.

Board and Commission Applicant

FEB 25 2015

Received

Personal Profile

Name: CAROL MICHAELS Telephone: 616-607-8982

Address: 16609 152nd AVE Date: 2/23/15

Years as a Village Resident: 37 Occupation: RETIRED EXEC. SECRETARY

Background/Interests: CHAIRED FIRST 10 YRS. OF HERITAGE FESTIVAL.

WAS A MEMBER OF S.L. AREA INC. FOR BARBER S. SCHOOL RESTORATION

BELONG TO AND VOLUNTEER AT G. HAVEN EAGLES

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
Beautification Committee

Parks And Recreation Committee
Spring Lake Lake Board
Spring Lake CBDDBA
Friends of Barber School

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)

It has been brought to public attention that the school is in need of some support both financially and physically. Since it was intended for public use Village and Township "public" should take ownership and by laying a perpetual foundation we can keep up with future needs. I feel both the Spring Lake Heritage Festival and the Historical Committee should also be included.

Concerns for the Village; if any:

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.

Board and Commission Applicant

Personal Profile

Name: Liane J. Schindlbeck Telephone: (614) 502-6192

Address: 14717 Quebec, Spring Lake 49457 Date: 2/24/2015

Years as a Village Resident: 30 yrs. Township Occupation: End of Life Care and Event Planning

Background/Interests: 20 years Real Estate development and guerrilla marketing. Currently work in End of life. and the pet profession. Certified in Pet Loss. Serve on the Spring Lake Heritage Festival Committee.

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

Beautification Committee

Parks And Recreation Committee

Spring Lake Lake Board

Spring Lake CBDDA

Friends of Barber School

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 resident of Spring Lake, and as an Event Professional I believe as a Community we can work together to manage the use of the facility, maintain the building and grounds, and create revenue to cover expenses and maintenance.

Concerns for the Village; if any:

N/A

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.

Board and Commission Applicant

877 76 300

Personal Profile

Received

Name: KARYN STREETING Telephone: 616 842-0729

Address: 417 SOUTH ST. Date: 2.27.15

Years as a Village Resident: 62 yrs Occupation: RETIRED

Background/Interests: BACHELORS - INT DESIGN / ARCHITECTURE

19 yrs EMPLOYED STICAWA CO. ADMIN ASST -

REG DEEDS, ENVIRONMENTAL HEALTH & PLANNING / GRANTS

CURRENTLY SERVING ON HISTORIC CONS. DISTRICT COMM.

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

Beautification Committee

Parks And Recreation Committee

Spring Lake Lake Board

Spring Lake CBDDA

Friends of Barber School

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 lifetime village resident and 5th GEN FAMILY
HERE, I'M INTERESTED IN PRESERVING SP LAKE VILLAGE
INTEGRITY AND QUALITY OF LIFE. I'VE FELT THAT
~~OVER~~ THE PAST, 20 YEARS, THE VILLAGE HAS
ALLOWED SEVERAL CHANGES TO TAKE PLACE, NEGATIVELY
AFFECTING THE OVERALL APPEARANCE AND FEEL
OF THE VILLAGE.

Concerns for the Village; if any:

Inconsistency in ~~development~~ NEW DEVELOPMENT
In addressing the Barber St. School - →

WANT TO PRESERVE ~~THE~~ THE INTENT OF THIS
BUILDING FOR HISTORICAL AND COMMUNITY
REASONS.

Board and Commission Applicant

Personal Profile

Name: Stacie L. Stevens-Venhuizen Telephone: 616-340-2377

Address: 509 Buena Vista Drive Date: 2/21/2014

Years as a Village Resident: Since 2003 Occupation: Business and Fund Development

Background/Interests: Have served on the CBDDA since 2003. Worked as the Business Development Director of Downtown

Management Board, Inc. in Grand Rapids, MI. Currently work as a fund developer for various nonprofit organizations. My interests

are buying local, the farmer's market, community events, as well as other personal hobbies e.g. boating, cooking, traveling, skiing,

etc.

