

Village of Spring Lake

Council Work Session

June 10, 2019

5:30 p.m.

102 West Exchange Street (Barber School)
Spring Lake, MI 49456

www.springlakevillage.org

1	<p>5:30 p.m. – 206 N. Buchanan (70-03-15-332-040)</p> <p>Mr. Mike Armour is planning at attending the work session to discuss his proposal for tree trimming and encroachment at 206 N. Buchanan.</p>
2	<p>5:40 p.m. - Beautification Update (Darcy Dye)</p>
3	<p>5:50 p.m. – 411 W. Savidge (70-03-15-356-001)</p> <p>Attorneys are currently drafting documents to memorialize the licensing of parking spaces that encroach on the Village ROW. Those documents will be available for execution at the July meeting.</p>
4	<p>5:51 p.m. – 112 W. Savidge (70-03-15-382-028)</p> <p>During the performance of a survey of Village Hall, it was determined that the generator was installed on property owned by Ms. VanKampen. An issue with the south boundary was also discovered. Since documents are being drafted to gift 2' of property along the western property line of Village Hall, now would be the time to clean up these other boundary issues.</p>
5	<p>5:55 p.m. – 109 S. Jackson (70-03-15-381-025)</p> <p>Attached please find a proposed RFP for the redevelopment of the former Haight Building. This RFP has been reviewed by Ryan Kilpatrick at Housing Next. He feels that the RFP has built in a solid amount of flexibility while still being clear about expectations. At this time, there are at least two parties who have indicated interest in the property. With the publication of the RFP, we would expect even more interest.</p>
6	<p>6:00 p.m. – LED Lighting Conversion Downtown</p> <p>The Village solicited bids for the replacement of downtown lights (globes</p>

	<p>and fixtures). The specifications and bids were handled by Prein & Newhof. Unfortunately, no bids for the project were received. The bidding climate is extremely tough right now. After consulting with Kevin Kieft, it is recommended that we utilize Fonkert Electric to perform the work on a time and materials basis (see <i>proposal</i>). By purchasing the fixtures directly from Kendall Electric, the Village will save on the cost of sales tax. Kevin Fonkert has provided an estimate for labor, however, there are so many retrofits that will be necessary (many different fixture types throughout the downtown) that it is very challenging to provide an exact quote (hence...no bidders). Fonkert Electric did provide a not-to-exceed cost for the labor. It is prudent to disclose that Kevin Fonkert (Fonkert Electric) is the spouse of Village employee Maryann Fonkert. Maryann does not wield any influence over contractual decisions or projects and so, therefore, this award would not constitute a conflict of interest.</p>
7	<p>6:05 p.m. – Performance Appraisal</p> <p>It's that time of year again when Council is tasked with completing the Village Manager's annual performance appraisal. Attached is a copy of the form that should be filled out and returned to President Powers no later than July 1, 2019. President Powers & Marv Hinga will then tally the scores and place this on the July 8, 2018 work session agenda.</p>
8	<p>6:06 p.m. – Budget Adjustments</p> <p>Marv Hinga will present the final budget amendments for the fiscal year. These will be reviewed by the finance committee immediately prior to the work session.</p>
9	<p>6:08 p.m. – Fee Schedule</p> <p>The proposed fee schedule for the 2019/2020 fiscal year is attached for Council review. Again, these will be presented to the finance committee immediately prior to the work session.</p>
10	<p>6:10 p.m. - Water/Sewer Rates</p> <p>Please find attached Resolution 2019-16 outlining the proposed water & sewer rates for fiscal year 2019/2020.</p>
11	<p>6:15 p.m. – Millage Rates & Budget Adoption</p>

	<p>Please find attached Resolution 2019 – 14, a Resolution adopting the Fiscal Year 2019/2020 budget. Also attached is Resolution 2019 – 15, a Resolution to adopt the 2019/2020 millage rates. Please bring your budget binders to the work session. We do have additional inserts to include.</p>
12	<p>6:25 p.m. – Parks & Recreation Master Plan</p> <p>Five years ago, the Village, SL Township, Grand Haven City, Grand Haven Township, and the City of Ferrysburg contracted with Pam Blough to create a joint Parks & Recreation Master Plan. It is time to update that plan so that we qualify to apply for MIDNRTF grants. Attached is a proposal from PM Blough for those services. This is not a complete rewrite at this time, simply an update.</p>
13	<p>6:30 p.m. – Commercial Revitalization District Application</p> <p>The Village has received it’s first application for tax abatement. At this time, both Council and the DDA need to contemplate the bonus provisions (sections 5 & 6) before staff can assign a final score. At this time, the applicant has scored 50 points, qualifying the property for a 5-year abatement. In order to garner an additional year of abatement, (a combined) 10 additional points would be necessary.</p>
14	<p>6:40 p.m. – Art in the Park</p> <p>The Village received 33 submissions for consideration for the Art in the Park project. All submissions were reviewed by the committee and community engagement meetings were held with property owners and the general public. The top four artists were selected from the group of 33 (finalists attached). The next step is to work with the property owners and the artists to pinpoint which art will be placed on which building (Plantenga’s and Cruise & Travel). It is still the intent of the committee to commission a piece of sculpture as well. Once those 3 pieces are complete, the committee will re-evaluate the remaining funding and identify sites for future installations.</p>
15	<p>6:45 p.m. – Acting Village Manager</p> <p>Due to the Village Manager vacationing out of country, it is prudent to name an Acting Village Manager in her absence.</p>
16	<p>6:47 p.m. – Eighth Amendment Sewer Authority</p>

	<p>On May 15, 2019 the Grand Haven – Spring Lake Sewer Authority Board approved the Eighth Amendment to Restated Contract. Each municipality must now consider the amendment.</p>
17	<p>6:50 p.m. – Communications</p> <ul style="list-style-type: none"> • Complaint – Dykhouse • Complaint – Natzgam • Complaint – Stuhan • Consumers Energy LED Conversion Information • DNR – Local Watercraft Control Letter • Inquiry - Chalupa • Library Calendar - June
18	<p>6:55 p.m. - Minutes</p> <p>Minutes of the May 13, 2019 Work Session and May 20, 2019 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to June 9, 2019.</p>
19	<p>6:56 p.m. - Public Comment</p> <p>Council Work Sessions are open to the public, and as such, the public is invited to speak at the end of each meeting. Each speaker should limit their comments to 3 minutes.</p>
20	<p>6:59 p.m. – Adjourn</p>

Christine Burns

From: Mike Armour <armourmr206@gmail.com>
Sent: Saturday, May 25, 2019 5:42 PM
To: Christine Burns
Subject: Armour Tennis Court
Attachments: Letter to Spring Lake Village 5-25-2019.docx

Dear Chris,

I hope your holiday weekend was a good one!

In our previous email exchanges regarding my request to trim trees south of our tennis court, you recommended I first address the bigger issue of our tennis court encroaching on the right-of way of the Village's bike path. I agree that after more than 40 years it's time to resolve this issue, and I have attached a letter for your consideration that lays out what I hope will be a solution.

Please review the letter and let me know your thoughts on how we proceed. I am happy to meet with you or any member(s) of the Village Council at your/their convenience.

Regards,

Mike

Michael R. Armour

206 N. Buchanan St.
Spring Lake, MI 49456
(616) 920-4645
armourmr206@gmail.com

May 25, 2019

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

RE: Tennis Court – Tree Trimming

Dear Ms. Burns:

This correspondence is to address our ongoing dialogue concerning the tennis court located on Parcel No. 70-03-15-332-040 (the “Tennis Court”). My family wishes to upgrade and resurface the Tennis Court, but this is not practicable due to the tree overhang. I have requested permission from the Village of Spring Lake (the “Village”) to trim the trees and have been advised that before my request is considered, it will first be necessary to address the decades-old issue of the Tennis Court’s location.

I have recently met with legal counsel to review my options. As you are aware, the Tennis Court was constructed in 1973 or 1974 (we acquired the property in 2007). A small portion of the fence enclosure of the Tennis Court encroaches onto the railroad right-of-way, which now belongs to the Village. However, the Tennis Court pre-dates the Village’s acquisition of the right-of-way. The encroachment is minimal and in no way interferes with the Village’s operation of its bike path.

While this Tennis Court has had three private owners, it has always been viewed as a Shady Lane neighborhood asset. We, as well as the previous owners, have been happy to share the Tennis Court with neighbors when they request. This includes year-round residents such as the Kyle Verplank and Mark Roller families, as well as seasonal residents.

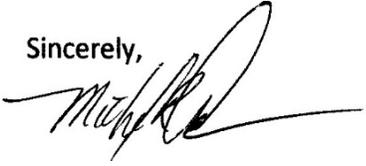
Accordingly, we propose the following:

1. The Village grant an easement in favor of the parcel for the Tennis Court.
2. The easement will terminate upon the removal of the Tennis Court.
3. We be granted permission to trim the trees identified in the site plan attached hereto as **Exhibit A**.
4. We will pay the costs for the preparation and recording of the easement and tree trimming.

We view this as a win-win proposal. The Village will not have any expense associated with our claims to a portion of the right-of-way and will retain a future right to the property on which the Tennis Court is located (once it is removed).

Please review and advise on what we need to do to obtain approval of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael R. Armour". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michael R. Armour

Exhibit A

The screenshot displays the Ottawa County Property Mapping web application. The browser address bar shows the URL: https://gis.miottawa.org/ottawa/geocortex/propertymapping/?run=search_PIN&PIN=70-03-15-332-040. The application header includes the Ottawa County logo and navigation options like Home, Navigation and Data, Measurement And Analysis, and External Maps. A toolbar contains icons for Home, Identify, Initial View, New Features, How To Videos, Print, Share, Clear Graphics, Find a Property, Search Plat, and Create Mailing.

The main interface features a search bar with the text "I want to..." and a sidebar on the left displaying property details for Parcel ID: 70-03-15-332-040. The details include:

- Owner name: ARMOUR MICHAEL R. ANNE B G
- Address: SPRING LAKE, MI 49456
- Acreage: 0.4223
- School District: SPRING LAKE
- Property Class: RESIDENTIAL IMPROVED-401

A button labeled "miOttawa Property Summary" is located below the details. The main map area shows an aerial view of the property with yellow parcel boundaries. Four trees are marked with blue dots and labeled "Tree 1", "Tree 2", "Tree 3", and "Tree 4". Other parcel numbers visible on the map include 206 332-087, 332-040, 214 332-014, 212 332-028, 451-025, 360-010, 121, 203 451-002, and 205 451-003. A scale bar at the bottom left indicates 0, 20, and 40 feet. The bottom of the screenshot shows the Windows taskbar with the search bar and system tray displaying the time as 4:48 PM on 4/29/2019.

Four Trees Requiring Trimming

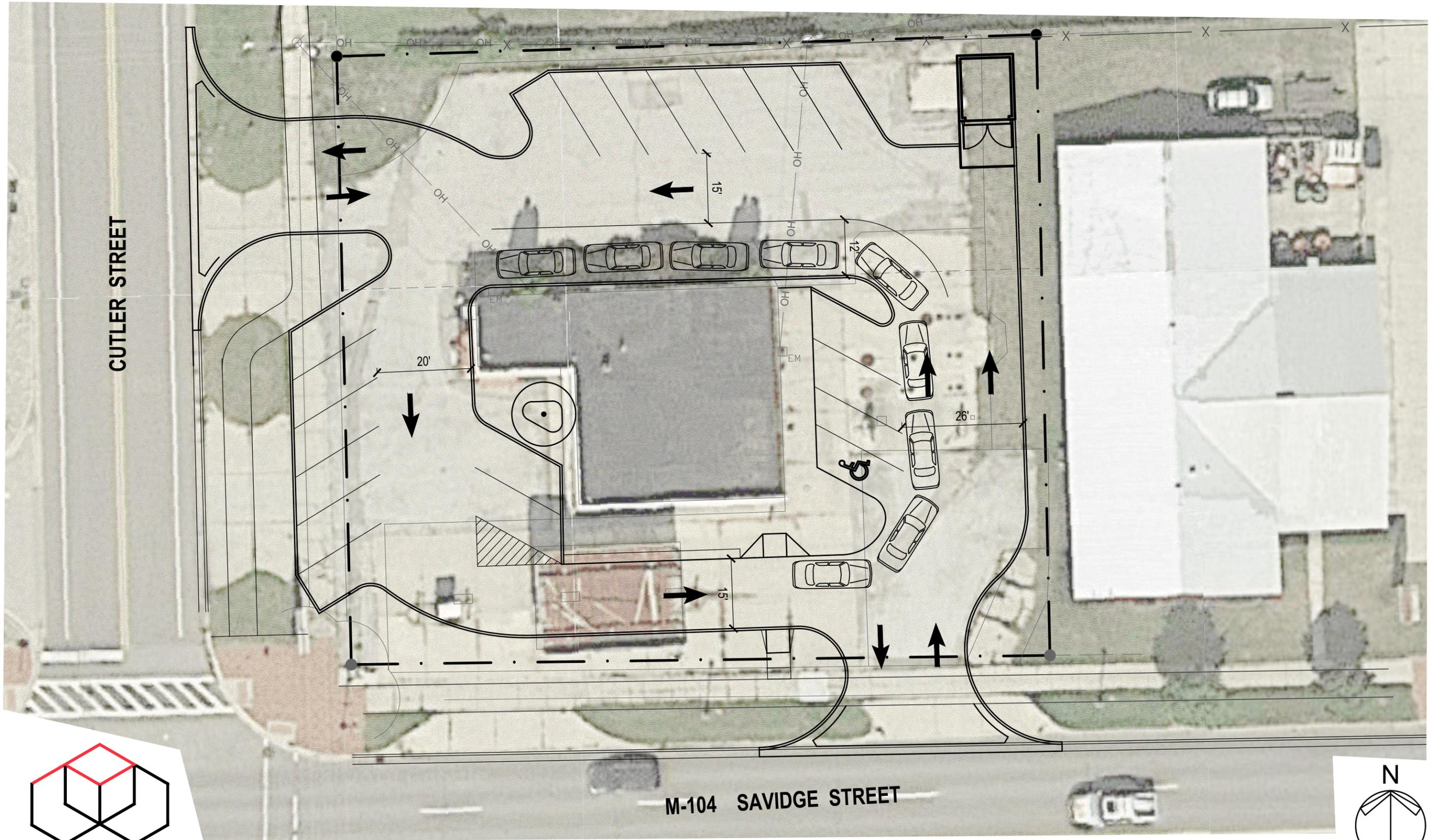
Christine Burns

From: Darcy Dye <dlenzgrinden@gmail.com>
Sent: Thursday, May 30, 2019 1:23 AM
To: Christine Burns
Subject: Council Work Session

Dear Chris,

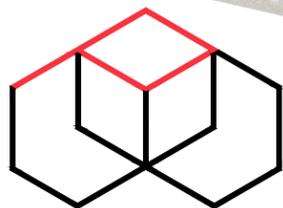
Would it be possible for me to have ten minutes at the Council work session to talk briefly about landscaping? I have spent considerable time thinking about landscaping associated with Ms. Van Kampen's development, conversations with Megan Doss about Central Park, and the work of volunteers in the Adopt a Garden Program. I believe that we may need to rethink that whole process of caring for our green spaces and would like to give Council a glimpse of where I think we are right now so that we can begin to plan.

Thanks,
Darcy

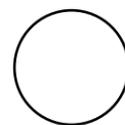


CUTLER STREET

M-104 SAVIDGE STREET

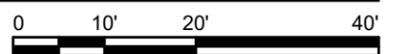
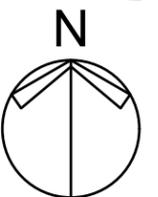


PARADIGM DESIGN
 ARCHITECTS | ENGINEERS
 1904073TC



CONCEPT PLAN

SCALE: 1" = 20'



EXISTING PARCEL MAP

Existing Parcel 70-03-15-382-008 (102 W. Savidge St.)

