<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00 p.m.</td>
<td>Four Points Presentation</td>
</tr>
<tr>
<td>7:02 p.m.</td>
<td>Parking Ordinance Amendment</td>
</tr>
<tr>
<td>7:04 p.m.</td>
<td>Public Hearing Marina Bay</td>
</tr>
<tr>
<td>7:06 p.m.</td>
<td>MDOT Contract</td>
</tr>
<tr>
<td>7:08 p.m.</td>
<td>Budget Calendar for 2022</td>
</tr>
<tr>
<td>7:10 p.m.</td>
<td>Board &amp; Committee Appointments</td>
</tr>
<tr>
<td>7:12 p.m.</td>
<td>Budget Adjustments</td>
</tr>
<tr>
<td>7:13 p.m.</td>
<td>Communications</td>
</tr>
<tr>
<td>7:16 p.m.</td>
<td>Minutes</td>
</tr>
<tr>
<td>7:17 p.m.</td>
<td>Public Comment</td>
</tr>
<tr>
<td>7:20 p.m.</td>
<td>Adjourn</td>
</tr>
</tbody>
</table>

Minutes of the December 6, 2021 Work Session and December 13, 2021 regular meeting are attached for review. Should you wish to make edits, please share that information with Chris Burns or Maryann Fonkert prior to January 13.

Council Meetings are open to the public, and as such, the public is invited to speak at the end of each meeting. Each speaker should ask to be recognized by the chair, must state their name and address for the record and should limit their comments to 3 minutes.
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: January 10, 2022
RE: Four Points Presentation

Background: Kim Kroll, Executive Director, Four Points, Center for Successful Aging will be at the Council Meeting to give an overview of what is happening with seniors in the area. They would be to thank all of you for supporting Four Points, give a brief overview of 2021 and to answer any questions that you may have.

Issues & Questions Specified: None.

Alternatives: Do not allow Ms. Kroll to present.

Financial Impact: None.

Attachments: None.
Background: The publication required to finalize this ordinance adopted did not make the Grand Haven Tribune. Therefore, Council has to re-adopt (although a second public hearing is not necessary).

When enforcement of the ROW parking commenced this year, there was some question as to the proper fine associated with a violation. The language was ambiguous and needed to be clarified. While Attorney Sullivan was clarifying that language, he also cleaned up language that referenced our police department, which is outdated.

Issues & Questions Specified: Should the Village update the language in Chapter 365, Article II?

Alternatives: Do nothing. This would be problematic in the court of law, should a ticket be challenged.

Financial Impact: Attorney fees to edit the ordinance and the associated costs of publication.

Recommendation: Hold the public hearing on December 20, 2021 to consider adoption of new language.

Attachments:

Public Notice
New Ordinance Language
ORDINANCE NO. 373

VILLAGE OF SPRING LAKE PARKING ORDINANCE AMENDMENT

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES ADOPTED BY THE VILLAGE OF SPRING, OTTAWA COUNTY, STATE OF MICHIGAN, AMENDING CERTAIN PROVISIONS OF CHAPTER 365, ARTICLE II, CONCERNING PARKING REGULATIONS, AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE.

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

Section 1. Amendment of Chapter 365, Article II. Chapter 365, Article II of the Code of Ordinances adopted by the Village of Spring Lake, Ottawa County, State of Michigan, is hereby amended to state in its entirety as follows:

§ 365-5. Laws Governing.

The parking of vehicles within the Village shall be governed by this article, by the provisions of the Uniform Traffic Code adopted by Section 365-2, and the provisions of the Michigan Motor Vehicle Code adopted by Section 365-21.

§ 365-6. No parking during snow removal.

To facilitate the removal of snow from Village streets and roads, no person shall park or stop a vehicle as defined in the Uniform Traffic Code and the Michigan Motor Vehicle Code within five feet of the edge of the traveled portion of any Village street or road or in any municipal parking lot between the hours of 2:00 a.m. and 6:00 a.m. from December 1 to April 1 of each year.

§ 365-7. Obedience to parking signs.

When erected parking signs limit the time for which a person may park or stop a vehicle in a particular parking space, zone or lot, no person shall stop or park a vehicle in the space, zone or lot for a period longer than designated on the parking sign during the period of time the time limits are in force as designated on the parking sign.


A. A disabled person is a person who, for the purposes of this article, has a physical characteristic categorized as a disability that limits ambulation or necessitates the use of a wheelchair for mobility.

A. Creation. Pursuant to Public Act No. 154 of 1968 (MCLA § 600.8101 et seq.), and for the purpose of disposing of parking violations, the Village establishes a Parking Violations Bureau to be under the supervision and control of the Village Manager or their designee. This Bureau shall be located at the Village and shall be administered and operated by the Village Manager or their designee.

B. Jurisdiction. Only those violations scheduled in § 365-13 shall be disposed of by the Parking Violations Bureau. In any case, the Village Manager or their designee may decline or refuse to dispose of a parking violation at the Parking Violations Bureau. In such case, any person having knowledge of the facts may file a sworn complaint before any court having jurisdiction of the offense as provided by law.

C. Rights of violator. No violation may be settled at the Parking Violations Bureau except at the specific request of the alleged violator. No penalty for any violation shall be accepted from any person who denies having committed the offense, and in no case shall the Village Manager or their designee determine or attempt to determine the truth or falsity of any fact or matter relating to such alleged violation. No person shall be required to dispose of a parking violation at the Parking Violations Bureau, and all persons shall be entitled to have any such violation processed before a court having jurisdiction if they so desire. The unwillingness of any person to dispose of any violation at the Parking Violations Bureau shall not prejudice that individual or in any way diminish the rights, privileges and protection afforded by law.

§ 365-10. Issuance of parking ticket.

The issuance of a parking ticket shall be deemed an allegation of a parking violation. Such parking ticket shall indicate that the ticket may be disposed of at the Parking Violation Bureau, the location of the bureau, and the penalty for the offense for which the parking ticket was issued.

A. It shall be unlawful for any person who owns, leases or operates a motor vehicle, mobile home, motor home, recreational vehicle, boat, boat trailer or bus, whether licensed or not, to park or stand such motor vehicle in the parkway area between a sidewalk and the curb of a street, within the boulevard area of such street, or within the public right-of-way area of such street, except under the following circumstances:

(1) The owner of a single-family dwelling which is not situated on a street that has curb and gutter may apply to the Village for a license to park one vehicle within the public right-of-way.

(2) The space on which the motor vehicle may be parked must be a hard surface, which is defined as concrete, asphalt, brick pavers, or a compacted aggregate such as RAP (which must include a border).

(3) The parking space within the public right-of-way must be contiguous with the street.

(4) The motor vehicle utilizing the approved parking space must park parallel with the roadway (and not perpendicular), with the passenger side of the vehicle adjacent to the curb or sidewalk.

(5) No more than one motor vehicle may park in any approved parking space.

(6) The individual who obtains the license from the Village must maintain the approved parking space in conformance with the ordinances of the Village of Spring Lake and may use gravel or dolomite as a product to improve the area.

(7) The approved parking space must be weed-free.

(8) The license will not be issued until the parking space is improved and inspected by the Village of Spring Lake.

(9) The license shall not expire; however, it may not be transferred to anyone other than the original licensee.

