

Village of Spring Lake

Council Work Session

November 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. - Planning Commission Interviews At their October Work Session, Council decided to modify the appointment process for all Boards & Committees. As terms expire, the seats will be considered vacant; should an incumbent wish to continue their service, they will be required to re-apply. Council will then select the most qualified candidates from the pool of applicants. In other words, reappointment is no longer automatic. Two terms on the Planning Commission expire in 2015 and one seat was vacated due to a resignation (term expiring 2016). The following six applicants will be interviewed to fill 3 seats: <ul style="list-style-type: none">• 7:10 p.m. - Blake, Vince• 7:20 p.m. - Kauckeck, Dave (via Facetime)• 7:30 p.m. - Tepastte, Joel (via Facetime)• 7:40 p.m. - Willison, Jim• 7:50 p.m. - Duer, Michael• 8:00 p.m. - Bohnhoff, Chip• 8:10 p.m. - Discussion
2	8:20 p.m. - Board & Committee Appointments Applications for the following positions are attached for Council review: <ul style="list-style-type: none">• Parks & Recreation<ul style="list-style-type: none">○ Calvin W. Braun○ Michele Yasenak• Historic Conservation Committee<ul style="list-style-type: none">○ Jane Ladley• Zoning Board of Appeals<ul style="list-style-type: none">○ Shannon McMaster
3	8:30 p.m. - Budget Amendments (Marv Hinga)
4	8:35 p.m. - Buchanan Paving & Engineering (Roger Belknap)

	<p>In calendar year 2017, the Village of Spring Lake has obtained federal funds to reconstruct Buchanan Street from Exchange Street to Liberty Street. We have received a proposal from our consulting engineer Ryan Arends to perform design/construction/inspection services for the project. Staff has asked for this proposal in order to begin planning/engineering sooner so that we can accommodate the Shady Lane relocation project that may occur in 2016. The price proposal is attached; the design phase proposal is \$27,500 and the construction phase is estimated at \$64,800 for a grand total of \$92,300.</p>
5	<p>8:45 p.m. - Exchange Street Engineering (Roger Belknap)</p> <p>The call for transportation projects for planning the 2017-2020 Transportation Improvement program from WMSRDC was issued on October 19. This is our opportunity to seek federal funds for street improvements. Due to pavement conditions, traffic demand, and the fact that it's a detour route for M104, staff feels Exchange Street from Jackson to Lake would be a good candidate to compete for federal funding. Staff has asked Ryan Arends to put together a preliminary engineer's estimate for this project (attached). Staff will also need a resolution of support for the project from Village Council at the November 16 meeting. Roger will provide some more details about preliminary scope at the work session.</p>
6	<p>8:50 p.m. - SCADA (Roger Belknap)</p> <p>Staff has been operating the new Mission Control SCADA (alarms/controls) system for a couple of months now at River Street lift station. The FY15-16 Sewer budget includes \$17k for upgrading the remaining 5 sewer lift stations with this new system. Staff would like to move forward with implementing Mission Control on the remainder of the stations. This can be accomplished through amending the existing contract for the River Street project. Roger will provide more details at the work session and has planned a formal presentation of River Street Lift Station improvements and SCADA upgrades for the November 16 council meeting.</p>
7	<p>8:55 p.m. - DDA Public Hearing</p> <p>A public hearing is required prior to the adoption of the final. The hearing has been noticed, as required. Due to the volume of documents associated with the process, this item is included on the work session agenda, although no discussion is necessary at the work session.</p>
8	<p>8:56 p.m. - Agenda Items for November 16, 2015</p>

	<p>The following items will be considered at the regular Council Meeting but do not warrant discussion at the work session:</p> <ul style="list-style-type: none"> • ASWC Public Hearing for Conditional Rezoning • Preliminary Planned Unit Development – Mill Point Senior Housing • PUD Agreement – Mill Point Senior Housing
<p>9</p>	<p>8:57 p.m. – Communications</p> <ul style="list-style-type: none"> • DPW Thank You • Grand Haven Township Master Plan • Gysen FOIA Request • Gysen Judgement • Library Calendar – November • Ottawa County Brownfield Authority
<p>10</p>	<p>9:00 p.m. - Minutes</p> <p>Minutes of October 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 November 12, 2015.</p>

Christine Burns

From: Christine Miller <clm0505@gmail.com>
Sent: Friday, October 23, 2015 3:38 PM
To: Jim MacLachlan
Cc: Christine Burns; Leslie VanLeeuwen-Vega; Scott Van Strate; John Yasenak; kauchek1@gmail.com; Chip Bohnhoff; Doug Boon
Subject: Planning Commission

Dear President MacLachlan:

Please accept this email as my official letter of resignation from my position on the Planning Commission effective today, Friday, October 23, 2015.

Serving on the Planning Commission has been a great experience. It has also been a pleasure to serve my community and work with members of the Planning Commission. I hope that, in some small way, my contributions have helped to make the Village of Spring Lake a stronger community.

Respectfully,

Christine Miller



Board and Commission Application



Name: EUGENE WINCEST BLAKE Telephone: 473-802-7097
(Wince)

Address: 618 Parkview Avenue ^{Spring Lake, ME 44456} Date: 9/21/15

Email Address: vblake015@charter.net @

Years as a Village Resident: 1 Occupation: Retired Real Estate

Background/Interests: Golf, Boating, Reading books - I have spent over 25 years in Real Estate Development, Leasing & Property management mostly in Shopping Centers.

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|---|--|---|
| <input type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Historic Commission | <input checked="" type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

- Yes No Seasonally - from _____ to _____

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

I Enjoy working with people & would like to give back to my community!
would like to see growth & new business development in our Area. Feel I
have something to give.

Concerns for the Village; if any: Empty Retail Space

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 committees, programs and activities, regardless of the funding source.

¹ Please attach a resume.



Board and Commission Application



Name: DAVID J. KAUCHECK Telephone: 616 296 1461 602 339 3788 (cell)

Address: 314 DEWITT LANE Date: 9-8-2015

Email Address: KAUCHECK@COX.NET@

Years as a Village Resident: 9 Occupation: OWNER KAUCHECK CONSULTING

Background/Interests: - PROFESSIONAL SEC RESUME
- PERSONAL; GOLF, BOATING, TRUCK, CHARITIES,
ST MARY'S Church, Village

Please check the board(s) or commission(s) that you would be willing to serve on:

- Checkboxes for Village Council, Planning Commission, Zoning Board of Appeals, Parks & Recreation/Tree Board, Friends of Barber School, Historic Commission, Development Area Citizens Council, Spring Lake Lake Board, Beautification Committee, DDA, Library Liaison, Lloyd's Bayou.

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Yes No Seasonally - from to

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

PLANNING COMMISSION. Current member, preserve history, utilize the present, provide for the future. maintain and make available for current and future residents the resources with which this area has been blessed.

Concerns for the Village; if any:

- 1. The ecology of the environment; AIR, LAND WATER
2. Development of tax base
3. MAINTAIN INFRASTRUCTURE
4. RESPONSIVE TO ALL CITIZENS

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1 Please attach a resume.

David James Kauchek

314 Dewitt Lane {Primary}
Spring Lake Mi 49456
16177 W Windsor Ave
Goodyear AZ 8539

Home 616 296 1461
623 388 6967
Cell 602 339 3788

Education

JD, Labor Relations and Tax
MBA, Finance and Marketing
BS, Accounting and Marketing
US Army War College
Command and General Staff College

Designations

Ohio and Illinois Bar
Chartered Financial Consultant
Certified Fraud Examiner
Chartered Life Underwriter
Major General Us Army (RET)

I have served as a senior executive, senior military officer, team builder and leader, and consultant with blue chip companies including Nationwide Insurance Company, Ford Motor Company, Scottsdale Insurance Company, Harvester International Company and the United States Department of Defense. My career is a history of demonstrated achievements in domestic, foreign and multinational businesses. Highly skilled in the creation, development, execution, control and management of operations focused on; Supply Side Economics, Procurement, Logistics, Strategy and brand Development, Cost Containment, Operations, Finance, Marketing and Claims. Strengths are customer involvement and focus, team building, motivation, restructuring, and creation of growth resulting in bottom line profitability.

Nationwide Insurance Company

Created, staffed, trained and lead a select team to implement an Enterprise wide procurement Operation that generated in excess of \$100 Million dollars of negotiated ongoing cost savings.

Annual savings of \$16 million in automotive glass repair and replacement

Annual savings of \$ 8 million in office equipment

Annual savings of \$ 8 million in legal fee bill auditing

Annual savings of \$ 6 million in office furniture

Developed, implemented and completed the largest successful reorganization of state entities in the 60 year history of the Enterprise. Within 1 year completed the organizational restructure and transfer of over 800 agents, 800,000 policy holders and associated policies without any degradation of operational performance while implementing a model processing structure.

Scottsdale Insurance Company

With a team of 75 professionals managed over \$600 million dollars of loss and expense payments. Managed the expense budget for 3 years to within 1 percent and reduced average paid losses by 6 percent.

US Army and US Army Reserve

Commanded and lead the two largest tactical logistical headquarters in the US Army in both the European and Pacific Theaters. I served as the Deputy Commander of the senior logistical headquarters in Bosnia as a participant in the initial deployment of forces for operation Joint Endeavor.

As senior logistician, responsible for the planning and executing of the deployment, movement, sustainment and redeployment of over 25,000 US Forces and 50,000 NATO and Allied Forces into the Bosnian Theater.

Over 30 years of command of multi-modal, land sea and air operations in all theaters of the world. Skilled in establishing and maintaining contacts with the leadership of foreign and domestic companies and in leading Senior Officers and Government leaders with the United States and Foreign Armed Forces and US and Foreign Governments

I have had the privilege to command at all levels of the Army from Platoon to Division and have a TS/BI security clearance.

Harvester International Company

Orchestrated the division of a 3800 member unionized plant work force into two distinct operating facilities without a work stoppage

Ford Motor Company

A graduate of the Ford Finance Staff Program with knowledge and expertise in all aspects of the financial control and analysis processes

Personal

Academic degrees are supplemented by two years of college level teaching of strategy and business theory in military officer schools

I operate my own consulting business specializing in Contract negotiations, Strategy, Organizational team building and Finance

I serve on the Boards of: the Valley of the Sun United Way, the Arizona Chapter of the Association of the United States Army and the Village of Spring Lake Planning Commission

Board and Commission Applicant

Personal Profile

Name: Joe R TePasse Telephone: 616 204 6799

Address: 212 Shady Lane, Spring Lake Date: 9/16/15

Years as a Village Resident: 7 Occupation: Retired

Background/Interests: I retired from my position as President and CEO of Sysco Food Services of Pittsburgh, a 250MM company with 310 employees. My current interests are boating, Golf, and Travel, and mentoring my grandson, also a Village resident. I currently serve on the board of a non-profit organization.

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)

As a resident of the Village I am very concerned with the preservation and condition of our lake. My wife and I do consider ourselves as permanent lifelong residents of the Village. We feel this as an incredible place to live and an exceptional place to raise a family. I would like to give back by helping our community to maintain our standards and continue to provide value for our residents and businesses.

Concerns for the Village; if any:

Board and Commission Application

Name: James Willison Telephone: 616 446-4492

Address: 626 E. Savidge St Date: 9/3/15

Email Address: TricityAuto6 @ gmail.com

Years as a Village Resident: 11 Occupation¹: Entrepreneur

Background/Interests: ASE Master Automotive Tech, Business owner
Commercial property owner, Home owner/Resident.

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|---|--|---|
| <input type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input checked="" type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Historic Commission | <input checked="" type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

The above boards typically meet on a monthly basis, with the exception of the ZBA which meets on an "as needed" basis. Quorums are required for any board to act, so attendance is important. Do you feel the other board members can count on your regular attendance so that business can be conducted?

Yes No Seasonally - from _____ to _____

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

To improve the community and help bridge the gap
with a view from a Resident, local Business owner and
Commercial property owner.

Concerns for the Village; if any:

Maintaining a Friendly residential environment
and inviting Business environment for local Commerce.

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 committees, programs and activities, regardless of the funding source.

¹ Please attach a resume.



SPRINGLAKE

Board and Commission Application



SPRINGLAKE

Name: Michael Duer Telephone: 638-6694

Address: 712 River St Date: 10-20-15

Email Address: mduer2307@gmail.com

Years as a Village Resident: 12 Occupation: Realtor

Background/Interests: I have been in the new home construction, property development and existing home resale business for the past 30 years. I am still a C-21 agent with Premier Prop. in Grand Haven.

Please check the board(s) or commission(s) that you would be willing to serve on:

- Village Council
- Planning Commission
- Zoning Board of Appeals
- Parks & Recreation/Tree Board
- Friends of Barber School
- Historic Commission
- Development Area Citizens Council
- Spring Lake Lake Board
- Beautification Committee
- DDA
- Library Liaison
- Lloyd's Bayou

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Yes No Seasonally – from _____ to _____

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

I feel drawn to help the Village if there is a way my past experience can be of assistance. I love the direction things are going in the Village & would like to be part of the future.

Concerns for the Village; if any:

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¹ Please attach a resume.



Board and Commission Application



Name: Chip Bohneff Telephone: 231.578.4039

Address: 222 1/2 W. Seward #2 Date: 8 Oct. 15

Email Address: chbohneff@springlake.org

Years as a Village Resident: 5 Occupation: Retail Manager

Background/Interests: _____

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|---|--|---|
| <input type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Historic Commission | <input type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

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Yes No Seasonally - from _____ to _____

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

Concerns for the Village; if any:

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¹ Please attach a resume.



Board and Commission Application

Name: CALVIN W. BRAUN Telephone: 616-842-0115

Address: 121 S. FRUITPORT RD. Date: _____

Email Address: _____ @ _____

Years as a Village Resident: 33 Occupation¹: LICENSED RESIDENTIAL BUILDER; CABINET-MAKER

Background/Interests: TRI-CITIES RESIDENT ENTIRE LIFE; VIETNAM (NAVY) VET.; FERRIS STATE UNIV. GRADUATE (BUSINESS & CONST.); WALKING, SWIMMING, BIKING, WOODWORKING.

Please check the board(s) or commission(s) that you would be willing to serve on:

- | | | |
|---|--|---|
| <input type="checkbox"/> Village Council | <input type="checkbox"/> Friends of Barber School | <input type="checkbox"/> Beautification Committee |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Historic Commission | <input type="checkbox"/> DDA |
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Development Area Citizens Council | <input type="checkbox"/> Library Liaison |
| <input checked="" type="checkbox"/> Parks & Recreation/Tree Board | <input type="checkbox"/> Spring Lake Lake Board | <input type="checkbox"/> Lloyd's Bayou |

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Yes No Seasonally – from _____ to _____

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

NEARING RETIREMENT I FEEL NOW WOULD BE THE RIGHT TIME TO GET INVOLVED WITH THE VILLAGE.

Concerns for the Village; if any: MAINTAINING OUR PARKS, LAKESIDE TRAIL, AND TREES.

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¹ Please attach a resume.



Board and Commission Application



Name: MICHELE YASENIAK Telephone: 6164051970

Address: 505 E SAUNDGE Date: 10-28-15

Email Address: mylakeshoretravel@att.net

Years as a Village Resident: 30 Occupation: Self Employed

Background/Interests: I have enjoyed and have a love for this Village and its Parks.

Please check the board(s) or commission(s) that you would be willing to serve on:

- Checkboxes for Village Council, Planning Commission, Zoning Board of Appeals, Parks & Recreation/Tree Board, Friends of Barber School, Historic Commission, Development Area Citizens Council, Spring Lake Lake Board, Beautification Committee, DDA, Library Liaison, Lloyd's Bayou.

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Yes No Seasonally - from to

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

As you all know I have been a member of this board for 20 years. And have served it faithfully. As the Village Manager was aware my became very ill and I spent 4 months in Arkansas in 2014 and then was traveling over a month to go to doctors. We now have arranged his appointments not to conflict with the 1st of the month. I ask you please consider my request.

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1 Please attach a resume.



Board and Commission Application



Name: Jane Ladley Telephone: 616-990-2638

Address: 113 S. Division Date:

Email Address: janeladley @ att.net

Years as a Village Resident: 8 Occupation: Adjunct Instructor

Background/Interests: History, Education, Historic interpretation, historic preservation, outdoor recreation (hiking/backpacking) Museums

Please check the board(s) or commission(s) that you would be willing to serve on:

- Checkboxes for Village Council, Friends of Barber School, Beautification Committee, Planning Commission, Historic Commission, DDA, Zoning Board of Appeals, Development Area Citizens Council, Library Liaison, Parks & Recreation/Tree Board, Spring Lake Lake Board, Lloyd's Bayou

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Yes No Seasonally - from to

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

Many west Michigan communities fail to embrace the cultural significance of historic preservation. I would like to lend my expertise and knowledge to help emphasize this need within the Village.

Concerns for the Village; if any: Too many historic homes and structures have been altered or razed without the consideration for their historical significance.

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1 Please attach a resume.



Board and Commission Application



Name: Shannon McMaster Telephone: (616) 842-4747

Address: 304 N. Cutler Date: Nov 3, 2015

Email Address: shannonmcmaster@gmail.com

Years as a Village Resident: 3 Occupation: Buyer, The Berkman

Background/Interests: MPA, focus on planning

Please check the board(s) or commission(s) that you would be willing to serve on:

- Village Council
- Friends of Barber School
- Beautification Committee
- Planning Commission
- Historic Commission
- DDA
- Zoning Board of Appeals
- Development Area Citizens Council
- Library Liaison
- Parks & Recreation/Tree Board
- Spring Lake Lake Board
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Yes No Seasonally - from _____ to _____

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Although the ZBA meets only 'as needed' its decisions have long term effects on the subject properties; it is important that ZBA decisions are well grounded on the facts of the case and well documented. I am good at that.

Concerns for the Village; if any: I want to make sure the Village develops property in accordance with its plans and ordinances

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¹ Please attach a resume.

Shannon Michael McMaster
304 N. Cutler St.
Spring Lake, MI 49456
shannonmcmaster@gmail.com
(616) 842-4797

Profile:

Helpful, energetic, solving problems, exploring options to help people get there.

Work History:

2015-current: The Bookman, Inventory Supervisor & IT Assistant
2012-2015: Schuler Books, Warehouse Clerk & Database Assistant
2007-2012: Assistant Planner/Zoning Administrator, City of Boyne City
Sample duties: Ordinance Administration, Grant Preparation, Grant Implementation, Recreation Plan Development, GIS mapping, Planning Commission and Zoning Board of Appeals, Ordinance Review, Development Plan Review, Certified Local Government, Main Street Design Committee
2006-2007: Executive Director, Muskegon Heights Downtown Development Authority
Budget Development, Blueprints for Downtowns Development and Implementation, Property Management
2006: Independent Consultant while completing MPA
Sample projects: Property/Liability insurance bid, GIS for Master Planning.

Education/Professional:

2009 MSU Extension: Certified Zoning Administrator
2008 MSU Extension: Master Citizen Planner
2007 Master of Public Administration, Grand Valley State University
2001 BA, Vermont College of Norwich University

Internships:

September 2005—January 2006: Ottawa County, MI Planning and Grants Department. County-wide build-out analysis development.
January 2006—May 2006: Village of Spring Lake, MI. Several projects under the direction of the Village Manager including initial GIS mapping, support to Master Plan committee, liability insurance rebid yielding savings of more than \$20,000 per year to the Village..