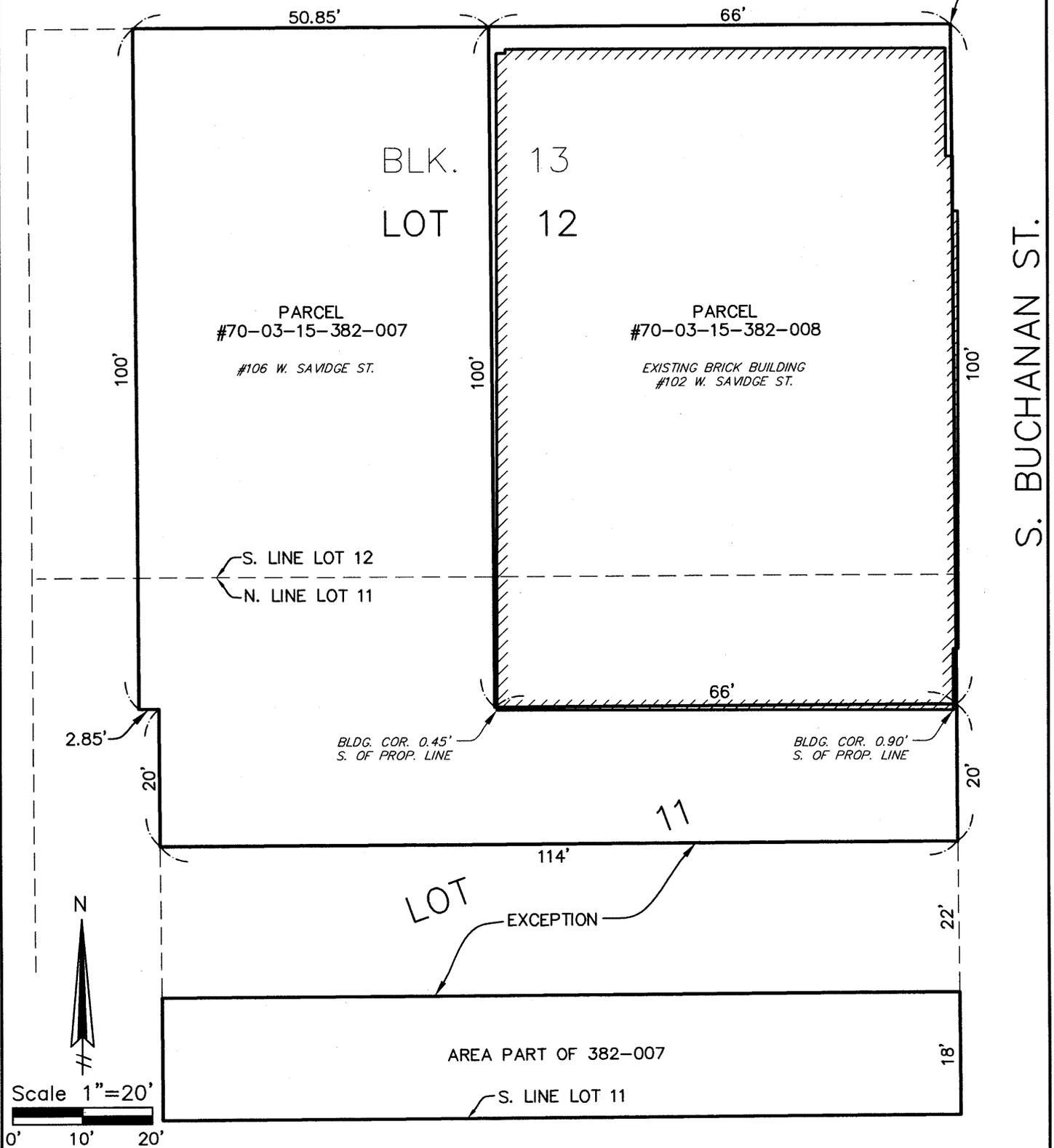
Land situated in Section 15, Town 08 North, Range 16 West, Village of Spring Lake, Ottawa County, Michigan and described as: The North 1/4 of the East 1/2 of Lot 11 and ALSO the East 1/2 of Lot 12, Block 13, Bryant's Addition.

Existing Parcel 70-03-15-382-007 (106 W. Savidge St.) Document No. 2017-0041788 Ottawa County Records.

That part of Lots 11 and 12, Block 13, Bryant's Addition, Section 15, Town 08 North, Range 16 West, Village of Spring Lake, Ottawa County, Michigan, commencing 66 feet West of the Northeast corner of Block 13, West 50.85 feet, South 100 feet, East 50.85 feet, North 100 feet to beginning. Also South 60 feet of the East 114 feet of Lot 11 except the North 22 feet of the South 40 feet of the East 114 feet of Lot 11 (used for alley).

W. SAVIDGE ST.

NE. CORNER
LOT 12, BLK, 13
BRYANT'S ADD.



Brian A. Ford Professional Surveyor No. 47199

This survey was made from the legal description shown above. The description should be compared with the Abstract Title or Title Insurance Policy for accuracy, easements and exceptions.

LEGEND

- SET CON. MON
- FOUND CONC. MON
- SET CAPPED IRON
- △ SET MAG NAIL
- FOUND IRON
- "X" SET CUT "X"
- P. PLATTED
- M. MEASURED
- D. DESCRIBED
- CALC. CALCULATED

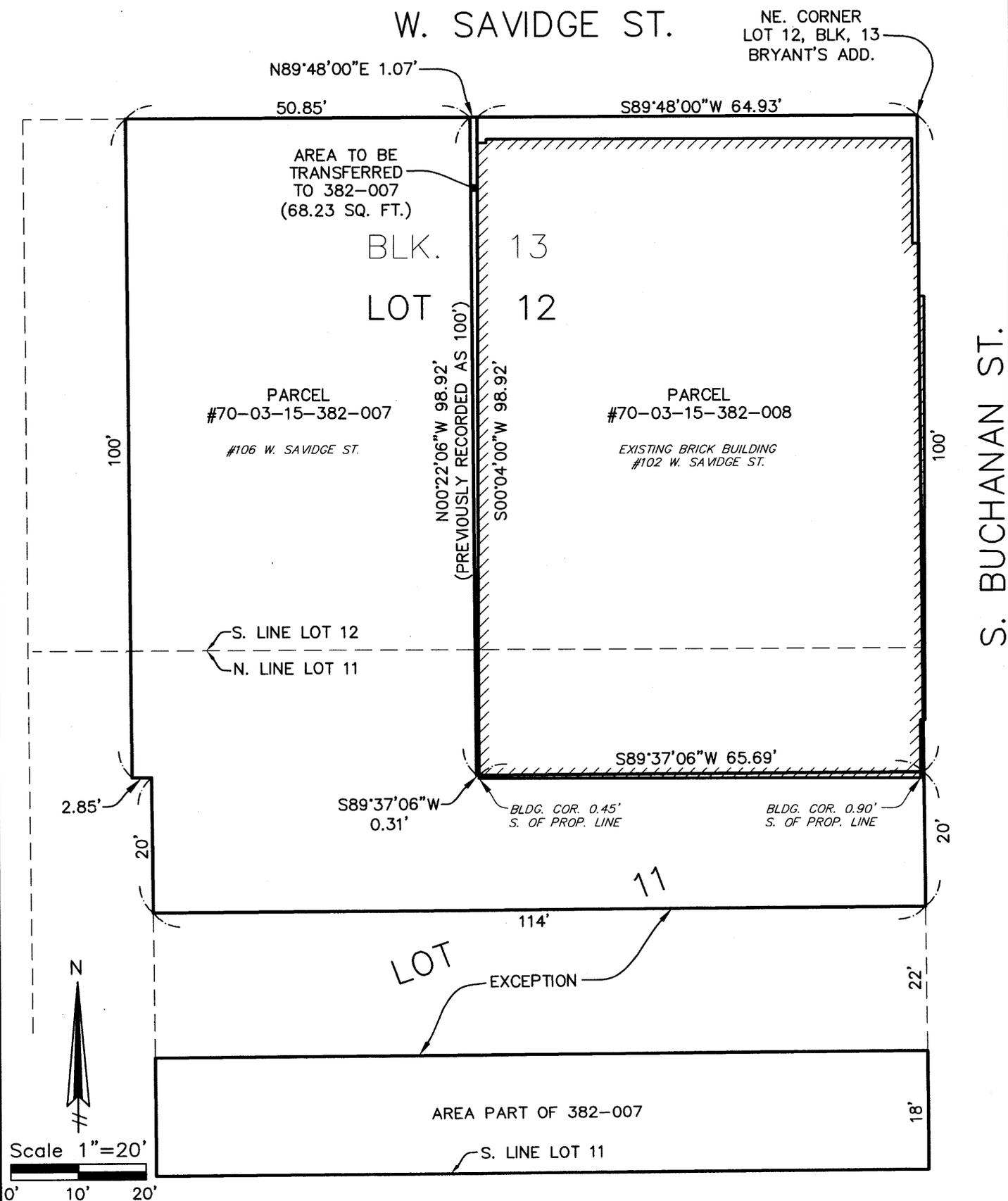
**Milanowski and Englert
Engineering and Surveying**
403 Oak Street - Spring Lake, Michigan 49456
Phone(616)847-4070 Fax(616)847-6626

FOR VILLAGE OF SPRING LAKE	
Sec. 15, T.8N.,R.16W., VILLAGE OF SPRING LAKE	
DATE MAY 28, 2019	DRAWN BY TV
SHEET 1 of 3	JOB NO. 15960

AREA TO BE TRANSFERRED

Area to be transferred to Parcel 70-03-15-382-007

That part of Lots 11 and 12, Block 13, Bryant's Addition, Section 15, Town 08 North, Range 16 West, Village of Spring Lake, Ottawa County, Michigan, described as: Commencing at the Northeast corner of said Block 13, then along the North line of Block 13, South 89 degrees 48 minutes 00 seconds West 64.93 feet to the POINT OF BEGINNING of this description, said point being on the Northerly extension of the West line of an existing brick building commonly known as 102 W. Savidge Street; then along the West line of said existing brick building and the extension thereof, South 00 degrees 04 minutes 00 seconds West 98.92 feet; then South 89 degrees 37 minutes 06 seconds West 0.31 feet, said point being 66 feet West of the East line of Block 13; then North 00 degrees 22 minutes 06 seconds West 98.92 feet to the North line of Block 13, said point being 66 feet West of the Northeast corner of Block 13; then North 89 degrees 48 minutes 00 seconds East 1.07 feet to the point of beginning



Brian A. Ford Professional Surveyor No. 47199

This survey was made from the legal description shown above. The description should be compared with the Abstract Title or Title Insurance Policy for accuracy, easements and exceptions.

LEGEND	
□	SET CON. MON
■	FOUND CONC. MON
○	SET CAPPED IRON
△	SET MAG NAIL
●	FOUND IRON
"X"	SET CUT "X"
P.	PLATTED
M.	MEASURED
D.	DESCRIBED
CALC.	CALCULATED

**Milanowski and Englert
Engineering and Surveying**
403 Oak Street - Spring Lake, Michigan 49456
Phone(616)847-4070 Fax(616)847-6626

FOR VILLAGE OF SPRING LAKE

Sec. 15, T.8N.,R.16W., VILLAGE OF SPRING LAKE

DATE MAY 28, 2019	DRAWN BY TV
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SHEET 2 of 3	JOB NO. 15960
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**Village of Spring Lake
Request for Proposals
Purchase and Redevelop the Commercial
Building at 109 S. Jackson Street**



REQUEST FOR PROPOSALS (RFP). Purchase and redevelop the commercial two-story building at 109 S. Jackson Street, Spring Lake, Michigan

Issue Date: **June 11, 2019**

Due Date: **September 6, 2019**, 2:00 PM EST, Village of Spring Lake, 103 W. Savidge Street, Spring Lake, Michigan 49546

I. Introduction

The Village of Spring Lake is soliciting proposals from qualified professional developers to purchase and redevelop the two-story building in the center of the Spring Lake Downtown at 109 S. Jackson Street (Parcel ID – 70-03-15-381-025). The gross floor area of the building is 5,377 sq. ft. The property has 53 feet of frontage on Jackson Street and is 59 feet deep.

II. Background Information

The building was constructed in 1990 and was occupied until 2014. The building is currently vacant. It is ½ block south of Savidge Street, which is the main street through the Spring Lake Downtown.

III. Services Required

The goal of the redevelopment of this property is to create one or two retail businesses on the first floor and two to four residential apartments on the second floor. The zoning of the property allows for both retail and office uses; however, retail is preferred. The Village encourages creating residential rental units on the second floor that provide workforce housing for those working in the downtown area. Rents for these units would be set at a rate that is considered affordable in concert with entry level wages. The rent for these units could revert to “market rates” after a suitable time period (minimum of five years) as agreed to by the Village and the developer.

The Village has programs available that may provide grants of up to \$5,000 for façade improvements and up to \$15,000 for fire suppression installation in the building. The rehabilitation of the property may be eligible for additional rehabilitation grants offered by the Michigan Economic Development Corporation (MEDC). And, the property is located in a newly approved Commercial Redevelopment District under Public Act 255 which may provide for major property tax incentives for from one to twelve years. The Village is excited to find a developer that can enjoy the tax savings and grant opportunities and share the savings by offering lower rents to the residential tenants for a period of time.

While the sale price of the property is important, the Village is willing to consider relaxing the price of the property to ensure that the project moves forward quickly and results in residential rental rates that provide for a positive living experience for entry level employees in the downtown area. The Village is looking for a developer that is willing to be innovative and perform “out-of-the-box” to provide exciting and pleasing outcomes for the Village of Spring Lake.

The selected developer will be required to provide all planning, zoning and building permits for the project. The Village is determined to speed up all approval processes within the terms of state law so the project is ‘fast-tracked’ to limit or eliminate delays for the developer.

IV. Submittal Requirements

The following information shall be required in the RFP submittal:

1. Letter of Transmittal –The letter is not intended to be a summary of the proposal itself. The letter of transmittal must contain the following statements and information:
 - a. Company name, address, and telephone number(s) of the firm submitting the proposal.
 - b. Name, title, address, e-mail address, and telephone number of the person or persons to contact who are authorized to represent the firm and to whom correspondence should be directed.

- c. Federal and state taxpayer identification numbers of the firm.
 - d. Briefly state your understanding of the services to be performed and commitment to provide the services as specified.
 - e. The letter must be signed by a corporate officer or other individual who is legally authorized to bind the applicant to both its proposal.
 - f. Submit a statement which indicates that the “proposal shall be valid and binding for ninety (90) days following the proposal due date and will become part of the contract that is negotiated with the Village of Spring Lake.”
2. General Vendor Information – Provide the following information:
 - a. Length of time in business.
 - b. Length of time in business of providing the services detailed in this RFP.
 - c. Location of the office which would service this account (location of headquarters and any field offices that are not providing service to this project should also be listed).
3. Description of Services – Provide the following information:
 - a. Describe how your firm is positioned to provide the services listed in this RFP and provide a history of experience providing similar services. In particular, describe previous work with the MEDC to rehabilitate obsolete buildings in a downtown location.
 - b. Describe your approach and methodology to providing these services.
 - c. Provide insight as to how your team will phase this project and your proposed schedule for each phase of our project.
4. References - Provide the following information:
 - a. Name, title, address, and telephone number of three references for clients whom you have provided similar services.
 - b. Describe the actual services provided and the length of tenure providing services to each client referenced.
5. Staff Resources – Provide the following information:
 - a. Identify names of principals or sub-contractors and key personnel who, if your firm is selected, will actually provide the interior renovation services.
 - b. Summarize the experience and expertise of these staff members (or subs).
 - c. Describe the role and responsibilities that each of these individuals will have on this project.

6. Default – Provide details of any action resulting in the termination of a contract in the past five years for default. Termination for default is defined as notice to stop performance due to the vendor's non-performance or poor performance; and the issue was either (a) not litigated or (b) litigated, and such litigation determined the vendor to be in default. If default occurred, list complete name, address and telephone number of the party. If NO such terminations for default have been experienced by the vendor in the past five years, declare that. The Village will evaluate the facts and may, at its sole discretion, reject the vendor's proposal if the facts discovered indicate that completion of a contract resulting from this RFP may be jeopardized by selection of this vendor.
7. Summary – Summarize your proposal and your firm's qualifications. Additionally, you may articulate why your firm is pursuing this work and how it is uniquely qualified to perform it. Include any other pertinent information that helps the Village of Spring Lake determine your overall qualifications. Your proposal summary is not to exceed two pages.
8. Cost of Services – As stated previously in this RFP, the goal of this project and the RFP is the result of providing one or two new retail options in the downtown area of Spring Lake along with two to four new apartments that are situated for work-forced housing (affordable for those (entry level) persons working in the retail and office settings in the downtown area of Spring Lake). This is an opportunity for a developer that is willing to work with the Village to obtain grants and other incentives that will result in a positive outcome for the developer and for those persons and businesses occupying the redeveloped building. With this in mind, submit the following:
 - a. Submit a proposed price to purchase the property.
 - b. Describe the grants that you may pursue and how the Village can assist in obtaining the grants.
 - c. Detail how you will assess rents for the residential spaces (including how utility costs will be paid by the renters). Provide any changes in rents proposed over the long term (a minimum of five years).
9. Insurance – Contractor shall furnish a certified copy of General Liability Insurance, as well as worker's compensation for the company and employees prior to beginning any work.