(10) The license fee which will be imposed shall be established yearly in conjunction with the annual budget.

(11) The winter parking restrictions set forth in § 365-6 shall apply to all licenses obtained under this section.
(12) A waiver to the license requirement will be granted by the Village Manager to those individuals who have a handicapped parking permit from the State of Michigan.

(13) A waiver to the license requirement may be granted by the Village Council to property owners who do not have the ability to create a driveway based on topography or unusual site restrictions.

(14) Licenses will not be required in the following circumstances: when parking on the roads immediately adjacent to Tanglefoot Park, when parking near religious institutions on Sundays between 9:00 a.m. and 12:00 noon or parking in the vicinity of Hammond Street during sporting events.

B. It shall be unlawful for any person who owns, leases or operates a motor vehicle, except as a passenger-type vehicle, or light truck under ten-ton rated, to park or stand such motor vehicle on any public street, alley or public parking area overnight.

C. It shall be unlawful for any person who owns or leases a boat, boat trailer or any other trailer, including a semitrailer, whether attached to a motor vehicle or not, to park or stand such boat or trailer in any public street, alley, or public parking area overnight.

D. It shall be unlawful for any person who owns, operates or leases a mobile home, bus, motor home, or recreational vehicle to park or stand such mobile home, bus, motor home or recreational vehicle in any public street, alley or public parking area overnight.

E. It shall be unlawful for any person who owns, operates or leases a commercial or industrial motor vehicle in excess of 3/4 ton to let it be parked or stored on any public street, alley or public parking area within any residential zoning district; however, this subsection shall not prevent temporary parking, not to exceed eight hours’ duration, while engaged in a delivery, pickup or service call to the property where located.

F. It shall be unlawful for any person who owns, operates or leases a motor vehicle or trailer to park, stand or store such motor vehicle or trailer while in a public park on a grassy or lawn area or in an area not marked or designated for vehicle parking or trailers.

G. Electric Vehicle parking spaces – unauthorized parking or obstructing.

1. If the Village designates a parking area for charging an electric vehicle, the reserved space(s) shall be indicated by a sign installed by the Village. The sign shall indicate that the reserved space(s) are for the charging of electric vehicles only.
2. An individual may not park or leave standing a vehicle in a space designated for charging and parking an electric vehicle unless the individual's vehicle is actively charging (connected to the charging station cable for charging purposes).

3. An individual may not obstruct, block or otherwise bar access to a space designated for charging a vehicle.

H. It shall be unlawful for any person who owns, leases or operates any type of motor vehicle, recreational vehicle, boat or any type of trailer to park or stand on any bicycle, pedestrian or walkway designated area.

I. Citations will be issued to any individual with violations of subsections A, B, C, D, E, F, G or H of this section.

J. Any individual who is the registered owner of a motor vehicle, boat, or trailer, as disclosed by the registration records of the state, province, or country where it is licensed, is deemed to be responsible for the locating of such motor vehicle, boat or trailer in violation of this section; and whether such owner has knowledge of the unlawful locating of such motor vehicle, boat or trailer is irrelevant, the violation of any such subsection being a civil infraction by the owner; provided the lessee of a leased vehicle having a lease term in excess of one month shall in all cases be deemed the owner of such motor vehicle for purposes of this section. The lessor of a leased vehicle having a lease term of one month or less, or if a daily or weekend rental vehicle, shall in such cases be deemed the owner of such motor vehicle for purposes of this section.

K. A separate offense shall be deemed committed upon each day during or when a violation of this section occurs or continues.

§ 365-12. Failure to pay fines.

If the owner or operator of a vehicle which has been ticketed shall not within the thirty-day period pay or cause to be paid the fees set forth in § 365-13 or make an appearance in the District Court and indicate an intent to dispute the parking ticket, any law enforcement officer of the Village may seize such vehicle at any time thereafter, anywhere within the Village. In order that the owner or operator may remove any vehicle which has been thus impounded, that individual shall pay to the Village all overdue parking tickets and to the impounder all impounding fees which have accrued against such vehicle during the time of his ownership, and in addition the cost of towing and storage. If at the time of seizure the vehicle has been sold to a bona fide purchaser and transfer or title has been duly made, such new owner may have the car released forthwith by showing the new certificate of title to the proper officers. If the owner or operator disputes liability as to any impoundment fees or any previously incurred impoundment fees, fines, cost, forfeiture or penalty, such owner or operator may have the vehicle released from impoundment by posting a bond, to be approved by the
District Judge in an amount not to exceed $500, pending final adjudication of disputed liability. Any vehicle impounded by seizure under any Village ordinance may, after one month from the date of seizure, be sold by the Village Manager or their designee either at private or public sale to the highest bidder, after first giving the owner of the car as is shown to be in the office of the Secretary of State in which the car is licensed, on the day of seizure, a notice of seizure and proposed sale in writing, delivered in person or sent by registered mail addressed to such person at the owner’s place of business or residence as shown in the Secretary of State’s office.

§ 365-13. Civil Fine Schedule

The following parking violations may be disposed of at the Parking Violations Bureau. If disposed of at the Parking Violations Bureau, the civil fine schedule shall be as established by the Village Council and shall be kept on file and available for inspection at the Parking Violations Bureau. Such parking violations shall consist of civil infractions as follows:

<table>
<thead>
<tr>
<th>Offense</th>
<th>Uniform Traffic Code Section</th>
<th>Motor Vehicle Code Section or Village Ordinance</th>
<th>Civil</th>
<th>After 7 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking too far from the curb</td>
<td>R801, R803</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Angle parking violations</td>
<td>R803, R807</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Obstructing traffic</td>
<td>MCL § 257.676(b)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Prohibited parking (signs unnecessary)</td>
<td>MCL § 257.674(b)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>On a sidewalk</td>
<td>MCL § 257.674(b)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>In front of a public or private drive</td>
<td>MCL § 257.674(b)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Within an intersection</td>
<td>MCL § 257.674(c)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Within 15 feet of a fire hydrant</td>
<td>MCL § 257.674(d)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Offense</td>
<td>Uniform Traffic Code Section</td>
<td>Motor Vehicle Code Section or Village Ordinance</td>
<td>Civil</td>
<td>After 7 Days</td>
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<tr>
<td>------------------------------------------------------------------------</td>
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<tr>
<td>On a crosswalk</td>
<td>MCL § 257.674(e)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Within 20 feet of a crosswalk, or if none, then within 15 feet of the intersection of property lines at an intersection of highways</td>
<td>MCL § 257.674(f)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Within 30 feet of street side of traffic signal or sign</td>
<td>MCL § 257.674(g)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Within 50 feet of the nearest rail of a railroad crossing</td>
<td>MCL § 257.674(i)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Alongside or opposite a street excavation or obstruction, if the stopping, standing, or parking could obstruct traffic</td>
<td>MCL § 257.674(k)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>On a bridge or viaduct</td>
<td>MCL § 257.674(m)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Double parking</td>
<td>MCL § 257.674(l)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>In front of a theater</td>
<td>MCL § 257.674(p)</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Blocking emergency exit</td>
<td>MCL § 257.674(q)</td>
<td></td>
<td>$25</td>
<td>$50</td>
</tr>
<tr>
<td>Blocking fire escape</td>
<td>MCL § 257.674(r)</td>
<td></td>
<td>$25</td>
<td>$50</td>
</tr>
<tr>
<td>Failure to remove disabled vehicle</td>
<td>MCL § 257.673</td>
<td></td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Offense</td>
<td>Uniform Traffic Code Section</td>
<td>Motor Vehicle Code Section or Village Ordinance</td>
<td>Civil</td>
<td>After 7 Days</td>
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<td>------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>On a street or other area open to the parking of vehicles that results</td>
<td></td>
<td>MCL § 257.674(u)</td>
<td>$40</td>
<td>$80</td>
</tr>
<tr>
<td>in the vehicle interfering with the use of a curb-cut or ramp by persons with disabilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Obstructing a fire lane</td>
<td></td>
<td>MCL § 257.674(aa)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking between sidewalk and curb</td>
<td>Village Code § 365-11A</td>
<td>$10 $20</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parking in prohibited zones (signs or directives required)</td>
<td></td>
<td>MCL §257.674</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Improper angle parking R803, R807</td>
<td></td>
<td>MCL § 257.674(h)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Between a safety zone and the adjacent curb or within 30 feet of a point on the curb immediately opposite the end of a safety zone, unless a different length is indicated by an official sign or marking</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Within 20 feet of the driveway entrance to a fire station and on the side of a street opposite the entrance to a fire station within 75 feet of the entrance if properly marked by an official sign</td>
<td></td>
<td></td>
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<td></td>
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</tbody>
</table>