Personal:

2013: West Michigan Environmental Action Council, Volunteer Writer *Grand Rapids Climate Resiliency Report*
2003—2006: Spring Lake Historic Conservation District Commission (2004—2005 Co-chair)
1999—2001: Attended Grand Valley Metro Council's Building Better Communities Conference
1998: Canoeed length of the Grand River

Professional References:

Diane Steggerda, Owner, The Bookman, Grand Haven, MI (616) 846-3520
Michael Cain, City Manager, Boyne City, MI. (231) 582-0377.
Scott McPherson, Planning Director, Boyne City, MI. (231) 582-0343.
Doug Shields, Evangeline Township Supervisor, (231) 582-7800
Rod Cortright, Evangeline Township Planning Commissioner, retired Charlevoix County MSU Extension Director, (231) 675-0393
Robert Carlile, Boyne City Zoning Board of Appeals member, Downtown Development Authority/Main Street Board member, (231) 582-7135
Jim Howell, Evangeline Township Trustee, Planning Commission, Charlevoix County Community Foundation, (231) 582-7751
Ryan Cotton, City Manager. City of Holland, MI. (616) 355-1300.

Village of Spring Lake
November 2015 Budget Adjustments

	Fund	Dept.	Account	Current	Proposed	Change
101-000.000-674.000	General Fund	Revenue	Building Lease	33,333	42,333	9,000
101-265.000-920.000	General Fund	Village Hall	Township Hall Utilities	-	30,000	30,000
101-265.000-702.101	General Fund	Village Hall	Full Time Wages - Township Hall	-	1,500	1,500
101-265.000-703.101	General Fund	Village Hall	Part Time Wages - Township Hall	-	1,500	1,500
101-265.000-704.000	General Fund	Village Hall	Social Security	-	250	250
101-265.000-931.001	General Fund	Village Hall	Building Repairs/Maint. - Township Hall	-	4,000	4,000
101-265.000-703.600	General Fund	Village Hall	Cleaning Service	7,200	8,700	1,500
To adjust current year revenues and expenditures to account for upkeep of Township Hall.				Net Change		29,750
208-000.000-676.296	Public Improvement	Revenue	Transfer from TIFA Fund	-	25,000	25,000
208-000.000-978.825	Public Improvement	General Services	Grand River Greenway	5,500	30,500	25,000
236-000.000-676.296	CBDDA	Revenue	Transfer from TIFA Fund	494,434	469,434	(25,000)
236-000.000-975.000	CBDDA	General Services	Appropriation to Fund Balance	110,788	85,788	(25,000)
296-000.000-818.208	TIFA Fund	General Services	Transfer to Public Improvement Fund	-	25,000	25,000
296-000.000-818.236	TIFA Fund	General Services	Transfer to CBDDA Fund	494,434	469,434	(25,000)
To adjust current year budget for costs related to wetland restoration for the Grand River Greenway.				Net Change		0
208-000.000-695.000	Public Improvement	Revenue	Appropriation from Fund Balance	-	11,000	11,000
208-000.000-935.692	Public Improvement	General Services	Mill Point Boat Launch	-	11,000	11,000
To reappropriate money from FY 2014-15 for boat launch repairs at Mill Point Park				Net Change		0
208-000.000-502.100	Public Improvement	Revenue	State Grants	-	54,000	54,000
208-000.000-695.000	Public Improvement	Revenue	Appropriation from Fund Balance	-	36,000	36,000
208-000.000-801.960	Public Improvement	General Services	Prof. Services - Village	-	90,000	90,000
To establish budget for Village Hall Renovation.				Net Change		0

MOORE & BRUGGINK, INC.

Consulting Engineers

2020 Monroe Avenue, N.W.

Grand Rapids, Michigan 49505-6298

October 7, 2015

Re: Buchanan Street Improvements

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

Dear Mr. Belknap,

Moore & Bruggink, Inc. is pleased to provide a quotation for design engineering and construction engineering services for the Buchanan Street Improvements project located in the Village of Spring Lake, Ottawa County, Michigan.

In preparing this quote, we reviewed the project limits with you and determined the extent of the improvements required. From this review we understand the scope of the project and the intent to utilize Federal TIP monies to fund a portion of the project.

Based on this background, our services for design and construction engineering will include the following:

1. Site Review & Soil Borings: We will review the site and specify soil boring locations to determine the make-up of the existing roadway and underlying soils within the roadway. We will then have our sub consultant perform the soil borings and log the results for review and design purposes. A project of this scale typically requires 4 to 6 soil borings to characterize the existing pavement cross section, underlying soil composition and ground water levels.
2. Topographic Survey: Our experienced survey crew will perform a full topographic and boundary survey of the roadway where improvements are to be made. This survey will give us a base map of the roadway improvement areas and allow us to log all construction related items. This information will serve as a base for the design of the planned improvements.
3. Prepare Plans: Based on work items 1 and 2 above, we will prepare preliminary removal and improvement plans, detail sheets and cost estimates for Village and MDOT Local Agency Program review.
4. Prepare and apply for all permits: We anticipate that a Michigan Department of Environmental Quality (MDEQ) wastewater system permit, a Soil Erosion and Sedimentation Control (SESC) permit and a MDOT R.O.W. permit will be required for the project. Moore & Bruggink will provide all documentation for the permit applications.

5. Contract Quantities: We will confirm the project scope and compile pay items with quantities for the project. We will finalize a MERL engineer's estimate of project costs prior to bidding and review with the Village to confirm project budgets. We will identify and discuss any areas of potential project savings with you and your staff.
6. Bid Documents: We will prepare contract documents which meet MDOT Local Agency Program requirements. These documents include progress schedules, maintenance of traffic requirements, construction special provisions and a MERL engineer's estimate. These documents will be submitted to the MDOT Local Agency Program for advertisement and bidding.
7. Bid Services: Moore & Bruggink will respond to questions from bidders throughout the bid process and assist MDOT in issuing addendums if necessary. We will review the low bid and will prepare a final project budget for the Village.
8. Preconstruction Meetings: Upon confirmation of the low bid by MDOT, we will coordinate and schedule a preconstruction meeting with the contractor, Village representatives and utility companies. The meeting will be an opportunity to verbally reinforce any special work items that are identified in design. We will also review permit requirements, communication plans, and project schedules.
9. Construction Staking: Our survey crew will field stake all proposed improvements for the contractor. This will ensure the project is constructed per plan to meet necessary budget constraints.
10. Construction Inspection: Moore & Bruggink will provide full time construction inspection for the project as required by MDOT. We have estimated a 10 week construction period in which we will monitor all stages of construction to ensure the project is constructed per the plans and specifications. We will utilize Field Book and Field Manager to document and track the project. We will prepare biweekly pay estimates based on as-built quantities in each phase at the completion of the work. We will also prepare all necessary contract modifications.
11. Testing: Moore & Bruggink will coordinate all necessary testing as required by MDOT and the Village. This will ensure all construction materials meet the specified requirements for gradation, density and placement procedures. We will also collect material certifications and track all materials used during construction.
12. Construction Records: Based on previous MDOT projects, we anticipate two weeks following construction to complete the necessary MDOT paper work and record file keeping. During this period, the inspector will obtain as-built measurements and drawings, prepare final pay recommendations and review with contractor, and verify that all punch list items are completed. We will also finalize the project files in MDOT format and attend the final MDOT inspection.

October 7, 2015
Mr. Belknap
Page 3

Moore & Bruggink understands the Village's requirements for budgets and project financial planning. There are many project variables in establishing fees. However, we only charge for our time required by our client needs. Based on our experience in projects such as this and based on a typical project with good communication and detailed bid packages, we are providing a not-to-exceed budget for your use as follows:

Design Phase

- Soil Borings & Logs	\$3,500.00
- Topographic & Boundary Survey	\$7,400.00
- Permitting, Design and Bid Package Preparation	\$15,950.00
- Miscellaneous (mileage, printing, etc.)	\$650.00

Subtotal **\$27,500.00**

Construction Phase

- Construction Staking	\$5,400.00
- Construction Engineering & Inspection	\$51,035.00
- Testing	\$7,500.00
- Miscellaneous (mileage, printing, etc.)	\$865.00

Subtotal **\$64,800.00**

Total Design & Construction Engineering Cost: **\$92,300.00**

For your reference, we have attached our level of effort breakdown for design engineering and construction engineering for the project.

We estimate that the work described herein can commence within three weeks of your authorization to proceed.

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

Sincerely,



Ryan Arends, P.E.

RA/kjk
encl.

cc: Ms. Christine Burns, Village of Spring Lake

Village of Spring Lake

Engineer's Opinion of Costs

Project Number: Exchange St.

Project Engineer: Ryan Arends, P.E.

Estimate Number: 1

Date Created: 10/1/2015

Project Type: Miscellaneous

Date Edited: 10/2/2015

Location: From Jackson Street to Lake Avenue

Fed/State #:

Village of Spring Lake

Fed Item:

Description: 0.70 miles of HMA mill and fill with spot curb repairs, ADA ramp upgrades and pavement markings. Along with storm sewer replacement from Church St. to Elm St. and sanitary sewer replacement from Williams St. to Lake Ave.

Control Section:

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
Category: 0001 HMA Mill & Fill (Full Depth)						
0001	1500001	Mobilization, Max. ____ 10%	1.000	LSUM	\$91,600.00	\$91,600.00
0002	2040020	Curb and Gutter, Rem	700.000	Ft	\$7.00	\$4,900.00
0003	2040055	Sidewalk, Rem	400.000	Syd	\$9.00	\$3,600.00
0004	2087050	_ Erosion Control, Inlet Protection, Silt Bag	25.000	Ea	\$100.00	\$2,500.00
0005	3060021	Maintenance Gravel, LM	50.000	Cyd	\$25.00	\$1,250.00
0006	4030005	Dr Structure Cover, Adj, Case 1	25.000	Ea	\$500.00	\$12,500.00
0007	4030010	Dr Structure Cover, Type B	8.000	Ea	\$550.00	\$4,400.00
0008	4030390	Dr Structure, Temp Lowering	25.000	Ea	\$250.00	\$6,250.00
0009	5010002	Cold Milling HMA Surface	14,100.000	Syd	\$2.00	\$28,200.00
0010	5010050	HMA, 4E1 440 lbs/syd	3,400.000	Ton	\$80.00	\$272,000.00
0011	5010056	HMA, 5E1 165 lbs/syd	1,280.000	Ton	\$85.00	\$108,800.00
0012	8027001	_ Curb and Gutter, Conc, Det F4, Modified	700.000	Ft	\$15.00	\$10,500.00
0013	8030010	Detectable Warning Surface	150.000	Ft	\$40.00	\$6,000.00
0014	8030036	Sidewalk Ramp, Conc, 6 inch	2,700.000	Sft	\$6.00	\$16,200.00
0015	8030044	Sidewalk, Conc, 4 inch	900.000	Sft	\$3.00	\$2,700.00
0016	8110231	Pavt Mrkg, Waterborne, 4 inch, White	3,200.000	Ft	\$0.50	\$1,600.00
0017	8110232	Pavt Mrkg, Waterborne, 4 inch, Yellow	1,000.000	Ft	\$0.50	\$500.00
0018	8117001	_ Pavt Mrkg, Waterborne, 12 Inch, Crosswalk, White	2,400.000	Ft	\$2.00	\$4,800.00
0019	8127051	_ Traffic Control	1.000	LSUM	\$35,000.00	\$35,000.00
0020	8167011	_ Turf Establishment	2,500.000	Syd	\$4.00	\$10,000.00
0021	8237050	_ Water Valve Box, Adj	18.000	Ea	\$350.00	\$6,300.00

Category 0001 Total: \$629,600.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
Category: 0002 Storm Sewer - Church to Elm						
0022	2030011	Dr Structure, Rem	11.000	Ea	\$400.00	\$4,400.00
0023	2030015	Sewer, Rem, Less than 24 inch	650.000	Ft	\$10.00	\$6,500.00
0024	2040020	Curb and Gutter, Rem	1,030.000	Ft	\$7.00	\$7,210.00
0025	2040050	Pavt, Rem Conc. Driveways	125.000	Syd	\$8.00	\$1,000.00
0026	2050016	Excavation, Earth	1,550.000	Cyd	\$6.00	\$9,300.00
0027	2050041	Subgrade Undercutting, Type II	600.000	Cyd	\$12.00	\$7,200.00
0028	3010002	Subbase, CIP	800.000	Cyd	\$10.00	\$8,000.00
0029	3027011	_ Aggregate Base, 8 inch, 21AA, Modified	2,300.000	Syd	\$10.00	\$23,000.00
0030	4020600	Sewer, CI E, 12 inch, Tr Det B	576.000	Ft	\$38.00	\$21,888.00
0031	4020601	Sewer, CI E, 15 inch, Tr Det B	64.000	Ft	\$45.00	\$2,880.00
0032	4030010	Dr Structure Cover, Type B	6.000	Ea	\$550.00	\$3,300.00
0033	4030050	Dr Structure Cover, Type K	6.000	Ea	\$650.00	\$3,900.00
0034	4030210	Dr Structure, 48 inch dia	12.000	Ea	\$1,600.00	\$19,200.00
0035	8010005	Driveway, Nonreinf Conc, 6 inch	125.000	Syd	\$35.00	\$4,375.00
0036	8027001	_ Curb and Gutter, Conc, Det F4, Modified	1,030.000	Ft	\$15.00	\$15,450.00

Category 0002 Total: \$137,603.00

Category: 0003 Sanitary Sewer - William to Lake

0037	2040020	Curb and Gutter, Rem	1,430.000	Ft	\$7.00	\$10,010.00
0038	2040050	Pavt, Rem Conc. Driveways	250.000	Syd	\$8.00	\$2,000.00
0039	2050016	Excavation, Earth	2,100.000	Cyd	\$6.00	\$12,600.00
0040	2050041	Subgrade Undercutting, Type II	800.000	Cyd	\$12.00	\$9,600.00
0041	3010002	Subbase, CIP	1,050.000	Cyd	\$10.00	\$10,500.00
0042	3027011	_ Aggregate Base, 8 Inch, Modified	3,150.000	Syd	\$10.00	\$31,500.00
0043	8010005	Driveway, Nonreinf Conc, 6 inch	250.000	Syd	\$35.00	\$8,750.00
0044	8027001	_ Curb and Gutter, Conc, Det F4, Modified	1,430.000	Ft	\$15.00	\$21,450.00
0045	8257050	_ Sanitary Sewer, Manhole, Rem	3.000	Ea	\$750.00	\$2,250.00
0046	8507001	_ Sanitary Sewer Lateral, 6 inch, SDR35,w/ Sand Backfill	650.000	Ft	\$50.00	\$32,500.00
0047	8507001	_ Sanitary Sewer, 8 inch, SDR35, w/ Sand Backfill	800.000	Ft	\$75.00	\$60,000.00
0048	8507001	_ Sanitary Sewer, Rem, Less than 24 inch	800.000	Ft	\$12.00	\$9,600.00

Line	Pay Item	Description	Quantity	Units	Unit Price	Total
0049	8507050	_ Sanitary Sewer Manhole, 48 inch dia., w/ Cover	3.000	Ea	\$3,500.00	\$10,500.00
0050	8507050	_ Sanitary Wye, 8 inch x 6 inch	19.000	Ea	\$500.00	\$9,500.00
0051	8507051	_ Bypass Pumping	1.000	LSUM	\$10,000.00	\$10,000.00

Category 0003 Total: \$240,760.00

Estimate Total: \$1,007,963.00

**FOURTH AMENDMENT
TO THE RESTATED AND
AMENDED VILLAGE OF SPRING LAKE DEVELOPMENT PLAN
AND TAX INCREMENT FINANCING PLAN**

SPRING LAKE DOWNTOWN DEVELOPMENT AUTHORITY

The restated and amended Village of Spring Lake Development Plan and Tax Increment Financing Plan of the Spring Lake Downtown Development Authority (the "Plan") approved by the Council of the Village of Spring Lake on May 3, 1993, and amended by the Council on June 16, 1997 and December 17, 2002 and October 17, 2005 is hereby further amended as follows:

1. Page 1, entitled "Introduction to Restated and Amended Development Plan," shall be amended to provide the list of Completed Projects and Future Proposed Projects as follows:

A full list of Completed Projects is as follows:

- Central Village Water Improvements;
- CBD Parking Lot Improvements;
- West End Water and Sewer Utility Infrastructure Improvements;
- CBD Access Drive and Linear Park;
- M-104 Planter Removal;
- Savidge Street Corridor Project;
- Participation in the Cost of Connection to the North Ottawa Water System;
- Renovation of Village Hall;
- West Waterfront Development Project;
- Anderson Bolling (Harbor Steel/Redstone Construction) Property Development;
- Sanitary Supply (Harbor Steel/Redstone Construction) Property Development Project;
- Participation in the Cost of Debt Service for the North Ottawa Water Treatment Intake and Plant Expansion;
- Connection of School Street to Rex Street Development;
- Exchange Street Streetscape and Parking;

- Grand River Greenway;
- Lakeside Trail Improvements;

Future Proposed Projects Include:

- Redevelopment of West Savidge Street;
- Downtown Pedestrian Enhancements;
- Downtown Central Business District Upper Stories Development;
- Parking Lot Expansion and Improvements;
- Property Acquisition;
- Improve and Maintain Streetscape Within the DDA Area Specifically Including West Savidge Street Between Christman Street and Old Boy’s Brew House;
- Acquisition and installation of Bike Racks;
- Preparation of a Sub-area Strategic Plan for the DDA Area to Ensure Land Uses are Appropriately Planned in Village Master Plan and Zoning Ordinance, which also may include a Trail Town Plan Providing Façade and Fire Suppression Grants to Buildings within the DDA Boundary;
- Maintain and Improve Utilities within the DDA Boundary Including Water, Sewer, Streets, Sidewalks, Lighting and Parking Lots;
- Branding;
- Beautification, Marketing within the DDA;
- Storm Sewer Improvements;
- Website Development for the DDA;
- Wetland Restoration and Invasive Species Control;
- Recreational Amenities;
- Permanent Home for Farmer’s Market.

2. Pages 3-4, Section B, entitled “Location, Character and Extent of Existing Streets and Other Public and Private Land Uses,” shall be amended to provide in subsection 4 as follows:

Largest Private Land Uses: The largest private land uses in the Development Area are listed as follows:

<u>Name or Organization</u>	<u>2015 Taxable Value</u>
<u>Top 10 S.E.V.s</u>	
Grand Haven Investment, LLC	\$1,703,000
Barrett Boat Works, Inc.	\$1,173,800
LJor Spring Lake, LLC	\$ 503,100

701 East Savidge Street, LLC	\$ 489,200
Five Ten Properties, LLC	\$ 480,200
3-Dean Properties, LLC	\$ 454,600
Spring Lake Brewery Real Est.	\$ 417,800
PB 601 W. Savidge, LLC	\$ 402,700
CBL Showroom, LLC	\$ 383,300
Eight-Fifteen Ventures, LLC	\$ 382,400
<u>Top 10 Taxable Values</u>	
Grand Haven Investment, LLC	\$1,417,521
Barrett Boat Works, LLC	\$1,173,800
LJor Spring Lake, LLC	\$ 498,043
3-Dean Properties, LLC	\$ 454,600
701 East Savidge Street, LLC	\$ 419,181
Spring Lake Brewery Real Est.	\$ 417,800
CBL Showroom, LLC	\$ 383,300
Eight-Fifteen Ventures, LLC	\$ 382,400
Five Ten Properties, LLC	\$ 370,424
NBD Bank NA	\$ 367,080

3. Page 4, Section (6) entitled "Location, Extent, Character, and Estimated Cost of Improvements," shall be amended to provide in subsection 6(a) as follows:

A. Public Land Uses: The public uses already constructed include improvements in the Spencer, Casemier and North Jackson parking lots and the CBD access drive. In addition, the Savidge Street Corridor Project has been completed including the replacement of sidewalk, curb and gutter, additional pedestrian improvements, landscaping and irrigation, utility replacement on M-104 as well as on adjoining streets

within the development area, lighting, installation of theme signage, and a Village clock, and traffic and signal improvements in conjunction with MDOT in the Project area. In addition, the Liberty Street Reconstruction and Utility Improvement Project has been completed, including the removal of existing asphalt surface and soil based, installation of Geotech-style fabric and gravel base, and the application of new asphalt service, along with an upgrade in the sanitary sewer life station, and the replacement of water/sanitary sewer and storm sewer as necessary. Finally, public improvements consisting of renovation of the Spring Lake Village Hall and the expansion of the Police Department facility have been concluded. The Plan further provides for development of public access ways along the West and Northwest coast of the Village along the waters of Spring Lake as part of the West Waterfront Development Project. All existing public uses will be retained. The proposed public improvements are depicted on Exhibits 3 and 4.

