

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, JULY 3, 2018  
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.  
BIG RAPIDS, MI 49307**

**AGENDA**

CALL TO ORDER: 7:00 p.m. ROLL CALL: \_\_ Stanek, \_\_ Fountain, \_\_ Currie,  
\_\_ Bean, \_\_ Everett, \_\_ Geib, \_\_ Williams. Pledge of Allegiance.

PUBLIC COMMENT

ADDITIONS TO AGENDA:

SPECIAL APPEARANCE: Amy Mehl, Central Recordings Co  
Rick Lyons, Zoning change request

CORRESPONDENCE: Mecosta County Drain Commission: **ITEM A**  
Sharon Walt: **ITEM B**  
FOIA request: **ITEM C & D**

APPROVAL OF: JUNE 5th MEETING MINUTES: **ITEM E**

FINANCIAL

1. May Treasurer Report: **ITEM F**
2. Financial Report: **ITEM G**

APPROVAL OF BILLS:

1. Accounts Payable: **ITEM H**
2. Payroll: **ITEM I**

MONTHLY REPORTS:

1. Building/Planning Department: **ITEM J**
2. Cemetery and Grounds: **ITEM K**
3. Fire Department: **ITEM L**
4. Sewer Department: **ITEM M**
5. Water Department: **ITEM N**
6. Cemetery Committee: **ITEM O**
7. Industrial Park Committee: **ITEM P**
8. Planning Commission: **ITEM Q**
9. Supervisor: **ITEM R**
10. Other

UNFINISHED BUSINESS:

1. Ryan Creek PILOT ordinance presentation: **ITEM S**
2. Committee recommendations: **ITEM T**
3. Follow up on Woodward Property:
4. Other:

NEW BUSINESS:

1. Recommendation to add to Fire Roster: **ITEM U**
2. Capital Improvement Plan: **ITEM V**
3. Pictometry License renewal: **ITEM W**
4. Resolution Number 2018-03 to put road millage renewal on November Ballot: **ITEM X**
5. Resolution Number 2018-04 to put Fire Department renewal on November Ballot: **ITEM Y**
6. Zoning change Request, recommendation from planning commission to deny the request: **ITEM Z**
7. Fall Clean up date: Sept. 15? Sept 22?
8. Planning Commission Discussion:
9. Other:

PUBLIC COMMENT:

ADJOURNMENT:

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Rene Fountain, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, MI 49307- call 231 796 3603 or fax request to 231 796 2533.

**MECOSTA COUNTY DRAIN COMMISSIONER'S OFFICE**  
**Certified Soil Erosion & Sedimentation Control Agency (CEA)**  
Jackie Fitzgerald, Drain Commissioner  
Karla Miller, Deputy Drain Commissioner



Services Building  
14485 Northland Drive, Rm. 105  
Big Rapids, MI 49307

Phone: (231) 592-0103  
Fax: (231) 592-9446  
e-mail: [drain@mecostacounty.org](mailto:drain@mecostacounty.org)

---

**TONKIN DRAIN**

**NOTIFICATION OF NECESSITY**

TO: BIG RAPIDS CHARTER TOWNSHIP CLERK

This is to notify you that on May 30, 2018, a Board of Determination ordered and determined that the maintenance and improvement of the Tonkin Drain is necessary and conducive to the public health, convenience, or welfare and necessary for the protection of the public health in the following municipalities:

Big Rapids Charter Township  
City of Big Rapids

A copy of the Order of Necessity is attached for your review. Big Rapids Charter Township will be liable to pay a portion of the cost of this project by reason of benefits at large for public health.

Dated: June 18, 2018

  
Jackie Fitzgerald  
Mecosta County Drain Commissioner

MECOSTA COUNTY DRAIN COMMISSIONER

ORDER OF NECESSITY AND  
REVISION OF DRAINAGE DISTRICT BOUNDARIES

TONKIN DRAIN

A meeting having been held by the Board of Determination, composed of Jerry Williams, Randy Spayd and Julie Austin, on Wednesday, May 30, 2018, at 6:00 PM at the Mecosta County Services Building, 14485 Northland Drive, Big Rapids, Michigan, 49307, being the time and place fixed in the Notice of Meeting of Board of Determination, notice was duly served, published and posted as required by law; and at the meeting Jerry Williams was elected Chairperson, and Julie Austin Secretary, and all persons owning land liable to assessment for benefits, or whose lands shall be crossed by the Drain and any district or municipality affected having been given an opportunity to appear and be heard on the questions being considered of whether the Drain, as prayed for in the Petition for cleaning out, relocating, widening, deepening, straightening, tiling, extending, or relocating along a highway, the tiles and ditches of the drain known and designated as the Tonkin Drain, dated March 27, 2018, pursuant to Act 40 of the Public Acts of 1956, as amended, is necessary and conducive to the public health, convenience or welfare, whether said Drain is necessary for the protection of the public health of Big Rapids Charter Township and City of Big Rapids, and also whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drain, and whether such revision would be just and equitable, pursuant to Act 40 of the Public Acts of 1956, as amended.