V. Evaluation Criteria and Process

A selection committee will conduct an evaluation of qualifications and will rate each submittal based upon the following criteria:

1. Experience
2. Understanding of services to be provided
3. Personnel expertise
4. Ability to provide requested services
5. Compatibility with end users
6. Project approach including timing for the project and plan for utilizing grants to reduce costs for the project.
7. Plan to provide residential rental rates for a minimum time period of five years that provides affordable housing for entry level employees of downtown businesses.
8. Purchase price
9. References

VI. Deadline for Submissions of Proposals

1. Three (3) paper copies and one digital copy of the proposal must be received by the Village of Spring Lake prior to 2:00 PM prevailing time on **Monday, July 8, 2019**. All copies of the proposal must be plainly marked as “109 S. Jackson Street Redevelopment Proposal”. Proposals shall be delivered or mailed to:

Ms. Christine Burns, Village Manager
Village of Spring Lake
102 W. Savidge Street
Spring Lake, Michigan 49546

2. Any questions regarding this proposal are to be submitted no later than Friday, **June 21, 2019** to:

Ms. Christine Burns, Village Manager
Village of Spring Lake
102 W. Savidge Street
Spring Lake, Michigan 49546
Phone – 616-842-1393
Email – christine@springlakevillage.org

VII. Miscellaneous

1. The Village of Spring Lake reserves the right to reject any and all proposals for failure to meet the requirements contained herein, to waive any technicalities, and to select the proposal which, in the sole judgment of the Village of Spring Lake, best meets the requirements of the project.
2. The Request for Proposal creates no obligation on the part of the Village of Spring Lake to award a contract or to compensate the proposer for any costs incurred during proposal presentation, response, submission, presentation, or oral interviews (if held). The Village of Spring Lake reserves the right to award a contract based upon proposals received without further discussion or negotiation. Proposers should not rely upon the opportunity to alter their qualifications during discussions.
3. The Village of Spring Lake further reserves the right to make such investigation as it deems necessary to determine the ability of proposers to furnish the required services, and proposers shall furnish all such information for this purpose as the Village of Spring Lake may request.
4. Proposers must specifically identify any portions of their submittals deemed to contain confidential or proprietary information, or trade secrets. Those portions must be readily separable from the balance of the proposal. Such designations will not necessarily be conclusive, and proposers may be required to justify why the Village of Spring Lake should not, upon written request, disclose such materials.
5. Evaluation and Award – This is a Request for Proposals and not a bid process. Therefore, the Village of Spring Lake has the discretion to evaluate the qualitative as well as the financial aspects of each proposal and make its selection based on what it considers to be in its best interest as a whole. The award and selection of the Vendor is solely within the discretion of the Village of Spring Lake. After the contract award has been announced, no unsuccessful Vendor should submit additional information for consideration by the Village of Spring Lake or have any subsequent contact with Village of Spring Lake employees or officials, other than to receive a debrief from an authorized individual.
6. Job Familiarization – Vendor is urged to make itself fully aware of all job and facility requirements. Vendor shall be responsible to question any discrepancies, errors, and/or omissions in the specification and totally familiarize itself with the full intent of this invitation for proposal. Failure to do so will not relieve Vendor of the responsibility to perform to the full scope and quality of work expected by the Village of Spring Lake.

**Village Council
Village of Spring Lake
Spring Lake, Michigan**

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

RESOLUTION NO: 2019 – 17

A RESOLUTION REGARDING THE INSTALLATION OF LED FIXTURES AND GLOBES

WHEREAS, the Village of Spring Lake DDA budgeted for the replacement of LED fixtures downtown; and

WHEREAS, Prein & Newhof was hired to draft the specifications and RFP for the project; and

WHEREAS, bids were solicited for the project; and

WHEREAS, due to the complexity of the project, the number of variables and the bidding climate no bids were received; and

WHEREAS, the Village utilizes the services of Fonkert Electric for day-to-day electrical needs; and

WHEREAS, Kevin Fonkert was part of the team that replaced the fixtures 10+ years ago; and

WHEREAS, Fonkert Electric has the expertise to perform the change-out; and

WHEREAS, the Village has been pleased with the performance of Fonkert Electric; and

NOW, THEREFORE, BE IT RESOLVED, that the Village of Spring Lake will purchase the fixtures and globes directly from Kendall Electric for an amount not to exceed \$46,000; and

BE IT FURTHER RESOLVED, the Village of Spring Lake agrees to the terms in the quote provided by Fonkert Electric in which they provide all labor, tools and miscellaneous supplies for an amount not to exceed \$20,000.

YES: _____

NO: _____

ABSENT: _____

RESOLUTION 2019 - 17 DECLARED ADOPTED.

ADOPTED ON: June 10, 2019

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 10th day of June 2019.

Marvin Hinga, Clerk
Village of Spring Lake



Fonkert Electric
5169 Farr Road
Fruitport, MI 49415

June 4, 2019

PROPOSAL to Retrofit 99 existing street lights along Savidge St. from Holiday Inn to Church St. with new LED fixtures and globes.

The Village will purchase 99 LED fixtures at \$324.05 each and globes at \$137.86 each, per a quote from Kendall Electric on April 2, 2019 (included) for a total of \$45,728.89 plus shipping and handling costs to be determined at time of order.

Fonkert Electric will furnish all labor, tools, and miscellaneous supplies necessary for the retrofit at a cost not to exceed \$20,000.00.

All work to be performed per Michigan's 2017 Electrical Code.

I have worked on these lights numerous times in the past repairing and/or replacing damaged lights and poles and retrofitting 91 of them in 2010 through Katt Electric, so I am very familiar with them.

Respectfully submitted by

Kevin Fonkert, Fonkert Electric LLC.

Signature

Name/Title

Accepted by: Fonkert Electric LLC.

Organization

Dater: _____

Maryann Fonkert

From: Kevin Fonkert <fonkertelectric@gmail.com>
Sent: Wednesday, June 05, 2019 10:33 AM
To: Maryann Fonkert
Subject: Fwd: Fw: Quote: Spring Lake Village - Lighting

Follow Up Flag: Follow up
Flag Status: Flagged

----- Forwarded message -----

From: Kevin Fonkert <fonkertelectric@gmail.com>
Date: Tue, Jun 4, 2019, 5:17 PM
Subject: Re: Fw: Quote: Spring Lake Township - Lighting
To: Bob Korndorfer <Bob.Korndorfer@kendallelectric.com>

Let's get one to make sure it works.

On Tue, Jun 4, 2019, 3:37 PM Bob Korndorfer <Bob.Korndorfer@kendallelectric.com> wrote:

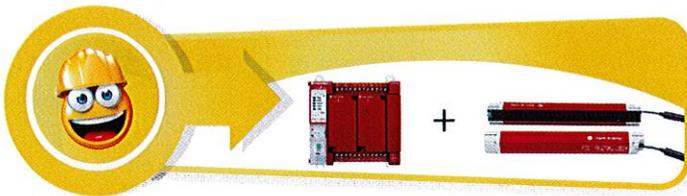
Globe ships fast but Vega has 3 - 4 week.

Bob Korndorfer
Account Manager
1699 Wierengo Drive
Muskegon, MI 49442
Phone: 231-773-6621 x 3055
Mobile: 231-578-2476
Fax: (231) 773-5523
Bob.Korndorfer@kendallelectric.com



[Click below to view our new AB components webpage](#)

"Protect You and Your Investments with Rockwell 450L Safety Light Curtains"



From: Kris Carlson <kcarlson@westmichiganlighting.com>
Sent: Tuesday, 4 June 2019 1:21 PM
To: Bob Korndorfer
Subject: RE: Quote: Spring Lake Township - Lighting

ATTENTION: This email was sent from an **external source**. Please use caution when opening attachments or clicking links.

Hi Bob~

Lead time to ship out would be about 3-4 days once PO is in house. Please note (I just found this out) They will drill the holes for the finials into the globes but they would not attach them prior to shipping as they would not fit in the boxes that way and may cause damage to the globe.

Yes we can ship a sample to either you or the customer- just let me know where you want it shipped to and to whose attention. We would not charge for the sample at this time but then add the cost to the final invoice. Ship 1 now, 99 later and invoice for 100 at time of shipping. If they decide to not go with this globe we would need it to be returned to us to avoid an invoice at that time.

Please let me know if you have any questions!

Kris Carlson

Village Manager Performance Evaluation

Village of Spring Lake

Evaluation period: July 1, 2018 thru June 30, 2019

Governing Body Member's Name

Each member of the governing body should complete this evaluation form, sign it in the space below, and return it to Village President Mark Powers. The deadline for submitting this performance evaluation is July 1, 2019. Evaluations will be summarized and discussed at a Village Council Work Session on July 8, 2019.

Governing Body Member's Signature

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the Village manager's performance.

Rating

Points	Category	Description
1	Unsatisfactory	Very seldom exhibits this quality.
2	Needs Strengthening	Makes effort, but not up to minimum expectations. Needs improvement.
3	Satisfactory	Exhibits this quality or meets minimum expectations and requirements most of the time. Good effort.
4	Good Performance	Exceeds minimum expectations most of the time. Good effort.
5	Outstanding Performance	Consistently performs in an exceptional manner and exceeds minimum expectations.

Any item left blank will be interpreted as a score of "3 = Average". If you rate the Manager's performance 1 or 2, please indicate in the comments section why you selected that rating.

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Initial each page. Sign and date the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation to be presented by the governing body to the Village Manager as part of the agenda for the meeting indicated on the cover page.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

_____ Diligent and thorough in the discharge of duties

_____ Exercises good judgment; makes decisions in the best interest of the Village

_____ Displays enthusiasm, cooperation, and willingness to adapt

_____ Mental and physical stamina appropriate for the position

_____ Values are in line with the values of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

2. PROFESSIONAL SKILLS AND STATUS

- _____ Demonstrates a capacity for innovation and creativity
- _____ Anticipates and analyzes problems to develop effective approaches for solving them
- _____ Willing to try new ideas proposed by governing body members and/or staff
- _____ Sets a professional example by handling affairs of the public office in a fair and impartial manner
- _____ Seeks professional improvement through attendance at pertinent seminars

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

3. RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- _____ Carries out directives of the body as a whole as opposed to those of any one member or minority group
- _____ Sets meeting agendas that reflect the guidance of the governing body
- _____ Disseminates complete and accurate information equally to all members
- _____ Assists by facilitating decision making without usurping authority
- _____ Responds well to requests, advice, and constructive criticism

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

4. POLICY EXECUTION

- _____ Implements governing body actions in accordance with the intent of council
- _____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization
- _____ Understands, supports, and enforces local government's laws, policies, and ordinances
- _____ Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness
- _____ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

5. REPORTING

- _____ Provides regular information and reports to the governing body concerning matters of importance to the local government, using the Village charter as guide
- _____ Responds in a timely manner to requests from the governing body for special reports
- _____ Takes the initiative to provide information, advice, and recommendations to the governing body on matters that are non-routine and not administrative in nature
- _____ Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience
- _____ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

6. CITIZEN RELATIONS

- _____ Responsive to requests from citizens
- _____ Demonstrates a dedication to service to the community and its citizens
- _____ Maintains a nonpartisan approach in dealing with the news media
- _____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests
- _____ Gives an appropriate effort to maintain citizen satisfaction with Village services

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

7. STAFFING

- _____ Recruits and retains competent personnel for staff positions
- _____ Applies an appropriate level of supervision to improve any areas of substandard performance
- _____ Stays accurately informed and appropriately concerned about employee relations
- _____ Professionally manages the compensation and benefits plan
- _____ Promotes training and development opportunities for employees at all levels of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

8. SUPERVISION

- _____ Encourages heads of departments to make decisions within their jurisdictions with minimal Village manager involvement, yet maintains general control of operations
- _____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls
- _____ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the Village manager's office
- _____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback
- _____ Encourages teamwork, innovation, and effective problem-solving among the staff members

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

9. FISCAL MANAGEMENT

- _____ Prepares a balanced budget to provide services at a level directed by council
- _____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively
- _____ Prepares a budget and budgetary recommendations in an intelligent and accessible format
- _____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability
- _____ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Initials

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

What performance area(s) would you identify as most critical for improvement? _____

What constructive suggestions or assistance can you offer the manager to enhance performance?

What other comments do you have for the manager; e.g., priorities, expectations, goals or objectives for the new rating period? _____

Initials

Village of Spring Lake
June 2019 Budget Adjustments

	Fund	Dept.	Account	Current	Proposed	Change
101-000.000-695.000	General Fund	Revenue	Appropriation from Fund Balance	120,723	105,723	(15,000)
101-000.000-818.218	General Fund	Transfer	Transfer to Pathways Fund	90,000	60,000	(30,000)
101-301.000-819.207	General Fund	Police	Transfer to Police Fund	498,526	513,526	15,000
207-000.000-582.001	Police Fund	Revenue	Contribution from Spring Lake	498,526	513,526	15,000
207-000.000-582.002	Police Fund	Revenue	Contribution from Ferrysburg	17,738	16,988	(750)
207-000.000-709.207	Police Fund	Police	Retiree Health Insurance	6,750	6,000	(750)
207-000.000-801.207	Police Fund	Police	Contracted Police Services	473,370	488,370	15,000
Adjust Current Year Police Fund Transfer and Budget				Net Change		0
101-282.000-702.000	General Fund	Forestry	Full Time Wages	3,238	3,500	262
101-282.000-801.000	General Fund	Forestry	Contractual Services	1,500	3,500	2,000
101-551.000-703.400	General Fund	Tanglefoot Park	Park Manager	9,000	8,000	(1,000)
101-551.000-976.551	General Fund	Tanglefoot Park	Dock Storage	5,500	2,500	(3,000)
101-553.000-922.000	General Fund	Central Park	Water and Sewer Service	800	875	75
101-553.000-922.001	General Fund	Central Park	Sprinkler System Water	4,500	6,000	1,500
101-553.000-933.100	General Fund	Central Park	Sprinkler Maintenance	2,000	2,250	250
101-553.000-940.000	General Fund	Central Park	Equipment Usage	22,000	18,000	(4,000)
101-555.000-709.000	General Fund	Mill Point Park	Medical Insurance	2,817	1,900	(917)
101-555.000-976.162	General Fund	Mill Point Park	Dock Storage	2,100	5,000	2,900
101-557.000-775.000	General Fund	Lakeside Beach	Repairs and Maintenance Supplies	600	1,000	400
101-692.000-702.000	General Fund	Parks Maintenance	Full Time Wages	6,591	6,000	(591)
101-692.000-940.000	General Fund	Parks Maintenance	Equipment Usage	2,000	2,400	400
101-857.000-702.000	General Fund	Community Promotion	Full Time Wages	4,833	5,300	467
101-857.000-705.000	General Fund	Community Promotion	Retirement Fund Contribution	300	400	100
101-857.000-740.000	General Fund	Community Promotion	Operating Supplies	50	604	554
101-857.000-881.000	General Fund	Community Promotion	Coast Guard Festival	3,000	2,600	(400)
101-857.000-940.000	General Fund	Community Promotion	Equipment Usage	2,000	3,000	1,000
Adjust Current Year Parks, Forestry and Community Promotions Budgets				Net Change		0
101-172.000-703.000	General Fund	Village Manager	Part Time Wages	0	580	580
101-215.000-702.000	General Fund	Clerk/Treasurer	Full Time Wages	44,368	40,000	(4,368)
101-215.000-704.000	General Fund	Clerk/Treasurer	Social Security	3,410	3,100	(310)
101-381.000-702.000	General Fund	Planning/Zoning	Full Time Wages	22,452	25,000	2,548
101-381.000-704.000	General Fund	Planning/Zoning	Social Security	1,725	1,775	50
101-381.000-804.000	General Fund	Planning/Zoning	Legal Fees	7,500	9,000	1,500
Adjust Current Year Budget for Village Manager, Clerk/Treasurer & Planning				Net Change		0
101-000.000-695.000	General Fund	Revenue	Appropriation from Fund Balance	105,723	105,672	(51)
101-265.000-801.000	General Fund	Village Hall & Grounds	Contractual Services	4,000	7,500	3,500
101-265.000-921.000	General Fund	Village Hall & Grounds	Electric	22,000	19,000	(3,000)
101-265.000-922.000	General Fund	Village Hall & Grounds	Water & Sewer Service	1,800	2,000	200
101-265.000-931.000	General Fund	Village Hall & Grounds	Building Repairs and Maintenance	12,730	8,000	(4,730)
101-270.000-709.000	General Fund	Barber School	Medical Insurance	2,851	2,300	(551)
101-270.000-931.000	General Fund	Barber School	Building Repairs and Maintenance	3,720	8,450	4,730
101-270.000-940.000	General Fund	Barber School	Equipment Usage	1,700	1,500	(200)
Adjust Current Year Village Hall and Barber School Budgets				Net Change		0
101-000.000-664.000	General Fund	Revenue	Interest Income	10,128	12,128	2,000
101-450.000-921.000	General Fund	Street Lighting	Electric Service	31,000	33,000	2,000
Adjust Current Year Street Lighting Budget				Net Change		0