4. Page 5, Section D, entitled "Location, Extent, Character, and Estimated Cost of Improvements," shall be amended to add new paragraph 27 through 39 which shall state in their entirety as follows:

27. Land acquisition and redevelopment: Acquire property that, through its improvement or redevelopment, enhances the DDA District and overall commercial core of the Village. DDA's have the ability to acquire properties for various purposes including redevelopment and to lease. Specific projects may include:
 1. Land acquisition for additional downtown parking and a farmers market. This project would likely commence in 2016 and cost will likely be \$500,000 for acquisition, demolition and redevelopment.
28. Infrastructure & Streetscape Improvements and Maintenance: Improve and maintain the streetscape within the DDA area. This may include street and sidewalk improvements, street furniture, lighting, banners, dumpster enclosures and plantings. Specific projects may include:
 1. W. Savidge Street between Christman Street and Old Boy's Brew House. \$700,000
 2. Acquisition & installation of bike racks. \$5,000
29. Sub-Area Planning: Prepare a sub-area strategic plan for the DDA area to ensure land uses are appropriately planned in Village Master Plan and Zoning Ordinance as well as to enhance the overall business environment in the Village. The effort is estimated to cost \$15,000 and would be scheduled for 2018. This may also include a Trail Town Plan to better connect businesses with the bike paths in the Village.
30. Grants – Façade & Fire Suppression: Continue to provide a Façade and Fire Suppression grants to buildings with the DDA boundary to enhance

the overall aesthetics of the district and assist with fire suppression in older buildings that are expensive to retrofit with new fire suppression infrastructure. It is anticipated that the DDA will offer two grants of \$5,000 each every year and one grant of \$15,000.

31. Utilities and Transportation: Maintain and improve utilities within the DDA boundary including water, sewer, streets, and parking lots. \$200,000
32. Branding – P/T DDA Director. \$30,000/year
33. Beautification, Marketing, Art, Banners. \$10,000/year
34. Storm Sewers Improvements. \$7,000/year
35. Website Development. \$5,000 over 10 years
36. Wetland Restoration \$30,000 and Invasive Species Control \$500/year.
37. Recreational Amenities. \$10,000/year
38. Tree Management \$20,000/year
39. Legal, Engineering & Consulting Fees (\$100,000)

5. Page 8, Section G, entitled “Description of Any Portion of the Development Area the DDA Desires to Lease or Sell to or from the Village” shall be amended to state in its entirety as follows:

The DDA does not intend to sell, donate, exchange, or lease to or from the Village of Spring Lake any portion of the Development Area. However, as acquisition and financing arrangements are completed for projects, the Village may be involved in the sale, lease, or exchange arrangements.

6. Page 9, Section I, entitled “Total Cost and Financing” shall be amended to state in its entirety as follows:

The total estimated cost of the specific improvements enumerated in the Development Plan is \$2,580,000 and is to be financed through the methods described in the Development Plan and the Restated and Amended Tax Increment Financing Plan. In conjunction with the Village of Spring Lake, the DDA expects to be able to arrange financing with local banks similar to that utilized in past successful Village projects and perhaps also through the sale of bonds and public offering. Method of financing may include installment purchase contracts, tax increment bonds, revenue bonds, lease revenues, proceeds from sale of fixed assets, proceeds from build-to-suit contracts, and such other financing methods that may be available to the DDA.

7. Pages 10, 11, Appendix A, are amended to provide in their entirety as follows:

**APPENDIX A
DEVELOPMENT AREA PROJECTS**

<u>Priority</u>	<u>Project Description</u>	<u>Cost</u>
1.	<p>Land acquisition and redevelopment: Acquire property that, through its improvement or redevelopment, enhances the DDA District and overall commercial core of the Village. DDA's have the ability to acquire properties for various purposes including redevelopment and to lease. Specific projects may include:</p> <p style="padding-left: 40px;">1. Land acquisition for additional downtown parking and a farmers market. This project would likely commence in 2016 and cost will likely be \$500,000 for acquisition, demolition and redevelopment.</p>	500,000
2.	<p>Infrastructure & Streetscape Improvements and Maintenance: Improve and maintain the streetscape within the DDA area. This may include street and sidewalk improvements, street furniture, lighting, banners, dumpster enclosures and plantings. Specific projects may include:</p> <p style="padding-left: 40px;">1. W. Savidge Street between Christman Street and Old Boy's Brew House.</p> <p style="padding-left: 40px;">2. Acquisition of bike racks.</p>	
3.	<p>Sub-Area Planning: Prepare a sub-area strategic plan for the DDA area to ensure land uses</p>	

- are appropriately planned in Village Master Plan and Zoning Ordinance as well as to enhance the overall business environment in the Village. The effort is estimated to cost \$15,000 and would be scheduled for 2018. This may also include a Trail Town Plan to better connect businesses with the bike paths in the Village. 15,000
4. Grants – Façade & Fire Suppression: Continue to provide a Façade and Fire Suppression grants to buildings with the DDA boundary to enhance the overall aesthetics of the district and assist with fire suppression in older buildings that are expensive to retrofit with new fire suppression infrastructure. It is anticipated that the DDA will offer two grants of \$5,000 each every year and one grant of \$15,000. 25,000
5. Utilities and Transportation: Maintain and improve utilities within the DDA boundary including water, sewer, streets, and parking lots.
6. Branding- P/T DDA Director
7. Beautification/Marketing/Art/Banners
8. Storm Sewers Improvements
9. Website Development
10. Wetland Restoration and Invasive Species Control
11. Recreational Amenities

- 12. Tree Management
- 13. Legal, Engineering & Consulting Fees

8. Page 15, section (c): The first paragraph is amended in its entirety as follows:

Financing arrangements: The total estimated cost of the specific projects enumerated in the Development Plan is \$2,580,000. The estimated costs does not include interest.

9. Page 17, section (D) is amended to state in its entirety as follows:

Duration of Tax Increment Financing Plan. The Tax Increment Financing Plan commenced as of December 19, 1983, the date of adoption of Ordinance No 153 adopting and approving Tax Increment Financing Plan-Village of Spring Lake Central Business District Development Area. The Plan was amended by Ordinance No. 170 in 1986, restated in 1992, and amended in 1997, 2002, 2005, and is being amended in 2015. The Plan will continue until all financing obtained for improvements referenced in the Development Plan, as amended, has been paid in full and any/all improvements referenced in the Development Plan have been acquired and paid for, or until December 31, 2025, whichever is earlier. The final DDA collection of tax increments derived from captured assessed value will be for the captured assessed value determined for the year 2025.

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)
) ss
COUNTY OF OTTAWA)

The undersigned, Marv Hinga, Deputy Clerk of the Village of Spring Lake, Ottawa County, Michigan, being first duly sworn, deposes and says as follows:

1. That on _____, 2015, he did mail, by first-class mail, postage fully prepaid, a copy of the Notice attached hereto as Exhibit A to all property taxpayers of record in the Downtown District, as defined in Michigan Act 197 of 1975, as amended, of the Spring Lake Downtown Development Authority.

Further deponent saith not.

Marv Hinga
Deputy Clerk

Subscribed and sworn to before me this _____ day of _____, 2015.

Notary Public, Ottawa County, MI
My Commission expires: _____

EXCERPTS OF MINUTES

At a meeting of the Downtown Development Authority Board, of the Village of Spring Lake, Ottawa County, Michigan, held at the Barber School Community Building at 102 W. Exchange Street, Spring Lake, Michigan, Village of Spring Lake, Ottawa County, Michigan, on _____, 2015 at _____ o'clock in the _____noon, local time.

Present: _____

Absent: _____

After the meeting was opened, Ms. Christine Burns, Spring Lake Village Manager, who has been responsible on behalf of the Spring Lake Downtown Development Authority for the preparation of the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan, discussed with members of the Downtown Development Authority Board proposed changes to the Plan. Members of the Board received copies of the Third Amendment to the Plan on _____. After further discussions of the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan by the members of the Downtown Development Authority Board, the following Resolution was offered by _____ and supported by _____.

RESOLUTION

WHEREAS, a proposed Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan has been reviewed by the Downtown Development Authority Board; and

WHEREAS, the proposed Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan was previously reviewed and approved by the Development Area Citizens Council of the Downtown Development Authority of the Village of Spring Lake; and

WHEREAS, the Downtown Development Authority Board desires to make recommendations to the Village Council concerning the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan; and

WHEREAS, the Downtown Development Authority Board will make written findings and recommendations concerning the Fourth Amendment to the Plan and notify the Village Council on the same.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Downtown Development Authority Board hereby approves the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan as proposed;

2. A copy of this Resolution shall be provided to the members of the Village Council on or before the commencement of the public hearing concerning the Fourth Amendment to the Plan;

3. That all Resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 2015

Secretary

EXCERPTS OF MINUTES

At a meeting of the Development Area Citizens Council of the Downtown Development Authority of the Village of Spring Lake, Ottawa County, Michigan, held at the Barber School Community Building at 102 W. Exchange Street, Spring Lake, Michigan, Village of Spring Lake, Ottawa County, Michigan, on _____, 2015, at _____ o'clock in the _____ noon, local time.

PRESENT: _____

ABSENT: _____

After the meeting was opened, Ms. Christine Burns, Spring Lake Village Manager, who has been responsible on behalf of the Spring Lake Downtown Development Authority for the preparation of the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan (the Fourth Amendment to the Plan), discussed with members of the Citizens Council proposed changes to the Plan. Members of the Citizens Council received copies of the Fourth Amendment to the Plan on _____. After further discussion of the Fourth Amendment to the Plan by the members of the Citizens Council, the following Resolution was offered by _____ and supported by _____:

RESOLUTION

WHEREAS, a proposed Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan has been reviewed by the Citizens Council; and

WHEREAS, the Citizens Council desires to make tentative recommendations to the Village Council at this time concerning the Fourth Amendment to the Plan; and

WHEREAS, the Citizens Council will make written findings and recommendations concerning the Fourth Amendment to the Plan and notify the Village Council on the same after the Village Council conducts a public hearing on the Fourth Amendment to the Plan.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Citizens Council hereby approves the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan as proposed.
2. That a copy of this Resolution be provided to the members of the Village Council on or before the commencement of the public hearing concerning the Fourth Amendment to the Plan.
3. That all Resolutions in conflict herewith in whole or in part are hereby revoked to the

extent of such conflict.

YES: _____

NO: _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 2015 _____

Secretary

CERTIFICATE

I, the undersigned Secretary of the Development Area Citizens Council of the Downtown Development Authority of the Village of Spring Lake, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Council at a special meeting of the Citizens Council held on the _____ day of _____, 2015. I hereby do further certify that public notice of said meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Secretary

October 1, 2015

Mr. Dennis Furton
Superintendent
Spring Lake Public Schools
345 Hammond Street
Spring Lake, Michigan 49456

Mr. Joseph Baumann
Ottawa County Board of Commissioners
12220 Fillmore Street
West Olive, Michigan 49460

Mr. John Nash
Supervisor
Spring Lake Township
District 106 S. Buchanan Street
Spring Lake, Michigan 49456

Mr. Peter Haines
Superintendent
Ottawa Area Intermediate School
13565 Port Sheldon Road
Holland, Michigan 49424

Ms. Brigit Hassig
Executive Director
North Ottawa Council on Aging
d/b/a Four Pointes
18 N. Fifth Street
Grand Haven, Michigan 49417

Ms. Claire Sheridan
Library Director
Spring Lake District Library
123 E. Exchange
Spring Lake, Michigan 49456

Mr. Duane Leet
President
Tri-Cities Historical Museum
1 Harbor Avenue
Grand Haven, Michigan 49417

**Re: Fourth Amendment to the Restated and Amended
Village of Spring Lake Development Plan and
Tax Increment Financing Plan for the Spring Lake
Downtown Development Authority Development Area**

Ladies and Gentlemen:

Section 14 of Michigan Act 197 of 1975, as amended, the Downtown Development Authority Act, requires that the Spring Lake Village Council provide a reasonable opportunity

Mr. Dennis Furton
Mr. Joseph Baumann
Mr. Jon Nash
Mr. Peter Haines
Ms. Brigit Hassig
Ms. Clare Sheridan
Mr. Duane Leet
October 1, 2015
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for members of your Board to meet with representatives of the Village Council if they wish to discuss a tax increment financing plan currently being considered for amendment. At this time, the Village Council is considering approving a Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan for the Spring Lake Downtown Development Authority Development Area originally approved by Council on May 3, 1993, and subsequently amended in 1997, 2002 and 2005. The public hearing previously noticed for October 19, 2015, has been rescheduled to November 16, 2015.

A copy of the proposed Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan for the Spring Lake Downtown Development Authority Development Area is enclosed.

As you will note, the document provides amendments to the Plan consisting of the following:

- A. Section D is amended to add paragraphs 27 through 39:
 - 27. Land acquisition and redevelopment: Acquire property that, through its improvement or redevelopment, enhances the DDA District and overall commercial core of the Village. DDA's have the ability to acquire properties for various purposes including redevelopment and to lease. Specific projects may include:
 - 1. Land acquisition for additional downtown parking and a farmers market.
 - 28. Infrastructure & Streetscape Improvements and Maintenance: Improve and maintain the streetscape within the DDA area. This may include street and sidewalk improvements, street furniture, lighting, banners, dumpster enclosures and plantings. Specific projects may include:
 - 1. W. Savidge Street between Christman Street and Old Boy's Brew House.
 - 2. Acquisition & installation of bike racks.
 - 29. Sub-Area Planning: Prepare a sub-area strategic plan for the DDA area to ensure land uses are appropriately planned in Village Master Plan and Zoning Ordinance as well as to enhance the overall business environment in the Village.
 - 30. Grants – Façade & Fire Suppression: Continue to provide a Façade and Fire Suppression grants to buildings with the DDA boundary to enhance the overall aesthetics of the district and assist with fire suppression in older buildings that are expensive to retrofit with new fire suppression infrastructure.

Mr. Dennis Furton
Mr. Joseph Baumann
Mr. Jon Nash
Mr. Peter Haines
Ms. Brigit Hassig
Ms. Clare Sheridan
Mr. Duane Leet
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31. Utilities and Transportation: Maintain and improve utilities within the DDA boundary including water, sewer, streets, and parking lots.
32. Branding – Part Time DDA Director.
33. Beautification, Marketing, Art, Banners.
34. Storm Sewers Improvements.
35. Website Development.
36. Wetland Restoration and Invasive Species Control.
37. Recreational Amenities.
38. Tree Management.
39. Legal, Engineering & Consulting Fees.

B. The document also amends page 17, section (D) which provides for a change in the duration of the Tax Increment Financing Plan as follows:

Duration of Tax Increment Financing Plan. The Tax Increment Financing Plan commenced as of December 19, 1983, the date of adoption of Ordinance No 153 adopting and approving Tax Increment Financing Plan-Village of Spring Lake Central Business District Development Area. The Plan was amended by Ordinance No. 170 in 1986, restated in 1992, and amended in 1997, 2002, 2005, and is being amended in 2015. The Plan will continue until all financing obtained for improvements referenced in the Development Plan, as amended, has been paid in full and any/all improvements referenced in the Development Plan have been acquired and paid for, or until December 31, 2025, whichever is earlier. The final DDA collection of tax increments derived from captured assessed value will be for the captured assessed value determined for the year 2025.

Mr. Dennis Furton
Mr. Joseph Baumann
Mr. Jon Nash
Mr. Peter Haines
Ms. Brigit Hassig
Ms. Clare Sheridan
Mr. Duane Leet
October 1, 2015
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If the members of your Board would like to meet with the members of the Village Council concerning this matter, please contact the undersigned. In addition, if there are any questions or concerns regarding the foregoing, please do not hesitate to advise.

Very truly yours,

VILLAGE OF SPRING LAKE

Christine Burns
Village Manager

VILLAGE OF SPRING LAKE

ORDINANCE NO.

AN ORDINANCE TO ADOPT AND APPROVE THE FOURTH AMENDMENT TO THE RESTATED AND AMENDED SPRING LAKE DOWNTOWN DEVELOPMENT AUTHORITY DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN PURSUANT TO THE PROVISIONS OF MICHIGAN ACT 197 OF 1975, AS AMENDED ("ACT 197"), AND TO PROVIDE FOR THE EFFECTIVE DATE OF THIS ORDINANCE.

THE VILLAGE OF SPRING LAKE, COUNTY OF OTTAWA, AND STATE OF MICHIGAN, ORDAINS:

Section 1. Approval and Adoption of the Fourth Amendment to the Restated and Amended Spring Lake Downtown Development Authority Development Plan and Tax Increment Financing Plan.

It is hereby determined that the Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan for the Spring Lake Downtown Development Area (collectively referred to as the "Plan") constitutes a public purpose. The Plan is hereby approved and adopted. A copy of the Plan shall be maintained on the file in the Village Clerk/Treasurer's Office and shall be cross indexed to this Ordinance.

Section 2. Considerations. This Ordinance and approval of the Plan, and determination of public purpose, are based upon the following considerations:

- A. The findings and recommendations of the Development Area Citizens Council;
- B. The Plan meets the requirements set forth in Section 17(2) of Michigan Act 197, as amended;

- C. The proposed method of financing the Development described in the Plan is feasible and the Spring Lake Downtown Development Authority has the ability to arrange the financing;
- D. The Development described in the Plan is reasonable and necessary to carry out the purposes of Michigan Act 197, as amended;
- E. The land included within the Development Area as described in the Plan is reasonably necessary to carry on the purposes of the Plan and Act 197 in an efficient and economically satisfactory manner;
- F. The Plan is in reasonable accord of the Village of Spring Lake Master Plan;
- G. Public services, such as fire and police protection and utilities are or will be adequate to serve all of the projects described in the Plan and the Development Area generally;
- H. All changes in zoning, streets, street levels, intersections, and utilities, if any, as described in the Plan are reasonably necessary for the projects described in the Plan for the Village of Spring Lake.

Section 3. Conflicts. All Ordinances or parts of Ordinances in conflict with this Ordinance are expressly repealed.

Section 4. Effective Date. This Ordinance is hereby declared to be effective on _____, 2015.