***IT IS HEREBY ORDERED AND DETERMINED*** that the petitioned work set forth in the Petition IS / ~~IS NOT~~ necessary and conducive to public health, convenience, or welfare.

***IT IS FURTHER HEREBY ORDERED AND DETERMINED*** that the petitioned work set forth in the Petition IS / ~~IS NOT~~ necessary for the protection of the public health in the following municipalities and that a portion of the cost shall be apportioned to the following municipalities at-large: Big Rapids Charter Township, City of Big Rapids.

***IT IS FURTHER HEREBY ORDERED AND DETERMINED*** that the addition and/or deletion of lands to the Drainage District as recommended by a licensed engineer or surveyor WILL / ~~WILL NOT~~ more accurately define the boundaries of the land benefitted by the Drain, and that the revision to the Drainage District boundaries IS / ~~IS NOT~~ just and equitable as described in **Exhibit A** and depicted on the map attached as **Exhibit B**.

BOARD OF DETERMINATION

  
\_\_\_\_\_  
Jerry Williams

  
\_\_\_\_\_  
Randy Spayd

  
\_\_\_\_\_  
Julie Austin

DATED: May 30, 2018

## Item "B"

Sharon Walt  
20446 Glenwood Drive  
Big Rapids, MI 49307

June 6, 2018

Big Rapids Charter Township  
Planning Commission and Trustees

RE: Request for Zoning Change Z0A18-001

I wish to express my concern and strong opposition to the proposed zoning change from A-Residential to Commercial to allow for multi-family student housing.

There is no proven need for more student housing in the Big Rapids area, in fact the opposite is true. FSU has recently torn down 2 dorms and reconfigured other ones due to a declining student population.

The enclosed article quotes Ferris President Eisler as saying, "the diminished number of potential new students and the lower number of new students from previous years will likely result in an enrollment decline".

The current student population will almost always move to the newest development leaving multiple vacancies in older ones. The developers will typically stop putting money into a development after about 7 years when they need upgrades and repairs. Looking at what has happened to the student housing and neighborhoods in the city of Big Rapids should serve as a lesson to us.

As a property owner on Glenwood Drive I have enjoyed living in Big Rapids Township and my specific location due to the close proximity to town and quiet location. Allowing for the development of high density student housing would adversely affect our peaceful neighborhood and desirability of our homes.

There would not be a large enough buffer to protect the residents and families from noise and privacy issues, along with other potential problems. The proposed development along with with the currently being built/just built one would potentially house well over 1,000 students. I am concerned with potential problems likely to develop having so many students living in close proximity. Consider that on-campus housing at FSU have resident hall advisors and their own police force (FSU Public Safety).

Thank you for considering my concerns, for serving the families in Big Rapids Township and helping to make this a great community to live.

*Sharon Walt*

**Rene Fountain**

---

**From:** Barb Brown <BarbB@my-lei.com>  
**Sent:** Tuesday, June 19, 2018 11:12 AM  
**To:** clerk@bigrapidstowship.net  
**Subject:** FOIA request 14061 Northland & 20065 Gilbert 18-3083-01  
**Attachments:** City Township Village FOIA request.docx

Dear Rene,

Attached is a FOIA request for the property where there appears to be a GM car dealership on Northland and Gilbert. Although I saw your two FOIA attachments on the township's website, I didn't see any additional forms that had to be filled out. If there is, please send me the form and I will promptly fill it out and get it back to you.

Thank you in advance for your assistance.