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

Beautification Committee

Parks And Recreation Committee

Spring Lake Lake Board

Spring Lake CBDDA

Friends of Barber School

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)

I am interested in giving back to my community by sharing my time and talents with regards to fundraising, and other types of

fund development for community centers.

Concerns for the Village; if any:

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.

Board and Commission Applicant

Personal Profile

Name: Darcy J. Dye Telephone: (616) 296-0957

Address: 114 N. Fruitport Rd. Date: 17 February, 2015

Email address: skylark3@comcast.net

Years as a Village Resident: Part-time Since 2003 Occupation: Artist
Full-time Since June, 2014

Background/Interests: Lifelong gardener, Master Naturalist,
Committee Member & Consultant at the Prairie Habitat at
Marywood, River City Wild Ones Member, Volunteer
Educator at Ada Parks, Writer/Speaker - prairies
Please circle the board(s) or commission(s) that you would like to serve on:

Village Planning Commission
Parks And Recreation Committee
Coast Guard Festival Liaison
Village Council

Spring Lake Lake Board
Historic Conservation District Comm.

North Bank Communities Fund
Zoning Board Of Appeals
Spring Lake CBDDA

Beautification Committee

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

In 2014 Village Planning Commissioners expressed
concern about the state of the pocket gardens
along the bike path. During the public comment
time, I talked about planting Michigan native
species which are drought tolerant, ideally suited
to our climate, and low maintenance. I subsequently
prepared a notebook for the Planning Commission
(over)

Concerns for the Village; if any:

with photos and descriptions of native plants that would thrive in Spring Lake.

I would love to be involved in developing an overall plan for creating, improving, and maintaining Village gardens.



Quote

Wolverine Power Systems
 3229 80th Avenue
 Zeeland MI 49464
 (800) 485-8068

Order Number: 0563537
 Order Date: 2/13/2015

Salesperson: WPZ
 Customer Number: SPR002

Sold To:

SPRING LAKE, VILLAGE OF
 102 W SAVIDGE STREET
 SPRING LAKE, MI 49456

Ship To:

SPRING LAKE, VILLAGE OF
 940 W SAVIDGE
 LIFT STATION/ HOLIDAY INN
 SPRING LAKE, MI 49456

CONFIRM TO:

Phone: (616) 842-1393

Fax:

Page: 1

| Customer P.O. | Ship VIA | F.O.B. | Terms |
|---------------|----------|--------|------------------|
| | | | Due Upon Receipt |

| Item Number | Unit | Ordered | Shipped | Back Order | Price | Amount |
|---|------|---------|---------|------------|---------|--------|
| THIS IS A QUOTE TO PERFORM THE FOLLOWING WORK DURING OUR NORMAL BUSINESS HOURS: -REMOVE HEAD TO CHECK FOR ENGINE BLOCK AND/OR HEAD DAMAGE -REPLACE HEAD GASKET ***PLEASE ALLOW 7-10 BUSINESS DAYS FOR AVAILABILITY | | | | | | |
| 0887780211 | EACH | 1.00 | 0.00 | 0.00 | 26.250 | 26.25 |
| GASKET INT MANIF | | | | | | |
| 0887780191 | EACH | 1.00 | 0.00 | 0.00 | 61.330 | 61.33 |
| GASKET VALVE COVER 3.0 | | | | | | |
| 0887780228 | EACH | 1.00 | 0.00 | 0.00 | 149.510 | 149.51 |
| GASKET, CYL HD | | | | | | |
| 048665 | EACH | 1.00 | 0.00 | 0.00 | 5.000 | 5.00 |
| THERMOSTAT GASKET, WT OTLT #37 | | | | | | |
| 0887780199 | EACH | 2.00 | 0.00 | 0.00 | 15.270 | 30.54 |
| HEAD BOLTS | | | | | | |
| 887780195 | EACH | 1.00 | 0.00 | 0.00 | 33.480 | 33.48 |
| THERMOSTAT 3.0L REPLACES 19488 | | | | | | |
| 0887780212 | EACH | 1.00 | 0.00 | 0.00 | 48.490 | 48.49 |
| GASKET ENG COOL THERM | | | | | | |
| /SVCLABOR | | 6.00 | 0.00 | 0.00 | 110.000 | 660.00 |
| SERVICE LABOR | | | | | | |
| /SVCCALL | | 1.00 | 0.00 | 0.00 | 160.000 | 160.00 |
| SERVICE CALL | | | | | | |