Village President

Village Clerk/Treasurer

CERTIFICATE

I, Marv Hinga, the Clerk/Treasurer for the Village of Spring Lake, Ottawa County, Michigan, do hereby certify that the foregoing Village of Spring Lake Ordinance was adopted at a regular meeting of the Village Council held on _____, 2015. The following members of the Village Council were present at that meeting: _____.

The following members of the Village Council were absent: _____. The Ordinance was adopted by the Village Council with members of the Council _____

_____ voting in favor and with members of the Council _____ voting in opposition. The Ordinance was published in the Grand Haven Tribune on _____, 2015.

 Marv Hinga
 Clerk/Treasurer

**NOTICE OF PUBLIC HEARING
ON ADOPTION OF PROPOSED
FOURTH AMENDMENT TO THE RESTATED AND AMENDED
VILLAGE OF SPRING LAKE DEVELOPMENT PLAN AND
TAX INCREMENT FINANCING PLAN FOR
THE SPRING LAKE DOWNTOWN DEVELOPMENT AUTHORITY
DEVELOPMENT AREA
VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN**

TO: CITIZENS AND RESIDENTS OF THE VILLAGE OF SPRING LAKE,
OTTAWA COUNTY, MICHIGAN

NOTICE IS HEREBY GIVEN:

1. The Village Council of the Village of Spring Lake, Ottawa County, Michigan, has received from the Spring Lake Downtown Development Authority a proposed Fourth Amendment to the Restated and Amended Village of Spring Lake Development Plan and Tax Increment Financing Plan for the Spring Lake Downtown Development Authority Development Area.

2. The boundaries of the Spring Lake Downtown Development Authority Development Area in the Fourth Amendment to the Restated and Amended Tax Increment Financing and Development Plan are shown on the map attached hereto as Exhibit A which is incorporated herein by reference.

3. A copy of the Fourth Amendment to the Restated and Amended Development Plan and Tax Increment Financing Plan referred to above, which contains the proposed amendments to the Restated and Amended Development Plan and Tax Increment Financing Plan, and a copy of the Restated and Amended Development Plan and Tax Increment Financing Plan itself, which contains maps, plats, and a description of the Development Plan are on file at the Spring Lake Village Hall, the Village Manager's Office, 102 W. Savidge Street, Spring Lake, Michigan, and may be inspected at any time between the hours of 8:00 a.m. and 5:00 p.m., each

weekday, except holidays, beginning September 24, 2015, by any interested person.

4. The Village Council of the Village of Spring Lake will meet at the Barber School, 102 W. Exchange Street, Spring Lake, Michigan on the 16th day of November, 2015, at 7:30 p.m., local time, to hold a public hearing on the approval, rejection, or approval with modifications of the proposed Fourth Amendment to the Restated and Amended Development Plan and Tax Increment Financing Plan for the Spring Lake Downtown Development Authority Development Area. The principal changes to the Plan are set forth on the following sections of the document:

A. Page 5, Section D, would be amended to include new paragraphs 27 through 39 as follows:

27. Land acquisition and redevelopment: Acquire property that, through its improvement or redevelopment, enhances the DDA District and overall commercial core of the Village. DDA's have the ability to acquire properties for various purposes including redevelopment and to lease. Specific projects may include:
 1. Land acquisition for additional downtown parking and a farmers market.
28. Infrastructure & Streetscape Improvements and Maintenance: Improve and maintain the streetscape within the DDA area. This may include street and sidewalk improvements, street furniture, lighting, banners, dumpster enclosures and plantings. Specific projects may include:
 1. W. Savidge Street between Christman Street and Old Boy's Brew House.
 2. Acquisition & installation of bike racks.
29. Sub-Area Planning: Prepare a sub-area strategic plan for the DDA area to ensure land uses are appropriately planned in Village Master Plan and Zoning Ordinance as well as to enhance the overall business environment in the Village.
30. Grants – Façade & Fire Suppression: Continue to provide a Façade and Fire Suppression grants to buildings with the DDA boundary to enhance the overall aesthetics of the district and assist with fire suppression in older buildings that are expensive to retrofit with new fire suppression infrastructure.
31. Utilities and Transportation: Maintain and improve utilities within the DDA boundary including water, sewer, streets, and parking lots.

32. Branding – P/T DDA Director.
33. Beautification, Marketing, Art, Banners.
34. Storm Sewers Improvements.
35. Website Development.
36. Wetland Restoration and Invasive Species Control.
37. Recreational Amenities.
38. Tree Management.
39. Legal, Engineering & Consulting Fees.

B. Page 17, Section (D), which provides for the Duration of Tax Increment Plan, is amended as follows:

Duration of Tax Increment Financing Plan. The Tax Increment Financing Plan commenced as of December 19, 1983, the date of adoption of Ordinance No 153 adopting and approving Tax Increment Financing Plan-Village of Spring Lake Central Business District Development Area. The Plan was amended by Ordinance No. 170 in 1986, restated in 1992, and amended in 1997, 2002, 2005, and is being amended in 2015. The Plan will continue until all financing obtained for improvements referenced in the Development Plan, as amended, has been paid in full and any/all improvements referenced in the Development Plan have been acquired and paid for, or until December 31, 2025, whichever is earlier. The final DDA collection of tax increments derived from captured assessed value will be for the captured assessed value determined for the year 2025.

At that hearing, an opportunity will be provided for all interested persons to be heard concerning the proposed Fourth Amendment to the Restated and Amended Development Plan and Tax Increment Financing Plan. In addition, the Village Council shall receive and consider communications in writing with reference to the proposed Fourth Amendment to the Restated and Amended Development Plan and Tax Increment Financing Plan. All aspects of the Fourth Amendment to the Restated and Amended Development Plan and Tax increment Financing Plan

will be open for discussion. The hearing will provide the fullest opportunity for expression of opinion, for argument on the merits, and introduction of documentary evidence pertinent to the proposed Fourth Amendment to the Restated and Amended Development Plan and Tax Increment Financing Plan.

5. The Village of Spring Lake will provide necessary and reasonable auxiliary aids and services at this hearing, such as signors for hearing-impaired persons and audio tapes of printed materials for visually-impaired persons, upon receipt of five (5) days prior notice. Disabled persons requiring such auxiliary aids or services should so notify the Village of Spring Lake by contacting Christine Burns at 102 West Savidge Street, Spring Lake, Michigan 49456, (telephone (616) 842-1393).

THIS NOTICE IS GIVEN BY ORDER OF THE SPRING LAKE VILLAGE COUNCIL.

Dated: _____

Clerk/Treasurer

Village of Spring Lake



MEMORANDUM

To: Village of Spring Lake Planning Commission

From: Jennifer Howland, Village Planner

Date: October 27, 2015

Subject: Preliminary PUD and Final Development Plan Approval – Mill Point Place PUD

The Village of Spring Lake Planning Commission will hold a public hearing to consider a request from applicant, Mr. Garrett Seybert, on behalf of property owner Richard Peel, to approve a Preliminary PUD Development Plan for the Mill Point Place project. The Planning Commission is also being asked to approve the Final PUD Development Plan at this same meeting. The location of the request is vacant property bounded by Cutler Street, Liberty Street, and Park Street, Permanent Parcel Numbers 70-03-15-352-003 and 70-03-15-352-004. The proposed use is a 24-unit senior housing development.

Approval Process: This project originally received Final PUD Development Plan approval in 2007 under the name Cutlerview Senior Apartments. The Final PUD Development Plan and associated PUD Agreement expired and the applicant obtained approval of the same Final PUD Development Plan in May 2013 from the Planning Commission. The conditions of the May 2013 approval were that the development agreement, color, lighting, landscaping and carport design would return to the Planning Commission for review and approval. In February 2015, the developer obtained an extension from the Planning Commission through December 31, 2015, subject to the following conditions:

- a. The color, lighting, landscaping and carport design, stated in the May 17, 2013 CIB Planning letter must return to the Planning Commission for review and approval.
- b. A PUD Development Agreement must be approved per Section 6.5.4 of the Zoning Ordinance on or before December 31, 2015.
- c. Construction must commence on or before December 31, 2015.

Obtaining the tax credits took longer than expected, and the developer is unable to commence construction by December 31, 2015. As a result, the PUD must be re-approved from the beginning (preliminary PUD, final development plan, PUD agreement) because the Zoning

Ordinance does not allow for a further extension approval. The changes that have been most recently made are to the building elevations, colors, lighting, landscaping and carport design, and refinement of details in the PUD Agreement. The merits of the PUD approval are not necessarily being questioned at this time; it is more of a procedural re-approval of the Preliminary PUD and a request for the Planning Commission to accept the remaining details.

Following a recommendation for approval by the Planning Commission, the project would continue to the Village Council for final approval of the Preliminary PUD and approval of the PUD Agreement. The Final Development Plan approval is under the authority of the Planning Commission and is being considered tonight, subject to the future approval of the Preliminary PUD by the Village Council.

Village Attorney Planning Commission Report: Included in your packet is a separate report prepared by the Village Attorney. This report details responses to the PUD requirements of the Zoning Ordinance, as well as appropriate conditions to include when approving the PUD to ensure the developer understands their legal obligations governed by the PUD. Rather than reiterating the content here, staff has provided a suggested condition in the Sample Motions section that will carry these items forward.

Building Elevations: The building elevations are provided as an attachment to this memo. The building is a 3-story structure with stone, vertical and horizontal siding, asphalt shingles and standing seam metal roofing. The elevation for the carport is also provided, which shows a standing seam metal pitched roof. The specific colors and materials are described in your packets, as well. The applicant has also provided a response to the Village Design Manual standards (narrative attached).

Site Improvements: With the exception of providing the requested landscaping details, the site design has not changed from what was originally approved. The parking lot will consist of 24 carport parking spaces (including one barrier-free space) along the south end of the property and 6 uncovered parking spaces (including one barrier free space) located to the west of the building. A dumpster enclosure is proposed in the southwest corner of the site. A 5 foot wide concrete sidewalk will be installed along all three frontages (Cutler, Liberty and Park), with connections to the public bike path to the south.

Landscaping is shown on Sheet L-1. There are several existing trees around the site that will remain as noted on the plans. In addition, ornamental trees, shrubs and grasses will be planted around the site. There is a power pole running along the north property line, which makes installation of street trees challenging, so no trees are proposed along Liberty Street.

One monument style sign is proposed to be located north of the building. The detail is provided on Sheet L-1. Site lighting details are provided on Sheet L-2. There are no adjacent residential

properties that would limit light spillover, and fixtures are less than the 20 foot maximum height allowed in the Village.

Engineering Review: The plans have been reviewed for engineering and storm water compliance and are found to meet the standards in place when the project was originally approved. The review letter is provided as an attachment to this memo.

SAMPLE MOTIONS

If the Planning Commission is inclined to approve the project, staff has provided a draft motion with possible conditions that may be considered as well.

1. Motion to recommend approval to the Village Council of the request by Mr. Garrett Seybert, on behalf of property owner Richard Peel, of the Preliminary PUD for the Mill Point Place project, and motion to approve the Final PUD Development Plan for the Mill Point Place project, subject to approval of the Preliminary PUD by the Village Council. The location of the request is vacant property bounded by Cutler Street, Liberty Street, and Park Street, Permanent Parcel Numbers 70-03-15-352-003 and 70-03-15-352-004. The following conditions apply:
 - a. The statements and conditions contained in the attached Planning Commission Report dated 10/07/15 from the Village Attorney are incorporated by reference.
 - b. A PUD Agreement must be approved by the Village Council per Section 6.5.4 of the Zoning Ordinance.
 - c. The project shall be built in compliance with the submitted plans and elevation drawings.
 - d. The applicant will comply with any other local, state, and federal laws.
 - e. The applicant will comply with all verbal representations.
 - f. *Insert additional Planning Commission condition(s).*

If the Planning Commission is inclined to deny the project, staff has provided a draft motion that may be considered as well:

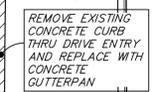
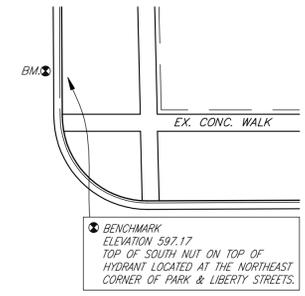
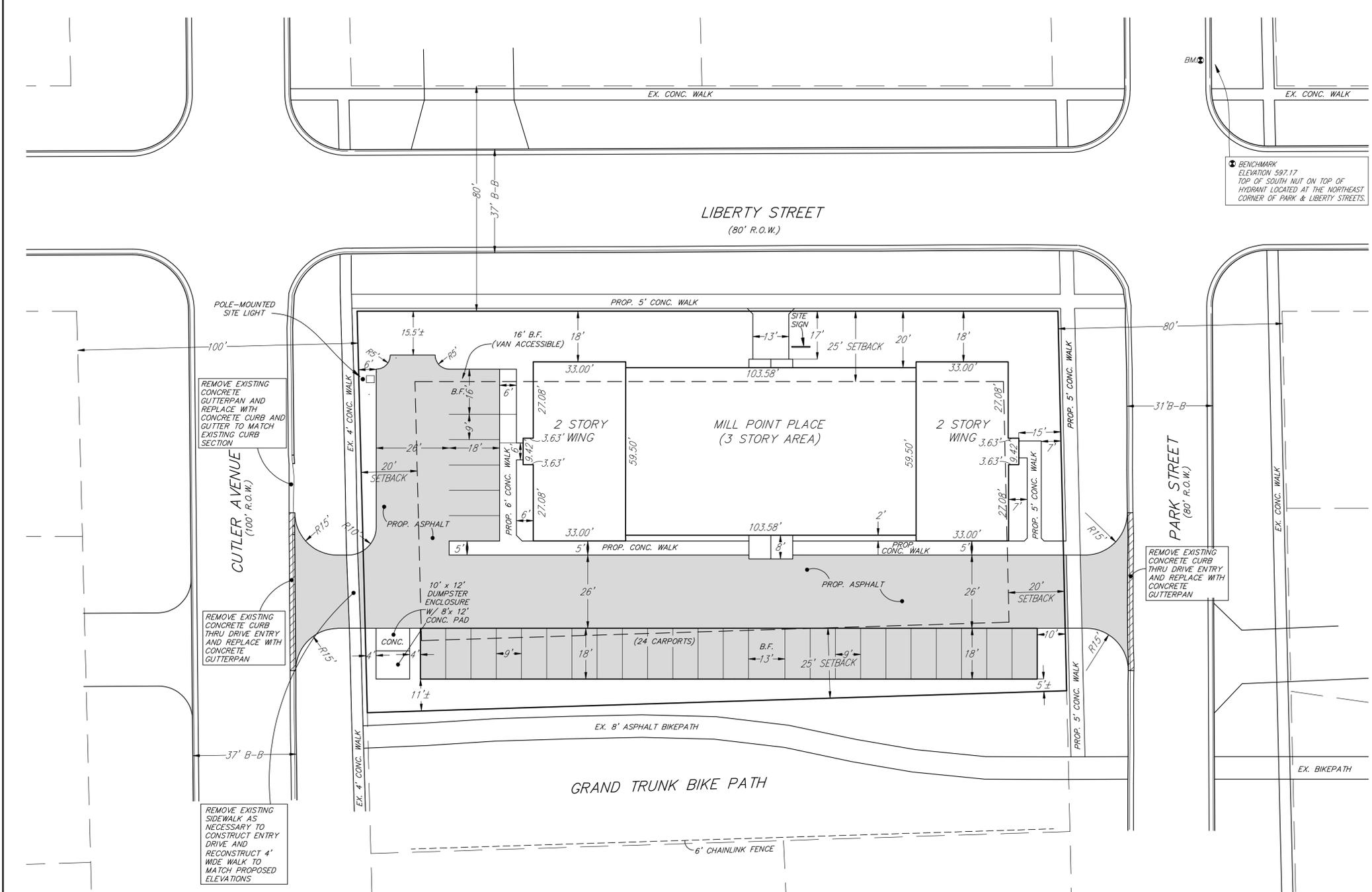
1. Motion to recommend denial to the Village Council of the request by Mr. Garrett Seybert, on behalf of property owner Richard Peel, to approve a Preliminary PUD for the Mill Point Place project. The location of the request is vacant property bounded by Cutler Street, Liberty Street, and Park Street, Permanent Parcel Numbers 70-03-15-352-003 and 70-03-15-352-004 for the following reason(s):
 - a. *Insert Planning Commission reason(s) for denial.*

Cc: Christine Burns, Village Manager

SITE NOTES:

- 1.) PROPERTY OWNER/ DEVELOPER
LIBERTY PARK LDHA L.P.
ATTN: PHILLIP R. SEYBERT
805 W. BROADWAY
SUITE 1
MT. PLEASANT, MICHIGAN 48858
TELEPHONE: (989) - 779-9995
- 2.) SUMMARY SCHEDULE:
 - a.) TOTAL SITE AREA (34,652 SQ. FT.) = 0.7955 ACRES
 - b.) NET SITE AREA = 0.7955 ACRES
 - c.) CURRENT ZONING
 - 1) C- COMMUNITY COMMERCIAL DISTRICT
 - 2) MINIMUM LOT AREA = 10,000 SQ. FT.
 - 3) MINIMUM LOT WIDTH = 75 SQ. FT.
 - 4) FRONT YARD SETBACK = 25 FT.
 - 5) REAR YARD SETBACK = 25 FT.
 - 6) SIDE YARD SETBACK = 20 FT.
 - (20' SIDE YARD REQUIRED ON ALL CORNER LOTS - ALL DISTRICTS EXCEPT CBD)
 - d.) NEW BUILDING DATA:
 - 1) 27,000-TOTAL BUILDING SQUARE FOOTAGE
10,420 SQ. FT./ EACH - FIRST & SECOND FLOORS
6,160 SQ. FT. - THIRD FLOOR.
 - e.) UNIT DENSITY
24 UNITS / 0.7955 ACRES = 30.17 UNITS / ACRES
 - f.) UNIT MIX
 - 1) 24 TOTAL UNITS (21 TWO BEDROOM UNITS AND 3 ONE BEDROOM UNITS.)
 - 2) COMMUNITY SPACE PROVIDED AT CENTRAL PORTION OF FIRST FLOOR LEVEL.
 - g.) SITE COVERAGE
 - 1) HARD SURFACED AREA (BUILDING, CARPORTS, SIDEWALK, AND ASPHALT AREAS) = 25,875 SQ. FT. = (0.5940 ACRES) = 74.67% OF TOTAL SITE
 - 2) GREEN SPACE / OPEN AREA = 8,777 SQ. FT. = (0.2015 ACRES) = 25.33% OF TOTAL SITE
- 3.) SITE UTILITIES:
 - a.) SANITARY SEWER SERVICE:
SANITARY SEWER SERVICE IS PROPOSED BY CONNECTING TO AN EXISTING SANITARY SEWER STUB LOCATED SOUTH OUT OF THE EXISTING SANITARY SEWER MANHOLE LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF PARK STREET AND LIBERTY STREET.
 - b.) WATER SERVICE:
WATER SERVICE IS PROPOSED BY CONNECTING TO THE EXISTING 10" DIAMETER WATERMAIN LOCATED TO THE SOUTH OF THE PROPERTY (SOUTH OF THE EXISTING BIKEPATH).
 - c.) STORMWATER DRAINAGE:
ON-SITE STORMWATER DRAINAGE WILL BE BY OVERLAND FLOW TO PROPOSED IN-GROUND STORMWATER LEACHING SYSTEMS.
 - d.) GAS, ELECTRIC, TELEPHONE AND CABLEVISION SERVICE:
ALL PRIVATE UTILITIES WILL PROVIDE SERVICE BY INTERCONNECTING TO EACH EXISTING RESPECTIVE UTILITY LOCATED WITHIN THE RIGHT-OF-WAYS OF CUTLER, PARK AND LIBERTY STREETS. ALL PROPOSED ON-SITE PRIVATE UTILITIES SHALL BE LOCATED UNDERGROUND.
- 4.) PARKING:
 - a.) ALL PARKING SPACES SHALL BE A MINIMUM SIZE OF 9' x 18' (EXCLUSIVE OF AN 18' x 13' BARRIER FREE SPACE)
 - b.) THE MANEUVERING LANES ADJACENT TO ALL 90° SPACES SHALL BE 26 FOOT WIDE.
 - c.) PARKING REQUIRED:
 - 1.) 2 SPACES FOR EACH UNIT = 48 SPACES
 - d.) PARKING PROVIDED:
 - 1.) 24 - (18' x 9' SPACES) INCLUDING 1 - BARRIER FREE SPACE (13' x 18') WITHIN CARPORTS = 24 SPACES
 - 2.) 5 - (9' x 18') OPEN SPACES = 5 SPACES
 - 3.) 1 - (16' x 18') BARRIER FREE VAN ACCESSIBLE FREE SPACE = 1 SPACE