<table>
<thead>
<tr>
<th>Offense</th>
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<th>Motor Vehicle Code Section or Village Ordinance</th>
<th>Civil</th>
<th>After 7 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>In marked tow-away zone</td>
<td></td>
<td>MCL §§ 257.674(w) and 257.606</td>
<td>$50</td>
<td>$100</td>
</tr>
<tr>
<td>In marked handicapped zone without handicapped parking permit</td>
<td></td>
<td>MCL § 257.674(s) Village Code § 365-8</td>
<td>$100</td>
<td>$200</td>
</tr>
<tr>
<td>In a clearly identified access aisle or access lane immediately adjacent to a space designated for parking by persons with disabilities</td>
<td></td>
<td>MCL § 257.674(t)</td>
<td>$50</td>
<td>$100</td>
</tr>
<tr>
<td>In any other prohibited parking zone</td>
<td></td>
<td>MCL § 257.674(n)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking for prohibited purposes (on a public street/property)</td>
<td>R814</td>
<td>R814(a)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Displaying vehicle for washing, polishing, greasing, working on or repairing vehicle</td>
<td>R814(b)</td>
<td>R814(b)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Displaying advertising</td>
<td>R814(c)</td>
<td>R814(c)</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Selling merchandise</td>
<td>R814(d)</td>
<td>R814(d)</td>
<td>$15</td>
<td>$30</td>
</tr>
<tr>
<td>Storage over 48 hours</td>
<td>R814(e)</td>
<td>R814(e)</td>
<td>$15</td>
<td>$30</td>
</tr>
<tr>
<td>Wrong side of boulevard parking</td>
<td>R815</td>
<td>R815</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Loading zone violation</td>
<td>R817</td>
<td>R817</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Taxicab, parking other than at cab stand</td>
<td>R819</td>
<td>R819</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Offense</td>
<td>Uniform Traffic Code Section</td>
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<td>Civil</td>
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<td>------------------------------------------------------------------------</td>
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<td>-----------------------------------------------</td>
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<td>-------------</td>
</tr>
<tr>
<td>Bus, taxicab stand violation</td>
<td>R820</td>
<td>Village Code § 365-11</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking outside designated parking spaces in public parks and parking lots</td>
<td></td>
<td>Village Code § 365-11</td>
<td>$25</td>
<td>$50</td>
</tr>
<tr>
<td>Failure to set parking brake</td>
<td></td>
<td>MCL § 257.676</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking on grade, wheels not turned to curb</td>
<td></td>
<td>MCL § 257.676</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Bicycle parking violations</td>
<td>R617, R617a</td>
<td>Village Code § 365-6</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking on any public street, alley, parking lot in the Village between 2:00 a.m. to 6:00 a.m., Dec. 1 to April 1</td>
<td></td>
<td>Village Code § 365-6</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking on any bicycle, pedestrian or walkway designated area</td>
<td></td>
<td>Village Code § 365-11</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Parking overnight on public street, alley or parking lot</td>
<td></td>
<td>Village Code § 365-11(B), (C), (D)</td>
<td>$15</td>
<td>$30</td>
</tr>
<tr>
<td>Improper parking at boat launch or public park</td>
<td></td>
<td>Village Code § 365-11(F)</td>
<td>$40</td>
<td>$80</td>
</tr>
<tr>
<td>Improper parking at Electric Vehicle Charging station</td>
<td></td>
<td>Village Code § 365.11(G)</td>
<td>$40</td>
<td>$80</td>
</tr>
</tbody>
</table>


The Parking Violations Bureau shall be authorized to accept pleas of guilty in parking violations cases and to collect and retain fines and costs therefor. Appearance, plea and payment to such Bureau shall constitute satisfaction of such parking violations.
Section 2. **Administrative Liability.** No officer, agent, or employee of the Village shall be personally liable for any damages the Village may accrue to any person as a result of any act required or permitted in the discharge of duties under and in the enforcement of this Ordinance.

Section 3. **Severability and Captions.** This Ordinance and its various sections, subsections, sentences, phrases, and clauses are declared to be severable. If any section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid, the remainder of this Ordinance shall not be affected. Pronouns shall be read as masculine, feminine, or neuter as may be appropriate. Captions appearing at the beginning of any section shall not be deemed as part of this Ordinance and shall have no independent significance.

Section 4. **Repeal.** All ordinances or parts of ordinances which are in conflict in whole or in part with any of the provisions of this Ordinance as of its effective date are repealed to the extent of such conflict.

Section 5. **Effective Date.** This Ordinance shall take effect upon publication.

VILLAGE OF SPRING LAKE

Dated: __________________, 2021

By: __________________________
Mark Powers
Its: President

By: __________________________
Marvin Hinga
Its: Clerk
CERTIFICATE

I, Marvin Hinga, the Clerk/Treasurer for the Village of Spring Lake, Ottawa County, Michigan, certify that the foregoing Village of Spring Lake Parking Ordinance Amendment was adopted at a regular meeting of the Village Council held on ______________, 2021. The following members of the Village Council were present at that meeting: __________________________________________
_____________________. The following members of the Village Council were absent: _________________________________. The Ordinance was adopted by the Village Council with members of the Council __________________________________________
__________________________ voting in favor, and members of the Council ___________________________________________ voting in opposition. Notice of Adoption of the Ordinance was published in The Grand Haven Tribune on ________________, 2021.

____________________________________
Marvin Hinga, Clerk/Treasurer
Village of Spring Lake
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members
FROM: Chris Burns, Village Manager
DATE: January 10, 2022
RE: Public Hearing Marina Bay PUD

Background: The PUD for Marina Bay has been approved by the Planning Commission and will now need to be approved by Council. Planner Cassie Hoisington is preparing the staff report for the public hearing and will have it ready prior to the Council Meeting. It was not prepared in time to distribute at the work session.

Issues & Questions Specified: Should Council hold the public hearing regarding the PUD?