THIS QUOTE IS VOID AFTER 30 DAYS AND IS SUBJECT TO PARTS AVAILABILITY. THIS QUOTE DOES NOT INCLUDE ADDITIONAL REPAIRS TO UNFORESEEN DAMAGE OR ADDITIONAL LABOR CAUSED BY CIRCUMSTANCES OUTSIDE OF OUR DIRECT CONTROL. WOLVERINE POWER SYSTEMS IS NOT LIABLE FOR LOSSES OR ANY CONTINGENT LIABILITIES ARISING FROM THE OPERATION OF THIS SYSTEM OR THE FAILURE OF THIS SYSTEM TO OPERATE.

GENERATOR SALES - SERVICE - RENTALS - PARTS

| | |
|---------------------|-----------------|
| Net Order: | 1,174.60 |
| Less Discount: | 0.00 |
| Freight: | 24.00 |
| Sales Tax: | 0.00 |
| Order Total: | 1,198.60 |

VILLAGE OF SPRING LAKE
OTTAWA COUNTY, MICHIGAN

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

RESOLUTION NO: 2015-06

A Resolution Amending the Village's Investment Policy

WHEREAS, Council adopted an Investment Policy on October 1, 2007; and,

WHEREAS, there is a need for revisions to the policy to allow staff to maximize investment safety and returns; and

WHEREAS, the Finance Committee, consisting of President Jim MacLachlan, President Pro-tem Dave Bennett and Council Member Bill Meyers, have reviewed the Village's investment options; so

NOW, THEREFORE, BE IT RESOLVED that the Village of Spring Lake hereby amends the Investment Policy, a copy of which is attached hereto; and

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 March, 2015.

RESOLUTION DECLARED ADOPTED.

Dated: March 16, 2015

Marv Hinga, Clerk
Village of Spring Lake

VILLAGE OF SPRING LAKE

INVESTMENT POLICY

I. POLICY

The Village of Spring Lake will invest funds in a manner which will ensure the preservation of capital while providing the highest investment return with maximum security, meeting the daily cash flow demands of the Village and conforming to all state statutes governing the investment of public funds.

II. SCOPE

This policy applies to all financial assets of the Village invested by the Village Treasurer. These funds are accounted for in the Village of Spring Lake's Annual Financial Report.

III. OBJECTIVES

The primary objectives, in priority order, of the Village of Spring Lake's investment activities shall be:

1. ***Safety*** – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.
2. ***Liquidity*** – The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
3. ***Return on Investment*** – The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

IV. DELEGATION OF AUTHORITY TO MAKE INVESTMENTS

Authority to manage the investment program is derived from the following: the Village of Spring Lake's charter. Management responsibility for the investment program is hereby delegated to the appointed Treasurer shall establish written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include references to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Treasurer shall invest Village funds after only after receiving approval from the Village Manager or Village President.