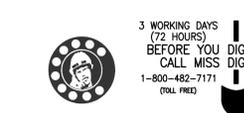
- NOTE:
ADDITIONAL PARKING IS AVAILABLE ALONG THE EXISTING ROADWAYS.
- a.) LIBERTY STREET - 10 SPACES ON SOUTH-SIDE OF ROAD (9' x 25')
 - b.) CUTLER STREET - 4 SPACES ON EAST SIDE OF ROAD (9' x 25')
 - c.) PARK STREET - 3 SPACES ON WEST SIDE OF ROAD (9' x 25')
- 5.) REFUSE DISPOSAL:
TRASH DISPOSAL WILL BE PROVIDED BY AN ENCLOSED DUMPSTER. ENCLOSURE LOCATED AT THE SOUTHWEST CORNER OF THE PROPERTY.
 - 6.) SITE LANDSCAPING
LANDSCAPING SHALL BE IN ACCORDANCE WITH THE PROPOSED LANDSCAPING PLAN. ALL EXISTING TREES SHALL BE SAVED WITH THE EXCEPTION OF THE 17" DIAMETER MAPLE TREE WITHIN THE PROPOSED EASTERLY ENTRANCE (PARK ST.)
 - 7.) SIGNAGE
SIGNAGE SHALL BE AS NOTED ON THE LANDSCAPING PLAN. ALL SIGNAGE SHALL CONFORM TO THE PROVISIONS OF THE VILLAGE OF SPRING LAKE ZONING ORDINANCE.
 - 8.) SITE LIGHTING
SITE LIGHTING SHALL BE AS NOTED ON THE LANDSCAPING PLAN.
 - 9.) SOIL EROSION AND SEDIMENTATION CONTROL
PRIOR TO BEGINNING CONSTRUCTION THE PROPERTY OWNER SHALL OBTAIN A SOIL EROSION AND SEDIMENTATION CONTROL PERMIT FROM THE COUNTY OF OTTAWA.



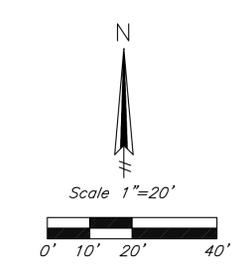
REMOVE EXISTING CONCRETE GUTTERPAN AND REPLACE WITH CONCRETE CURB AND GUTTER TO MATCH EXISTING CURB SECTION

REMOVE EXISTING CONCRETE CURB THRU DRIVE ENTRY AND REPLACE WITH CONCRETE GUTTERPAN

REMOVE EXISTING SIDEWALK AS NECESSARY TO CONSTRUCT ENTRY DRIVE AND RECONSTRUCT 4' WIDE WALK TO MATCH PROPOSED ELEVATIONS



3 WORKING DAYS (72 HOURS) BEFORE YOU DIG. CALL MISS (800) 482-7171 (TOLL FREE). PUBLIC UTILITIES OF ALL TYPES HAVE BEEN SHOWN ON THESE PLANS USING THE INFORMATION AVAILABLE, BUT ARE NOT GUARANTEED AS ACCURATE OR THAT UTILITIES OTHER THAN THOSE SHOWN ARE NOT PRESENT. CONTRACTOR SHALL CONTACT MISS DURING AT 1-800-482-7171 FOR INFORMATION AND NOTIFY UTILITY COMPANIES THREE WORKING DAYS PRIOR TO COMMENCING WORK.



REVISED 2-12-2014 (PROJECT NAME)
REVISED 4-23-2009 (PROJECT NAME)

MILANOWSKI & ENGLERT ENGINEERING & SURVEYING, INC.
927 Beechtree Street, Suite 3
Grand Haven, Michigan 49417
Phone: 616-847-4070 Fax: 616-847-6626

PROPOSED SITE PLAN FOR:
MILL POINT PLACE SENIOR HOUSING
SECTION 15, TOWN 8 NORTH, RANGE 16 WEST,
VILLAGE OF SPRING LAKE, OTTAWA COUNTY, MICHIGAN

DATE	2-9-2007	DRAWN BY	TV
SHEET	2 of 3	JOB NO.	12981

12981.DWG PLOTTED: 2-12-2014



MILL POINT PLACE

SPRING LAKE, MICHIGAN



ECONOMIDES ARCHITECTS, LLC

912 COOLIDGE ROAD
EAST LANSING, MI 48823
PHONE (517) 251-6700

**VILLAGE OF SPRING LAKE
PLANNED UNIT DEVELOPMENT CONTRACT
FOR CONSTRUCTION OF MILL POINT PLACE**

THIS CONTRACT, dated for reference purposes as of _____, 2015, is by and between the Village of Spring Lake, a Michigan Municipal Corporation, whose address is 102 W. Savidge Street, Spring Lake, Michigan 49456 (the "Village") and Cutler View Limited Dividend Housing Association, a Limited Partnership (the "Developer") its general partner being Seybert New Limited Partnership and PB N. Park LLC, whose address is 805 W. Broadway, Suite 1, Mt. Pleasant, Michigan 48858, and whose representatives are Phil Seybert and Chris Peel, and is made with reference to the following facts and circumstances:

A. The Developer applied to the Village for a Planned Unit Development approval under the Village Zoning Ordinance (the "Zoning Ordinance") for the construction of a development to be known as "Mill Point Place," consisting of a twenty-four (24) unit senior residential housing complex (the "Project"), to be located on lands and premises in the Village of Spring Lake, Ottawa County, Michigan, described on attached **Exhibit A** (the "Premises"), and described in the Final Development Plan submitted by the Developer. The documents on file with the Village of Spring Lake constitute the "Final Development Plan" and consist of the following:

1. Application for Planned Unit Development dated October _____, 2015.
2. Final Development Plan dated February 9, 2007 consisting of the following:
 - (a) Topographic and boundary survey for Cutler View Apartments (renamed "Mill Point Place") prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);

- (b) Site plan for Cutler View Apartments (renamed "Mill Point Place") prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);
 - (c) Proposed grading and utility plan for Cutler View Apartments (renamed "Mill Point Place") prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);
 - (d) Planting and site lighting plan prepared by Linsemier and Associates, P.C. dated September ____, 2015;
 - (e) Southwest Perspective for the Project; elevation drawings prepared by Economides Architects, LLC dated August 20, 2015 (two pages), and Exterior Finish Key and carport elevations provided by Carport Structures, Inc. for its Gable with Hip End carport structure dated September 29, 2015. All of the documents are attached hereto as **Exhibit B**.
3. Deed for the Premises conveying the Premises to the Developer shall be supplied to the Village within 15 days of closing between the Current Owner and the Developer.
- B. The Project was approved by the Village Council on _____, 2015 as a 24-unit senior residential housing Planned Unit Development, which is being developed in part through an allocation of low income housing tax credits awarded by the Michigan State Housing Development Authority. The Project was approved subject to certain conditions, one of which was that the Developer and the Village enter into a Contract in recordable form under which the Developer would agree to conform to and comply with all of the conditions required by the Village Council. In addition, the Village and the Developer

acknowledge that said Contract will establish certain obligations for which the parties will be bound. Moreover, the parties acknowledge that the Contract is unique in light of the involvement of the Michigan State Housing Development Authority.

NOW, THEREFORE, in consideration of the Village Council's approval of the Project as a Planned Unit Development in accordance with the recommendation of the Planning Commission, which recommendation is attached hereto as **Exhibit C**, and pursuant to one of the conditions of such approval being that the Village and the Developer enter into this Contract, IT IS AGREED AS FOLLOWS:

Section 1. Conditions. The Project shall be acquired, constructed, developed, completed, and maintained in accordance with the following conditions:

- A. Except as expressly modified or revised by these conditions, the Developer shall comply with all of the agreements, plans, and representations included in the Final Development Plan. No change shall be made in the Final Development Plan unless the contract granting the Planned Unit Development approval is first amended by the Village Council following the procedures then provided by State law and the Zoning Ordinance for initial approval of a Planned Unit Development Project.
- B. The Project shall comply with all federal, state and/or Ottawa County laws, rules, or regulations.
- C. No revision or change of these conditions shall be made except by Village Council action after a public hearing, with notice of such hearing to be given as then required by law for Village Council hearings with respect to proposed Planned Unit Development Projects.

- D. All drainage plans required for the Project have been reviewed and approved by the Village's Engineer. This approval is conditioned on compliance with the Stormwater Management Ordinance previously adopted by the Village on _____, which Ordinance is attached hereto and incorporated herein by reference.
- E. The Developer shall reimburse the Village for legal fees associated with the PILOT ordinance approved for the Project in the amount of \$4,048. These fees shall be paid to the Village within 30 days of the date that the Developer is able to close on the financing of the proposed Project.
- F. Public water and sewer facilities shall be installed to serve the Project pursuant to the approved grading and utility plans prepared by Milanowski and Englert Engineering and Surveying, Inc. dated February 9, 2007 which depict a six-inch sanitary main and a six-inch water main with a single domestic supply water meter. The Developer will pay the fee for whatever size meter the Village's engineer determines is appropriate for the Project.
- G. There shall be no exterior lighting except for that exterior lighting specifically identified and described in the Final Development Plan for the Project.
- H. All signage to be erected as part of the Project shall comply with regulations set forth in Chapter XVII of the Village Zoning Ordinance as depicted on the approved landscape plan drawn by Linsemier and Associates, P.C., dated September ____, 2015. The graphics shown on the sign on the landscape plan may be changed with the approval of the Village Planner provided the sign meets the requirements of the Zoning Ordinance.

- I. Prior to issuance of a building permit, the Developer shall secure all necessary permits from federal, state, and county agencies as may be required to construct the Project, and shall provide a copy of said permits to the Village.
- J. The Developer shall comply with the requirements of the Michigan Building Code and the International Fire Code in effect at the time of commencement of construction as adopted by the State of Michigan to ensure that adequate fire protection is provided as part of the Project.
- K. The Developer shall use its best efforts to maintain the property during all periods of construction in a manner that is not a nuisance or bothersome to the surrounding areas; specifically including but not limited to dust control, and the appropriate disposal of garbage and other debris.
- L. The Developer, its successors and assigns, shall use its best efforts to maintain all landscaping constructed as part of the Project. Said landscaping shall be appropriately trimmed, pruned, and/or otherwise maintained.
- M. Except as expressly modified, revised, or altered by these conditions, or by the terms of the Planned Unit Development Contract, the Project shall be acquired, developed, and completed in conformance with the Zoning Ordinance, in effect at the time this agreement is duly executed, and all other applicable Village Ordinances, except as set forth in Section D above;
- N. In the event of any conflict between these conditions and the documents included in the Planned Unit Development, these conditions shall control. In the event of any conflict between documents, or parts of the same documents, included in the Planned Unit Development, the more rigorous requirements shall control.

- O. The Project shall commence construction within one (1) year of execution hereof, and the Developer shall use its best efforts to complete construction within twelve (12) months of commencement. If the Developer cannot comply with this condition, the Developer shall have the right to request that the Village Council, in its discretion, extend this date by one (1) year, and such extension shall not be unreasonably withheld.
- P. The Planned Unit Development approval shall be personal to the Developer and shall not be transferred by the Developer to a third party without prior written consent of the Village Council which consent shall not be unreasonably withheld.
- Q. The Developer shall provide the Village with notice from the Michigan State Housing Development Authority that an allocation of low income housing tax credits (a reservation) has been issued.
- R. Prior to commencing construction, the Developer shall ensure that the General Contractor provides a performance bond to the Lender in an amount equal to the total cost of all construction and/or improvements including underground utilities, landscaping and parking lot improvements, naming the Village as an additional insured.
- S. The Developer shall submit a time line pursuant to which construction of the Project is to be completed. The Developer shall maintain the Premises in as orderly a manner as possible during periods of construction. In the event that all or a portion of the Project is not constructed, the Developer shall landscape the undeveloped portion. Said landscaping shall consist of at least planting, watering and appropriately maintaining a grass cover. In the event the Developer fails to properly maintain the construction site or fails to landscape and maintain said

landscaping, the Village is hereby authorized to maintain the construction site and to plant landscaping and to appropriately maintain said landscaping. The cost of any work performed by the Village shall be paid by the Developer; if the Developer fails to reimburse the Village the costs incurred for either maintaining the construction site or for planting or maintaining said landscaping the Village may access the bond required above, or said costs may be added to the tax rolls as a lien against the Premises and collected in the same manner as real property taxes, in the discretion of the Village.

- T. The Developer agrees to defend, indemnify and hold harmless the Village and its officers, Council, and Planning Commission members, employees, and agents, as well as the Village's engineer from and against any and all claims, damages, demands, expenses, liabilities, and losses of any character or nature whatsoever arising out of or resulting from the construction, operation, maintenance, repair, reconstruction, inspection, and replacement of the Project. The indemnification obligation provided in the preceding sentence shall include the payment of all reasonable attorneys' fees and other expenses of defense.
- U. During construction of the Development, any material violation of these conditions which remains uncured for 28 days after written notice (including the notice provision for a municipal civil infraction as set forth in the Code of Ordinances adopted by the Village of Spring Lake), unless weather conditions justify a longer grace period, shall constitute a violation of the Zoning Ordinance and, in addition to the remedies provided therein, shall be cause for the Village Council to suspend or revoke the building permit applicable to the Project. These conditions shall be binding on the Developer and all successor owners or parties

in interest in the Project. Once the Project is completed and all certificates of occupancy issued, the requirements of this subsection shall lapse; in so doing, however, the Developer and all successor owners or parties in interest remain obligated to comply with all applicable Federal, State, and local laws.

- V. Developer agrees to execute a memorandum of the Planned Unit Development contract to be executed between the Developer and the Village of Spring Lake, acknowledging that the conditions imposed by the contract run with the land. Said memorandum will be in a form which may be recorded with the Ottawa County Register of Deeds. Developer shall fully cooperate with the Village to execute and record said memorandum. A copy of the proposed memorandum is attached hereto as **Exhibit E**.

Section 2. Land Use and Contractual Obligations. The Developer and the Village acknowledge that the terms of this Contract involve not only land use obligations but create other obligations. The Developer and the Village agree to be bound by all the terms of this Contract and acknowledge that both parties may seek appropriate relief to enforce any of the provisions of this document.

Section 3. Binding Effect. This Contract shall be binding on the Developer and all successor owners or parties in interest in the Project.

Section 4. Miscellaneous. This Contract and all rights and obligations hereunder shall not be assignable unless all parties agree in writing to such assignment, which approval shall not be unreasonably withheld. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns. All notices and other documents to be served or transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on page 1 of this Contract or such other address

or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary mail properly addressed with sufficient postage. This Contract has been executed in the State of Michigan and shall be governed by Michigan law. The waiver by any party hereto of a breach or violation of any provision of this Contract shall not be a waiver of any subsequent breach of the same or any other provision of this Contract. If any section or provision of this Contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Contract, which shall remain in full force and effect. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify the terms and provisions hereof. All exhibits attached hereto are incorporated herein by reference as though fully stated herein. This Contract may not be amended other than by a written document signed by both parties.

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

Signed in the presence of:

VILLAGE OF SPRING LAKE

Witness

By: _____

Jim MacLachlan
Its President

Witness

By: _____

Marv Hinga
Its Clerk

Dated: _____, 2015

STATE OF MICHIGAN)
) ss
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me on _____, 2015, by Jim MacLachlan, President, and Marv Hinga, Clerk, of the Village of Spring Lake, on behalf of the Village.

Notary Public
Ottawa County, Michigan
My Commission expires: _____

CUTLER VIEW LIMITED DIVIDEND
HOUSING ASSOCIATION

By: SEYBERT NEW LTD. PARTNERSHIP

Witness

By: _____

Witness

Its: _____

STATE OF MICHIGAN)
) ss
COUNTY OF ISABELLA)

The foregoing instrument was acknowledged before me on _____, 2015, by _____, the _____ of Cutler View Limited Dividend Housing Association, Seybert New Ltd. Partnership.

Notary Public
Isabella County, Michigan
My Commission expires: _____

CUTLER VIEW LIMITED DIVIDEND
HOUSING ASSOCIATION

By: PB N. PARK LLC

By: _____

Witness

Its: _____

Witness

Dated: _____, 2015

STATE OF MICHIGAN)
) ss
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me on _____, 2015,
by _____, the _____ of Cutler View Limited Dividend
Housing Association, PB N. Park LLC.