Alternatives: Do not hold the public hearing.

Financial Impact: None.

Recommendation: Hold the public hearing and subsequently consider the PUD for approval.

Attachments:

Public Notice
Residents of Spring Lake Village and other interested parties, take notice that the Spring Lake Village Council will hold a public hearing on Monday, January 17, 2022, at 7:00 pm. The meeting will be held in-person at Barber School, 102 West Exchange Street, Spring Lake, Michigan 49456, Phone: (616) 842-1393. The hearing pertains to the following item:

**930 W Savidge St – Marina Bay Condominiums:** The Village Council will consider a request for a PUD Amendment to complete the construction of two condominium buildings and a detached garage structure for which foundation was previously poured, but then abandoned and buried.

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meeting Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act (ADA).

All interested persons will be given the opportunity to be heard. Written comments regarding this application may be directed to:

Marv Hinga  
Clerk  
Village of Spring Lake  
102 W Savidge Street  
Spring Lake, MI 49456  
elliott@springlakevillage.org

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

A copy of this notice is on file in the office of the Clerk.

Cassandra Hoisington  
Contractual Village Planner

Publish Legal Ad: December 30, 2021
**WORK SESSION AGENDA REPORT**

**TO:** Village President Mark Powers & Village Council Members

**FROM:** Marvin Hinga, Village Clerk/Treasurer

**DATE:** January 7, 2022

**RE:** MDOT Maintenance Contract

**Background:** Every five years the Village enters into an agreement with MDOT for the maintenance of M-104 within the Village limits. The current contract (2019-0776) was approved by Council in December 2020 and submitted to MDOT. MDOT is now requiring a Council resolution designating the authorized signer of the Maintenance Agreement.

**Issues & Questions Specified:** Should the Village designate the Village Clerk/Treasurer (Marvin Hinga) as the authorized signer for the MDOT Maintenance Contract?

**Alternatives:** Council can designate someone else on staff or Council to be the authorized signer of the MDOT Contract.

**Financial Impact:** None.

**Recommendation:** Pass Resolution 2022-01 designating the Village Clerk/Treasurer as the authorized signer for MDOT Contract 2019-0776.

**Attachments:** None.
VILLAGE OF SPRING LAKE  
OTTAWA COUNTY, MICHIGAN

RESOLUTION NO: 2022-01

A RESOLUTION DESIGNATING THE AUTHORIZED SIGNERS FOR THE MDOT STATE TRUNKLINE MAINTENANCE CONTRACT

WHEREAS, the Michigan Department of Transportation (MDOT) annually contracts with the Village of Spring Lake for maintenance of M-104, and

WHEREAS, MDOT requires a resolution naming the officials authorized to sign the contract on behalf of the Village of Spring Lake.

NOW, THEREFORE BE IT RESOLVED, that the Village Council, on behalf of the citizens of Spring Lake, authorizes the Village City Clerk/Treasurer to sign and enter into a State Trunkline Maintenance contract with MDOT, contract #2019-0776.

YEAS:

NAYS:

ABSENT:

Dated: January 17, 2022

________________________
Marvin Hinga, Clerk/Treasurer
Background: Each year, Council holds a strategic planning/goal setting session to give staff direction on the budget preparation. This year’s session will be held on January 15, 2022 and will again be moderated by Dr. Alan Vanderberg.

Issues & Questions Specified: Should the budget calendar be adjusted in any way?

Alternatives: Suggest changes to the format/dates for the budget process.

Financial Impact: None.

Recommendation: Council discretion.

Attachments:

Budget Calendar
<table>
<thead>
<tr>
<th>Step</th>
<th>Task/Process</th>
<th>Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td><strong>Budget Team Meeting</strong></td>
<td>01/10/22</td>
</tr>
<tr>
<td></td>
<td>Review Staff Goals</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td><strong>Council Strategic Planning &amp; Goal Setting</strong></td>
<td>01/15/22</td>
</tr>
<tr>
<td></td>
<td><strong>DDA Strategic Planning &amp; Goal Setting</strong></td>
<td></td>
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<tr>
<td>3</td>
<td><strong>Budget Team Meeting</strong></td>
<td>01/24/22</td>
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<tr>
<td></td>
<td>Review DDA (236)</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td><strong>Budget Team Meeting</strong></td>
<td>02/21/22</td>
</tr>
<tr>
<td></td>
<td>Preliminary Taxable Value (pre BOR)</td>
<td></td>
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<tr>
<td>5</td>
<td><strong>Budget Team Meeting</strong></td>
<td>03/04/22</td>
</tr>
<tr>
<td></td>
<td>Review Parks Budget &amp; Forestry (101)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Review Major Streets (202), Local Streets (203), Ottawa Country Road Millage (204) and Non-Motorized Pathways (218)</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td><strong>Budget Team Meeting</strong></td>
<td>03/08/22</td>
</tr>
<tr>
<td></td>
<td>Review General Fund - Remaining Departments (101)</td>
<td></td>
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<td></td>
<td>Review Water &amp; Sewer (590 &amp; 591)</td>
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<tr>
<td></td>
<td>Review Fees &amp; Rates</td>
<td></td>
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<tr>
<td>7</td>
<td><strong>Budget Team Meeting</strong></td>
<td>03/17/22</td>
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<td></td>
<td>Review Police (Fund 101 – Dept.301)</td>
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<tr>
<td>8</td>
<td><strong>Budget Team Meeting</strong></td>
<td>03/24/22</td>
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<tr>
<td></td>
<td>Review Central Equipment (661) &amp; Public Improvement (208)</td>
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<td></td>
<td>Review Fund Balances &amp; Changes</td>
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<td></td>
<td>Review Preliminary Budget for Council</td>
<td></td>
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<tr>
<td></td>
<td>Review Board of Review Changes for Taxable Values</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td><strong>Budget Team Meeting</strong></td>
<td>04/04/22</td>
</tr>
<tr>
<td></td>
<td>Final Review Before Presentation to Council</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td><strong>Proposed Preliminary Budget to DDA</strong></td>
<td>04/14/22</td>
</tr>
<tr>
<td>11</td>
<td><strong>Set Public Hearing on Water/Sewer Rates &amp; Fees</strong></td>
<td>04/18/22</td>
</tr>
<tr>
<td>12</td>
<td><strong>Budget Team Meeting</strong></td>
<td>04/29/22</td>
</tr>
<tr>
<td></td>
<td>Discussion of Council &amp; PC Revisions</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td><strong>Proposed Preliminary Budget to Parks &amp; Recreation/Tree Board</strong></td>
<td>05/02/22</td>
</tr>
<tr>
<td>14</td>
<td><strong>Proposed Final Budget to DDA</strong></td>
<td>05/12/22</td>
</tr>
<tr>
<td>15</td>
<td><strong>Preliminary Budget Proposed to Council</strong></td>
<td>05/16/22</td>
</tr>
<tr>
<td></td>
<td>Water &amp; Sewer Rates</td>
<td></td>
</tr>
<tr>
<td></td>
<td>All Other Rates &amp; Fees</td>
<td></td>
</tr>
<tr>
<td>16</td>
<td><strong>Set Public Hearing for Budget Adoption</strong></td>
<td>05/16/22</td>
</tr>
<tr>
<td>17</td>
<td><strong>Final Budget to Council</strong></td>
<td>05/27/22</td>
</tr>
<tr>
<td>18</td>
<td><strong>Council Review &amp; Approval of Final FY21/22 Budget Amendments</strong></td>
<td>06/13/22</td>
</tr>
<tr>
<td>19</td>
<td><strong>FY 22/23 Budget Adopted by Council</strong> (Public Hearing)</td>
<td>06/13/22</td>
</tr>
</tbody>
</table>

1 Budget must be adopted no later than June 15th, per Charter.
**Background:** The DDA has had a resignation of a board member. The vacancy has been advertised and the DDA will consider all applicants at their January 13th meeting, with a recommendation for Council at their regular meeting on January 17, 2022.