V. AUTHORIZED INVESTMENTS

The Village of Spring Lake is limited to investments authorized by Act 20 of 1943, as amended, and may invest in the following:

1. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
2. Certificates of deposit, savings accounts, deposit accounts, or depository receipt of a financial institution. Surplus funds invested with banks or credit unions shall be insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Share Insurance Fund (NCUSIF). Funds not covered by FDIC or NCUSIF insurance may only be placed with institutions rated in the top three classifications by a national bank/credit union rating agency.
3. Commercial paper rated at the time of purchase within the highest classification established by not less than two (2) standard rating services and that matures not more than 270 days after the date of purchase.
4. Repurchase agreements consisting of instruments listed in (1).
5. Bankers' acceptances of United States banks.
6. Obligations of this state or any of its political subdivisions that at the time of purchase are rated investment grade by not less than one (1) standard rating service.
7. Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with the authority to purchase only investment vehicles that are legal for direct investment by the Authority. This authorization is limited to securities whose intention is to maintain a net asset value of \$1.00 per share.
8. Investment pools through an interlocal agreement under the urban cooperation act of 1967, 1967 (ex Sess) PA 7, MCL 124.501 to 124.512.
9. Investment pools organized under the surplus funds investment pool act, 1982 PA 367, 129.111 to 129.118.
10. The investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.

VI. SAFEKEEPING AND CUSTODY

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered into by the Village of Spring Lake Treasurer may be on a cash basis or a delivery vs. payment basis as determined by the Treasurer. Securities may be held by a third party custodian designated by the Treasurer and approved by the Village Manager or the Village President and evidenced by safekeeping receipts as determined by the Treasurer.

VII. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

**ACKNOWLEDGEMENT OF RECEIPT OF INVESTMENT
POLICY AND AGREEMENT TO COMPLY**

I have read and fully understand Act 20 PA 1943, as amended, and the Investment policy of the Village of Spring Lake.

Any investment advice or recommendation given by _____,

representing _____(Bank Name), to the Village of Spring Lake shall comply with the requirements

of Act 20 PA 1943, as amended, and the Investment Policy of the Village of Spring Lake.

Any existing investment not conforming to the statute or the policy will be disclosed promptly.

By: _____

Title: _____

Date: _____

Actuarial Accrued Liabilities and Valuation Assets As of December 31, 2013

Table 6

| Division | Actuarial Accrued Liability | Valuation Assets ¹ | Percent Funded | Unfunded (Overfunded) Accrued Liabilities |
|---|-----------------------------|-------------------------------|----------------|---|
| → 01 - Gnrl | | | | |
| Active Members | \$ 513,040 | \$ 183,865 | 35.8% | \$ 329,175 |
| Vested Former Members | 81,348 | 40,939 | 50.3% | 40,409 |
| Retirees And Beneficiaries | 782,508 | 648,131 | 82.8% | 134,377 |
| Pending Refunds | 0 | 0 | 0.0% | 0 |
| Total | \$ 1,376,896 | \$ 872,935 | 63.4% | \$ 503,961 |
| 02 - Police | | | | |
| Active Members | \$ 1,601,057 | \$ 967,274 | 60.4% | \$ 633,783 |
| Vested Former Members | 0 | 0 | 0.0% | 0 |
| Retirees And Beneficiaries | 896,518 | 896,518 | 100.0% | 0 |
| Pending Refunds | 2,839 | 2,839 | 100.0% | 0 |
| Total | \$ 2,500,414 | \$ 1,866,631 | 74.7% | \$ 633,783 |
| → 10 - General New Hires after 9/1/11 | | | | |
| Active Members | \$ 7,741 | \$ 26,694 | 344.8% | \$ (18,953) |
| Vested Former Members | 0 | 0 | 0.0% | 0 |
| Retirees And Beneficiaries | 0 | 0 | 0.0% | 0 |
| Pending Refunds | 0 | 0 | 0.0% | 0 |
| Total | \$ 7,741 | \$ 26,694 | 344.8% | \$ (18,953) |
| Total Municipality | | | | |
| Active Members | \$ 2,121,838 | \$ 1,177,833 | 55.5% | \$ 944,005 |
| Vested Former Members | 81,348 | 40,939 | 50.3% | 40,409 |
| Retirees and Beneficiaries | 1,679,026 | 1,544,649 | 92.0% | 134,377 |
| Pending Refunds | 2,839 | 2,839 | 100.0% | 0 |
| Total Participants | \$ 3,885,051 | \$ 2,766,260 | 71.2% | \$ 1,118,791 |
| The following results show the combined accrued liabilities and assets for each set of linked divisions. These results are already included in the table above. | | | | |
| Linked Divisions 10, 01 | | | | |
| Active Members | \$ 520,781 | \$ 210,559 | 40.4% | \$ 310,222 |
| Vested Former Members | 81,348 | 40,939 | 50.3% | 40,409 |
| Retirees and Beneficiaries | 782,508 | 648,131 | 82.8% | 134,377 |
| Pending Refunds | 0 | 0 | 0.0% | 0 |
| Total | \$ 1,384,637 | \$ 899,629 | 65.0% | \$ 485,008 |