Notary Public
Ottawa County, Michigan

My Commission expires: _____

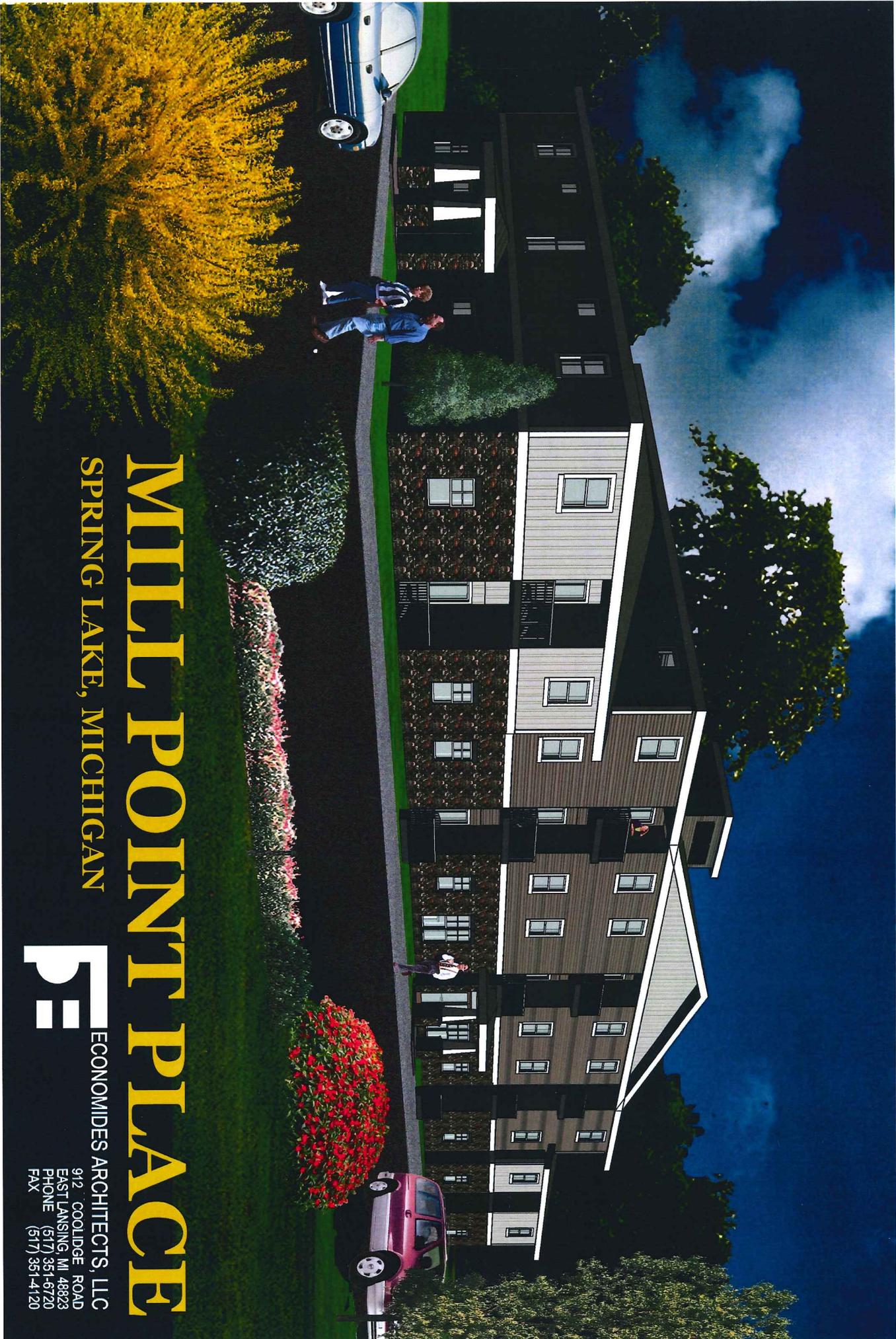
Prepared by:
Robert E. Sullivan (P42798)
SCHOLTEN FANT
100 N. Third Street, P.O. Box 454
Grand Haven, Michigan 49417

EXHIBIT A

EXHIBIT A

Part of Block 6 lying North of the former Grand Trunk Railroad right-of-way,
Section 15, Town 8 North, Range 16 West, Village of Spring Lake, Ottawa
County, Michigan.

EXHIBIT B



MILL POINT PLACE

SPRING LAKE, MICHIGAN



ECONOMIDES ARCHITECTS, LLC
912 COOLIDGE ROAD
EAST LANSING, MI 48823
PHONE (517) 351-6720
FAX (517) 351-4120



① North
1/8" = 1'-0"

② South
1/8" = 1'-0"

④ West
1/8" = 1'-0"

③ East
1/8" = 1'-0"

No.	Description	Date

Project number: 1313
Date: 8/20/15

A200

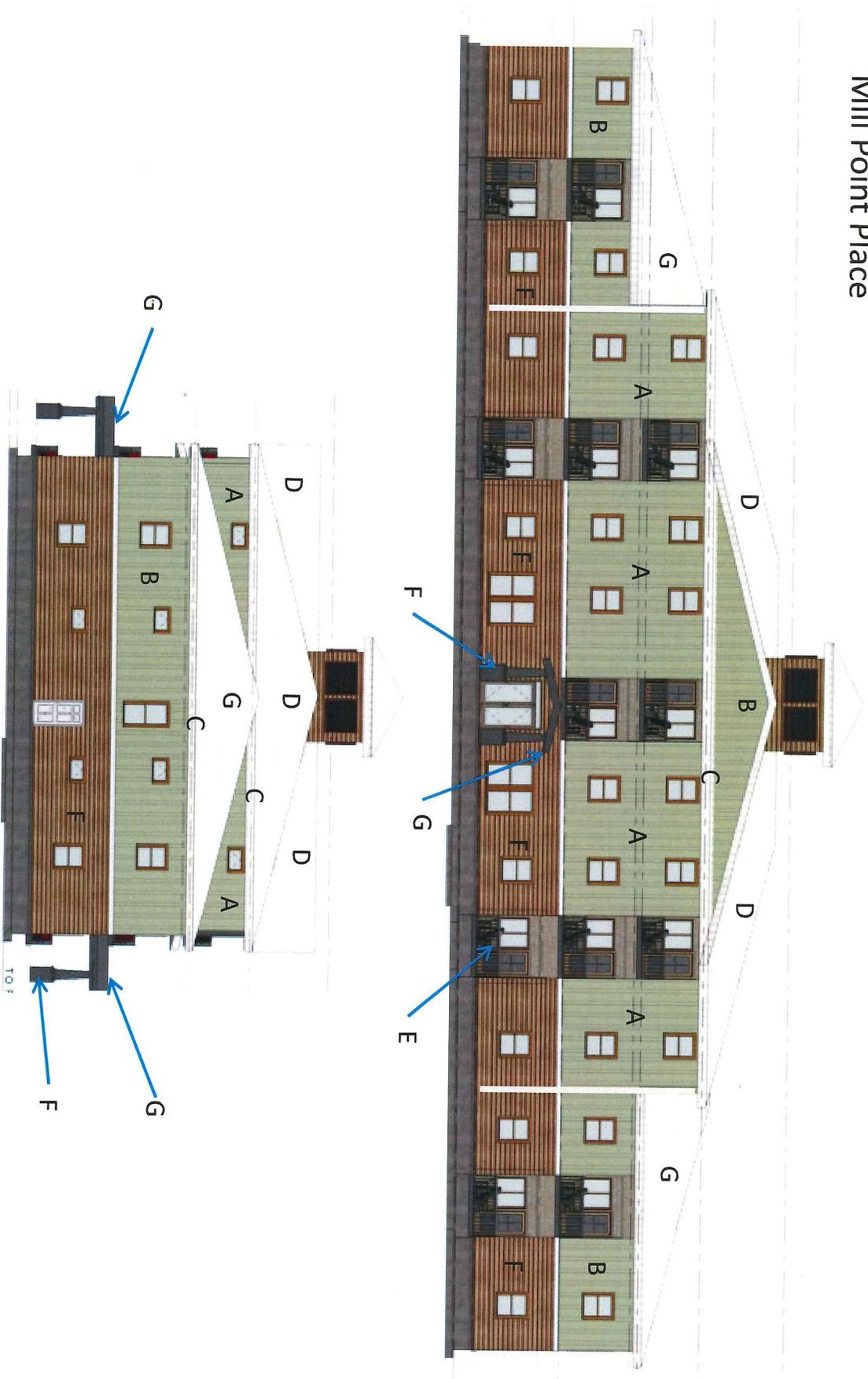
EXCEPT AS NOTED, ALL DIMENSIONS AND FINISHES ARE INDICATED OR REPRESENTED BY THE DIMENSIONS AND FINISHES SHOWN ON THESE DRAWINGS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND FINISHES SHOWN ON THESE DRAWINGS AND FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.

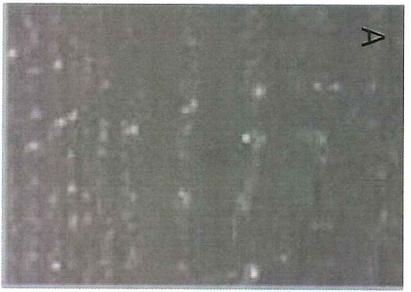
ECONOMIDES ARCHITECTS, LLC
 912 COOLIDGE ROAD
 EAST LANSING, MI 48823
 PHONE (517) 351-6720
 FAX (517) 351-4120

www.economidesarchitects.com

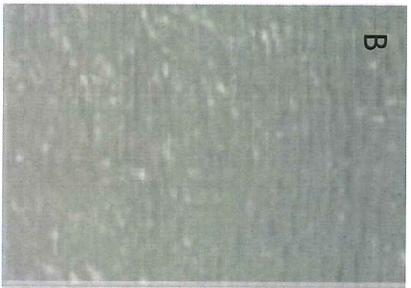
Mill Point Place

Exterior Finish Key Mill Point Place

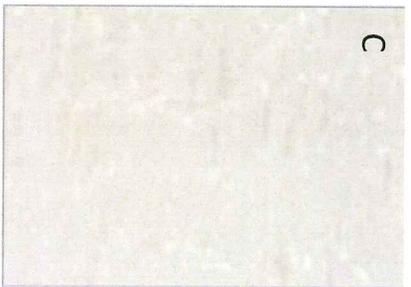




Terra Bronze



Pelican



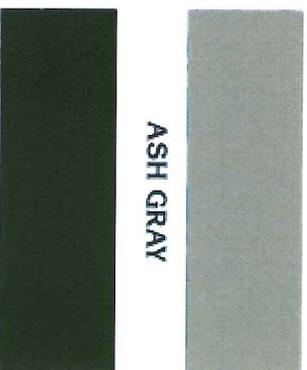
Light Gray



Shake Gray



E

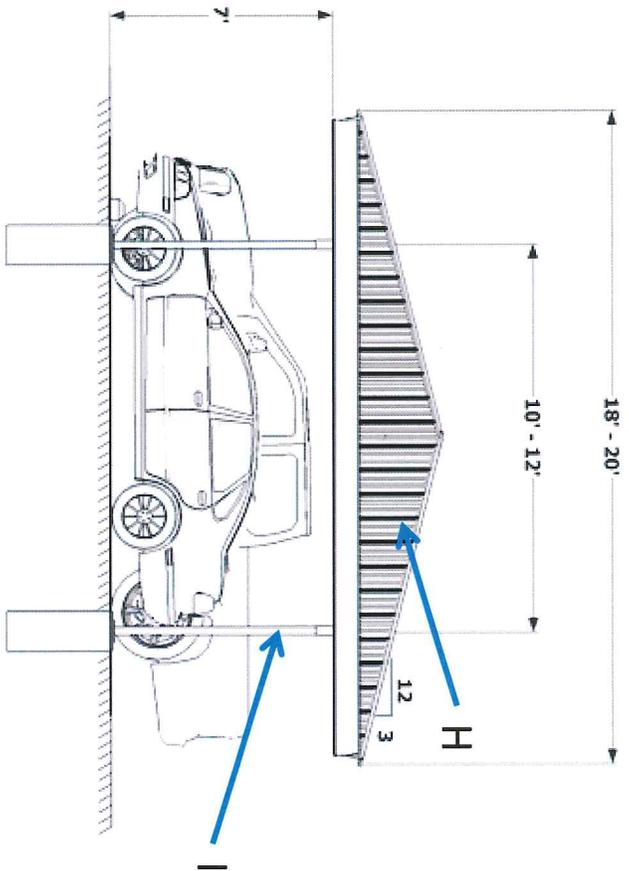


H

ASH GRAY

I

PATRICIAN BRONZE





September 17, 2015

Mr. Garrett Seybert
 Mr. Phil Seybert, President
 P.S. Equities
 805 W. Broadway, Suite 1
 Mt. Pleasant, MI 48858

Project: P.S. Equities - Mill Point Place

EXTERIOR FINISHES

ITEM	MATERIAL	MANUFACTURER
A.	Horizontal Lap Siding	Wausau ISSUU Siding Systems Color: Terra Bronze (pending sample approval)
B.	Board and Batten Siding	Wausau ISSUU Siding Systems Color: Pelican (pending sample approval)
C.	Facia	Wausau ISSUU Siding Systems Color: Light Grey (pending sample approval)
D.	Roof	Tamko Oxford Grey
E.	Balcony Railings	Architectural Bronze
F.	Stone	Eldorado Stone Bluffstone Color: Minarette or Coos Bay (pending sample approval)
G.	Metal Roof	Shake Grey Or Slate Grey (depending on manufacturer. Refer to Exterior color board for reference)
H.	Carport Roof	Carport Structures Ash Grey
I.	Carport Structure	Carport Structures Patrician Bronze

EXHIBIT C

**VILLAGE OF SPRING LAKE
PLANNING COMMISSION REPORT:
PLANNED UNIT DEVELOPMENT REQUEST
FOR CONSTRUCTION OF MILL POINT PLACE**

Pursuant to the provisions of the Village of Spring Lake Zoning Ordinance (“Zoning Ordinance”), the following is a report of the Village of Spring Lake Planning Commission (the “Planning Commission”) concerning an application by Cutler View Limited Dividend Housing Association, a Limited Partnership (the “Developer”) its general partner being Seybert New Limited Partnership and PB N. Park LLC, the owners of the premises, as hereinafter defined (the “Developer”), for approval of a Planned Unit Development for the construction of a development to be known as “Mill Point Place,” consisting of a twenty-four (24) unit senior residential housing complex (the “Project”), to be located on lands and premises in the Village of Spring Lake, Ottawa County, Michigan, described on attached **Exhibit 1** (the “Premises”), and described in the Final Development Plan submitted by the Developer. The documents on file with the Village of Spring Lake constitute the “Final Development Plan” and consist of the following:

- A. Application for Planned Unit Development dated October ____, 2015;
- B. Final Development Plan dated February 9, 2007 consisting of the following:
 - (1) Topographic and boundary survey for Cutler View Apartments (renamed “Mill Point Place”) prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);
 - (2) Site plan for Cutler View Apartments (renamed “Mill Point Place”) prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);

- (3) Proposed grading and utility plan for Cutler View Apartments (renamed “Mill Point Place”) prepared by Milanowski & Englert Engineering & Surveying, Inc. (one page);
- (4) Planting and site lighting plan prepared by Linsemier and Associates, P.C. (one page); and
- (5) Southwest Perspective for the Project; elevation drawings prepared by Economides Architects, LLC dated August 20, 2015 (two pages) and Exterior Finish Key and carport elevations provided by Carport Structures, Inc. for its Gable with Hip End carport structure dated September 29, 2015. All of the documents are attached hereto as **Exhibit 2**;

C. Deed for the Premises conveying the Premises to the Developer shall be supplied to the Village within 15 days of execution of the Planned Unit Development contract between the Village and the Developer as contemplated herein.

1. The Planning Commission recommends to the Village Council of the Village of Spring Lake that the Project be approved as a twenty-four (24) unit senior residential housing complex Planned Unit Development.

2. The conclusions of the Planning Commission on the request for Planned Unit Development approval for the Project and the basis of the recommendations of the Planning Commission that the request for approval of the Planned Unit Development be granted are as follows:

- (a) The Project is consistent with and promotes the intent and purpose of the Zoning Ordinance and specifically the considerations set forth in Chapter 6, Section 6.6 of that Ordinance;

- (b) The architectural character of the Project is compatible with the adjacent commercial and residential districts, as well as the area's natural environment in particular;
 - (c) The Project is consistent with the public health, safety and welfare of the Village, and is in accordance with the master plan adopted by the Village;
 - (d) The Project shall satisfactorily address issues concerning safe and efficient ingress and egress of pedestrian and vehicular traffic, as well as access in case of fire or other emergency;
 - (e) Adequate water and sewer utilities are available to serve the Project; and
 - (f) The design and placement of buildings and other structures is compatible with surrounding properties.
3. The conditions that the Planning Commission recommends be imposed with respect to the Project are as follows:
- (a) Except as expressly modified or revised by these conditions, the Developer shall comply with all of the agreements, plans, representations and warranties included in the Final Development Plan. No change shall be made in the Final Development Plan unless the contract granting the Planned Unit Development approval is first amended by the Village Council following the procedures then provided by State law and the Zoning Ordinance for initial approval of a Planned Unit Development Project;
 - (b) The Project shall comply with all federal, state and/or Ottawa County laws, rules, regulations or requirements;

- (c) No revision or change of these conditions shall be made except by Village Council action after a public hearing, with notice of such hearing to be given as then required by law for Village Council hearings with respect to proposed Planned Unit Development Projects;
- (d) All drainage plans required for the Project have been reviewed and approved by the Village's Engineer. This approval is conditioned on compliance with the Stormwater Management Ordinance previously adopted by the Village on _____, which Ordinance is attached hereto and incorporated herein by reference;
- (e) The Developer shall reimburse the Village for legal fees associated with the PILOT ordinance approved for the Project in the amount of \$4,048. These fees shall be paid to the Village within 30 days of the date that the Developer is able to close on the financing of the proposed Project;
- (f) Public water and sewer facilities shall be installed to serve the Project pursuant to the approved grading and utility plans prepared by Milanowski and Englert Engineering and Surveying, Inc. dated February 9, 2007 which depict a six-inch sanitary main and a six-inch water main with a single domestic supply water meter. The Developer will pay the fee for whatever size meter the Village's engineer determines is appropriate for the Project.
- (g) There shall be no exterior lighting except for that exterior lighting specifically identified and described in the Final Development Plan for the Project.
- (h) All signage to be erected as part of the Project shall comply with regulations set forth in Chapter XVII of the Village Zoning Ordinance as depicted on the

approved landscape plan drawn by Linsemier and Associates, P.C., dated September ____, 2015. The graphics shown on the sign on the landscape plan may be changed with the approval of the Village Planner provided the sign meets the requirements of the Zoning Ordinance.

- (i) Prior to issuance of a building permit, the Developer shall secure all necessary permits from federal, state, and county agencies as may be required to construct the Project, and shall provide a copy of said permits to the Village.
- (j) The Developer shall comply with the requirements of the Michigan Building Code and the International Fire Code in effect at the time of commencement of construction as adopted by the State of Michigan to ensure that adequate fire protection is provided as part of the Project.
- (k) The Developer shall use its best efforts to maintain the property during all periods of construction in a manner that is not a nuisance or bothersome to the surrounding areas; specifically including but not limited to dust control, and the appropriate disposal of garbage and other debris.
- (l) The Developer, its successors and assigns, shall use its best efforts to maintain all landscaping constructed as part of the Project. Said landscaping shall be appropriately trimmed, pruned, and/or otherwise maintained.
- (m) Except as expressly modified, revised, or altered by these conditions, or by the terms of the Planned Unit Development Contract, the Project shall be acquired, developed, and completed in conformance with the Zoning Ordinance, in effect at the time this agreement is duly executed, and all other applicable Village Ordinances, except as set forth in Section (d) above;

- (n) In the event of any conflict between these conditions and the documents included in the Planned Unit Development, these conditions shall control. In the event of any conflict between documents, or parts of the same documents, included in the Planned Unit Development, the more rigorous requirements shall control.
- (o) The Project shall commence construction within one (1) year of execution hereof, and the Developer shall use its best efforts to complete construction within twelve (12) months of commencement. If the Developer cannot comply with this condition, the Developer shall have the right to request that the Village Council, in its discretion, extend this date by one (1) year, and such extension shall not be unreasonably withheld.
- (p) The Planned Unit Development approval shall be personal to the Developer and shall not be transferred by the Developer to a third party without prior written consent of the Village Council which consent shall not be unreasonably withheld.
- (q) The Developer shall provide the Village with notice from the Michigan State Housing Development Authority that an allocation of low income housing tax credits (a reservation) has been issued.
- (r) Prior to commencing construction, the Developer shall ensure that the General Contractor provides a performance bond to the Lender in an amount equal to the total cost of all construction and/or improvements including underground utilities, landscaping and parking lot improvements, naming the Village as an additional insured.
- (s) The Developer shall submit a time line pursuant to which construction of the Project is to be completed. The Developer shall maintain the Premises in as

orderly a manner as possible during periods of construction. In the event that all or a portion of the Project is not constructed, the Developer shall landscape the undeveloped portion. Said landscaping shall consist of at least planting, watering and appropriately maintaining a grass cover. In the event the Developer fails to properly maintain the construction site or fails to landscape and maintain said landscaping, the Village is hereby authorized to maintain the construction site and to plant landscaping and to appropriately maintain said landscaping. The cost of any work performed by the Village shall be paid by the Developer; if the Developer fails to reimburse the Village the costs incurred for either maintaining the construction site or for planting or maintaining said landscaping the Village may access bond required above, or said costs may be added to the tax rolls as a lien against the Premises and collected in the same manner as real property taxes, in the discretion of the Village.