The Spring Lake District Library board appointment for the Village Manager expired on 12/31/21. While the Village President’s appointment doesn’t expire until 2022, he has indicated a desire to step aside since there is another resident interested in the seat.

**Issues & Questions Specified:** Should Council reappoint Chris Burns and appoint Skylar Garrison to the SLDL board?

The DDA recommendation for appointment will take place on 01/17/22.

**Alternatives:** Do not reappoint, thereby leaving the seats vacant.

**Financial Impact:** None.

**Recommendation:** Council discretion.

**Attachments:**

Garrison application.
Board and Commission Application
102 W. Savidge, Spring Lake, MI 49456
P: (616) 842-1393 F: (616) 847-1393
Email: christine@springlakevillage.org

Current service on a board or commission does not guarantee reappointment. Each year, the Village solicits applications to fill terms that are expiring or seats that have been vacated. Incumbents are required to reapply. In the event that there are more applicants than there are seats available, Council will interview qualified applicants and appoint the most qualified individual(s).

Name: Skylar Garrison
Date: 11/10/2021
Address: 525 River St.
Home Phone: (
Email Address: skylargarrison2@gmail.com
Cell Phone: (616) 402-4837

Years as a Village Resident: 2
Occupation¹: admin/client relations

Background/Interests: I have worked with my husband for two years at Greenridge Realty doing his admin/client relations part of deals. I am also a mother to a sweet 18 month old. We love to travel and spend time with family.

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

☐ Village Council
☐ Planning Commission
☐ Zoning Board of Appeals
☐ Parks & Recreation/Tree Board
☐ Lloyd’s Bayou Lake Board
☐ Historic Commission
☐ Library Liaison
☐ Spring Lake Lake Board
☐ Beautification Volunteer
☐ DDA
☐ Development Area Citizens Council (DACC)
☐

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

☐ Yes  ☐ No  ☐ Seasonally – from ___________ to ___________

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

I love living in the village and I want to serve in any way possible to better the community where I grew up and am now raising my child.

Concerns for the Village; if any:

N/A

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

¹ You may attach a resume in lieu of completing the “background/interests” section.
WORK SESSION AGENDA REPORT

TO: Village President Mark Powers & Village Council Members

FROM: Chris Burns, Village Manager

DATE: January 10, 2022

RE: Budget Adjustments

**Background:** The attached budget adjustments were actually discussed at last month’s finance committee meeting and at the work session. However, I failed to put them on the consent agenda. Consequently, they still need to be approved.

**Issues & Questions Specified:** Should the budget adjustments be approved?

**Alternatives:** None. Failure to approve will prove problematic with our auditors at the end of the fiscal year.

**Financial Impact:** As noted.

**Recommendation:** Place the budget adjustments on the January consent agenda.

**Attachments:**

Budget Adjustments for Fiscal Year 2021/2022
<table>
<thead>
<tr>
<th>Adjustment</th>
<th>Account</th>
<th>Fund</th>
<th>Dept.</th>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>#1</td>
<td>101-000.000-695.000</td>
<td>General Fund</td>
<td>Revenue</td>
<td>Appropriation from Fund Balance</td>
<td>5,435</td>
<td>12,634</td>
<td>7,199</td>
</tr>
<tr>
<td></td>
<td>101-301.000-971.000</td>
<td>General Fund</td>
<td>Police Services</td>
<td>Capital Outlay</td>
<td>0</td>
<td>7,199</td>
<td>7,199</td>
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<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Adjust Police Budget for purchase of speed trailer.</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#2</td>
<td>101-226.000-801.902</td>
<td>General</td>
<td>Storm Water</td>
<td>Contract Workers</td>
<td>150</td>
<td>0</td>
<td>(150)</td>
</tr>
<tr>
<td></td>
<td>101-226.000-940.000</td>
<td>General</td>
<td>Storm Water</td>
<td>Equipment Usage</td>
<td>0</td>
<td>150</td>
<td>150</td>
</tr>
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<td></td>
<td></td>
<td>Adjust the Storm Water Budget.</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#3</td>
<td>101-857.000-702.000</td>
<td>General</td>
<td>Comm. Promotion</td>
<td>Full Time Wages</td>
<td>7,700</td>
<td>6,000</td>
<td>(1,700)</td>
</tr>
<tr>
<td></td>
<td>101-857.000-710.000</td>
<td>General</td>
<td>Comm. Promotion</td>
<td>Life Insurance</td>
<td>0</td>
<td>25</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>101-857.000-801.001</td>
<td>General</td>
<td>Comm. Promotion</td>
<td>Construct Services - SL Township</td>
<td>900</td>
<td>2,575</td>
<td>1,675</td>
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<td></td>
<td></td>
<td>Adjust Community Promotion Budget.</td>
<td>0</td>
<td></td>
<td></td>
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<tr>
<td>#4</td>
<td>590-000.000-702.000</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Full Time Wages</td>
<td>37,500</td>
<td>43,000</td>
<td>5,500</td>
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<td></td>
<td>590-000.000-702.001</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Overtime Wages</td>
<td>500</td>
<td>1,000</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td>590-000.000-703.000</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Part Time wages</td>
<td>200</td>
<td>600</td>
<td>400</td>
</tr>
<tr>
<td></td>
<td>590-000.000-704.000</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Social Security</td>
<td>2,925</td>
<td>3,520</td>
<td>595</td>
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<td></td>
<td>590-000.000-804.100</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Audit Services</td>
<td>2,250</td>
<td>2,755</td>
<td>505</td>
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<td></td>
<td>590-000.000-818.003</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Spring Lake Lift Station</td>
<td>40,000</td>
<td>31,000</td>
<td>(9,000)</td>
</tr>
<tr>
<td></td>
<td>590-000.000-931.000</td>
<td>Sewer Fund</td>
<td>Sewer</td>
<td>Building Repairs</td>
<td>3,000</td>
<td>4,500</td>
<td>1,500</td>
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<td>Adjust Sewer Fund Budget</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>#5</td>
<td>591-000.000-804.000</td>
<td>Water Fund</td>
<td>Water</td>
<td>Legal Fees</td>
<td>0</td>
<td>1,000</td>
<td>1,000</td>
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<td>591-000.000-804.100</td>
<td>Water Fund</td>
<td>Water</td>
<td>Audit Services</td>
<td>1,875</td>
<td>2,755</td>
<td>880</td>
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<td>591-000.000-931.000</td>
<td>Water Fund</td>
<td>Water</td>
<td>Contract Workers</td>
<td>500</td>
<td>0</td>
<td>(500)</td>
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<td></td>
<td>591-000.000-940.000</td>
<td>Water Fund</td>
<td>Water</td>
<td>Building Repairs</td>
<td>2,500</td>
<td>4,000</td>
<td>1,500</td>
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<td></td>
<td>Equipment Usage</td>
<td>9,000</td>
<td>6,120</td>
<td>(2,880)</td>
</tr>
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<td>Adjust Water Fund Budget</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#6</td>
<td>236-000.000-698.100</td>
<td>DDA</td>
<td>Revenue</td>
<td>Bond Proceeds</td>
<td>2,500,000</td>
<td>0</td>
<td>(2,500,000)</td>
</tr>
<tr>
<td></td>
<td>236-000.000-703.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Part Time Wages</td>
<td>2,000</td>
<td>6,000</td>
<td>4,000</td>
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<td></td>
<td>236-000.000-804.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Legal Fees</td>
<td>2,500</td>
<td>4,500</td>
<td>2,000</td>
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<td></td>
<td>236-000.000-804.100</td>
<td>DDA</td>
<td>DDA</td>
<td>Audit Services</td>
<td>1,700</td>
<td>1,500</td>
<td>(200)</td>
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<td></td>
<td>236-000.000-860.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Transportation and Training</td>
<td>1,850</td>
<td>2,050</td>
<td>200</td>
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<td>236-000.000-940.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Equipment Usage</td>
<td>27,500</td>
<td>21,500</td>
<td>(6,000)</td>
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<td></td>
<td>236-000.000-970.000</td>
<td>DDA</td>
<td>DDA</td>
<td>Capital Outlay</td>
<td>3,560,000</td>
<td>1,060,000</td>
<td>(2,500,000)</td>
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<td></td>
<td></td>
<td>Adjust DDA Fund Budget</td>
<td>0</td>
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<tr>
<td>#7</td>
<td>203-463.000-711.000</td>
<td>Local Streets</td>
<td>Routine Maint.</td>
<td>Workers Comp</td>
<td>170</td>
<td>0</td>
<td>(170)</td>
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<tr>
<td></td>
<td>203-463.000-740.000</td>
<td>Local Streets</td>
<td>Routine Maint.</td>
<td>Operating Supplies</td>
<td>1,000</td>
<td>2,000</td>
<td>1,000</td>
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<td></td>
<td>203-463.000-893.000</td>
<td>Local Streets</td>
<td>Routine Maint.</td>
<td>Catch Basin Cleaning</td>
<td>750</td>
<td>0</td>
<td>(750)</td>
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<td>203-463.000-940.000</td>
<td>Local Streets</td>
<td>Routine Maint.</td>
<td>Equipment Usage</td>
<td>10,000</td>
<td>8,990</td>
<td>(1,010)</td>
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<tr>
<td></td>
<td>203-482.000-702.000</td>
<td>Local Streets</td>
<td>Administration</td>
<td>Full Time Wages</td>
<td>1,600</td>
<td>2,400</td>
<td>800</td>
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<tr>
<td></td>
<td>203-482.000-704.000</td>
<td>Local Streets</td>
<td>Administration</td>
<td>Social Security</td>
<td>125</td>
<td>200</td>
<td>75</td>
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<tr>
<td></td>
<td>203-482.000-804.100</td>
<td>Local Streets</td>
<td>Administration</td>
<td>Audit Services</td>
<td>375</td>
<td>230</td>
<td>(145)</td>
</tr>
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<td>203-482.000-860.000</td>
<td>Local Streets</td>
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Chris:

I just copied you on an email to Mr. Harriion in response to his (below). Thought you might want to see what he sent that set up my response.

Bill

-----Original Message-----
From: Communications <communications@springlakevillage.org>
Sent: Monday, December 20, 2021 1:43 PM
To: Bill Cousins <bill@springlakevillage.org>
Subject: FW: Website Contact Form "Electric vehicle charging stations"

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

-----Original Message-----
From: Christopher Harrison <no-reply@www.springlakevillage.org>
Sent: Monday, December 20, 2021 8:50 AM
To: Communications <communications@springlakevillage.org>
Subject: Website Contact Form "Electric vehicle charging stations"

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: Christopher Harrison <9tackler9@gmail.com>
Subject: Electric vehicle charging stations

Message Body:
I read that we, the village, paid to install the electric vehicle charging stations. Now I read that the charging will be free to the electric vehicle owners. Also, this provides a dedicated parking space to these vehicle owners, so long as they are plugged in.
What is the reasoning for this donation to a few people?
Can I stop by the village maintenance garage and fill up my car for free?
Equity?

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

I received your email regarding the Electric Vehicle (EV) charging stations today. The EV stations have been in use for about two weeks and are receiving a lot of activity. The EV stations were paid with funds from the Downtown Development Authority (DDA), which is separate from the general fund of the Village of Spring Lake. A portion of the taxes paid by downtown businesses go into this fund which is used to promote and improve the downtown. For example, DDA funds were used to create the “Social District” downtown so that businesses could sell alcoholic beverages that could be consumed outdoors in the ‘district’. This provided the opportunity for those businesses to stay open and thrive during the time of social distancing and fewer employees available to operate a business. The DDA determined that providing a way for EV drivers to shop downtown was good for the local businesses; therefore the EV stations were proposed. And, it appears to be working! Many users have noted that while charging, they are shopping and eating in our downtown.

The location for these parking spaces has been carefully selected to not create an issue for Internal Combustion Engine (ICE) vehicles. The current spaces now dedicated to EVs rarely had any usage by ICE vehicles. The DDA will continue to consider the usage of parking spaces as additional EV stations are considered.

Sadly, no, you cannot stop at DPW and fill your car for free or for a fee.

The Free usage has been set as a “grand opening” promotion of the stations. There most likely will be charge for usage in the future.

I hope this email addresses your concerns. Contact me anytime if you wish to discuss this further.

Have a great holiday season!!

Bill Cousins
Special Projects Manager
Village of Spring Lake
bill@springlakevillage.org
616-842-1393
From: Jeanne Durand <jdurand@springlaketwp.org>
Sent: Monday, December 13, 2021 9:50 AM
To: Christine Burns
Subject: RE: Just had a call from a very upset resident...Eric Johnson..who lives at 109 Mason

Once he had vented for about 10 minutes he seemed to be somewhat relieved but still wants something done ...

From: Christine Burns [mailto:christine@springlakevillage.org]
Sent: Monday, December 13, 2021 9:43 AM
To: Jeanne Durand <jdurand@springlaketwp.org>
Cc: Elliott Stepanian <elliott@springlakevillage.org>
Subject: RE: Just had a call from a very upset resident...Eric Johnson..who lives at 109 Mason

Thank you!