Village of Spring Lake
June 2019 Budget Adjustments

	Fund	Dept.	Account	Current	Proposed	Change
202-000.000-595.000	Major Streets	Revenue	Metro Act Fee	7,000	8,000	1,000
202-000.000-664.000	Major Streets	Revenue	Interest Income	4,000	6,250	2,250
202-000.000-677.101	Major Streets	Revenue	Trunkline Reimbursement	26,000	33,100	7,100
202-451.000-978.000	Major Streets	Construction	Paving	100,000	110,000	10,000
202-463.000-702.000	Major Streets	Routine Maintenance	Full Time Wages	7,880	8,300	420
202-463.000-703.000	Major Streets	Routine Maintenance	Part Time wages	1,730	2,000	270
202-478.000-709.000	Major Streets	Winter Maintenance	Medical Insurance	3,856	2,621	(1,235)
202-478.000-740.000	Major Streets	Winter Maintenance	Operating Supplies	5,000	3,750	(1,250)
202-478.000-940.000	Major Streets	Winter Maintenance	Equipment Usage	13,000	11,000	(2,000)
202-480.000-740.000	Major Streets	Trunkline Maintenance	Operating Supplies	5,000	5,500	500
202-480.000-931.002	Major Streets	Trunkline Maintenance	M-104 Trees and Shrubs	8,555	11,000	2,445
202-480.000-940.000	Major Streets	Trunkline Maintenance	Equipment Usage	5,000	5,500	500
202-482.000-801.000	Major Streets	Adminstration	Contractual Services	3,000	3,700	700
Adjust Current Year Major Street Fund Budget				Net Change		0
203-463.000-775.000	Local Streets	Routine Maintenance	Repairs and Maintenance Supplies	750	1,500	750
203-463.000-931.000	Local Streets	Routine Maintenance	Building Repairs and Maintenance	0	500	500
203-478.000-940.000	Local Streets	Winter Maintenance	Equipment Usage	12,500	11,250	(1,250)
Adjust Current Year Local Street Fund Budget				Net Change		0
236-000.000-695.000	DDA	Revenue	Appropriation from Fund Balance	207,112	206,748	(364)
236-000.000-702.000	DDA	DDA	Full Time Wages	25,000	27,500	2,500
236-000.000-703.000	DDA	DDA	Part Time wages	31,000	32,500	1,500
236-000.000-705.000	DDA	DDA	Retirement Fund Contribution	3,764	4,400	636
236-000.000-740.000	DDA	DDA	Operating Supplies	5,000	7,500	2,500
236-000.000-885.300	DDA	DDA	Holiday Decorations	7,000	6,000	(1,000)
236-000.000-900.000	DDA	DDA	Printing and Publishing	1,000	2,000	1,000
236-000.000-940.000	DDA	DDA	Equipment Usage	45,000	37,500	(7,500)
Adjust Current Year DDA Fund Budget				Net Change		0
590-000.000-664.000	Sewer	Sewer	Interest Income	1,000	2,500	1,500
590-000.000-694.000	Sewer	Sewer	Miscellaneous Income	0	4,860	4,860
590-000.000-705.000	Sewer	Sewer	Retirement Fund Contribution	18,467	20,700	2,233
590-000.000-740.220	Sewer	Sewer	Physicals and CDL Licenses	200	400	200
590-000.000-741.000	Sewer	Sewer	Clothing	480	550	70
590-000.000-818.002	Sewer	Sewer	Sewer Authority	290,000	178,000	(112,000)
590-000.000-818.007	Sewer	Sewer	Sewer Authority - 2018 Plant Debt	0	30,000	30,000
590-000.000-818.008	Sewer	Sewer	Sewer Authority - Force Main Debt	0	100,000	100,000
590-000.000-818.009	Sewer	Sewer	Sewer Authority - 2013 Bond Debt	0	18,000	18,000
590-000.000-820.000	Sewer	Sewer	Engineering/Project Admin	0	40,000	40,000
590-000.000-900.000	Sewer	Sewer	Printing and Publishing	1,000	1,657	657
590-000.000-923.000	Sewer	Sewer	Natural Gas Utilities	2,300	5,000	2,700
590-000.000-935.000	Sewer	Sewer	Repairs and Maintenance	5,000	6,500	1,500
590-000.000-940.000	Sewer	Sewer	Equipment Usage	8,000	6,000	(2,000)
590-000.000-970.000	Sewer	Sewer	Capital Outlay	330,000	250,000	(80,000)
590-000-000-801.000	Sewer	Sewer	Contractual Services	35,000	40,000	5,000
Adjust Current Year Sewer Fund Budget				Net Change		0

2019/2020 Village of Spring Lake Fee Schedule

BARBER SCHOOL

Village Resident or Taxpayer (Includes Village/Twp Employees)		\$235 ~ Full Day Only
Weekend/Holiday		\$340 ~ Full Day Only
Non-Village Resident		\$340 ~ Full Day Only
Weekend/Holiday Non resident		\$450 ~ Full Day Only
Non-profit		\$105 ~ Full Day Only
Tax-exempt certificate from the State of Michigan is required to receive the 501©3 non-profit rate		
A \$175 security deposit is required by all renters as well as a \$25 non-fundable cleaning fee.		

EOC ROOM RENTAL

Village Resident or Taxpayer	\$30	(\$50 Security deposit)
Non-Village Resident/Non-Profit	\$100	(\$50 Security deposit)

TANGLEFOOT PARK

RV Lots

Daily	\$60.00	
Weekly	\$350.00	
Monthly	\$1,000.00	Plus Electrical
Seasonal	\$3,100.00	Plus Electrical
Coast Guard Week	\$550.00	
4th of July	\$550.00	

Transients ~ 50% of the rental rate is required with the reservation as a refundable deposit. A refund, less a 10% admin fee, will be issued if the cancellation is received 7 days prior to the reservation.

Dock Rental

Seasonal	\$1,250.00	*05/01-10/15
----------	------------	---------------------

50% of the rental rate is required with the reservation as a refundable deposit. A refund, less a 10% admin fee, will be issued if the cancellation is received 7 days prior to the reservation. Seasonal deposits will only be refunded if the Village is able to secure a new tenant.

MILL POINT PARK

Launch Pass

Daily	\$8.00	
Village/Twp. Seasonal	\$30.00	
Non-Village Seasonal	\$50.00	
Senior Village/Twp. Seasonal 65+	\$15.00	
Senior Non-Resident Seasonal 65+	\$30.00	
No Launch Pass Parking Ticket	\$30.00	

Mill Point Band Shell

Village Resident	\$25.00	
Non-Village Resident	\$50.00	

Mill Point Concession

Village Resident	\$25.00	
Non-Village Resident	\$50.00	

Dock Rental

Seasonal	\$900.00	*05/01-10/15
----------	----------	---------------------

50% of the rental rate is required with the reservation as a deposit. A refund, less a 10% admin fee, will only be issued if is able to secure a new tenant.

CENTRAL PARK

Pavilion Rental		No charge	
RENTAL PROPERTY			
Annual Registration (per unit)	\$30.00		
Biennial Inspection (per unit)	\$40.00	Paid to MTMS	
Re-inspection (per unit)	\$40.00		
DPW PERMITS			
Road Opening/Pavement Cut	\$200.00	plus costs to repair road	
Right-of-Way Permit	\$25.00	(\$300 Security deposit)	
WATER / SEWER			
<i>As per attached schedule</i>			
BUILDING/PLUMBING/MECHANICAL/ELECTRICAL			
<i>As per attached schedule</i>			
PLANNING/ZONING			
Annual Banner / Pennant Permit*		\$25.00	
Application Fee - Over \$1 Million		\$470 plus costs & escrow dep	
Application Fee - Site Plan Review with Public Hearing		\$440 plus costs & escrow dep	
Application Fee - Special Land Use (Includes Site Plan Review)		\$500 plus costs & escrow dep	
Preliminary Planned Unit Development Review		\$390 plus costs	
Final Planned Unit Development Review		\$440 plus escrow deposit	
PUD Amendment Review		\$440 plus escrow deposit	
PUD Architectural Review		\$390 plus costs	
Rezoning		\$440 plus costs & escrow dep	
Sign Deviation Request to Planning Commission		\$150.00	
Temporary Portable Sign*		\$10.00	
Sandwich Board Sign		\$150.00	
Zoning Permit - New Construction		\$50.00	
Zoning Permit (*including home occupation permit)		\$25.00	
<i>*May be waived for non-profits</i>			
<p>The Village requires an escrow to cover anticipated costs for all planning and zoning reviews. An initial deposit of a minimum of \$1,500 (depending on the size and scope of the development) is required to cover the escrow account. The Village may use the funds in escrow for expenses related to the following items; mailing and publishing all legal notices required, professional services of the Village Attorney and Village Engineer, services of other professionals working for the Village (i.e. planner) related to the application, or other cost incurred as a result of processing the application.</p>			
LEASE OF VILLAGE LAND			
50% of Fair Market Value			
Example: \$5/sf. Acquisition cost would equal \$.50/sf lease cost; Village would subsidize 50% for a net of \$.25/sf to lease.			
PARKING			
Parking	\$20.00	except as noted below:	
Marked Tow Away Zone	\$50.00		
Improper Parking at Boat Launch	\$40.00		
No Boat Launch Permit	\$30.00		
Parking to Interfer with the use of Curb Cut or Ramp by Persons with Disabilities	\$40.00		
Parking in Marked Handicapped Zone without Permit	\$100.00		

Parked in Access Aisle for Access Lane Adjacent to Space Designated for Parking for Persons with Disabilities	\$50.00		
MISCELLANEOUS			
Copies	\$.25/B&W - \$.50/Color per page		
Community Recreation Plan*	\$100.00		
Design Manual	\$30.00		
FOIA Request - per page	\$0.10	Time & material plus lowest full-time clerical hourly rate (including benefits.)	
Historic Landmark Plaque	Cost		
Master Plan	\$75.00		
Non-sufficient Funds Check	\$40.00		
Notary Public (per document)	\$5.00	Non-resident	\$10.00
Peddler Permit	\$75.00		
Waste Hauler License	\$250.00		
Zoning Ordinance*	\$50.00		
*FREE from Village website			

FY 2019-20

Water/Sewer Fees

	METER SIZE							
	5/8"	3/4"	1"	1.25"	1.5"	2"	3"	4"
Water Equity Charge	\$1,330.00	\$1,915.00	\$3,405.00	\$5,320.00	\$7,661.00	\$13,619.00	\$30,643.00	\$54,477.00
Sewer Equity Charge	\$510.00	\$734.00	\$1,306.00	\$2,040.00	\$2,938.00	\$5,222.00	\$11,750.00	\$20,890.00
Water Tap Fees - New	N/A	\$1,000.00	\$1,100.00	Greater than 1" = Time & Material Basis				
Sewer Tap w/Stub@Property	Property Owners Cost to Tap							
Sewer Tap - No Stub	Property Owners Cost to Tap							
Restore Service Fee - Business Hours	\$116.42							
Restore Service Fee - After Hours	\$160.18							
Meter Bench Test	\$50.00							
Bulk Water/Hydrant Use/Meter RPZ Rental	\$250.00 Security Deposit + 1 Hour Service Fee + Current Water Fee							
Meter Purchase								
Meter/Touchpad/Hardware	\$200.00	\$260.00	\$300.00	Actual Cost +10%				

**Village Council
Village of Spring Lake
Spring Lake, Michigan**

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

RESOLUTION NO: 2019 – 16

A RESOLUTION ADJUSTING WATER AND SEWER RATES

WHEREAS, the Village Council from time to time may adopt and amend certain fee schedules; and

WHEREAS, the Water Reliability Study has identified areas of great need within the Village in order to maintain safe drinking water; and

WHEREAS, the North Bank Communities are aware of needs within the sewer system that are necessary to maintain the health and well-being of all residents within the 3 communities; and

WHEREAS, it is imperative that the infrastructure improvements need to be paid for by the users of the system; and

WHEREAS, it will take a number of years to generate enough revenue to fund the necessary water and sanitary sewer system improvements; and

WHEREAS, Council is understanding of the criticality of the improvements to the system; and

NOW, THEREFORE, BE IT RESOLVED, that the Village Council hereby establishes the following fees effective July 1, 2019:

Water and Sewer Rates for Village Residents:

Water/Sewer Commodity Rate:

\$2.45 per 1,000 gallons of water

\$3.02 per 1,000 gallons of sewer

Water Readiness to Serve Charges - Quarterly:

Meter Size

5/8" \$17.30

3/4"	\$24.91
1"	\$44.26
1-1/4"	\$69.13
1-1/2"	\$99.54
2"	\$176.92
3"	\$398.03
4"	\$707.90

Water System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$9.39
3/4"	\$13.50
1"	\$23.97
1-1/4"	\$37.44
1-1/2"	\$53.92
2"	\$95.84
3"	\$215.61
4"	\$383.30

Water Lead Service Line Replacement Charges – Quarterly:

Meter Size	
5/8"	\$8.67
3/4"	\$12.47
1"	\$22.14
1-1/4"	\$34.58
1-1/2"	\$49.80
2"	\$88.52
3"	\$199.14
4"	\$354.03

The sewer usage commodity charge for single family and duplex residential structures for quarterly utility bills issued in July and October will be based on the average quarterly metered water use for the utility bills issued in the prior January and April with a minimum charge of 15,000 gallons per quarter. If the account's quarterly metered water usage is less than 15,000 gallons, that quarter's sewer usage volume charge will be based on the metered water use. For short term rentals, the sewer usage volume charge will be based on the metered water usage for the quarter. For new residential connections with no history of usage, the minimum volume charge will apply unless the metered water usage is less than 15,000 gallons.

Sewer Readiness to Serve Charges - Quarterly:

Meter Size	
5/8"	\$25.33
3/4"	\$36.47
1"	\$64.82

1-1/4"	\$101.28
1-1/2"	\$145.84
2"	\$259.27
3"	\$583.35
4"	\$1,037.05

Sewer System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$20.92
3/4"	\$30.10
1"	\$53.48
1-1/4"	\$83.58
1-1/2"	\$120.32
2"	\$213.96
3"	\$481.38
4"	\$855.76

Sewer Authority 2013 Debt Charges – Quarterly:

Meter Size	
5/8"	\$1.90
3/4"	\$2.73
1"	\$4.86
1-1/4"	\$7.59
1-1/2"	\$10.93
2"	\$19.43
3"	\$43.72
4"	\$77.72

Sewer Authority 2018 Plant Debt Charges – Quarterly:

Meter Size	
5/8"	\$4.08
3/4"	\$5.87
1"	\$10.43
1-1/4"	\$16.30
1-1/2"	\$23.47
2"	\$41.73
3"	\$93.88
4"	\$166.90

Sewer Authority Force Main Debt Charges – Quarterly:

Meter Size	
5/8"	\$14.01
3/4"	\$20.16
1"	\$35.81
1-1/4"	\$55.97
1-1/2"	\$80.59
2"	\$143.29

3"	\$322.37
4"	\$573.11

Water Rates for Non-Village Residents:

Water Commodity Rate:

\$3.67 per 1,000 gallons of water

Water Readiness to Serve Charges - Quarterly:

Meter Size	
5/8"	\$25.95
3/4"	\$37.36
1"	\$66.39
1-1/4"	\$103.69
1-1/2"	\$149.31
2"	\$265.39
3"	\$597.05
4"	\$1,061.85

Water System Improvement Charges – Quarterly:

Meter Size	
5/8"	\$14.08
3/4"	\$20.25
1"	\$35.96
1-1/4"	\$56.16
1-1/2"	\$80.88
2"	\$143.77
3"	\$323.41
4"	\$574.95

Water Lead Service Line Replacement Charges – Quarterly:

Meter Size	
5/8"	\$13.00
3/4"	\$18.70
1"	\$33.21
1-1/4"	\$51.87
1-1/2"	\$74.70
2"	\$132.78
3"	\$298.71
4"	\$513.04

YES: _____

NO: _____

ABSENT: _____

RESOLUTION 2019 - 16 DECLARED ADOPTED.

ADOPTED ON: June 10, 2019

I, Marvin Hinga, Village Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Spring Lake at a Regular Meeting thereof held on the 10th day of June, 2019.