- (t) The Developer agrees to defend, indemnify and hold harmless the Village and its officers, Council, and Planning Commission members, employees, and agents, as well as the Village's engineer from and against any and all claims, damages, demands, expenses, liabilities, and losses of any character or nature whatsoever arising out of or resulting from the construction, operation, maintenance, repair, reconstruction, inspection, and replacement of the Project. The indemnification obligation provided in the preceding sentence shall include the payment of all reasonable attorneys' fees and other expenses of defense.
- (u) During construction of the Development, any material violation of these conditions which remains uncured for 28 days after written notice (including the

notice provision for a municipal civil infraction as set forth in the Code of Ordinances adopted by the Village of Spring Lake), unless weather conditions justify a longer grace period, shall constitute a violation of the Zoning Ordinance and, in addition to the remedies provided therein, shall be cause for the Village Council to suspend or revoke the building permit applicable to the Project. These conditions shall be binding on the Developer and all successor owners or parties in interest in the Project. Once the Project is completed and all certificates of occupancy issued, the requirements of this subsection shall lapse; in so doing, however, the Developer and all successor owners or parties in interest remain obligated to comply with all applicable Federal, State, and local laws.

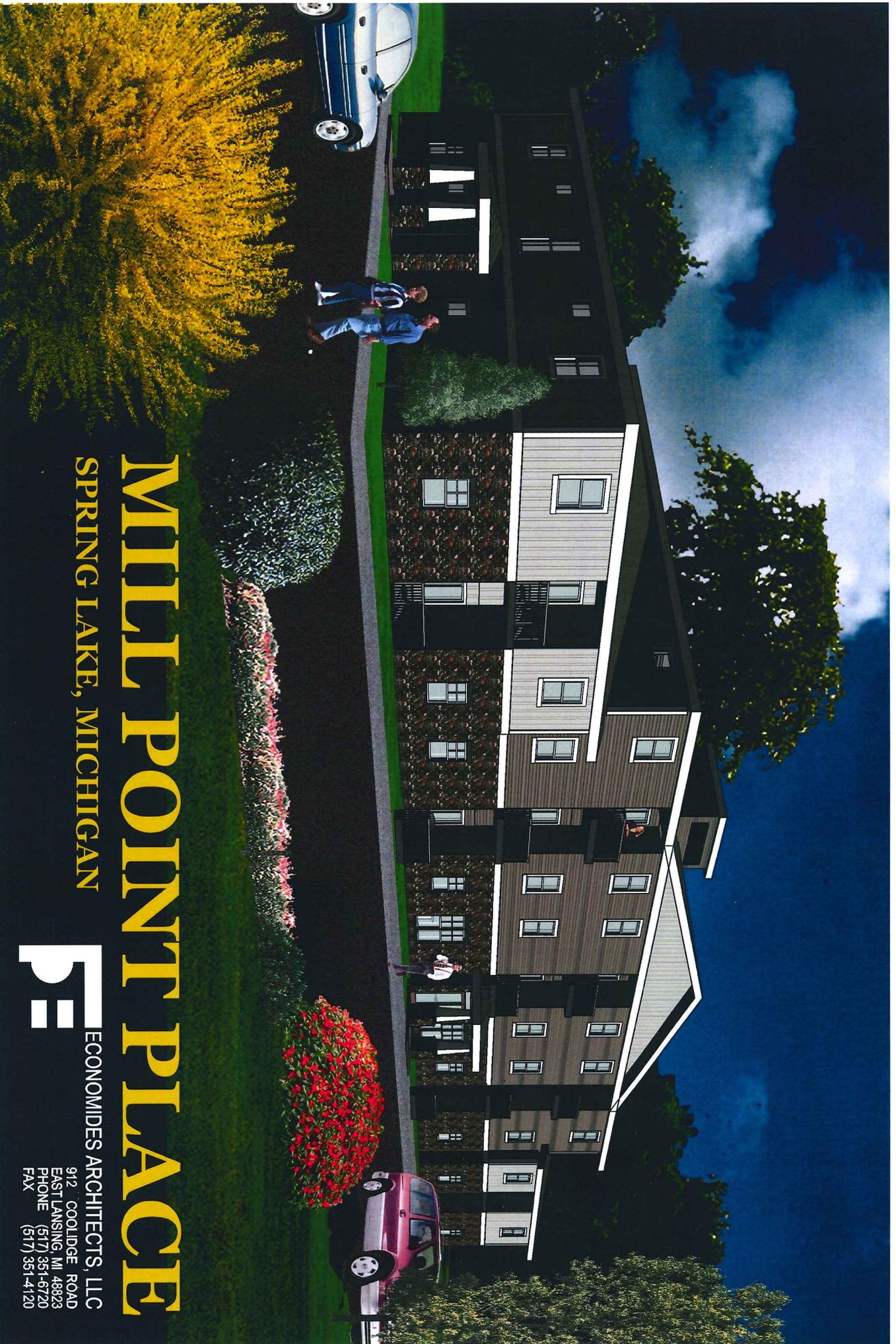
- (v) Developer agrees to execute a memorandum of the Planned Unit Development contract to be executed between the Developer and the Village of Spring Lake, acknowledging that the conditions imposed by the contract run with the land. Said memorandum will be in a form which may be recorded with the Ottawa County Register of Deeds. Developer shall fully cooperate with the Village to execute and record said memorandum. A copy of the proposed memorandum is attached hereto as **Exhibit 3**.

EXHIBIT 1

EXHIBIT 1

Part of Block 6 lying North of the former Grand Trunk Railroad right-of-way,
Section 15, Town 8 North, Range 16 West, Village of Spring Lake, Ottawa
County, Michigan.

EXHIBIT 2



MILL POINT PLACE

SPRING LAKE, MICHIGAN

BE ECONOMIDES ARCHITECTS, LLC
912 COOLIDGE ROAD
EAST LANSING, MI 48823
PHONE (517) 351-6720
FAX (517) 351-4120



1 North
1/8" = 1'-0"

2 South
1/8" = 1'-0"

4 West
1/8" = 1'-0"

3 East
1/8" = 1'-0"

No.	Description	Date

Project number: 13133
Date: 8/29/15

A200

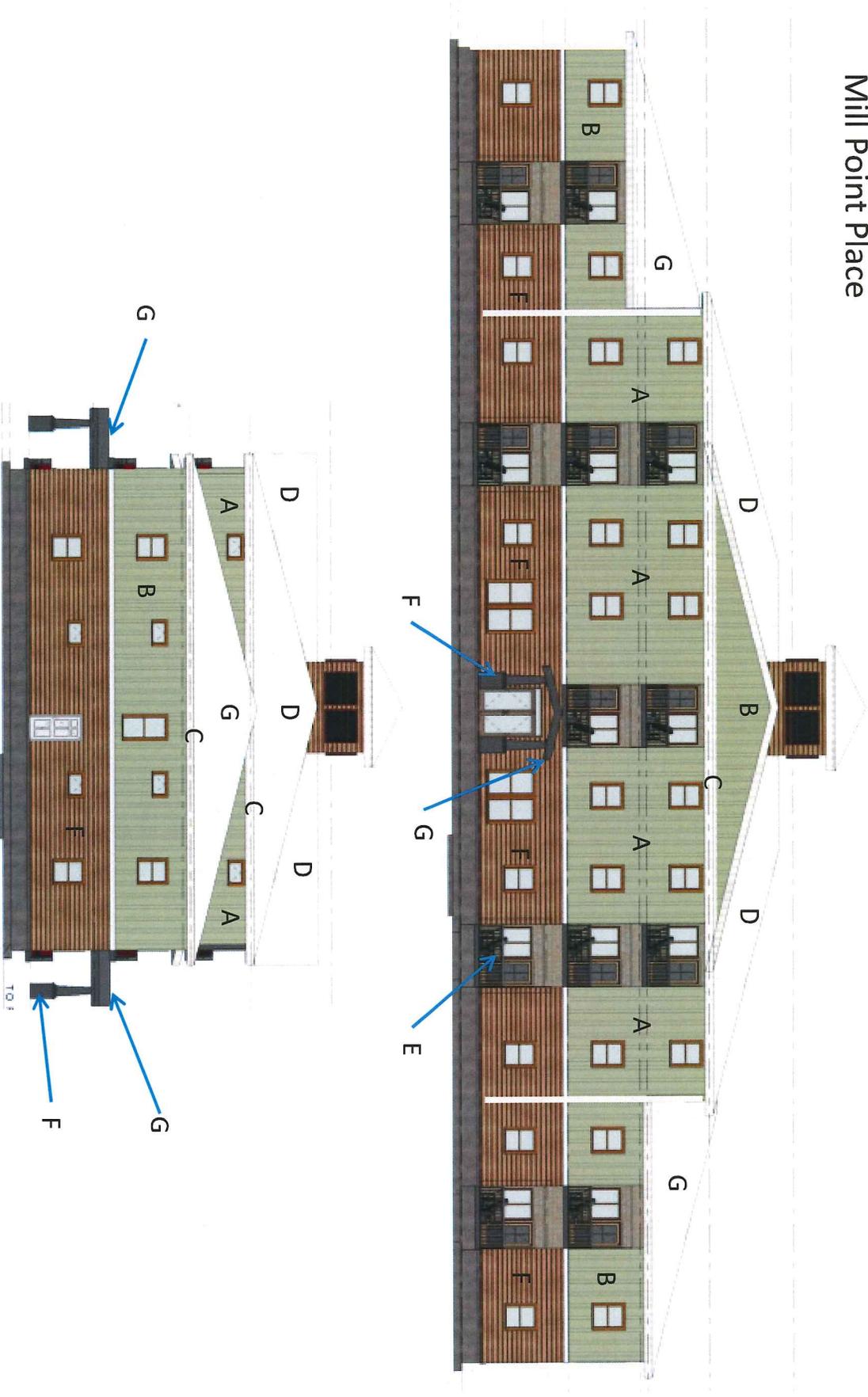
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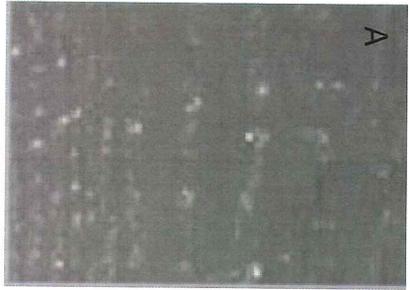
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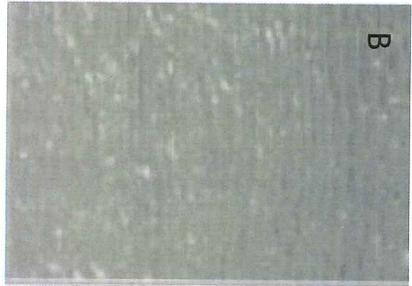
Mill Point Place

Exterior Finish Key Mill Point Place

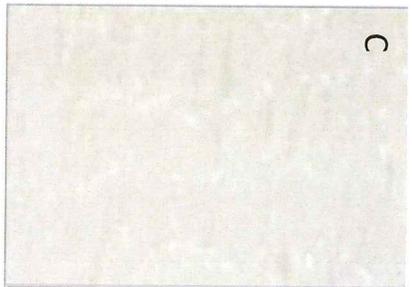




Terra Bronze



Pelican



Light Gray



G



Shake Gray



E



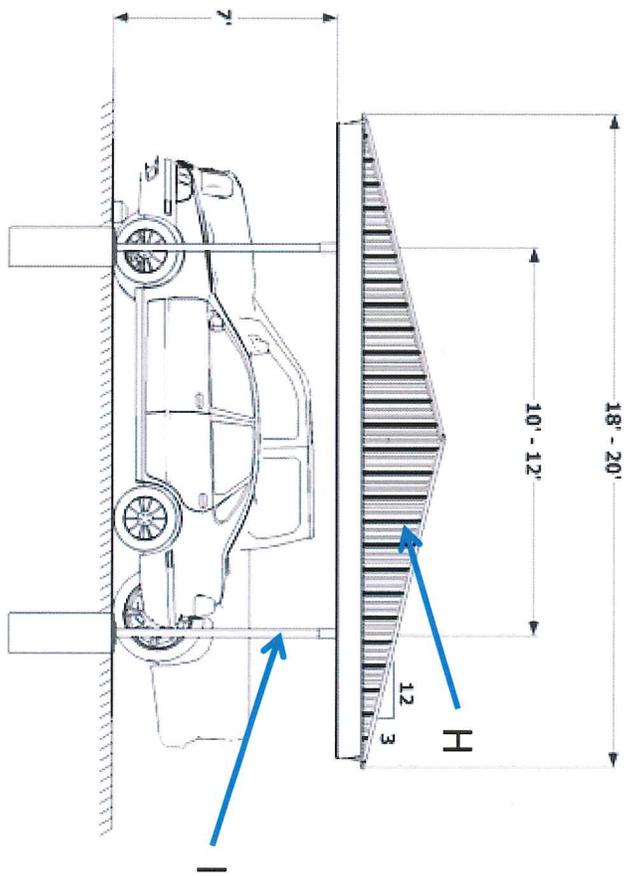
F



ASH GRAY



PATRICIAN BRONZE





September 17, 2015

Mr. Garrett Seybert
Mr. Phil Seybert, President
 P.S. Equities
 805 W. Broadway, Suite 1
 Mt. Pleasant, MI 48858

Project: P.S. Equities - Mill Point Place

EXTERIOR FINISHES

ITEM	MATERIAL	MANUFACTURER
A.	Horizontal Lap Siding	Wausau ISSUU Siding Systems Color: Terra Bronze (pending sample approval)
B.	Board and Batten Siding	Wausau ISSUU Siding Systems Color: Pelican (pending sample approval)
C.	Facia	Wausau ISSUU Siding Systems Color: Light Grey (pending sample approval)
D.	Roof	Tamko Oxford Grey
E.	Balcony Railings	Architectural Bronze
F.	Stone	Eldorado Stone Bluffstone Color: Minarette or Coos Bay (pending sample approval)
G.	Metal Roof	Shake Grey Or Slate Grey (depending on manufacturer. Refer to Exterior color board for reference)
H.	Carport Roof	Carport Structures Ash Grey
I.	Carport Structure	Carport Structures Patrician Bronze

EXHIBIT 3

NOTICE REGARDING PLANNED UNIT DEVELOPMENT

Cutler View Limited Dividend Housing Association, a Limited Partnership, which consists of Seybert New Limited Partnership and PB N. Park LLC (“**Developer**”), titleholder of certain land located in the Village of Spring Lake, Ottawa County, Michigan described on **Exhibit A** (the “**Property**”) hereby gives notice to potential purchasers of all or any portion of the Property that the project is subject to a planned unit development approval by the Village of Spring Lake, the conditions and regulations of which may be reviewed by an interested person at the Spring Lake Village Hall office of the Building and Zoning Administrator.

The Developer has executed this Notice Regarding Planned Unit Development as of _____, 2015.

WITNESS:

CUTLER VIEW LIMITED DIVIDEND
HOUSING ASSOCIATION

By: _____

Its: _____

STATE OF MICHIGAN)
) ss
COUNTY OF _____)

Subscribed and sworn to before me this ____ day of _____, 2015, by _____, the _____ of Cutler View Limited Dividend Housing Association.

Notary Public
_____ County, Michigan
My Commission expires: _____
Acting in the County of _____

Prepared by and Return to:
Robert E. Sullivan (P42798)
SCHOLTEN FANT
100 North Third Street, P.O. Box 454
Grand Haven, Michigan 49417
Telephone: (616) 842-3030

Christine Burns

From: Kristine Van Oflen <kristinevanoflen@gmail.com>
Sent: Thursday, October 22, 2015 5:31 PM
To: Roger Belknap
Cc: Christine Burns
Subject: Thank you

Dear Roger,

Thank you very much for your prompt attention getting the sidewalk fixed on S. Lake, and for having your assistant contact me to let me know the job was completed. It has made my afternoon walks with my mom so much more enjoyable.

With appreciation,

Kristine Van Oflen



GRAND HAVEN CHARTER TOWNSHIP

13300 168th Ave. Grand Haven, MI 49417
Phone: 616.842.5988 Fax: 616.842.9419 www.ght.org

DATE: October 22, 2015

SUBJECT: Notice of Intent to Amend the Grand Haven Charter Township Master Plan

This notice is to inform you Grand Haven Charter Township is amending our master plan to include an update of all sections in response to a year-long planning effort called Resilient Grand Haven.

In accordance with Section 39 of the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3839, this notice is to inform our neighboring local governments, planning entities, and any public utilities and railroad companies of Grand Haven Charter Township's intent to amend our master plan. The Grand Haven Charter Township Planning Commission welcomes your cooperation and comments on the proposed plan.

The proposed plan is posted and available free of charge on the project website at: http://www.resilientmichigan.org/ghaven_twp_plan.asp. If you would like to receive a printed copy of the amendment, please submit a written request via email with your preferred mailing address.

Any comments you submit may be sent in digital format via email to sfedewa@ght.org.

Under MCL 125.3841(2)(f), each public utility company and railroad company owning or operating a public utility or railroad within the local unit of government, and any government entity that registers its name and address for this purpose with the secretary of the planning commission, shall reimburse the Township for any copying and postage costs incurred in receiving a hard copy of the proposed master plan or final master plan.

Best regards,

Stacey Fedewa
Planning and Zoning Official
Grand Haven Charter Township

Cc: Bill Cargo, Township Superintendent [via email]
Adam Kantrovich, Planning Commission Chair [via email]
Harry Burkholder, Executive Director of LIAA [via email]



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

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

www.springlakevillage.org

October 20, 2015

B. Elliott Grysen
806 River
Spring Lake, MI 49456

Dear Mr. Grysen,

On October 19, 2015 Village Council met and formally considered your FOIA appeal to release the identification of the complainants associated with Municipal Civil Infraction No. 0105. Those identities were released to your attorney, Mark Hills, on October 14, 2015 as part of the court proceedings. There are no additional documents to release, therefore Council voted 5-0 to deny your appeal dated 09/28/15.