From: Jeanne Durand <jdurand@springlaketwp.org>
Sent: Monday, December 13, 2021 9:36 AM
To: Christine Burns <christine@springlakevillage.org>
Cc: Elliott Stepanian <elliott@springlakevillage.org>
Subject: Just had a call from a very upset resident...Eric Johnson..who lives at 109 Mason

Eric said he has called several times and talked with Elliott and others ...about Shawn James Contractor and his sub’s are continually parking across the street...He understands that some of the subs are there briefly and trying to understand but other subs are parking there for long periods of time and not suppose to...He said this should not be..he has asked several times that this be corrected...there are rules that this shouldn’t happen and no one seems to be enforcing this parking situation...Parking briefly..is fine...and he is trying to be patient...but it keeps going on...he is loosing patience..please call him 231-670-5267....If rules in place and enforced on tax payers and not contractors this is simply not acceptable....no parking in street and it should be enforced...While typing this note to you he just called back...stating truck there just moved but still feels strongly about this parking violation being enforced

Sincere Regards,
Jeanne Durand/Receptionist/Front Desk

"Be Kind...be thoughtful...and never say goodbye to your children without a hug!"
From: Jeanne Durand <jdurand@springlaketwp.org>
Sent: Tuesday, December 14, 2021 11:42 AM
To: Christine Burns; Elliott Stepanian
Subject: Per Eric Johnson...people are parking again on Mason...second call...first yesterday..vehicles he is not familiar with...no parking where there is not a curb

Sincere Regards,
Jeanne Durand/Receptionist/Front Desk

'Be Kind...be thoughtful...and never say goodbye to your children without a hug!
Eric,

I am in receipt of your numerous voicemails regarding the parking on Mason by contractors. For your reference, I have attached excerpts of our Code of Ordinances. These are available in their entirety at www.generalcode.com as I’m sure you are already aware.

Typically, we do not do any enforcement for contractor vehicles during daytime hours. We do have winter parking restrictions in place and OCSO is actively ticketing violators.

E. It shall be unlawful for any person who owns, operates or leases a commercial or industrial m
let it be parked or stored on any public street, alley or public parking area within any reside
subsection shall not prevent temporary parking of not to exceed eight hours’ duration whi
service call to the property where located.

☐ § 365-6 No parking during snow removal.

To facilitate the removal of snow from Village streets and roads, no person shall park or stop Traffic Code and the Michigan Motor Vehicle Code within five feet of the edge of the traveled po
in any municipal parking lot between the hours of 2:00 a.m. and 6:00 a.m. from December 1 to A

Fondly,

Chris

Christine Burns
VILLAGE MANAGER, VILLAGE OF SPRING LAKE
102 W. Savidge St., Spring Lake, MI 49456
p 616.842.1393  f 616.847.1393
c christine@springlakevillage.org
Happy Monday Jeff,

I’ve let the property owner of the strip mall know about the pile. I’m sure she will address it quickly.

We do not typically shovel sidewalks unless there is more than an inch. At the rate it’s melting, they should be clear in no time.

Happy 2022!

Chris

---

Hi Chris,

Lots of sidewalks not cleared yet. Also, please have a word with whoever manages/owns the strip mall where little Caesars is located. Their plow guy put a big pile right on the sidewalk.

Thx. Jeff Rollins
Ha! No clout here. If anything, they don’t like to see my name in their inbox (I’m usually complaining about something!)

-----Original Message-----
From: Doug Britton <Doug.Britton@plyforms.com>
Sent: Thursday, January 6, 2022 9:37 AM
To: Christine Burns <christine@springlakevillage.org>
Subject: RE: Streetlight problem [NOTIFICATION NO. 001060804867

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

Impressive, you got good clout!

Thanks for the follow-up,
Doug

-----Original Message-----
From: Christine Burns <christine@springlakevillage.org>
Sent: Thursday, January 6, 2022 9:33 AM
To: Doug Britton <Doug.Britton@plyforms.com>
Subject: [EXTERNAL] FW: Streetlight problem [NOTIFICATION NO. 001060804867

Doug,

FYI 😊

Chris

-----Original Message-----
From: donotreply@cmsenergy.com <donotreply@cmsenergy.com>
Sent: Wednesday, January 5, 2022 9:49 AM
To: Christine Burns <christine@springlakevillage.org>
Subject: Streetlight problem [NOTIFICATION NO. 001060804867

Dear Neighbor,

We received your request to investigate a streetlight issue. A crew member visited the site at 510 Liberty St, SPRING LAKE, MI, and repairs were completed on 01/05/2022.
The website[https://urldefense.com/v3/__http://streetlights.consumersenergy.com__;!!NCVv3JKE3Q!CvnKpkBf64BEBplYEGqDTD_r-5_hYXPZwwPgPyXY3BtfeHjag6NyxQGooyqDa8n-dSm$ ] will reflect the updated repair status on or before the next business day.

Please contact us if we can be of further assistance at PO Box.outagereport@consumersenergy.com.

Sincerely,
Streetlight Action Team
Consumers Energy
From: Christine Burns <christine@springlakevillage.org>
Sent: Monday, January 3, 2022 3:58 PM
To: Doug Britton <Doug.Britton@plyforms.com>
Cc: Wally Delamater <wdelamater@springlaketwp.org>
Subject: [EXTERNAL] RE: Street light out

That is a common thought. We own the decorative lights along Savidge and in the parking lots, but not the regular street lights. Although you (as a taxpayer) for the electricity. They are not metered. Consumers Energy has a formula whereas they know how many hours of darkness there is in a year and we pay based on that. So we pay even if the street light is burned out. The quicker you can get it reported and operational, the better – and safer – it is for everybody. That’s probably waaaaay more than you wanted to know with your original email, but I hope you find it helpful 😊.

From: Doug Britton <Doug.Britton@plyforms.com>
Sent: Monday, January 3, 2022 3:55 PM
To: Christine Burns <christine@springlakevillage.org>
Cc: Wally Delamater <wdelamater@springlaketwp.org>
Subject: Re: Street light out

Thank you, we assumed our Village owned/managed the lights...

Kind regards,
Doug Britton
Davidson Plyforms
We can certainly do that. However, if you follow the link below, it’s super easy to do yourself (we don’t own those lights) and you will get a work order number and follow-up on the progress towards repair.

https://streetlights.consumersenergy.com/

Thanks for letting us know and I’ll get that turned in ASAP.

Chris

---

From: Doug Britton <Doug.Britton@plyforms.com>
Sent: Monday, January 3, 2022 3:47 PM
To: Christine Burns <christine@springlakevillage.org>
Subject: Fwd: Street light out

Hello Chris and Happy New Year!

Can you please help to have this street light repaired,

Kind regards,
Doug Britton

---

From: Doug Britton <Doug.Britton@plyforms.com>
Sent: Monday, December 20, 2021 1:36 PM
To: wdelamater@springlaketwp.org
Subject: Street light out

Wally, we noticed that the street light is not working at the intersection of Liberty and N Cutler.....

Kind regards,
Doug & Katie Britton
Thank you George! I will let the crew know. It's been tough to keep up with the past few days!

-----Original Message-----
From: George Barfield <gbarfield1020@gmail.com>
Sent: Friday, January 7, 2022 9:13 AM
To: Christine Burns <christine@springlakevillage.org>
Subject: Snow Removal

Good Morning Chris!

I am noticing what a great job the crew is doing with snow removal on the bike path. Please give them a “thumbs up” for me.

George

Sent from my iPad
Vicki,

Owners of short-term rentals fill out the same form (they just leave the tenant portion blank) and are subject to the same inspections. The inspector does have access to the Planning Commission’s caveats (i.e. how many occupants are allowed) and he makes sure that the property owners are not violating the restrictions placed on the property by the PC. We track VRBO to make sure property owners are advertising the correct number of tenants, parking spaces, etc. and if they are not, they could potentially use the privilege of the STR license.

Hope that answers your question.