Marvin Hinga, Clerk
Village of Spring Lake

**Village Council
Village of Spring Lake
Spring Lake, Michigan**

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

RESOLUTION NO: 2019 - 14

**A RESOLUTION TO ADOPT THE VILLAGE OF SPRING LAKE
2019/2020 ANNUAL BUDGET**

WHEREAS, pursuant to the laws of the State of Michigan governing General Law Villages, the State Budget Act and the Village Charter, the following Resolution for Fiscal year July 1, 2019 to June 30, 2020, is hereby submitted for adopting; and

WHEREAS, it has been determined that the following property taxes, State shared revenues, rates, charges and transfers shall be available and necessary for the 2019/2020 budget year;

REVENUES:

NO. FUND	PROPERTY TAX <u>2019/20</u>	REVENUES <u>TOTAL</u>
101 GENERAL	\$974,156	\$1,552,794
202 MAJOR STREET		\$226,500
203 LOCAL STREET		\$98,000
204 ROAD MILLAGE		\$47,500
207 POLICE SERVICES		\$555,516
208 PUBLIC IMPROVEMENT		\$174,650
218 NON-MOTORIZED PATHWAYS		\$58,000
236 DDA		\$832,400
249 BUILDING DEPARTMENT		\$70,551
296 TAX INCREMENT FUND	\$362,154	\$706,157
390 GO CAPITAL BOND DEBT	\$97,000	\$99,970
590 SEWER		\$850,540
591 WATER		\$673,966
661 CENTRAL EQUIPMENT		\$208,180
TOTAL REVENUES		\$6,154,724

EXPENDITURES:

101 GENERAL FUND

101 ACTIVITY

PROPOSED 19-20

000 TRANSFERS/APPROPRIATION TO FUND BALANCE	\$42,633
101 VILLAGE COUNCIL	\$11,605
172 VILLAGE MANAGER	\$75,180
210 LEGAL SERVICES	\$13,800
215 CLERK/TREASURER	\$187,840
226 STORM WATER SYSTEM	\$11,496
265 VILLAGE HALL AND GROUNDS	\$71,291
270 BARBER STREET SCHOOL BUILDING	\$24,087
282 FORESTRY	\$48,197
301 POLICE SERVICES	\$536,538
336 FIRE DEPARTMENT	\$1,900
381 ZONING/PLANNING	\$98,738
441 DEPT OF PUBLIC WORKS	\$136,769
450 STREET LIGHTING	\$40,700
551 TANGLEFOOT PARK	\$50,141
553 CENTRAL PARK	\$75,751
555 MILL POINT PARK	\$43,810
557 LAKESIDE BEACH	\$16,793
558 WHISTLESTOP PARK	\$6,252
692 PARK MAINTENANCE	\$17,197
857 COMMUNITY PROMOTIONS	\$29,481
941 OTHER/DEBT SERVICE	\$12,595

SUB TOTAL-GENERAL FUND

\$1,552,794

202 MAJOR STREETS

202 ACTIVITY

PROPOSED 19-20

000 APPROPRIATION TO FUND BALANCE	\$50,072
451 CONSTRUCTION	\$11,050
463 ROUTINE STREET MAINTENANCE	\$76,981
478 WINTER MAINTENANCE	\$36,616
480 STATE TRUNKLINE MAINTENANCE	\$40,206
482 ADMINISTRATION	\$11,575

SUB TOTAL **\$226,500**

203 LOCAL STREETS

<u>203 ACTIVITY</u>	<u>PROPOSED 19-20</u>
000 APPROPRIATION TO FUND BALANCE	\$9,112
451 CONSTRUCTION	\$10,000
463 ROUTINE STREET MAINTENANCE	\$41,541
478 WINTER MAINTENANCE	\$32,248
482 ADMINISTRATION	\$5,099

SUB TOTAL **\$98,000**

REMAINING FUNDS

<u>FUND DESCRIPTION</u>	<u>PROPOSED 19-20</u>
204 ROAD MILLAGE	\$47,500
207 POLICE SERVICES	\$555,516
208 PUBLIC IMPROVEMENT	\$174,650
218 NON MOTORIZED PATHWAYS	\$58,000
236 DDA	\$832,400
249 BUILDING DEPARTMENT	\$70,551
296 TAX INC. FINANCE AUTHORITY	\$706,157
390 GENERAL OBLIGATION CAPITAL BOND DEBT	\$99,970
590 SEWER FUND	\$879,557
591 WATER FUND	\$823,966
661 CENTRAL EQUIPMENT FUND	\$230,688

SUB TOTAL **\$4,784,040**

GRAND TOTAL 19-20 PROPOSED BUDGET **\$6,356,249**

IT IS FURTHER ORDERED that upon acceptance of the Village Assessment Roll, the Village Council shall review this budget and pass, pursuant to the Village Charter and State laws governing General Law Villages, by Resolution the required Millage Rate that generates the required Property Tax amounts as set forth in this Financial Plan for the Fiscal Year July 1, 2019 to June 30, 2020.

IT IS FURTHER ORDERED upon setting the Village Tax Rate, the Village Clerk/Treasurer shall proceed to collect the sums ordered in accordance with the Village Charter and the laws of the State of Michigan.

FURTHERMORE it is ordered that the Village Manager shall be designated the Chief Financial Officer of the Village in accordance with the State Uniform Budget Act and shall implement this Financial Plan as adopted or amended in accordance with generally accepted accounting principles and the State Budget Act.

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION NO. 2019-14 DECLARED ADOPTED.

Dated: June 10, 2019

Marvin Hinga, Clerk/Treasurer

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

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

RESOLUTION NO. 2019 - 15

**A RESOLUTION TO ESTABLISH THE MILLAGE RATE
FOR REAL AND PERSONAL PROPERTY IN THE
VILLAGE OF SPRING LAKE FOR THE
FISCAL YEAR 2019 - 2020**

WHEREAS, Article VIII of the Village Charter; Financial Procedures, Section 8.05 Village Council Action on Budget states:

- (a.) The Village Council shall publish a general summary of the budget and a notice stating:
- 1) The times and places where copies of the message and budget are available for inspection by the public, and
 - 2) The time and place, not less than two weeks after such publication, for a public hearing on the budget.

WHEREAS, the public notice of a public hearing to be held this date on the 2019/20 budget for the Village of Spring Lake was published in The Grand Haven Tribune; and

WHEREAS, by Resolution 2019 - 14 the Village Council approved of the budget for fiscal year 2019/20 and which was the subject of the public hearing held this date; and

WHEREAS, Chapter VIII of the Village Charter; Financial Procedures, Section 8.05C Adoption states: "The Village Council shall adopt the budget on or before the fifteenth day of June"; and

WHEREAS, Chapter IX of the Village Charter; Taxation, Section 9.02 Limit of Direct Property Taxation states: "The annual general ad valorem tax levy for municipal purposes shall not exceed 2.0 percent (20 mills) of the assessed value of real and personal property in the Village"; and

WHEREAS, the Village Council in the Village of Spring Lake Budget for 2019/20 (Resolution No. 2019-14 approved to raise the following Property Tax Revenue:

General Operating	\$ 974,156
Debt Retirement	\$ 97,000
Tax Increment Finance Authority	\$ 362,154

NOW, THEREFORE, BE IT RESOLVED:

That, the Village Council does hereby levy the follow Millage Rate on all real and personal property subject to taxation within the Village of Spring Lake for the purpose of generating the required Property Tax amounts as set forth in the Financial Plan for Fiscal Year July 1, 2019 to June 30, 2020 for the Village of Spring Lake:

	<u>Millage Rate</u>
General Operating	9.66
Debt Retirement	<u>.70</u>
Total	10.36

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION NO. 2019-15 DECLARED ADOPTED.

Dated: June 10, 2019

Marvin Hinga, Clerk/Treasurer

Date: June 1, 2019

To: Ms. Stacy Fedewa-Grand Haven Charter Township
Mr. Lukas Hill-Spring Lake Township
Mr. Derek Gajdos-City of Grand Haven
Mr. Craig Bessinger-City of Ferrysburg
Ms. Chris Burns Village of Spring Lake

RE: Proposal for Updating the Northwest Ottawa County Joint Recreation Plan

Thank you for this opportunity to provide a proposal for updating the collaborative community-wide recreation plan, *Explore the Grand Region: A Community Parks and Recreation Plan in Northwest Ottawa County, 2015-2019*. The plan will expire December 31, 2019 for all of the communities. I have reformatted a previously discussed proposal into a proposal that is based on services provided to each of the individual communities. Each community will have the ability to contract for services for the plan information specific to the community. The Joint Plan will have a series of services provided to each community. These are common services required to update and create the combine document and the administration of the planning effort.

We understand that the Scope of Services will develop an updated collaborative document for the communities of the City of Ferrysburg, City of Grand Haven, Spring Lake Township, the Village of Spring Lake, and Grand Haven Charter Township. This document will provide a community-wide overview as well as a unified recreation inventory encompassing all the governmental agencies participating. Individual capital development and land acquisition sections will be developed for each community for use in capital development planning and grant writing. This information will provide the foundation for the Plan to meet the required criteria of the Michigan Department of Natural Resources Grant Section for Community Recreation Plans and provide eligibility for MDNR grants for the MNRTF, LWCF, Passport, and Marina funding sources.

As in the previous Plan, we are anticipating that a Collaborative Committee will be formed with all of the communities participating. A group dropbox file will be set up through our office to aid in the transfer and review of information.

1. Community Specific Services

A. Grand Haven Charter Township

Township Provided Services: Grand Haven Charter Township recently updated their plan materials. The Township will provide updated materials to our office including updated park inventory sheets, ADA accessibility review at each of the parks, provide an updated list of previous grants completed, Administrative Section, Goals and Objectives, and Action Plan section materials and provide newly completed MDNR Grant Post Completion forms with the required photos.

PMB Provided Services: PMB will incorporate the Township provided materials into the overall document for the Township section. We have not included fees for touring any the facilities, nor updating specific information as this will be completed by Township Staff.

B. Spring Lake Township

Township Provided Services: Spring Lake Township will review and mark up the existing plan document and provide a mark up to PMB. The Township will complete the MDNR Grant Post Completion Form for each grant with photos.

PMB Provided Services: PMB will make edits to the document based on the marked up copy. Provide updated or new Park Inventory Sheets. Provide an overall review of the document materials. Assist with the refinement of the Action Plan Section of the plan.

C. City of Grand Haven

City of Grand Haven Provided Services: City of Grand Haven will review and mark up the existing plan document and provide a mark up to PMB. The City will complete the MDNR Grant Post Completion Form for each grant with photos.

PMB Provided Services: PMB will make edits to the document based on the marked-up copy. Provide updated or new Park Inventory Sheets as required. Provide an overall review of the document materials. Assist with the refinement of the Action Plan Section of the plan.

D. City of Ferrysburg

City of Ferrysburg Provided Services: City of Ferrysburg will review and mark up the existing plan document and provide a mark up to PMB. The City will complete the MDNR Grant Post Completion Form for each grant with photos.

PMB Provided Services: PMB will make edits to the document based on the marked up copy. Provide updated or new Park Inventory Sheets as required. Provide an overall review of the document materials. Assist with the refinement of the Action Plan Section of the plan.

E. Village of Spring Lake

Village of Spring Lake Provided Services: Village of Spring Lake will review and mark up the existing plan document and provide a mark up to PMB. The City will complete the MDNR Grant Post Completion Form for each grant with photos.

PMB Provided Services: PMB will make edits to the document based on the marked-up copy. Provide updated or new Park Inventory Sheets as required. Provide an overall review of the document materials. Assist with the refinement of the Action Plan Section of the plan.

2. Joint Plan Development Services

The development of the Joint Plan requires administration as well as consolidation of a substantial amount of text, documents, maps, and meeting attendance from each of the communities. As these services are required for the plan we will provide these as a joint set of services that can be divided up by the communities involved. These services will include the following:

1. Consolidate all of the information provided from the five communities in a joint and unified document including layout, font, page numbering, table of contents, cover, and written overview of the planning process as per the MDNR requirements. Collecting, organizing, and inserting public approval process information such as public notices, resolutions, required

meeting minutes, etc. Prepare MDNR Community Recreation Plan checklists for each community for signature

2. Write an executive summary for the plan including updated information.
3. Attend one meeting with each community's "Parks and Recreation Committee" to discuss the plan, act as a resource, review the Action Plan section, and other discussions that are appropriate with each community. (Communities may contract for additional services).
4. Meet with the stakeholder Committee at 50% completion and at 75% completion to maintain the planning process, discuss progress made by the communities and the consultant, and other relevant coordination discussion for a unified planning effort.
5. Based on the inventory information provided by each of the five communities, update the unified chart of community recreation facilities, as well as updating Ottawa County and Michigan State Park facilities.
6. Based on the inventory information provided by each of the five communities, update the Community Recreation Map which identifies the locations of the parks within the community. Add new parks that have opened since the previous plan. Provide a key with this map that directly ties into the community wide recreation chart with the locations.
7. Assist in administrating the public survey to be conducted by an outside consultant such as the Frost Center of Hope College. (The Frost Center completed a similar survey for Ottawa County Parks in 2015). The survey data will be provided to each of the five communities and included into the plan document. Another option could be an electronic survey such as survey monkey that was utilized in the previous plan. Fees for any type of specific survey are currently not included in these fees.
8. Each community will be responsible for advertising and having the document available for the 30 day public review process.
9. Prepare a powerpoint presentation of the completed plan. Attend one meeting at each of the five communities to present the plan for the Public Hearing and Council/Board approval. Assist with public notice wording and resolutions as requested.
10. Finalize the plan document. Provide the plan document in electronic format to each community for use and posting on websites. If hard copies of the plan are desired, these can be provided as a reimbursable additional expense to the communities.
11. Electronically upload the Recreation Plan and Checklist to the MDNR "MiRecGrants" website as currently required for submittal for each of the five communities.

Proposed Fee

The proposed fee includes fees assigned to each community based on the needs of the community plus a shared fee for the elements that are required for the joint plan. The cost for the public survey is based on a conceptual cost from the Frost Center and will have to be finalized prior to a final total being known for this survey. If the Frost Center survey is not utilized, some form of survey will need to be incorporated into the planning process. The survey cost will then be changed to reflect this cost.

The percentages utilized in the previous planning effort in 2015 have been applied to the Joint Plan Services and the Survey as was discussed. These percentages were:

Grand Haven Charter Township	25.0%
Spring Lake Township	25.0%
City of Grand Haven	25.0%
City of Ferrysburg	12.5%
Village of Spring Lake	12.5%

If additional services are desired by any of the communities, these can be added individually with PMB, at a quoted or hourly rate.

Printed copies of the plan will be made available to all communities as a reimbursable expense to PMB for the specific number and type of copies desired.

Summary of Fees by Community: This fee includes all time, materials, and expenses and will be invoiced monthly throughout the planning process for the total fees quoted:

	Community Specific	Joint Plan	Survey	Total
Grand Haven Charter Township	\$ 880.00	\$2,062.50	Undetermined	\$ 2,942.50
Spring Lake Township	\$1,200.00	\$2,062.50	Undetermined	\$ 3,262.50
City of Grand Haven	\$1,200.00	\$2,062.50	Undetermined	\$ 3,262.50
City of Ferrysburg	\$ 880.00	\$1,031.25	Undetermined	\$ 1,911.25
Village of Spring Lake	\$ 880.00	\$1,031.25	Undetermined	\$ 1,911.25
	\$5,040.00	\$8,250.00		\$13,290.00

Thank you for the continued opportunity to serve your community.

Sincerely,

PM Blough, Inc.



Pamela Blough, PLA, President



VILLAGE OF SPRING LAKE COMMERCIAL REVITALIZATION DISTRICT TAX INCENTIVE APPLICATION

PROJECT NAME: Alan & Amber LLC Boat Storage Bld.

Date of Application: 5-20-2019

The Village of Spring Lake Commercial Revitalization Tax Incentive Policy has been created for businesses located within the established Commercial Revitalization District (CRD) in the Village of Spring Lake. All properties located within the CRD may be eligible for the tax incentives allowed by the policy approved by the Village of Spring Lake on March 18, 2019. Applications will be accepted and reviewed by the Spring Lake Downtown Development Authority Board (DDA). The applicant may be required to give an oral presentation to the DDA a Board meeting. Typically, the DDA meets on the second Thursday of each month at 7:30 a.m. in the Spring Lake Village Office.

An approved tax exemption may be approved for a minimum of one year to a maximum of twelve years as determined by the Spring Lake Village Council. The CRD Policy adopted by Resolution 2019-08 on March 18, 2019 restated the CRD policy, the criteria for a tax abatement, the application and monitoring procedures and the ranking criteria for each application. The policy is required reading for all applicants. It is attached to this application as attachment A.