Sincerely,

**Barb Brown** | *Environmental Site Assessment Support Manager*

Direct dial: 616 | 414-9580 E-mail: [barbb@my-lei.com](mailto:barbb@my-lei.com)

**Celebrating 25 years!** 800 Monroe Avenue NW, Suite 120, Grand Rapids, MI 49503

Office: 616 | 844-5050 Fax: 616 | 844-5053



Date: June 19, 2018

## FOIA RECORDS REQUEST

TO: Big Rapids -Township– FOIA

P: 231-796-3603

E mail: [clerk@bigrapidstownship.net](mailto:clerk@bigrapidstownship.net)

OWNER: **MGM Big Rapids LLC**

LEI PROJECT #: 18-3083-01

ADDRESS: **14061 Northland Drive & 20065 Gilbert Road, Big Rapids Twp, Mecosta Co, MI 49307**  
**05-022-013-600 (6.719 acres) & 05-022-013-700 (1.205 acres) Pt SE SE Sec 22, T15N, R10W**

### ASSESSOR:

Please provide copies of Assessing records for the property referenced above including:

- property record cards, both current and historical
- occupancy records.

### BUILDING DEPT:

Please provide copies of Building Department records for the properties referenced above including, but not limited to:

- occupancy records
- building permits.

### FIRE/PUBLIC SAFETY DEPT:

Please provide copies of Fire Department records for the property referenced above including:

- incident reports
- records of fires
- records of hazardous materials usage or storage
- records of any spills, releases or dumping
- records of underground or above ground storage tanks.

Send these documents to me via e-mail at [barbb@my-lei.com](mailto:barbb@my-lei.com) please. Call me at 616-414-9580 if you have questions. My fax # is 616-844-5053. Thank you.

Sincerely,



Barb Brown, ESA Support Manager  
**Lakeshore Environmental, Inc.**

800 Monroe Avenue NW, Suite 120  
Grand Rapids, Michigan 49503

Direct Dial: 616 414 9580    Main Phone: 616 288-6978



**Rene Fountain**

---

**From:** Kelly Real <kreal@healyconstructionservices.com>  
**Sent:** Thursday, May 31, 2018 9:25 AM  
**To:** clerk@bigrapidstownship.net  
**Subject:** FOIA Request

Under FOIA, please email the list of all GCs and subcontractors who worked at the following stores in Big Rapids, MI. Thank you so much for your help.

Walmart – 2140 Perry Avenue  
Lowe's – 21555 Perry Avenue  
Meijer – 15400 Waldron Way

I appreciate your attention to this request.



Kelly Real  
Executive Assistant  
Healy Construction Services, Inc.  
14000 S. Keeler Ave.  
Crestwood, IL 60418  
Office: 708-396-0440 Ext 110  
Fax: 708-396-0412  
[www.healyconstructionservices.com](http://www.healyconstructionservices.com)

**BIG RAPIDS CHARTER TOWNSHIP BOARD  
REGULAR MEETING TUESDAY, JUNE 5, 2018  
UNAPPROVED**

**Item "E"**

**CALL TO ORDER:** 7:00 p.m.

**ROLL CALL:** Stanek, Fountain, Currie, Bean, Everett, Geib present. Williams absent  
All lead in the pledge of Allegiance.

**PUBLIC COMMENT:** Bill Barnett-Candidate for State Representative, Tom O'Neil-County Pathologist, Bill Shriver-Woodward Property.

**ADDITIONS TO AGENDA:** Add Heather Arnold under Ryan Creek PILOT request, add Fire Department Payroll Reports under new business and add Utilities Committee under new business.

**SPECIAL APPEARANCE:** Dave Cushway/Heather Bowman—Wastewater report – David Cushway discussed the City of Big Rapids Wastewater Treatment Plant's 2017 Annual Report.  
Curt Reppuhn—H & S Companies—2017 Audit – Curt Reppuhn went over the township's 2017 Audit Report.

**CORRESPONDENCE:**

Michigan Township Participating Plan Refund:  
Drain Commissioner—Tonkin Drain:  
FOIA Request:  
Robert Maguire letter:  
Venlo insurance claim:

**APPROVAL OF MAY 1st MEETING MINUTES:** A motion to approve the May 1, 2018 and May 8, 2018 minutes was made by Everett. Seconded by Bean. Motion passed unanimously.

**FINANCIAL**

1. April Treasurer Report: Approved as printed.
2. Financial Report: Approved as printed.

**APPROVAL OF BILLS:**

1. **Accounts Payable:** A motion to approve accounts payable checks #31068-31116, electronic checks #9930009-9930012 and check #1142 in the amount of \$129,731.54 was made by Bean. Seconded by Everett. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll checks #11164-11210 and stub 5 in the amount of \$23,969.16 was made by Bean. Seconded by Currie. Motion passed unanimously on a roll call vote.