this division IS CLOSED

this IS now -0-

¹ Includes both employer and member assets.

Please see the Comments on the Investment Markets.

See the MERS Fiscal Responsibility Policy on the MERS website at:

http://www.mersofmich.com/Portals/0/Assets/PageResources/MERS/PlanDocument/Pension/sec_43c.pdf.



Grand Haven Area

community foundation

1000 South Harbor
Grand Haven, MI 49417
616.842.6378

February 11, 2015

Village of Spring Lake
102 West Savidge Street
Spring Lake, MI 49456

Dear Friends,

This is the time of year when you hear from us regarding the amount that is available for you to request from the Summer Concert Series Endowment Fund held here at the Community Foundation. Following the Foundation's spending policy, (4% of a three-year rolling average of the three most recent December 31 fund balances) the amount available for distribution from your Fund in 2015 is \$142.

You may submit a written request for this distribution at any time during the 2015 calendar year. I have enclosed a grant recommendation form that you may use. Thank you for following this procedure to ensure that we are following your Organization's intent for use of these funds.

In the event that the distribution is not taken by December 31, 2015, these funds will simply roll back into the principal portion of your Fund and continue to grow the Fund balance.

We encourage you to continue to look for ways to grow your Fund. We are always here to help you with ideas to raise awareness and dollars for your Fund – just give us a call.

We are happy to be in partnership with you to help build your Fund as a growing resource for your organization and to help support your valuable work in the community. Thank you!

Sincerely,

Holly Johnson
President

Enclosure



Grand Haven Area

community foundation™

Village of Spring Lake

102 West Savidge Street

Spring Lake, MI 49456

STATEMENT OF ACTIVITY

Summer Concert Series Endowment Fund

Summer

January 1, 2014 - December 31, 2014

Village of Spring Lake
102 West Savidge Street
Spring Lake, MI 49456

SUMMARY OF ACTIVITY

| | |
|---------------------------|----------|
| Beginning Balance | 3,639.23 |
| Gifts to Fund | 250.00 |
| Total Gifts to Fund | 250.00 |
| Investment Activity | |
| Interest and Dividends | 80.71 |
| Realized Gains (Losses) | 63.81 |
| Unrealized Gains (Losses) | 118.48 |
| Total Investment Activity | 263.00 |
| DISBURSEMENTS | |
| Grants | 0.00 |
| Administrative Fees | (100.00) |
| Total DISBURSEMENTS | (100.00) |
| Ending Balance | 4,052.23 |

DETAIL

Gifts to Fund

| Date | Description | Amount |
|-----------|----------------------------------|--------|
| 4/18/2014 | From North Bank Communities Fund | 250.00 |
| | | 250.00 |

VILLAGE OF SPRING LAKE
 ACCOUNTING DEPARTMENT
 APPROVED BY: _____
 AUDITOR: _____
 DEPT. APPROVAL: _____
 TREASURER APPROVAL: _____
 OFFICE: _____



Grand Haven Area

community foundation[™]

**RECOMMENDATION FOR GRANT DISTRIBUTION
FROM ORGANIZATION FUNDS**

Date _____

Barbara Post,
Grand Haven Area Community Foundation
One South Harbor Drive
Grand Haven, MI 49417

Dear Barb:

Please let this letter serve as our recommendation for a grant in the amount of _____ from the _____ Fund.