**VILLAGE OF SPRING LAKE
COMMERCIAL REVITALIZATION
GRANT PROGRAM**

PROJECT NAME:

Alan & Amber LLC Boat Storage Bld

A. APPLICANT

1. Name:
Chris Lisowicz
2. Address:
18275 Berwyck St, Spring Lake, Michigan, 49456
3. Telephone:
Home: 616-842-5631
Work: 616-842-1488

Taxable value at time of application:

72,601

Estimated project cost:

\$150k per page 2

Expected job retained/added:

1 retained 1 added

B. PROJECT INFORMATION

1. Property address: 813 W. Savidge, Spring Lake, Michigan, 49456
2. Parcel ID of the property: 70-03-16-476-007
3. If leased, name & address of building owner(s):

C. PROJECT DESCRIPTION

Boat storage building

- Attach revitalization plans (schematics, construction, drawings, etc.) Designs must include materials to be used and color choices. See Rules & Regulations and Checklist for details.
- Applicant must appear before the Village Council to get approval prior to starting the project and after the project is complete.

Project Schedule: Proposed Start Date: 6/15/19

Expected End Date: 10/15/19

D. PROJECT DETAILS (SCORING):

1. Job Retention

How many full-time equivalent (FTE) jobs will be RETAINED by this project? Add the weekly hours of part-time jobs to arrive at a forty-hour position.

Number of FTE jobs to be retained - 1 FTE Jobs

Kristin Deiulus – 40 hours

Scoring (completed by Village Staff)

1-5 jobs = 5 points

6-10 jobs = 10 points

11+ jobs = 15 points

SCORE -

2. New Jobs Created

How many full-time equivalent (FTE) will be CREATED by this project (within two years)? Add the weekly hours of part-time jobs to arrive at a forty-hours position.

Number of FTE jobs to be created - 1 FTE Jobs

Scoring (completed by Village Staff)

5 points per FTE job added

SCORE -

3. Project Value (eligible costs based on Policy)

All construction work on the restoration shall be completed within two years after the approval of the certificate (unless a shorter time frame is set by the Village Council).

What is the cost of the project (minus property acquisition)?

\$150,000

Scoring (completed by Village staff):

\$50,000 - \$74,999 15 Points

\$75,000 - \$99,999 25 Points

\$100,000 - \$149,000 35 Points

\$150,000 + 45 Points

SCORE -

4. Innovative Energy and Design Techniques

Submit documentation to indicate one of the LEED certification levels (Certified, Silver, Gold, Platinum) achieved by the Rehabilitation project:

(Solar Panels on Building Roof)

LEED Level

Scoring (completed by Village staff):

LEED Certified level = 5 Points

LEED Silver level = 10 Points

LEED Gold level = 15 Points

Solar Panels

LEED Platinum level = 20 points

SCORE -

5. **Bonus Provision at the Discretion of the Downtown Development Authority (DDA)**
(Completed by Village staff): **Native Plants**

Based on renderings submitted by the applicant at the time of the original application, the DDA may add an additional 1-10 points based on how closely the exterior design of the proposed redevelopment project follows the Downtown Design Manual. At the discretion of the DDA, other initiatives may be considered.

SCORE -

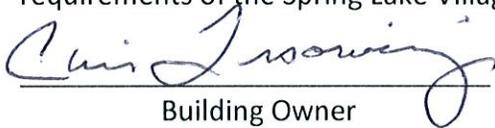
6. **Bonus Provisions at the Discretion of the Village Council**

See Policy for direction on this item (completed by Village staff)

SCORE -

E. SIGNATURE:

Applicant, by virtue of signature on this application document agrees to the terms and requirements of the Spring Lake Village Commercial Revitalization Tax Incentive Program.


Building Owner

6-5-19
Date

Building Tenant

Date

Received by Village of Spring Lake - _____

TOTAL POINTS (at time of application) –

FINAL POINTS AWARDED –

TOTAL YEARS OF COMMERCIAL REHABILITATION TAX ABATEMENT: _____

Attachment A:

Village of Spring Lake Commercial Rehabilitation District
Policy Guideline for Applicants
Adopted by the Village Council on March 18, 2019

ALAN AND AMBER LLC
18275 BERWYCK
SPRING LAKE, MI 48456

1075

74-7185/2724
17

5-23-19
Date



Pay to the order of Village of Spring Lake \$ 1,000.00
One thousand 00/100 Dollars

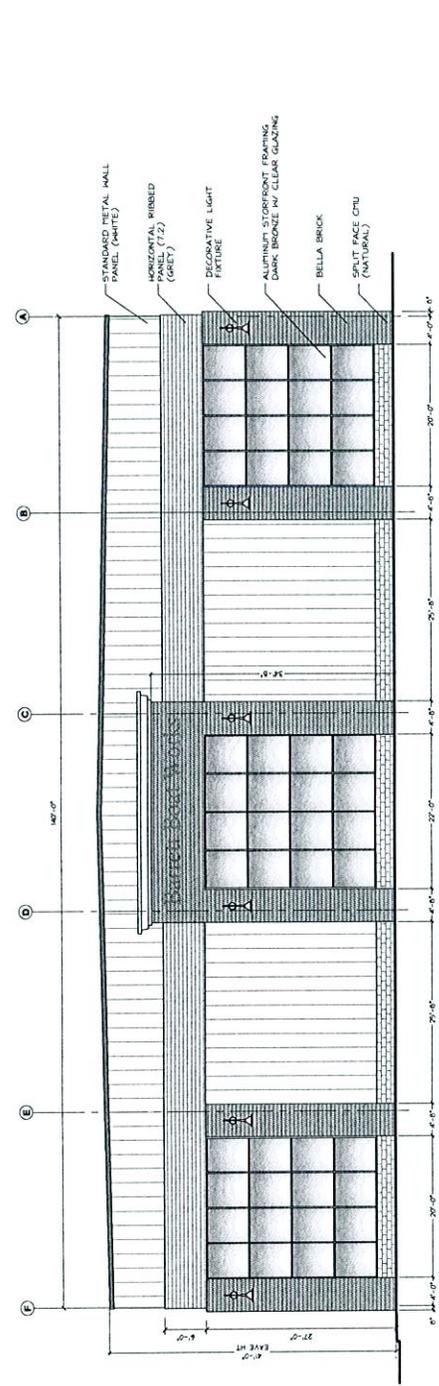


For _____

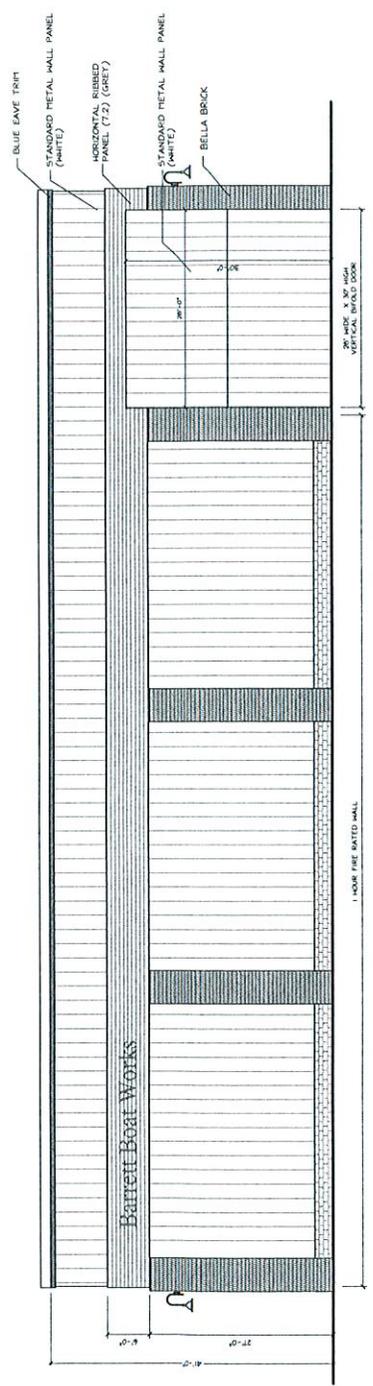
Jee Clarke MP

⑆ 272471852⑆ 125856411⑆ 01075

Harland Clarke



SOUTH ELEVATION
SCALE 1/8" = 1'



EAST ELEVATION
SCALE 1/8" = 1'

Christine Burns

From: Chris <Chris@northshoremarina.com>
Sent: Thursday, June 6, 2019 8:59 AM
To: Christine Burns
Subject: RE: Commercial Revitalization Application

Chris,

I will include black and white pictures of the new building if black and white qualify.

Yes on the native plants.

We are retaining Christan Delius as a full time employee. She worked previously as the store manager at Delass.

JP is also working for us on a part time basis. About twenty hours per week.

Yes on the solar panels. They will be installed on the roof which will complete our electricity independence for the entire marina during daylight hours. The solar panels installed on the previous new building supplied about 3/5ths of the needed electricity.

I'll have the revised application to you possibly today but no later than tomorrow.

Chris

From: Christine Burns [mailto:christine@springlakevillage.org]
Sent: Monday, June 03, 2019 2:59 PM
To: Chris <Chris@northshoremarina.com>
Subject: RE: Commercial Revitalization Application

Chris,

Couple of very minor issues that need to be corrected before I submit to the DDA & Council for their approval. I have attached a copy of your original application with some notes in red. Please take a look and make needed corrections and resubmit. Let me know if something is not self-explanatory. Right now, without scoring for 3 items, it looks as though you have 50 points which equates to a 5 year abatement. You would need a combined award of 10 points (from DDA & Council) to get to 60 points and garner another year.

I have also attached the most recent drawings that the Planning Commission saw. What they approved, however, included changes to the facade. Do you happen to have the final drawings for the structure that I can share with the DDA and Council? Anything you can indicate that is going to get you those extra points should be included with your submission. For example, if you are planting Michigan natives in the landscape or installing solar panels those would be great things to highlight.

If you have any questions, just give me a call or email me. In order to get this on the agenda for the 10th (Council) or 13th (DDA) I would need the information no later than 5:00 p.m. on 06/06/19. Otherwise, it will be considered in July. That's not the end of the world if we don't approve it this month, we just need to get it to the State of Michigan by September.

Thanks,

Chris

From: Chris <Chris@northshoremarina.com>
Sent: Wednesday, May 22, 2019 1:27 PM
To: Christine Burns <christine@springlakevillage.org>
Subject: FW: Commercial Revitalization Application

Chris,

If this works for you I'll sign it and bring over the hard copy with a check for \$1000.

Let me know.

Chris

From: North Shore Marina

Sent: Wednesday, May 22, 2019 12:19 PM

To: Chris <Chris@northshoremarina.com>

Subject: Commercial Revitalization Application

Please see attached.

BARRETT BOAT WORKS

Proposed Boat Storage Building
813 West Savidge St., Spring Lake, MI



DRAWING DESCRIPTION

Preliminary Exterior 3D Model Images

PRELIMINARY MODEL. NOT FOR CONSTRUCTION.

Depicted details, including but not limited to, structural or architectural elements, building finishes, landscaping, and other site features are for presentation/conceptual purposes only, and are not intended as comprehensive representations of completed work—proposed, committed, or contracted.

DRAWN BY: SSD

06-06-19 | Review

DO NOT SCALE

Construction Management
General Contracting
Design/Build

550 Kirtland St. SW
Grand Rapids, MI 49507
616-247-6966
www.pioneerinc.com

Pioneer
CONSTRUCTION

Sheet

1

of 4

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DRAWN BY: SSD

06-06-19 | Review

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Grand Rapids, MI 49507
616-247-6966
www.pioneerinc.com

Pioneer
CONSTRUCTION

Sheet

4

of 4

Christine Burns

From: Angela Stanford-Butler
Sent: Thursday, June 6, 2019 4:22 PM
To: mark.powers.jd@gmail.com; ShadyLn212@gmail.com; mduer2507@gmail.com; villagecouncilhanks@gmail.com; marksattic@charter.net; suspetrus@aol.com; slvanstrate@charger.net
Cc: Christine Burns; Maryann Fonkert
Subject: Art in the Park Final Four Concepts
Attachments: FINAL FOUR Art in the Park.pdf

Dear Village Council,

I am writing to share with you the results of the review process that has been ongoing for the DDA Art in the Park Project. The Art in the Park Committee served as Jury and brought 33 proposed mural concepts down to our TOP 10. We then presented those 10 to our business owners who have committed to host the murals on the back of their buildings as well as to the community at large. The results of both exercises turned up the exact same artists in two different orders. Between the three artists we have four creative concepts which are attached. Next we will begin working with the business owners, to chose the final two murals – one to be painted on the back of Plantengas building and the other behind the Cruise & Travel Experts building.

Would all of you please take a moment to review the concepts? While we are working with the owners we are hoping to get Council approval for any of the four to be painted. I will work with Chris to get this on your Agenda for your Monday meeting. The Art in the Park Committee would greatly appreciate your time and effort on this.

Please note that the first concept by Giasueppi Percivati (Pepe Gaka) will be painted in color. This was an alternate rough drawing that he submitted quickly when the submission window was extended. This idea is meant to be supported by examples of his previous work. The results of the two reviews are as follows:

Art in the Park Jury Choices (#2 was a tie)	People's Choices
#1 – Pepe Gaka – Girl on Planet	#1 – Dan Parker – Spring Lake PLAY!
#2 – Dan Parker Spring Lake PLAY!	#2 – Joel Schoon-Tanis – Underwater
#2 – Joel Schoon-Tanis – Hidden Wolf	#3 – Pepe Gaka – Girl on Planet
#4 – Joel Schoon-Tanis – Underwater	#4 – Joel Schoon-Tanis – Hidden Wolf

Please let me know if you have any questions or concerns and I will address those as soon as I possibly can.

Thank you so much,
Angela

Angela Stanford-Butler

DDA Director, Village of Spring Lake
102 W. Savidge St.
Spring Lake, MI 49456
616.842.1393
angela@springlakevillage.org



GIUSEPPE PERCIVATI (PEPE GAKA) - CONCEPT



ARTIST'S STYLE



DAN PARKER - CONCEPT

Happy to mix & match parts and pieces
add a bear, change the train, all good.



ARTIST'S STYLE





JOEL SCHOON-TANIS - CONCEPT



ARTIST'S STYLE



JOEL SCHOON-TANIS - CONCEPT

ARTIST'S STYLE





Since 1911

Ottawa County Road Commission
14110 Lakeshore Drive
Grand Haven, Michigan 49417
(616) 842-5400
info@ottawacorc.com

MEMORANDUM

To: Grand Haven – Spring Lake Sewer Authority
Grand Haven City
Grand Haven Charter Township
Spring Lake Township
Spring Lake Village
Ferrysburg City

From: Patrick J. Staskiewicz, P.E.
Public Utilities Director

Date: June 5, 2019

Re: Grand Haven – Spring Lake Sewer Authority
Eighth Amendment to Restated Contract

On May 15, 2019 the Grand Haven – Spring Lake Sewer Authority Board approved the Eighth Amendment to Restated Contract, a copy of which is attached. Please present this contract to your municipality for approval at the next available meeting.

Upon approval, I have enclosed 8 copies of the signature page for execution of the contract. Please sign and return all copies to me and we will compile an original signature copy of the contract for each party. Please call me at 616-850-7208 and we will arrange to pick up the documents when they are complete. If you have any questions or concerns, please feel free to contact me.

EIGHTH AMENDMENT TO RESTATED CONTRACT

THIS EIGHTH AMENDMENT TO RESTATED CONTRACT, dated for reference purposes as of _____, 2019, is by and among the GRAND HAVEN -SPRING LAKE SEWER AUTHORITY, a Michigan public body corporate, of 1525 Washington Street, Grand Haven, Michigan (the "Authority"), the CITY OF GRAND HAVEN, a Michigan municipal corporation, of 519 Washington Street, Grand Haven, Michigan (the "City"), the VILLAGE OF SPRING LAKE, a Michigan municipal corporation, of 102 West Savidge Street, Spring Lake, Michigan (the "Village"), the TOWNSHIP OF SPRING LAKE, a Michigan public body corporate, of 101 South Buchanan Street, Spring Lake, Michigan ("S.L. Township"), the CITY OF FERRYSBURG, a Michigan municipal corporation, of 17290 Roosevelt Road, Ferrysburg, Michigan ("Ferrysburg"), the CHARTER TOWNSHIP OF GRAND HAVEN, a Michigan public body corporate, of 13300 - 168th Avenue, Grand Haven, Michigan ("G.H. Township"; Collectively the City, Village, Spring Lake Township, Ferrysburg and Grand Haven Township are sometimes referenced as the "Constituent Municipalities"), and the COUNTY OF OTTAWA, a public body corporate created under the provisions of the Michigan Constitution, acting by and through its Board of County Road Commissioners, of 14110 Lakeshore Drive, Grand Haven, Michigan (the "County"), and is made with reference to the following facts and circumstances:

- A. The parties have previously entered into a Restated Contract dated May 27, 1986 (the "Restated Contract");
- B. The parties have also previously entered into seven amendments to the Restated Contract;
- C. The parties now desire to address any surplus related to the 2018 Bond Projects resulting from certain grant funding; and
- D. The parties desire to further amend the Restated Contract as is provided below.