**MONTHLY REPORTS:**

1. **Building/Planning Department:**
2. **Cemetery and Grounds:**
3. **Fire Department:**
4. **Sewer Department:**
5. **Water Department:**
6. **Cemetery Committee:**
7. **Roads Committee:**
8. **Supervisor:**

Reports approved as printed.

A motion to allow the Zoning Administrator to do his job, giving him 7 days to comply with the first citation and asking him to issue one every 7 days until the junk is cleaned up, we will reevaluate it at the next meeting in 30 days was made by Currie. Seconded by Fountain. Motion passed unanimously.

A motion to tentatively approve road work for 2019 on Madison Avenue between 220<sup>th</sup> Avenue and the city limits and 17 Mile road between 220<sup>th</sup> Avenue and 230<sup>th</sup> Avenue was made by Everett. Seconded by Fountain. Motion passed unanimously.

**UNFINISHED BUSINESS:**

1. **Roads Committee request for tree work:** A motion to approve the bid for \$30,000 to remove the trees on 220<sup>th</sup> Avenue between 15 Mile and 14 Mile was made by Fountain. Seconded by Bean. Motion passed Stanek – yes, Fountain – yes, Currie – no, Bean – yes, Everett – yes, Geib – abstain.

**NEW BUSINESS:**

1. **Acceptance of Audit:** A motion to accept the 2017 Audit as presented was made by Fountain. Seconded by Currie. Motion passed unanimously.
2. **Mecosta Conservation District Request:** A motion to support the Mecosta Conservation District in the amount of \$1,150 for the Hazardous Waste Cleanup on October 13, 2018 was made by Geib. Seconded by Bean. Motion passed unanimously on a roll call vote.



3. **Ryan Creek PILOT request:** no action.
4. **Hope Network cleaning renewal:** A motion to renew the contract with Hope Network for their cleaning services was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.
5. **Pictometry License renewal:** no action.
6. **Planning Commission Education:** no action.
7. **Fire Department Payroll Reports:** no action.
8. **Utilities Committee:** no action.

**PUBLIC COMMENT:** Bob Maguire - Road Work funding and ordinances.

**ADJOURNMENT:** 8:55

GL Number	Description	Beginning Balance
101-000-001.000	Cash - Checking	789,897.65
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	129,143.80
204-000-001.000	CASH	183,644.71
206-000-001.000	Cash - Checking	256,728.08
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	126,113.22
249-000-001.000	Cash - Savings	30,352.15
271-000-001.000	CASH	
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	11,100.00
590-000-001.000	Cash - Savings	839,782.19
591-000-001.000	CASH	(168,602.75)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	38,958.37
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	13,315.50
850-000-001.000	Cash - Savings	(4,106.31)

Beginning GL Balance:  
 Add: Cash Receipts  
 Less: Cash Disbursements  
 Less: Payroll Disbursements  
 Ending GL Balance:

2,246,326.61  
 147,601.95  
 (131,051.59)  
 (20,154.41)  
 2,242,722.56

GL Number	Description	Ending Balance
101-000-001.000	Cash - Checking	806,921.06
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	129,143.80
204-000-001.000	CASH	183,661.22
206-000-001.000	Cash - Checking	238,003.35
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	134,282.03
249-000-001.000	Cash - Savings	2.20
271-000-001.000	CASH	
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	23,300.00
590-000-001.000	Cash - Savings	845,614.83
591-000-001.000	CASH	(170,479.80)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	38,958.37
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	13,315.50
850-000-001.000	Cash - Savings	

User: PENNY Bank GEN (GENERAL TOWNSHIP CHECKING)  
 DB: Big Rapids Town FROM 05/01/2018 TO 05/31/2018  
Reconciliation Record ID: 73

Ending GL Balance: 2,242,722.56

Ending Bank Balance: 2,233,696.26

Add: Deposits in Transit 11,530.98

Less: Outstanding Checks 11,530.98

AP Checks

Check Date	Check Number	Name	Amount
04/03/2018	30985	MECOSTA COUNTY ROAD COMMISSION	555.15
05/03/2018	31069	DYKEMA GOSSETT PLLC	57.24
05/17/2018	31074	DTE ENERGY	646.02
05/31/2018	1143	BRENT MASON	83.33