The grant will be used to support _____
_____ . This project is in accordance

with our Fund Agreement with the Grand Haven Area Community Foundation.

Attached is a copy of the Minutes approving this action from the meeting of the Board of Directors held on _____ .

Sincerely,

Executive Director

Board Chair

Treasurer

Spring Lake District Library Calendar of Events March 2015



| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|---|---|--|---|--|--|
| <p>1 Sunday hours 2-5 pm</p> | <p>2 Read Across America Day! Noon-1pm Enjoy green eggs & ham for lunch along with Dr. Seuss story & craft; pre-registration required</p> | <p>3 2 pm Family Movie: <i>Big Hero 6</i>; rated PG, 108 minutes 7 pm Bedtime Storytime: <i>In Like a Lion</i></p> | <p>4 10 am Toddler Time: <i>Where Is the Green Sheep?</i> 4-5 pm LEGO Block Party</p> | <p>5 10:30 am Preschool Storytime: <i>Oink Oink!</i> 7 pm History of Detroit: <i>From Marvelous Metropolis to Bankruptcy</i></p> | <p>6 9:30-10:30 am Talk with 89th District Rep. Amanda Price 10:30 am Preschool Storytime: <i>Oink Oink!</i></p> | <p>7 Questions about library programs or services? Call 616.846.5770 for more information or visit sllib.org</p> |
| <p>8 Sunday hours 2-5 pm Teen Tech Week Libraries are for making... </p> | <p>9 Last day to submit Youth Tree Banner Contest entries 10 am SLDL Friends; newcomers welcome! 4-5:30 pm Chess Club 6-8 pm Exam Cram</p> | <p>10 7 pm Bedtime Storytime: <i>Just Silly</i> Visit sllib.org and take free MI DMV Permit Practice Test</p> | <p>11 9:30 or 10:45 OAISD Play 'n Learn; ages 0-5 4-5 pm SLDL Friends Book Club; all welcome 6:30 pm Uncovering the History of Antique Quilts; <i>bring quilt to share</i></p> | <p>12 10:30 am Preschool Storytime: <i>Sing a Song</i> 2 pm Teen Movie: <i>Mockingjay Part 1</i>, PG13 6-8 pm Digital Scrapbooking; pre-registration required</p> | <p>13 10:30 am Preschool Storytime: <i>Sing a Song</i> 3:30-4:30 GarageBand 101 for ages 10-18; pre-registration required</p> | <p>14 <i>Blizzard of Books Reading Club concludes</i></p> |
| <p>15 Sunday hours 2-5 pm 3-4 pm Music by the Fireplace featuring <i>The Moxie Strings</i> </p> | <p>16</p> | <p>17 2:30 pm Digital Conversion Demo; pre-registration required 7 pm Bedtime Storytime: <i>Green All Over</i> </p> | <p>18 9:30 am OAISD Play 'n Learn; for ages 0-24 months 3:30-5 pm Teen 'Escape for ages 10-18</p> | <p>19 10:30 am Preschool Storytime: <i>A Windy Day</i> 2 pm Activities for People with Alzheimer's & Other Forms of Dementia</p> | <p>20 10 am Apps for iPads & Androids; preregister 10:30 am Preschool Storytime: <i>A Windy Day</i> 2:30 pm Photoshop Elements; pre-register</p> | <p>21 9:30 am-4:30 pm Watercolor Workshop with Artist Catherine McClung; pre-registration required</p> |
| <p>22 Sunday hours 2-5 pm</p> | <p>23 <i>Need help preparing your taxes?</i> Call Four Pointes Center for Successful Aging at 842-9210 for appointment</p> | <p>24 10 am-4 pm AARP Tax Help for Seniors; appointment required 6:30-8 pm <i>Wonder Woman!</i> documentary & talk 7 pm Bedtime Storytime: <i>The Best Nest</i></p> | <p>25 10 am Toddler Time: <i>This Little Chick</i> 10 am-4pm AARP Tax Help for Seniors; appointment required</p> | <p>26 10am-4pm AARP Tax Help for Seniors; appointment required 10:30 am Preschool Storytime: <i>Lions & Lambs</i></p> | <p>27 9:30-10:30 am Free Blood Pressure Clinic 10:30 am Preschool Storytime: <i>Lions & Lambs</i></p> | <p>28 Check out an iPad</p> |
| <p>29 Sunday hours 2-5 pm</p> | <p>30</p> | <p>31 7 pm Bedtime Storytime: <i>Out Like a Lamb</i></p> | <p>Facebook.com/SpringLakeDistrictLibrary Twitter.com/slliblibrary</p> | <p><i>Easy & Convenient!</i> Sign up for library text alerts @ sllib.org</p> | <p>Discovery Packs: backpacks of books, each with a theme! <i>Find them in Youth Services</i></p> | |