In consideration of the mutual covenants and agreements contained in this Eighth Amendment to the Restated Contract, IT IS AGREED:

1. That a new subparagraph, subparagraph 6B.K, shall be added to the Restated Contract after subparagraph 6B.J and before paragraph 7. This new subparagraph 6B.K shall provide in its entirety as follows:

- K. S.L. Township has obtained a grant from the State of Michigan sometimes referred to the 2019 Michigan Enhancement Grant (reference no. 262202, and referred to in this Restated Contract as the "2019 Grant") in the amount of \$2,500,000.00. The 2019 Grant is designated for the 2018 Bond Projects. S.L. Township agrees to be responsible for the

reporting requirements associated with the 2019 Grant. The parties previously obtained funding through the 2018 Bonds to provide the primary source of funds to pay for the 2018 Bond Projects, and thus the parties anticipate a surplus. Therefore, notwithstanding any other provision of this Restated Contract, as amended, after the 2018 Bond Projects have been completed, any surplus of 2018 Bond Projects funding in excess of the cost of 2018 Bond Projects (as determined in accord with the legal requirements associated with the 2018 Bonds) resulting from application of the 2019 Grant shall be applied as follows:

1. \$500,000.00 shall be applied to S.L. Township's allocation of the 2018 Bond Debt Service charge for the Spring Lake Lift Station/Force Main Project; and
2. Any remaining surplus attributable to the 2019 Grant shall be applied to the 2018 Bond Debt Service Charge for the Headworks Project, to the benefit of each Constituent Municipality in proportion to their respective cost allocation for the Headworks Project, provided that the Sewer Authority may determine to use a portion of such remaining surplus to pay for other Plant improvements including, without limitation, installation of a new gate for the UV system instead of the 2018 Bond Debt Service Charge for the Headworks Project.

2. Ratification. Except as expressly amended and revised by this Eighth Amendment, the parties ratify and confirm the Restated Contract in all respects.

3. Effective Date. This Eighth Amendment shall be effective as of _____, 2019.

IN WITNESS WHEREOF, the parties have executed this Eighth Amendment to Restated Contract.

(signature pages to follow)

WITNESSES:

**GRAND HAVEN-SPRING LAKE
SEWER AUTHORITY**

By: Patrick McGinnis, Chairman

By: Steve Harvey, Treasurer

Dated: _____, 2019

WITNESSES:

CITY OF GRAND HAVEN

By: Geri McCaleb, Mayor

By: Linda Browand, Clerk
Dated: _____, 2019

WITNESSES:

VILLAGE OF SPRING LAKE

By: Mark Powers, President

By: Marv Hinga, Clerk/Treasurer

Dated: _____, 2019

WITNESSES:

TOWNSHIP OF SPRING LAKE

By: John Nash, Supervisor

By: H. Carolyn Boersma, Clerk

Dated: _____, 2019

WITNESSES:

CITY OF FERRYSBURG

By: Rebecca Hopp, Mayor

By: Debbie Wierenga, Clerk

Dated: _____, 2019

WITNESSES:

**CHARTER TOWNSHIP OF GRAND
HAVEN**

By: Mark Reenders, Supervisor

By: Laurie Larsen, Clerk

Dated: _____, 2019

WITNESSES:

COUNTY OF OTTAWA, acting by and
through its Board of County Road
Commissioners

By: James Miedema, Chairman

By: _____

Its: _____

Dated: _____, 2019

Christine Burns

From: Lori Spelde
Sent: Thursday, May 23, 2019 2:34 PM
To: minnieme.44@gmail.com
Cc: Christine Burns; mark.powers.jd@gmail.com; Wally Delamater; Marv Hinga
Subject: RE: village beach

Brenda, Wally and I just discussed this situation. Without speaking to you about all of the details, the beach situation is difficult because of the high water levels this year. As far as the bathrooms and trash, bathrooms were opened the end of April and the trash should be checked daily. If you have any other concerns please let us know.

Lori Spelde, MiCPT
Deputy Treasurer
Village of Spring Lake
102 W. Savidge St.
Spring Lake, MI 49456
(616) 842-1393

Christine Burns

From: Marv Hinga
Sent: Thursday, May 23, 2019 12:06 PM
To: Mark Powers
Cc: Christine Burns
Subject: RE: village beach

I forwarded your e-mail to Lori. She will prepare the appropriate work orders.

From: Mark Powers <mark.powers.jd@gmail.com>
Sent: Thursday, May 23, 2019 11:50 AM
To: Christine Burns <christine@springlakevillage.org>; Marv Hinga <marv@springlakevillage.org>
Subject: Fwd: village beach

Guys, see below.

My guess is Wally is the person to notify, but I will leave that to your management.

----- Forwarded message -----

From: Brenda Dykhous <minnieme.44@gmail.com>
Date: Thu, May 23, 2019 at 11:47 AM
Subject: village beach
To: <mark.powers.jd@gmail.com>

Hello

I wanted to talk to you specifically about the village beach on the end of Lake Street. Last year while at the beach over Memorial Day weekend, I was at the beach and noticed that the bathrooms weren't open. Little children needed to use them. I called the village and they opened them the next day. They dragged out the most disgusting trash container I have ever seen. People were putting their garbage on top of it because they didn't want to shove it through the flapper. I called the village again and Mary said she would get her guys on it. Never happened. The one at the pickleball courts is almost as bad. My friend and I noticed the water was getting high and might impede the sidewalk by the beach, so we called again and asked if they could put something there to protect it. Never happened and by Labor day weekend it was ruined. Chris came and looked at it and the next day it was removed. I know it doesn't matter now because of the high water; but that wasn't known then. The beach really needs a makeover. Dirty sand and weeds. Maybe when the water recedes something could get done. Please look at the garbage can when they open the bathrooms. Hopefully soon. It doesn't make the Village look good. Thanks. Brenda Dykhous
Village resident

Christine Burns

From: Cindy Nagtzaam <nagtzaam.cindy7@gmail.com>
Sent: Tuesday, May 28, 2019 10:42 AM
To: Christine Burns
Subject: Parks

Good morning, Christine. I stopped walking and visiting Millpoint when there was duck poo everywhere I stepped. 😞
Cindy

Christine Burns

From: Wally Delamater <WDelamater@springlaketwp.org>
Sent: Sunday, May 26, 2019 10:29 AM
To: charlesstuhan@gmail.com
Cc: Ben VanHoeven; Pete Eliopulos
Subject: Flags

Charles,

Thank you for your comments. Being a veteran myself I take great pride in honoring veterans.

In keeping with flag etiquette on Memorial Day the Village fags will be lowered to half staff at sunrise and raised to full staff at noon on Memorial Day. The millpoint flag will be raised today which will also allow that flag to be raised and lowered on Memorial Day.

I am unsure about your comments or about improper flag etiquette for Memorial Day and the failure to honor veterans. With four veterans on the DPW staff, and with great pride we assembled, installed and raise flags to honor our veterans.

Thank You for your comments. If you have further concerns please feel free to contact me.

Thanks,

Wally Delamater
Spring Lake Public Works Director

Sent from my iPhone

Christine Burns

From: Wally Delamater <WDelamater@springlaketwp.org>
Sent: Tuesday, May 28, 2019 8:08 AM
To: Christine Burns
Subject: Fwd: Missed again....

Sent from my iPhone

Begin forwarded message:

From: DPW <dpw@springlakevillage.org>
Date: May 25, 2019 at 8:09:21 PM EDT
To: "wdelamater@springlaketwp.org" <wdelamater@springlaketwp.org>, "PEliopulos@springlaketwp.org" <PEliopulos@springlaketwp.org>
Subject: Fwd: Missed again....

Thanks
Ben VanHoeven

Begin forwarded message:

From: Charles Stuhan <charlesstuhan@gmail.com>
Date: May 25, 2019 at 12:13:48 PM EDT
To: dpw@springlakevillage.org
Subject: Missed again....

We would like to thank the village for installing very nice flags along the street in town. But that is where it ends. Another chance to honor the men and women who gave there lives for Our freedom. Yes, another year missed not lowering the flag to half staff at village hall. Gets worse, flag not even on the pole at Mill Point (POND) park. The village sure misses alot of details. So sad.

Morning liars club.

I'm not wrong, only different

STREETLIGHT CONVERSION

Safe, Affordable, Sustainable

Consumers Energy's number one priority is the safety of our employees, customers and local communities in Michigan. Ensuring the safety of our hometown neighborhoods by having adequate working streetlights is important to that goal. That's why we work closely with various local units of government to maintain nearly 160,000 streetlights.

Currently, the streetlighting system provides for various types of lights, with LEDs lasting longer and using less energy than the rest.

For this reason, beginning in fall 2018, we started replacing Consumers Energy owned cobrahead streetlights with LEDs for the 20,000 streetlight outage/replacement requests we receive each year. The effort also helps avoid labor, travel and equipment costs and keep electric rates affordable.

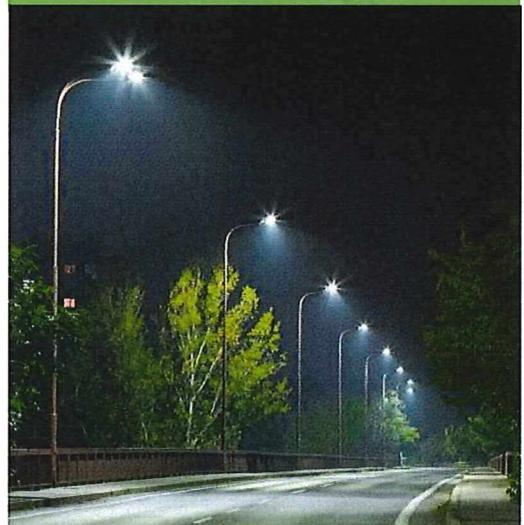
Long-term, we will continue focusing on Michigan's environment and providing a cost efficient and effective streetlight conversion by working with communities on streetlight plans that include various cost options.

Report a streetlight outage at
ConsumersEnergy.com/streetlightoutage

Embracing a Cleaner Michigan

As Michigan's largest energy provider, Consumers Energy is embracing a cleaner, leaner future focused primarily on reducing energy use and adding more renewable energy sources.

We are working with communities to enhance security and safety using new LED streetlights while improving the environment we all cherish.



Consumers Energy

Count on Us®

COMMUNITY STREETLIGHT FAQs

Replacement of burned out cobrahead streetlights to LED



Examples of cobrahead streetlights.

When will Consumers Energy begin replacing burned out cobra-head streetlights with LED streetlights? We began this project in Fall 2018 and anticipate it will take 10 years for statewide completion.

What if I want to convert my streetlights to LED right now? We are replacing company-owned, burned out cobrahead streetlights with LEDs at no additional cost to the community. If you would like to speed up the conversion in your community, there is an incremental cost. To request an estimate, please call 800-805-0490.

How will my bill be affected when my burned out light is upgraded to LED? In early stages of the conversion, contracts and billing will be updated annually. Your accounts will be credited for any paid overages, with interest.

How will the new LED streetlights be noted on my bill? There will be a separate invoice created at the General Service Unmetered Experimental Lighting Rate (**GU-XL - LED streetlight**) for the LED streetlights. The replaced streetlights will be deducted from the General Service Unmetered Lighting (**GUL - non-LED streetlight**) account and added to GU-XL account as converted.

Does my existing contract with Consumers Energy cover this work? If your community does not currently have a GU-XL account, there will be a separate contract created for the GU-XL account for the LED streetlights. The current contract for the GUL account will be amended to reflect the removal of non-LED streetlights as they are converted. Any existing GU-XL accounts will be amended to reflect the addition of LED streetlights.

Can I opt out of having burned out streetlights upgraded to LED? Replacing streetlights with LED bulbs reduces future visits to replace less efficient bulbs, keeping electric rates low. The program also contributes to a federal requirement to replace mercury vapor bulbs, which are no longer being manufactured. Therefore, it is not our plan to allow customers to opt out. Please contact Consumers Energy at 800-805-0490 to discuss any concerns you may have.

Will Consumers Energy replace our post top or decorative fixture with LED? No. This program is for cobra-head fixtures only. If the community would like to accelerate the conversion of their post top fixtures to LED, there is an incremental cost. To request an estimate, please call 800-805-0490.

QUESTIONS? 800-805-0490 or BusinessCenter@cmsenergy.com

Possible Changes to Your Bill/Contract: You may see a change in your monthly bill based on the number of streetlights replaced.



Figure 42-901-3: LED Cobrhead:



Table 42-901-3: LED Cobrhead:

Rating	Stock Number	Comments (Note 3)
54W CO	10197072	Equivalent to 100W HPS, 175W MV, 250W MV, 150W MH, 175W MH
72W CO	10196371	Equivalent to 150W HPS, 250W MH
110W CO	(Discontinued)	Replace with 85W LED (10214432)
213W CO	(Discontinued)	Replace with 171W LED (10214433)

Rating	Stock Number	Comments (Note 3)
85W CO	10214932	Equivalent to 250W HPS, 400W MV, 400W MH, 110W LED
171W CO	10214933	Equivalent to 400W HPS, 213W LED

Christine Burns

From: Richard D. Houtteman <Richard.Houtteman@cmsenergy.com>
Sent: Friday, May 10, 2019 2:42 PM
Cc: Michelle L. Jackson; Richard D. Houtteman
Subject: Consumers Energy Annual Streetlight Reconciling From LED Cobrahead Conversions
Attachments: Community Streetlight Conversion Info.pdf

Good Afternoon,

You may or may not yet have seen sent information from our streetlight department requesting a response acknowledging conversions of existing streetlights to LED in your existing streetlight contract. As you may be aware, we began converting overhead streetlights in our customer communities last year. Given the large amount of these conversions, we will send notice periodically and refund (credit) back to the installation date of the new LED fixture(s) along with charging at the new (reduced) rate.

I have been informed that we are requesting acknowledgement of this amended contract paperwork from a municipal agent.

Board or Council action via Resolution is **NOT** required but it may be the preference of a municipality to do so. An elected body may also prefer to make a one-time Resolution authorizing a Designee to respond to these periodic reconciliation notices. This choice lies with respective municipalities.

As always, any "net new" lighting requests will have to be approved with a streetlight contract amendment and positive Resolution.

Please let me know if you have any questions and I **attached** information that has been issued to communities describing this project.

Thank you and have a great weekend!

Rich

Rich Houtteman
Lakeshore Community Affairs Manager
Consumers Energy
p. 231-332-2622
c. 231-375-9379



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES
LANSING



DANIEL EICHINGER
DIRECTOR

May 8, 2019

Mr. Marv Hinga, Clerk
Village of Spring Lake
102 W Savidge St.
Spring Lake, Michigan 49456

Dear Mr. Hinga:

SUBJECT: Local Watercraft Control – Spring Lake–Village of Spring Lake-Ottawa County

We have received the copy of a resolution passed by your Village Council requesting that the Department of Natural Resources (DNR) conduct an investigation and public hearing to determine the need to amend existing local controls on the above-named body of water.

The DNR will initiate an investigation and inquiries into the need for special marine rules on Spring Lake as directed by MCL 324.80110 of Part 801, Marine Safety, Public Act 451 of 1994, as amended.

You will be notified of any subsequent actions taken as a result of these investigations and inquiries.

If you need further assistance, please contact me by email at wanlesst@michigan.gov or by telephone at the number below.

Sincerely,

Lt. Thomas R. Wanless
Boating Law Administrator
DNR, Law Enforcement Division
Recreational Safety, Enforcement & Education
517-284-6026

cc: Mr. Mark Powers, Village President
Lt. Gerald Thayer

Christine Burns

From: Maryann Fonkert
Sent: Friday, June 7, 2019 9:30 AM
To: Christine Burns
Subject: FW: Website Contact Form "tree limb removal"

From: Karen Chalupa <kjchalupa@yahoo.com>
Sent: Monday, June 3, 2019 4:13 PM
To: Maryann Fonkert <Maryann@springlakevillage.org>
Subject: Re: Website Contact Form "tree limb removal"

Of course the village doesn't do that. Wonder where my brain went. Thanks for your quick response.

I live in my own little world, but it's OK---they know me here.

On Monday, June 3, 2019, 9:57:19 AM EDT, Maryann Fonkert <Maryann@springlakevillage.org> wrote:

Good Morning Ms. Chalupa,

On my way to work this morning, I drove by your home to see if I could see where the limb you referenced below was located.