Sincerely,

Jim MacLachlan
Village President

Cc: Bob Sullivan
Village Council





Spring Lake District Library Calendar of Events November 2015



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 Sunday hours 2-5 pm	2 Questions about library services or programs? Call 616.846.5770 or visit sllib.org	3 7 pm Bedtime Storytime: <i>Bear Snores On</i>	4 10 am Toddler Time: <i>Brown Bear, Brown Bear</i> 4-5 pm LEGO Block Party	5 10:30 am Preschool Storytime: <i>Flying is Fun</i> 7 pm Floral Design with Robert Friese; drawings for 5 floral arrangements	6 9:30-10:30 am Talk with 89th District Rep. Amanda Price 10:30 am Preschool Storytime: <i>Flying is Fun</i>	7 2 pm Bookmark Contest Awards Ceremony
8 Sunday hours 2-5 pm <i>Fine Amnesty Week: \$1 of library fines waived (up to \$10) for each food item donated, proceeds to The People Center</i>	9 10 am SLDL Friends; newcomers welcome	10 9:30 am-3 pm Medicare Open Enrollment help; appointment required, call 842-9210 7 pm Bedtime Storytime: <i>Hooray for Hats</i>	11 9:30 or 10:45 am OAISD Play 'n Learn 2:30 pm What's All the Hoopla; pre-register 6:30 pm Caught in the Vortex: Armistice Day Storm of 1940	12 10:30 am Preschool Storytime: <i>Going on a Bear Hunt</i> 7 pm Growing Up McKay; presentation & book signing	13 10:30 am Preschool Storytime: <i>Going on a Bear Hunt</i> 2:30 pm Intro to Photoshop Elements; pre-registration required	14  <i>Facebook.com/SpringLakeDistrictLibrary</i>
15 Sunday hours 2-5 pm 3-4 pm Music by the Fireplace: Classical Guitarist Jeff Dwarshuis 	16 9:30 am-3 pm Medicare Open Enrollment help; appointment required, call 842-9210	17 7 pm Bedtime Storytime: <i>What a Feast!</i> 7 pm Birds of Ottawa County; presentation & book signing	18 9:30 am OAISD Play 'n Learn ages 0-24 months 3:30-5 pm Teen 'Scape ages 10-18	19 10:30 am Preschool Storytime: <i>My Favorite Things</i> 2 pm Activities for People with Alzheimer's 4 pm SLDL Friends Book Club: all welcome	20 10:30 am Preschool Storytime: <i>My Favorite Things</i>	21 <i>Athenaeum: GH Tribune digital archives @sllib.org</i>
22 Sunday hours 2-5 pm 2-4:30 pm Exam Cram	23	24 10-2 pm Health Insurance Marketplace Open Enrollment help	25	26 Happy Thanksgiving  Library Closed	27 2 pm Family Movie: <i>Inside Out</i> ; PG, 94 minutes	28  <i>Twitter.com/sldlibrary</i>
29 Sunday hours 2-5 pm	30  OverDrive DOWNLOAD eBooks & audiobooks					 Music, movies & more online & mobile

Library programs and events are photographed or recorded for publicity or promotional purposes of the Library. Persons attending these programs or events consent to the use of their photograph or recording unless they specifically notify Library staff of an objection to such use. No names will be used in conjunction with photographs or recordings without express written consent.



County of Ottawa

*Planning and Performance Improvement Department
Brownfield Redevelopment Authority*

Dave Miller, Chair
Laurie Larsen, Vice-Chair
Bradley Slagh, Treasurer
Al Vanderberg
Philip Kuyers
Kirk Perschbacher
Brian Pearson

12220 Fillmore Street, Room 260, West Olive, MI 49460

Tel. (616) 738-4852

Fax (616) 738-4625

E-mail: plan@miottawa.org

www.miottawa.org/CoGov/Depts/Planning/

October 21, 2015

Christine Burns
City Manager, Spring Lake Village
102 West Savidge Street
Spring Lake, MI 49456

Dear Christine,

On behalf of the Ottawa County Brownfield Redevelopment Authority (OCBRA) I am writing to provide information regarding our shared interest in the redevelopment of brownfields in Ottawa County.

As you may know, in 2013 Ottawa County was a first time recipient of a United States Environmental Protection Agency (EPA) Brownfields Assessment grant for \$400,000. The OCBRA administers this three year grant for the County, and as we bring the second year to a close we are pleased to announce that almost 90% of the grant funds have been expended assisting property owners and developers throughout the County.

The EPA Brownfields grant has funded assessments and brownfield plans for 29 projects in 9 municipalities, including one in Zeeland Township at 2734 Arbor Lane. These redevelopment projects are estimated to create 381 new jobs and \$43 million in new investment. A map of all grant assisted sites and related information sheet has been included for your reference.

We continue to seek eligible projects on which to expend the \$40,000 remaining in the grant. To that point, if you are aware of projects that could potentially utilize a portion of the remaining funds, please contact Becky Huttenga, Economic Development Coordinator in the Ottawa County Planning and Performance Improvement Department at bhuttenga@miottawa.org or 616.738.4893.

Ottawa County is applying for another EPA Brownfields Assessment grant in 2016. If awarded, we will have an additional \$400,000 to continue providing financial incentive to redevelop more brownfield sites. Information about the OCBRA and the EPA grant can be found on line at www.miottawa.org/ocbra.

If you have any questions, feel free to contact Becky, or I can be reached at 616.846.3153 and dmiller@grandhavenchamber.org.

Sincerely,

David Miller, Chair
Ottawa County Brownfield Redevelopment Authority

Enc: Map, Information Sheet

Cc: Mark Knudsen, Director, Ottawa County Planning and Performance Improvement Dept
Paul Sachs, Assistant Director, Ottawa County Planning and Performance Improvement Dept

File: 2015 Correspondence

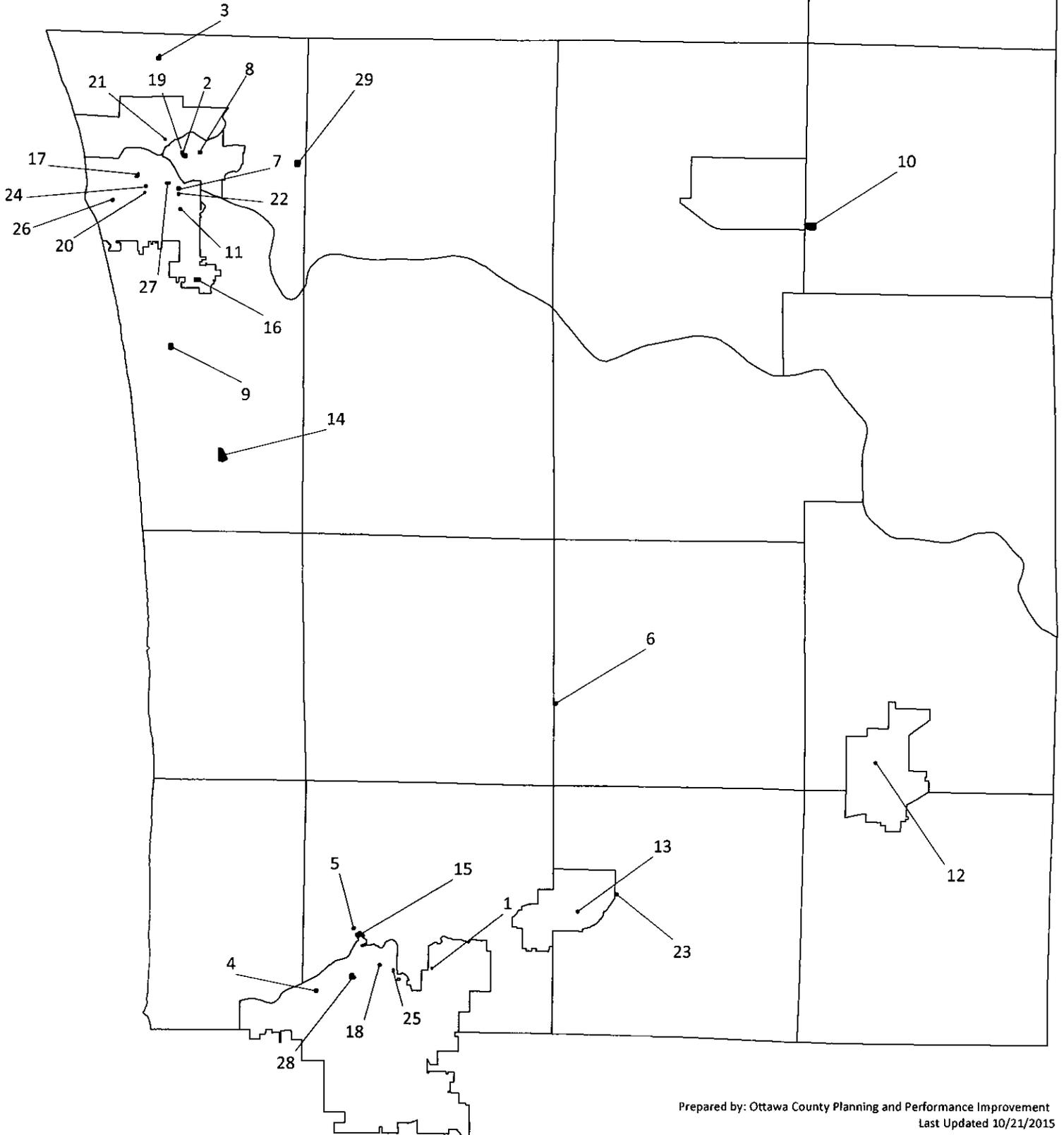
Ottawa County EPA Assessment Grant Target Funding Areas and Projects

Legend*

 Primary Target Areas (Based on Approved EPA Work Plan)

 Ottawa County BRA Projects

* Refer to attached table for project details



Ottawa County EPA Assessment Grant Project Summary

Project ID*	Type of Redevelopment	Estimated Job Creation			Parcel Size	Total Est Project Cost (Acquisition & Development)	
		Temp	Min Permanent	Max Permanent			
1	735 Paw Paw Dr	Office/retail	7	1	1	0.5	\$300,000
2	203 S. Cutler St	Office/retail	20	50	50	2.55	\$3,000,000
3	17280 Hickory St	Industrial	-	-	-	2.14	-
4	512 W 17th St	Office/retail	10	0	0	1.2	\$430,000
5	223 North River	Office/retail	4	2	4		\$500,000
6	6410 - 96th Ave	Office/retail	0	10	15	2	\$2,400,000
7	1433 Fulton St	Office/retail	0	4	7	0.88	\$2,000,000
8	102 S. Buchanan	Office/retail	5	5	5	0.77	\$1,300,000
9	16920 Ferris St	Office/retail	0	6	8	5	\$450,000
10	15757 S 48th Ave	Office/retail	30	15	30	16	\$1,250,000
11	540 Beechtree	Office/retail	10	8	10	0.37	\$650,000
12	3448 Harvey St	Recreational/green space	10	0	0	0.34	\$2,100,000
13	502 Main Street	Office/retail	0	2	2	0.33	\$25,000
14	11095 W Olive Rd	Industrial	0	100	100	20.77	\$7,000,000
15	SE Corner, River & Douglas	Office/retail	30	50	50	4	\$4,000,000
16	1810 Industrial Park Dr	Office/retail	0	10	15	3.2	\$1,700,000
17	0 - 3rd St	Residential	-	-	-	1.65	\$2,000,000
18	136 E. 6th Street	Industrial	5	5	10	0.5	\$600,000
19	612 Savidge	Office/retail	15	25	25	0.81	\$1,500,000
20	705 Washington	Commercial	0	2	5	0.04	\$125,000
21	401 Pine Street	Commercial	0	10	10	0.61	\$525,000
22	1447 E. Washington	Commercial	5	12	12	0.29	\$250,000
23	2734 Arbor Lane	Commercial	0	1	2	1.14	\$1,125,000
24	219 N. 7th	Mixed Use/Office	0	2	2	0.4	\$195,000
25	276 E 8th St	Mixed Use/Office	-	-	-	1	\$3,800,000
26	Mulligan Dr	Recreational/green space	0	0	0	0.64	\$15,000
27	411 N Griffin	Industrial	0	2	6	0.84	\$1,000,000
28	156 W 11th	Residential	25	3	5	2.95	\$4,500,000
29	14520 Cleveland	Commercial	0	4	7	6.41	\$400,000
Totals			176	329	381	77.33	\$43,140,000

*some projects encompass multiple parcels and addresses



DRAFT MINUTES

Monday October 19, 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: Doss, MacLachlan, Miller, Nauta (7:08), & Van Strate.

Absent: Meyers & Powers

Motion by **Miller**, seconded by **VanStrate** to excuse Council Members Meyers & Powers.

Yes: 4 No: 0

4. Approval of the Agenda

Motion by **Doss**, seconded by **Miller**, to approve the agenda as presented.

Yes: 4 No: 0

5. Consent Agenda

- A. Approved the payment of the bills (checks numbered 57103-57198) in the amount of \$337,378.09.
- B. Approved the minutes for the September 21, 2015 regular Village Council meeting.
- C. Approved Resolution 2015 – 15, a Resolution to approve the 2015 amendment of the Ottawa County Solid Waste Management Plan.
- D. Approved a bid for website development from WebTecs, Inc. for an

amount not to exceed \$5,000.00.

- E. Approved the Planning Commission recommendation to rezone 425, 427 and 431 E. Exchange from SFR-A to P, per a request from St. Mary's Catholic Church.
- F. Approved a contract for tree maintenance with JB Tree for an amount not to exceed \$9,380.00.
- G. Approved a working holiday for Village staff on November 11, 2015.
- H. Approved the following Board & Committee appointments:

Board/Committee	Applicants	Staff Recommendation	Term Expiring
Parks & Recreation/Tree Board	Erik Poel*	Appoint	11/2018
	Matt Rice	Appoint	11/2017
Friends of Barber School	Gerald Langlois	Appoint	11/2018
Downtown Development Authority	Gary Hanks*	Appoint	11/2018
	Vincent Blake	Appoint	11/2018
	James Willison	Appoint	11/2018
Historic Conservation District	Shelly Brower*	Appoint	11/2017
	Bruce Campbell*	Appoint	11/2017
*incumbent			

- I. Approved the use of Mill Point Park by Relay for Life of Tri-cities on May 21, 2016.
- J. Approved the request of Cruise & Travel Experts to rent Barber School on December 18, 2015 and require them to obtain insurance to indemnify the Village.

Motion by **Miller**, seconded by **Van Strate**, to approve the Consent Agenda.

Yes: 4

No: 0

6. General Business

A. FOIA Appeal

On September 28, 2015 a FOIA Appeal was received from Mr. Bernard Gysen related to a FOIA request dated 09/02/15. The names of the complainants were released to Mr. Gysen and his attorney at the hearing on 10/14/15. There is no other documents/information that were withheld from Mr. Gysen in the original FOIA request.

President **MacLachlan** introduced this item and asked Manager **Burns** to give an overview.

Manager **Burns** explained that on September 28, 2015 the Village received a FOIA appeal from Mr. Bernard Gysen related to a FOIA request dating back to the beginning of September requesting the names of complainants who had registered complaints against Mr. Gysen's home occupation. Manager **Burns** went on to explain that those names had been released at the court hearing October 14, 2015 so at this time there is no other documentation to release to Mr. Gysen so the recommendation is to deny the appeal based on the fact that all information has been disclosed.

Motion by **Doss**, seconded by **VanStrate**, to deny Mr. Gysen's appeal as all information has been disclosed.

Yes: 4 No: 0

B. License Agreement with Five Ten Properties LLC

At their September 21, 2015 Council Meeting, Village Council discussed an extension to a license agreement with Mr. Greg Oleszczuk for property located at 612 W. Savidge. Attorney Bob Sullivan has drafted a new agreement, per Council's instructions.

President **MacLachlan** introduced this item and asked Manager **Burns** to give an overview.

Manager **Burns** explained that at the September meeting there was a lengthy discussion with Mr. Greg Oleszczuk regarding property located at 612 W Savidge St., specifically, the alleyway that runs between Exchange Street and Savidge Street. **Burns** said the license agreement expired 2 years ago and the Village Attorney, Bob Sullivan, drafted a new agreement and Mr. Oleszczuk has agreed to those terms so at this time Mr. Oleszczuk is looking for a motion from Council to approve the licensing agreement.

Motion by **Miller**, seconded by **Doss**, to approve a license agreement with Mr. Greg Oleszczuk of Five Ten Properties.

Yes: 5 No: 0

C. Planning Contract

Contractual Planner Jennifer Howland will be on maternity leave starting

November 4th for approximately 3 months. In the event that a large project should come in for site plan review, the Village needs to have someone to review and process the application and attend the Planning Commission meetings. Zoning Administrator Lukas Hill has agreed to handle smaller issues, however his work load would not allow him to handle something of significance.

Present **MacLachlan**, introduced this item and asked Manager **Burns** to explain.

Manager **Burns** explained that while Village Planner, Jennifer Howland, is on maternity leave for approximately 3 months the Village is requesting approval to contract with Williams & Works in the event a large project comes up during this time. **Burns** said she and Zoning Administrator, Lukas Hill, met with Lynée Wells and her associate, Nathan Mehmed, and they are comfortable that Williams & Works can provide the services that would be needed should a plan come in. **Burns** said that previously Council had discussed what to do in the event the Planning Commission did not have anything on the agenda and historically those meetings have been canceled. **Burns** said at this point she felt that it would be an opportune time to provide a training opportunity while they had Williams and Works contracted. **Burns** said these training sessions could include the ZBA and she has also contacted the surrounding communities to see if they are interested in joining and sharing the cost.

Nauta asked if Hill would be doing any of the planning. **Burns** said that Hill is contracted for 4 hours a week and can handle small projects but if a large project came up he would not have enough time. **Burns** said that if no large projects come in they would utilize Williams & Works for training.

Motion by **Nauta**, seconded by **Miller**, to approve an agreement with Williams & Works for contractual planning services for November, December and January.

Yes: 5 No: 0

D. Public Hearing – 214 S. Fruitport Road

On September 22, 2015, the Planning Commission recommended denial (4-1) of the Conditional Rezoning request received from ASWC to rezone (with restrictions) a lot at 214 S. Fruitport Road from SFR-A (Single Family Residential) to P (Public).

On October 9, 2015 the Village received a protest petition requiring a 2/3 vote of Council in order to pass the Conditional Rezoning request.

On October 13, 2015 the Village received two (identical) requests from Ms. Rita Braun requesting a public hearing on the matter (pursuant to MCL 125.3401).

President **MacLachlan** introduced this item and Manager **Burns** explained that on October 13th the Village received a request from Ms. Rita Braun requesting a public hearing on the All Shores Wesleyan Church conditional rezoning request, but unfortunately, there was not enough time for the Council to hold a public hearing this evening because it requires a 15 day notice. **Burns** said, as was discussed in the Work Session, they would like to set the Public Hearing for November 16, 2015, at 7:00 p.m. at Barber School and the requisite 300 feet notices will be sent, as well as, publishing in the news paper.

Motion by **Nauta**, seconded by **VanStrate**, to set the public hearing for the Conditional Rezoning request for November 16, 2015 at 7:00 p.m. at Barber School.

Yes: 5

No: 0

7. Department Reports

A. Village Manager - Manager **Burns** said she had emailed out the Ottawa County Sheriff's Office report and the Fire Department's report when she received them today.

B. Clerk/Treasurer/Finance Director

C. OCSO

D. Fire

E. 911

F. DPW

G. Building

H. Water

I. Sewer

J. Minutes from Various Board & Committees

1. Planning Commission

8. Old Business and Reports by the Village Council

No old business at this time.

9. New Business and Reports by Village Council

No new business at this time.

10. Status Report: Village Attorney

Attorney **Sullivan** said he wanted to clarify that on the DDA TIF matter they will need to go through two separate processes rather than combining them as one and that is the reason that item is not before Council at this meeting. **Sullivan** said the consideration at the November meeting will be to extend the time period for it and list the projects. **Sullivan** said there will be a separate process to amend the boundaries of the DDA TIF district at the December or January 2016 meeting.

11. Statement of Citizens

No statements of citizens at this time.

12. Adjournment

Motion by **VanStrate**, seconded by **Doss**, the Village Council unanimously voted to adjourn the meeting at 7:18.

James MacLachlan, Village President

Maryann Fonkert, Deputy Clerk