Payroll Checks

Check Date	Check Number	Name	Amount
12/31/2017	10970	BEAN, SUSAN	11.01
03/01/2018	11067	MYERS, AARON	43.41
03/02/2018	11068	FITZPATRICK, DUSTIN	13.86
04/01/2018	11087	HYDE, DAVID	70.39
04/01/2018	11091	DAVIS, MARY	36.94
04/01/2018	11112	HYDE, DAVID	16.09
05/01/2018	11136	CURRIE, PENNY	897.36
05/01/2018	11152	SWEPPENHEISER, MARK	36.94
05/01/2018	11158	DAVIS, MARY	36.94

Total - 14 Outstanding Checks: 2,504.68  
 Adjusted Bank Balance 2,242,722.56  
 Unreconciled Difference: 0.00

VOIDED 04/01/2018

REVIEWED BY: Rene Fountain DATE: \_\_\_\_\_

*Rene Fountain* *Emily Furr*  
 6/19/18 6/18/18

06/29/2018 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP  
 PERIOD ENDING 07/31/2018  
 % Fiscal Year Completed: 58.08

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 101 - GENERAL OPERATING FUND							
Revenues							
Dept 000 - GENERAL							
101-000-402.000	Current Real Property Tax	180,000.00	180,500.80	0.00	(500.80)	100.28	
101-000-441.000	Local Community Stabilization Share Tax	0.00	6,874.73	0.00	(6,874.73)	100.00	
101-000-445.000	Penalties & Interest on Taxes	1,400.00	920.34	0.00	479.66	65.74	
101-000-447.000	Property Tax Admin Fee	48,000.00	14,483.57	0.00	33,516.43	30.17	
101-000-451.000	Business Licenses & Permits	19,800.00	0.00	0.00	19,800.00	0.00	
101-000-574.000	State Shared Revenue	340,000.00	55,558.00	0.00	284,442.00	16.34	
101-000-607.000	Ch. for Serv. (fees, zoning)	200.00	2,135.00	0.00	(1,935.00)	1,067.50	
101-000-610.000	School Parcel Fee	5,800.00	0.00	0.00	5,800.00	0.00	
101-000-628.000	Ch. for Serv. (copies, ordin.)	50.00	952.43	0.00	(902.43)	1,904.86	
101-000-632.000	Ch. for Serv. (sale cem. lots)	2,500.00	2,400.00	0.00	100.00	96.00	
101-000-634.000	Ch. for Serv. (grave op & cl)	12,000.00	11,564.00	0.00	436.00	96.37	
101-000-635.000	Ch. for Serv. Cem Foun & Misc	3,500.00	350.00	0.00	3,150.00	10.00	
101-000-640.000	Ch. for Serv. (lot splits)	500.00	225.00	0.00	275.00	45.00	
101-000-664.000	Int. & Div. on Earnings	2,500.00	542.82	0.00	1,957.18	21.71	
101-000-667.000	Rent&Exp Building Dept	7,200.00	1,800.00	0.00	5,400.00	25.00	
101-000-668.000	Sign Rental	4,000.00	4,000.00	0.00	0.00	100.00	
101-000-673.000	Sale of Fixed Assets	0.00	1,500.00	0.00	(1,500.00)	100.00	
101-000-675.020	Cemetery Annulity - Division of Assets	45,000.00	0.00	0.00	45,000.00	0.00	
101-000-676.000	Reimbursements	2,000.00	2,827.77	0.00	(827.77)	141.39	
101-000-687.000	REFUNDS	500.00	129.36	0.00	370.64	25.87	
101-000-697.000	Transfer from other Fund	50,000.00	0.00	0.00	50,000.00	0.00	
101-000-698.000	Advance from Fund Balance	160,000.00	0.00	0.00	160,000.00	0.00	
Total Dept 000 - GENERAL		884,950.00	286,763.82	0.00	598,186.18	32.40	
TOTAL REVENUES		884,950.00	286,763.82	0.00	598,186.18	32.40	
Expenditures							
Dept 101 - TOWNSHIP BOARD							
101-101-702.000	Salary & Wages	7,000.00	3,499.92	583.32	3,500.08	50.00	
101-101-702.020	Salary & Wages Clerical Help	24,500.00	12,240.00	2,040.00	12,260.00	49.96	
101-101-710.000	Twp. Share Medicare Withholding	460.00	228.23	38.06	231.77	49.62	
101-101-714.000	Health Insurance	4,150.00	3,310.97	0.00	839.03	79.78	
101-101-715.000	Twp. Share Soc. Sec. Withholdg	2,000.00	975.89	162.64	1,024.11	48.79	
101-101-718.000	Retirement	3,500.00	0.00	0.00	3,500.00	0.00	