Other than the community wide leaf and brush collections, the Village DPW staff does not remove tree debris from private property. Possibly a lawn care or tree service company could help you.

Sincerely,

MaryAnn Fonkert
Deputy Clerk, CMMC
Village of Spring Lake
102 W. Savidge St.
616 842-1393

-----Original Message-----

From: Karen Chalupa <no-reply@www.springlakevillage.org>
Sent: Sunday, June 02, 2019 10:24 AM
To: Maryann Fonkert <Maryann@springlakevillage.org>; Lori Spelde <Lori@springlakevillage.org>
Subject: Website Contact Form "tree limb removal"

Caution! This email is from an external address and contains a link. Use caution when following links as they could open malicious web sites.

From: Karen Chalupa <kjchalupa@yahoo.com>
Subject: tree limb removal

Message Body:

Will the village help in the removal of a large tree limb that came down in the storm yesterday?

--

This e-mail was sent from a contact form on Village of Spring Lake (<http://www.springlakevillage.org>)



Spring Lake District Library Calendar of Events June 2019



Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<p><i>Summer Reading Clubs for children & adults June 17 - August 10</i></p> <p>Read great books, earn cool prizes!</p> <p><i>Sponsored by SLDL Friends</i></p>		<p>Questions about library programs or services?</p> <p>Call 616.846.5770 or visit sllib.org</p>		<p>Summer hours: Mon.-Thurs. 9:30 am-8:30 pm</p> <p>Fri. & Sat. 9:30 am-5:00 pm</p>	<p>1</p>  <p>available at sllib.org</p>
2 Sunday hours resume Sept. 8	3	4 9:45 am Little Movers Storytime 11:00 am Baby Bounce Storytime	5 7:00 pm Grand River Dredging; Speaker Dr. Dan O'Keefe, Sea Grant Educator	6 10:30 am Preschool Storytime: <i>Summer</i>	7	8
9 Heritage Festival Week: stop in and check out the Winsor McCay collection Sunday hours resume Sept. 8	10 SLDL Friends Heritage Festival Week Book Sale Stop in during library open hours for great deals! 	11 9:45 am Little Movers Storytime 11:00 am Baby Bounce Storytime	12 9:30 am OAISD Play 'n Learn; ages 0-2	13 10:30 am Preschool Storytime: <i>Gertie the Dinosaur</i> 2 pm Draw Like McCay Cartoon Workshop	14	15 Final day of SLDL Friends Book Sale 
16 Sunday hours resume Sept. 8	17 Summer Reading Clubs begin! 2:00 pm Air Zoo 6:30 pm Adult Craft: American Flag Ribbon Wall Hanging; preregister	18 9:45 am Little Movers Storytime 11:00 am Baby Bounce 2 pm Tied Flip Flops Craft; pre-register please 7 pm Michigan Waterfalls	19 2:00 pm Adult Craft: American Flag Ribbon Wall Hanging; preregister 6:30 pm Teen Game Night	20 10:30 am Preschool Storytime: <i>Dinosaurs</i> 2 pm Photography Basics for Kids 4 pm Friends Book Club 7 pm 411 on Brain Health	21 10 am SLDL Board Meeting	22  available at sllib.org
23 Sunday hours resume Sept. 8	24 2:00 pm Kids Craft	25 9:45 am Little Movers Storytime 11:00 am Baby Bounce Storytime 6 pm Craft: Macramé Plant Hanger; preregister	26 2 pm Animal Magic	27 10:30 am Preschool Storytime: <i>Space</i> 3:30-5 pm Teen 'Scape; ages 10-18 6:30 pm SL's 150th: Tour of Historical Highlights	28	29
30 Sunday hours resume Sept. 8		 Instagram @springlakedistrictlibrary	 Music, movies, eBooks, TV, comics and more	 Facebook.com/ SpringLakeDistrictLibrary		

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.



COUNCIL AGENDA

**Monday, May 20, 2019
7:00 P.M., Barber School
102 West Exchange Street
Spring Lake, Michigan**

1. Call to Order

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

2. Pledge of Allegiance

3. Roll Call

Present: Duer, Hanks, Miller, Powers, TePaste, Van Strate.

Absent: Petrus

Motion by **Duer**, second from **Miller**, to excuse the absence of Petrus.

Yes: 6 No: 0

4. Approval of the Agenda

Motion by **Van Strate**, second from **Hanks**, to approve the agenda with the removal of item D from the Consent Agenda and insert under General Business as item 6. I. and add an item 6. H. Insituform Sewer Lining Contract.

Yes: 6 No: 0

5. Consent Agenda

A. Approved the payment of the bills (checks numbered 60498-60550 and electronic payments 38-44) in the amount of \$239,773.74.

B. Approved the minutes for the April 8, 2019 work session and the April 15, 2019 regular Council meeting.

C. Approved an agreement with Spring Lake Township for shared utility billing services.

~~D. Consideration of a motion to approve a contract with West Michigan Dirtworks for sanitary sewer improvements from the Holiday Inn lift station to the Village Cove lift station for an amount not to exceed \$280,843.05.~~

E. Approved a liability and property pool bid from Selective Insurance in an amount not to exceed \$48,934 with the understanding that the Village is

seeking alternate bids through a collective arrangement with Gallagher Benefits Services.

- F. Approved placing delinquent utility bills on the Summer 2019 tax bills per Section 78-176 of the Village Code of Ordinances.
- G. Approved a Letter of Engagement with Baker Tilly to perform a sewer rate analysis as part of the SAW grant.
- H. Approved a Metro Act Extension with Michigan Bell Telephone.
- I. Approved a grant agreement with Grand Haven Area Community Foundation, grant number 201925730.
- J. Approved budget adjustments as presented for the 2018/2019 fiscal year.

Motion by **Duer**, second from **Miller**, to approve the Consent Agenda with the removal of item D.

Yes: 6 No: 0

6. General Business

A. Spring Lake Fire Department Annual Report

Subject: Fire Chief Sipe shared his annual report from the Spring Lake Fire Department with Council.

B. Ottawa County Sheriff's Annual Update

Subject: Ottawa County Sheriff Steve Kempker was present to deliver the Sheriff Department's Annual Report.

C. Ottawa County Sheriff's Office Update

Subject: Sgt. Jason Kik was in attendance to present his monthly report and discuss traffic congestion along M-104.

Sgt. Kik explained what his Department was doing to help alleviate some of the congestion including more signage, placing the speed monitoring trailer on Liberty Street, taking manual control of the stop light timing, reprogramming longer green cycles and education.

D. Ottawa County Annual Report

Subject: Ottawa County Commissioner Roger Bergman was in attendance to present the Ottawa County Annual Report.

E. Grand River Dredging

Subject: There has been considerable discussion regarding the possible dredging of the Grand River.

Manager **Burns** explained that the ramifications associated with dredging were still unknown when it came to the disturbance of the river beds, and that the surrounding communities had also adopted resolutions in opposition to send a message that this would not be a benefit for them.

Motion by **Van Strate**, second from **Miller**, to adopt Resolution 2019-13, a Resolution opposing the dredging of the Grand River.

Yes: 6 No: 0

F. Wooden Boat Show

Subject: This is an annual request for the use of Mill Point Park; no explanation or discussion was necessary.

Motion by **TePastte**, second from **Duer**, to approve a request from the Wooden Boat Show committee for the use of Mill Point Park on Saturday, June 1, 2019.

Yes: 5 No: 0 Abstain: 1 (Miller)

G. Barber School Furnace

Subject: The furnace at Barber School is no longer working. Staff obtained 3 quotes to replace the furnace. Based on the warranty provided, staff recommends French Heating & Cooling.

Motion by **Hanks**, second from **Duer**, to approve the quote from French Heating & Cooling for an amount not to exceed \$5,600.

Yes: 6 No: 0

H. Dirtworks Contract

Subject: Contract with West Michigan Dirtworks for sanitary sewer improvements from the Holiday Inn lift station to the Village Cove lift station for an amount not to exceed \$298,290.00.

Wally **Delamater**, DPW Supervisor, explained that, initially, the engineer had recommended Dirtworks (the low bidder) for this project, but after the gas main strike on Exchange and a few other issues, it was recommended that the contract for the Holiday Inn Lift Station project be awarded to the second lowest bidder, McCormick Sand & Gravel who had done the Buchanan Street reconstruction project and other Village projects without incident.

Motion by **Hanks**, second from **Miller**, to approve a contract with McCormick Sand & Gravel for sanitary sewer improvements from the Holiday Inn lift station to the Village Cove lift station for an amount not to exceed \$298,290.

Yes: 6 No: 0

I. Insituform Technologies USA, LLC. Proposal

Subject: Council was asked to consider a contract with Insituform Technologies USA, LLC to perform 8” and 12” Cured In Place Pipe (CIPP) Lining in existing sewer lines on Lake Ave. between Buena Vista and Beach St. and the sewer main between Cutler St. and Park St.

Delamater explained that Insituform would insert a lining into the sewer pipe that would repair leaks and crushed pipe and was actually stronger than the original pipe for an estimated cost of \$19,000 versus the \$50,000 proposed to dig up the sewer pipes that were buried 15 feet deep. **Delamater** said Insituform would perform the same process on the sewer main between Cutler St. and Park St. for an estimate of \$11,105.40.

Motion by **Duer**, second from **Miller**, to approve the contract with Insituform Technologies USA, LLC. to perform 8” and 12” Cured In Place Pipe (CIPP) Lining in existing sewer line on Lake Ave. between Buena Vista and Beach Street and sewer main between Cutler Street and Park Street for an amount not to exceed \$30,682.60 for the 2 projects combined.

Yes: 6 No: 0

7. Department Reports

A. Village Manager – Manager **Burns** thanked staff members for all the time and hard work they put in at the time of the gas line strike. **Burns** shared that Parker Bonney, the young man they gave the “You Make the Difference” award to for shoveling snow from around fire hydrants, was going to be featured in an upcoming issue of Boy’s Life magazine. **Burns** reminded Council of the upcoming Memorial Day parade and gave details to those that would be participating and then updated Council on the developments in the downtown including a couple of issues that had come up for moving the blue Victorian home.

B. Clerk/Treasurer/Finance Director

C. OCSO

D. Fire

E. 911

F. DPW – **Delamater** explained the process his departments went through for “Miss Digs” and then gave details on the gas main strike incident and how well it was handled by all involved and how it was repaired.

G. Building

H. Water

I. Sewer

J. Minutes from Various Board & Committees

1. Historic Conservation Committee
8. **Old Business and Reports by the Village Council** – No old business
9. **New Business and Reports by Village Council** – No new business
10. **Status Report: Village Attorney** – No additions from the Village Attorney.
11. **Statement of Citizens**

Darcy Dye, 114 N Fruitport Rd and Adopt-A-Garden Coordinator, expressed deep gratitude to the DPW Director and crew for mulching the gardens and for preserving the gardens on the corner of Jackson and Exchange even in the midst of all the chaos.

Lee Schuitema, 408 W Exchange, shared how proud he was of the Village, Township employees, the Fire Department and the crews from Michigan Gas during the last week with the gas leak.

12. **Adjournment**

Motion by **Van Strate**, second from **Hanks**, Village Council adjourned the meeting at 8:35 p.m.

Yes: 6 No: 0

Mark Powers, Village President

Maryann Fonkert, Deputy Clerk



Village of Spring Lake

Draft Council Work Session Minutes

May 13, 2019

7:00 p.m.

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

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

1. Grand River Dredging (John Nash)

There had been considerable discussion regarding the need to dredge the Grand River from Grand Rapids to the mouth of the river in Grand Haven. John Nash had been following these discussions rather closely and provided an update to Council. Resolution 2019 – 13 was attached for Council review.

2. Water/Sewer Billing Collaboration with Spring Lake Township

The SLT/SLV Committee had been discussing the details of this issue for a number of months. The SLT UB Clerk was retiring at the end of June so this was the perfect opportunity to share this position between the two communities.

3. Sanitary Sewer Improvements from Holiday Inn Lift Station to Village Cove Life Station (Wally Delamater)

Four bids were received on May 8, 2019 for the above-mentioned improvements. West Michigan Dirtworks submitted the low bid in the amount of \$280,843.05. The low bidder had a satisfactory performance record on previous projects; Moore & Bruggink recommended that a contract be awarded to West Michigan Dirtworks.

4. ROW Encroachment 411 W. Savidge

A preliminary site circulation map for the former Citgo Station (future Brooklyn Bagels www.brooklynsb.com) was shared. In order to meet the parking requirements and allow for proper site circulation, 6 parking spaces on the west side of the property would need to encroach onto Village ROW. There were numerous locations throughout the Village where this had been common practice for decades (*an aerial was attached for Arby's showing their parking spaces wholly encroaching on Village ROW*).

5. Liability & Property Pool (Marv Hinga)

The NW Ottawa communities released a joint RFP for liability insurance quotes. The Village received 3 proposals and were working with a number of communities in Ottawa County on a joint proposal with the same firm that provided our health insurance.

6. Delinquent Utility Bills (Marv Hinga)

According to Sec. 78-176 all delinquent water/sewer bills (including penalties) that were 3 months or more past due could be placed on summer taxes as a lien against the property. Sec 78-342 allowed the Village to place a lien on property to recover costs of mowing. These assessments needed to be approved by Council at the May meeting for placement on the taxes in June.

7. Downtown Development Agreement, 109 S. Jackson

Village Attorney Bob Sullivan reviewed the proposed agreement for 109 S. Jackson. Brian Ford from Milanowski & Englert was working on a legal description for the strip of land between Village Hall and Epicurean Village. That survey and description was to be completed prior to the Village Council meeting on May 20, 2019.

8. Coast Guard Dinner – Letter of Understanding

As of press time, the Village had not received a cost per head for the 2019 dinner, which was due to us by 05/01.

9. Engagement Letter – Baker Tilly Sewer Rate Analysis (Marv Hinga)

An engagement letter for services rendered by Baker Tilly for our sewer rate analysis was shared. The costs associated with this agreement were covered by the Village's SAW grant.

10. Metro Act Extension

This was a housekeeping item.

11. Community Engagement (Tanglefoot/Mill Point Master Plan)

A community engagement meeting was scheduled for Wednesday, May 29, 2019 from 4:00 p.m. – 7:00 p.m. at Seven Steps Up. Postcards had been mailed to all Village residents, encouraging them to participate in the process to determine the future of both Tanglefoot & Mill Point Parks.

12. Mill Point Park - Wooden Boat Show Request (Mark Miller)

The Wooden Boat Show was scheduled for Saturday, June 1, 2019 (all day) at Mill Point Park. The Chairman, Mark **Miller**, requested the use of Mill Point Park for that date/time.

Clerk/Treasurer **Hinga** suggested this item not be placed on the Consent Agenda because Council Member Miller should recuse himself from this vote due to a conflict of interest. Council agreed.

13. Winsor McCay Discussion (Mark Miller)

The Winsor McCay Committee had been contemplating a capital campaign to raise funds for the creation of a Winsor McCay Memorial Park. Chairman Mark **Miller** updated Council on their progress.

14. Central Park – Ride of Silence Request

Mr. Christian Miller from Loose Spokes applied to reserve part of Central Park on May 15th from 6:00 p.m. until 8:00 p.m. in order to stage the annual Ride of Silence.

15. Budget Adjustments (Marv Hinga)

On Monday, May 6, 2019 the Finance Committee reviewed proposed budget adjustments for the Fiscal Year 2018/2019 budget. They recommended approval of the proposed adjustments.

16. National Pollutant Discharge Elimination System (NPDES) Permit Management Agreement with Grand Valley Metro Council

This was a housekeeping item; will be placed on the consent agenda.

17. Encroachment Discussion - 206 N. Buchanan

The Village recently received a request to extend the life of an encroachment from a property owner that caused staff to do some research regarding various encroachments along Lakeside Trail.

18. Budget Discussion (Marv Hinga)

Budget books were distributed.

19. Communications

- Casino/Gaming notice
- Chamber economic development report
- Complaint

- Mitchell
 - Painter
- Grants (Trees)
 - North Bank Communities Fund
 - Plant Up, Fly Right
- Invasive species treatment
- NOCH Newsletter
- OCCDA – 911 award
- Thank you notes
 - Mersereau
 - Gelbard
 - Trontin
- Yellowbook opt out
- Updates
 - Art in the Park RFP
 - Community Branding RFP
 - Downtown Design Manual RFP
 - Downtown Redevelopment
 - Short-term Rental Legislation

20. Minutes

Minutes of the April 8, 2019 Work Session and April 15, 2019 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to May 17, 2019.

21. Public Comment

There was no public comment.

22. Adjournment: There being no further business, the meeting adjourned at 9:30 p.m.

Mark Powers, Village President

Christine Burns, Village Manager