Chris

---

I hope you are having a great New Year. Can you please advise me whether seasonal property owners submit the rental registration form? Since they have so many renters I am wondering how their properties are handled.

Vicki Vargo
321-947-3381
Thursday, December 16, 2021

Name: Paul Pugsley
C/O: Garage At Division, LLC
Email: paul@fuelbarandrefuge.com

RID # RQ-2108-09079 Reference/Transaction: Transfer Ownership escrowed Class C license with Dance Permit from Hartt Development, Inc; transfer location (governmental unit) under MCL 436.1531(1) from 12371 James St Ste 40, Holland, Holland Twp; cancel existing Outdoor Service Area; new Sunday Sales Permit (AM & PM), Specific Purpose Permit (food), Entertainment Permit, Outdoor Service Area and Sunday Sales Permit (PM) for SDM- Mixed Spirit Drinks; Conditional License

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Garage at Division, LLC
Business address and phone number: 108 S Division St, Spring Lake 49456
Home address and phone number of partner(s)/subordinates:
1. Paul Pugsley: 16162 Harbor Vie Dr, Spring Lake 49456 C: (513) 309-6256

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Grand Rapids District Office (616) 447-2647

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to Local Governmental Unit should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

cc: Spring Lake Village Clerk @ marv@springlakevillage.org
President Powers called the meeting to order at 7:00 p.m.

1. **Ordinance Amendment Chapter 365, Article II – Burns** provided an overview of the Public Hearing and Ordinance Amendment to Chapter 365, Article II, Parking, through a Work Session Agenda Report dated December 10, 2021. **Council** agreed to move forward with the Public Hearing and vote for the Ordinance Amendment.

2. **Grant Agreement – GHACF – Burns** provided an overview of the Grant Agreement with GHACF through a Work Session Agenda Report dated December 10, 2021. **Council** agreed they would accept the Grant Agreement with Grand Haven Area Community Foundation in the amount of $2,622.25 for the purchase of outdoor games for the social district and this item could be placed on the Consent Agenda.

3. **Preliminary Engineering Proposal – Mill Point Parking Lot (Wally Delamater) – Delamater** provided an overview of the Engineering Proposal for Mill Point Park Parking Lot Reconstruction through a Work Session Agenda Report dated December 10, 2021. **Council** agreed that the Preliminary Engineering Proposal in the amount of $13,100 from Moore & Bruggink for the reconstruction of the Mill Point parking lot could be placed on the Consent Agenda.

4. **Budget Adjustments (Marv Hinga) – Hinga** reviewed the December 2021 Budget Adjustments.

5. **Goal Setting/Strategic Planning Session – Burns** provided Council with details of the upcoming Annual Goal Setting/Strategic Planning Session through a Work Session Agenda Report dated December 10, 2021. **Council** approved Saturday, January 15, 2022, at 8:30 a.m. for their Goal Setting/Strategic Planning Session.

6. **Board & Committee Meeting Calendar 2022 – Burns** reviewed the 2022 Board & Committee meeting calendar with Council. **Council** agreed the 2022 Board & Committee calendar could be added to the Consent Agenda.

7. **Communications** –
   - Compliment - Sandgren
   - Resignation - Lisman
   - Request - Vargo
   - Suggestion – VanHoeven

8. **Minutes** – Minutes of the combined November 8, 2021, Work Session and regular meeting were attached for review.

9. **Public Comment**
Vicki Vargo, 205/207 Rex St, asked if there were any ordinances regarding Ziebart parking vehicles that are there for service on the street. **Burns** said she would check with the Zoning Administrator regarding that.

Ms. Vargo also asked that landlords be notified of special meetings. **Burns** said that notices were sent to all occupants, but Ms. Vargo could sign up for the weekly Constant Contact, check the website or follow Facebook.

**10. Adjournment:** There being no further business, Village Council adjourned the meeting at 7:41 p.m.

_____________________________           _________________________
Mark Powers, Village President                   Maryann Fonkert, Deputy Clerk
DRAFT MINUTES
Monday, December 13, 2021
7:00 P.M.
102 W. Savidge
Downstairs Conference Room
Spring Lake, MI 49456

1. Call to Order
   President Powers called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call
   Absent: Hanks

   Motion by Petrus, second from Duer, to excuse the absence of Council Member Hanks.
   Yes: 6  No: 0

4. Approval of the Agenda
   Motion by TePastte, second from Petrus, to approve the agenda as amended adding item E. to the Consent Agenda and item 6. B. to General Business.
   Yes: 6  No: 0

5. Consent Agenda
   A. Approved the payment of the bills (checks numbered 62003 to 62054 and electronic payments 241 to 247) in the amount of $678,142.28.
   B. Approved the minutes for the November 8, 2021 Council Meeting.
   C. Approved an agreement with the Grand Haven Area Community Foundation for a grant in the amount of $2,622.25 for the purchase of outdoor games for the social district.
   D. Approved the Preliminary Engineering Proposal from Moore+Bruggink for an amount of $13,100 for construction of the Mill Point Park parking lot.
   E. Approved the 2022 Board & Committee meeting calendar previously circulated by the Village Manager.

   Motion by TePastte, second from Miller, to approve the Consent Agenda as presented.
6. General Business

A. Public Hearing to Adopt Ordinance 373

Subject: Parking Ordinance Changes

Manager Burns provided an overview of the amendments to the language of this ordinance.

President Powers opened the public hearing at 7:05 p.m.

There being no public comment, motion by Van Strate, second from Miller to close the public hearing at 7:05 p.m.

Yes: 6  No: 0

Council had no further discussion.

Motion by Van Strate, second from TePastte, to adopt Ordinance 373 an Ordinance to amend Chapter 365, Article II, Parking.

Yes: 6  No: 0

B. Request from a Film Agency to film the reality TV show 90 Day Fiancé in the Village downtown.

Burns explained that the Film Agency contacted her and asked if they could film an episode of 90 Day Fiancé and that she sign a release for the Village. Burns said she was not comfortable with signing a release without direction from Council.

Council agreed that the Agency was welcome to come to the Village for filming as long as they followed the laws and ordinances in place, but the Village would not sign any releases.

7. Department Reports

A. Village Manager – Burns had nothing to add to her report but introduced Sgt. Jake MacKeller, the new Sergeant assigned to the Village; he replaces Lt. Wendt.

B. Assistant to the Manager

C. Clerk/Treasurer/Finance Director

D. DDA (none included)

E. OCSO

F. Fire/911

G. DPW

H. Zoning/Planning

I. Water

J. Sewer

K. Minutes from Various Board & Committees
   1. DDA 10/14/21 & 10/28/21
   2. Historic Conservation Committee 10/25/21

8. Old Business and Reports by the Village Council – N/A

9. New Business and Reports by Village Council – N/A

10. Status Report: Village Attorney N/A

11. Statement of Citizens

   Lee Schuitema, 408 W Exchange, said he did not like the idea of a film crew coming to the Village but agreed with Council that a release shouldn’t be signed.

   Mick Bricker, State House candidate, stopped in to update Council on his campaign.

12. Adjournment

   Motion by Van Strate, second from Petrus, Village Council adjourned the meeting at 7:20 p.m.

   Yes: 6  No: 0

__________________________________   __________________________
Mark Powers, President           Maryann Fonkert, Deputy Clerk