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
101-101-720.000	Medical Reimbursement	750.00		166.66	0.00	583.34	22.22
101-101-727.000	Office Supplies	800.00		773.40	0.00	26.60	96.68
101-101-740.000	Operating Supplies	200.00		0.00	0.00	200.00	0.00
101-101-801.000	Professional Services	26,000.00		13,503.21	3,800.95	12,496.79	51.94
101-101-850.000	Communication	3,600.00		1,657.31	248.05	1,942.69	46.04
101-101-860.000	Transportation	200.00		52.87	0.00	147.13	26.44
101-101-860.100	Transportation - Census	200.00		0.00	0.00	200.00	0.00
101-101-880.000	Community Promotion	600.00		0.00	0.00	600.00	0.00
101-101-881.000	FALL CLEAN-UP	8,000.00		760.00	0.00	7,240.00	9.50
101-101-900.000	Printing & Publishing	2,000.00		452.95	90.01	1,547.05	22.65
101-101-956.000	Miscellaneous	200.00		0.00	0.00	200.00	0.00
101-101-958.000	Membership & Dues	3,400.00		2,847.95	0.00	552.05	83.76
101-101-960.000	Education	2,000.00		0.00	0.00	2,000.00	0.00
101-101-964.010	Refunds and Rebates	0.00		57.24	0.00	(57.24)	100.00
101-101-965.000	Insurance & Bonds	9,000.00		6,216.43	183.87	2,783.57	69.07
101-101-975.000	Capital Outlay under \$10,000	2,000.00		0.00	0.00	2,000.00	0.00
101-101-999.000	Transfer to Other Fund	0.00		10,000.00	0.00	(10,000.00)	100.00
Total Dept 101 - TOWNSHIP BOARD		100,560.00		56,743.03	7,146.90	43,816.97	56.43
Dept 171 - SUPERVISOR							
101-171-702.000	Salary & Wages	25,000.00		12,499.98	2,083.33	12,500.02	50.00
101-171-702.010	Salary & Wages Deputy	2,500.00		0.00	0.00	2,500.00	0.00
101-171-702.040	Salary & Wages Cemetery	5,000.00		2,500.02	416.67	2,499.98	50.00
101-171-702.300	Health Insurance Buyout	1,800.00		900.00	150.00	900.00	50.00
101-171-710.000	Twp. Share Medicare Withholding	500.00		230.55	38.42	269.45	46.11
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,125.00		985.80	164.30	1,139.20	46.39
101-171-720.000	Medical Reimbursement	1,000.00		0.00	0.00	1,000.00	0.00
101-171-727.000	Office Supplies	100.00		0.00	0.00	100.00	0.00
101-171-740.000	Operating Supplies	100.00		0.00	0.00	100.00	0.00
101-171-801.000	Professional Services	500.00		0.00	0.00	500.00	0.00
101-171-850.100	Cell Phone	360.00		180.00	90.00	180.00	50.00
101-171-860.000	Transportation	400.00		102.46	102.46	297.54	25.62
101-171-874.000	Retirement	5,250.00		0.00	0.00	5,250.00	0.00
101-171-960.000	Education	1,000.00		618.56	0.00	381.44	61.86
101-171-975.000	Capital Outlay under \$10,000	1,000.00		979.00	0.00	21.00	97.90
Total Dept 171 - SUPERVISOR		46,635.00		18,996.37	3,045.18	27,638.63	40.73
Dept 215 - CLERK							
101-215-702.000	Salary & Wages	31,500.00		15,750.00	2,625.00	15,750.00	50.00
101-215-702.010	Salary & Wages Deputy	3,700.00		1,435.00	182.00	2,265.00	38.78
101-215-702.040	Salary & Wages Cemetery	7,700.00		3,850.02	641.67	3,849.98	50.00
101-215-702.300	Health Insurance Buyout	1,800.00		900.00	150.00	900.00	50.00
101-215-710.000	Twp. Share Medicare Withholding	650.00		318.06	52.18	331.94	48.93
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,775.00		1,359.97	223.11	1,415.03	49.01