DRAFT MINUTES

Monday February 16, 2015
7:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan

1. Call to Order

President **MacLachlan** called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

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

Absent: Meyers and Miller.

On a motion by **Nauta**, seconded by **Bennett**, to excuse the absence of Council Members **Meyers** and **Miller**.

Yes: 5 No: 0

4. Approval of the Agenda

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

Yes: 5 No: 0

5. Consent Agenda

A. Approved payment of the bills (checks numbered 56351 – 56433) in the amount of \$395,255.62.

B. Approved the minutes for the January 19, 2015 Council meeting.

C. Approved the appointment of Mr. Andrew Dull to the CBDDA Board with a term expiring 11/2019.

D. Approved a contract with Hydro Designs, Inc. to perform the Village's Cross Connection Control Program for an amount not to exceed \$4,752 over the course of 36 months.

- E. Approved the adoption of Resolution 2015-02, a Resolution approving a disbursement policy for accounts payable checks.
- F. Approved the adoption of Resolution 2015-03, a Resolution approving the Harbor Transit millage rate of .6 mills.
- G. Approved the adoption of Resolution 2015 – 04, a Resolution to establish a “Beautification Committee” to oversee volunteer efforts, annual and perennial plantings, rain garden maintenance and tree inventory throughout the Village.
- H. Approved the adoption of Resolution 2015 – 05, a Resolution to establish a “Friends of Barber School” committee to oversee volunteer efforts and make recommendations regarding the oversight and management of Barber School.
- I. Approved the annual Waste Hauler licenses.
- J. Approve a grant submission to the MDNRTF for improvements to Central Park.

On a motion by **Nauta**, seconded by **Bennett**, to approve the consent agenda.

Yes: 5 No: 0

6. General Business

- A. Council held a Public Hearing for a Joint 5-year Community 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 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.

President **MacLachlan** opened the public hearing at 7:08 p.m.

There was no public comment.

On a motion by **Bennett**, seconded by **Nauta**, the Village Council closed the public hearing at 7:09 p.m.

Yes: 5 No: 0

On a motion by **Bennett**, seconded by **Nauta**, Village Council adopted Resolution 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.

Yes: 5 No: 0

7. Department Reports

- A. Village Manager**
- B. Clerk/Treasurer/Finance Director**
- C. OCSO**
- D. 911**
- E. Fire**
- F. DPW**
- G. Sewer**

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

Amanda Price gave a brief update regarding the House of Representatives and what is going on in Lansing.

12. Adjournment

On a motion by **Bennett**, seconded by **VanStrate**, the Village Council adjourned the meeting at 7:26 p.m.

Yes: 5 No: 0

James MacLachlan, Village President

Christine Burns, Village Manager