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
101-215-720.000	Medical Reimbursement	1,000.00	0.00	0.00	0.00	1,000.00	0.00	
101-215-727.000	Office Supplies	700.00	45.78	0.00	0.00	654.22	6.54	
101-215-740.000	Operating Supplies	250.00	173.64	0.00	0.00	76.36	69.46	
101-215-801.000	Professional Services	2,000.00	1,117.50	275.50	90.00	882.50	55.88	
101-215-850.000	Cell Phone Reimbursement	360.00	180.00	180.00	0.00	180.00	50.00	
101-215-874.000	Retirement	6,765.00	0.00	0.00	0.00	6,765.00	0.00	
101-215-960.000	Education	1,000.00	0.00	0.00	0.00	1,000.00	0.00	
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	500.00	0.00	
Total Dept 215 - CLERK		60,700.00	25,129.97	4,239.46	35,570.03	41.40		
Dept 237 - RETIREMENT BOARD/DEPARTMENT								
101-237-718.000	Retirement	0.00	13,828.36	2,286.33	(13,828.36)	100.00		
Total Dept 237 - RETIREMENT BOARD/DEPARTMENT		0.00	13,828.36	2,286.33	(13,828.36)	100.00		
Dept 247 - BOARD OF REVIEW								
101-247-702.000	Salary & Wages	900.00	729.00	0.00	0.00	171.00	81.00	
101-247-710.000	Twp. Share Medicare Withholding	15.00	10.57	0.00	0.00	4.43	70.47	
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	45.19	0.00	0.00	14.81	75.32	
101-247-900.000	Printing & Publishing	75.00	60.63	0.00	0.00	14.37	80.84	
101-247-960.000	Education	200.00	0.00	0.00	0.00	200.00	0.00	
Total Dept 247 - BOARD OF REVIEW		1,250.00	845.39	0.00	404.51	67.63		
Dept 253 - TREASURER								
101-253-702.000	Salary & Wages	31,200.00	15,600.00	2,600.00	15,600.00	50.00		
101-253-702.010	Salary & Wages Deputy	3,850.00	976.50	0.00	2,873.50	25.36		
101-253-710.000	Twp. Share Medicare Withholding	510.00	240.34	37.70	269.66	47.13		
101-253-714.000	Health Insurance	5,300.00	(1,067.84)	0.00	6,367.84	(20.15)		
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	1,027.76	161.20	1,147.24	47.25		
101-253-720.000	Medical Reimbursement	800.00	(655.94)	0.00	1,455.94	(81.99)		
101-253-727.000	Office Supplies	1,000.00	498.65	0.00	501.35	49.87		
101-253-740.000	Operating Supplies	600.00	662.00	0.00	(62.00)	110.33		
101-253-801.000	Professional Services	3,800.00	706.86	0.00	3,093.14	18.60		
101-253-874.000	Retirement	5,180.00	0.00	0.00	5,180.00	0.00		
101-253-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00		
101-253-960.000	Education	250.00	0.00	0.00	250.00	0.00		
Total Dept 253 - TREASURER		55,165.00	17,988.33	2,798.90	37,176.67	32.61		
Dept 257 - ASSESSOR								
101-257-727.000	SUPPLIES	100.00	0.00	0.00	100.00	0.00		
101-257-740.000	Operating Supplies	200.00	0.00	0.00	200.00	0.00		
101-257-801.000	Professional Services	3,000.00	3,171.96	1,100.00	(171.96)	105.73		
101-257-801.005	Contractual Assessor	39,500.00	15,166.65	3,033.33	24,333.35	38.40		
101-257-801.006	Tax Tribunal Appeals	1,000.00	0.00	0.00	1,000.00	0.00		
Total Dept 257 - ASSESSOR		43,800.00	18,338.61	4,133.33	25,461.39	41.87		

GL NUMBER	DESCRIPTION	2018		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	NORMAL (ABNORMAL)	07/31/2018	MONTH 07/31/2018	BALANCE	USED
<b>Dept 262 - ELECTIONS</b>							
101-262-702.000	SALARY AND WAGES	4,800.00	1,460.50	0.00	0.00	3,339.50	30.43
101-262-710.000	Twp. Share Medicare Withholding	25.00	0.00	0.00	0.00	25.00	0.00
101-262-715.000	Twp. Share Soc. Sec. Withholding	100.00	0.00	0.00	0.00	100.00	0.00
101-262-727.000	SUPPLIES	600.00	0.00	0.00	0.00	600.00	0.00
101-262-740.000	Operating Supplies	1,400.00	437.56	0.00	0.00	962.44	31.25
101-262-801.000	Professional Services	500.00	21.25	0.00	0.00	478.75	4.25
101-262-900.000	Printing & Publishing	400.00	0.00	0.00	0.00	400.00	0.00
101-262-960.000	Education	250.00	79.53	0.00	0.00	170.47	31.81
101-262-975.000	Capital Outlay under \$10,000	1,000.00	0.00	0.00	0.00	1,000.00	0.00
<b>Total Dept 262 - ELECTIONS</b>		<b>9,075.00</b>	<b>1,998.84</b>	<b>0.00</b>	<b>0.00</b>	<b>7,076.16</b>	<b>22.03</b>
<b>Dept 265 - TOWNSHIP HALL &amp; GROUNDS</b>							
101-265-702.000	Salary & Wages	1,000.00	1,438.63	187.00	0.00	(438.63)	143.86
101-265-702.200	Salary & Wages Snowplowing	500.00	62.90	0.00	0.00	437.10	12.58
101-265-710.000	Twp. Share Medicare Withholding	25.00	21.77	2.71	0.00	3.23	87.08
101-265-715.000	Twp. Share Soc. Sec. Withholdg	95.00	93.09	11.59	0.00	1.91	97.99
101-265-740.000	Operating Supplies	200.00	0.00	0.00	0.00	200.00	0.00
101-265-775.000	Repair & Maintenance Supplies	600.00	359.61	0.00	0.00	240.39	59.94
101-265-801.000	Professional Services	500.00	0.00	0.00	0.00	500.00	0.00
101-265-920.000	Public Utilities	4,800.00	2,013.58	190.95	0.00	2,786.42	41.95
101-265-930.000	Repair & Maintenance	2,000.00	1,083.00	91.00	0.00	917.00	54.15
101-265-932.000	Grounds maintenance	800.00	383.84	0.00	0.00	416.16	47.98
101-265-956.000	Miscellaneous	100.00	0.00	0.00	0.00	100.00	0.00
101-265-975.000	Capital Outlay under \$10,000	4,000.00	0.00	0.00	0.00	4,000.00	0.00
101-265-978.000	Capital Outlay \$10,000 and above	22,000.00	0.00	0.00	0.00	22,000.00	0.00
<b>Total Dept 265 - TOWNSHIP HALL &amp; GROUNDS</b>		<b>36,620.00</b>	<b>5,456.42</b>	<b>483.25</b>	<b>0.00</b>	<b>31,163.58</b>	<b>14.90</b>
<b>Dept 276 - TOWNSHIP CEMETERIES</b>							
101-276-702.000	Salary & Wages	20,300.00	11,302.88	1,827.83	0.00	8,997.12	55.68
101-276-702.015	Salary & Wages Mangement	28,800.00	2,222.75	1,853.00	0.00	26,577.25	7.72
101-276-702.016	Salary & Wages Clerical Mangement	12,700.00	6,362.25	629.00	0.00	6,337.75	50.10
101-276-702.100	SALARY & WAGES: UNEMPLOYMENT	4,800.00	0.00	0.00	0.00	4,800.00	0.00
101-276-702.200	Salary & Wages Snowplowing	390.00	62.90	0.00	0.00	327.10	16.13
101-276-710.000	Twp. Share Medicare Withholding	910.00	289.26	62.48	0.00	620.74	31.79
101-276-714.000	Health Insurance	7,300.00	3,705.90	267.21	0.00	3,594.10	50.77
101-276-715.000	Twp. Share Soc. Sec. Withholdg	3,860.00	1,236.95	0.00	0.00	2,623.05	32.05
101-276-720.000	Medical Reimbursement	1,000.00	20.00	0.00	0.00	980.00	2.00
101-276-727.000	Office Supplies	800.00	110.38	0.00	0.00	689.62	13.80
101-276-740.000	Operating Supplies	4,000.00	2,222.43	394.87	0.00	1,777.57	55.56
101-276-775.000	Repair & Maintenance Supplies	4,000.00	2,879.14	1,355.81	0.00	1,120.86	71.98
101-276-801.000	Professional Services	3,500.00	615.00	0.00	0.00	2,885.00	17.57
101-276-801.010	MANPOWER	2,000.00	0.00	0.00	0.00	2,000.00	0.00

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
101-276-801.020	PROF. SERVICES GRAVE OPENING/CLOSING	10,000.00	5,900.00	600.00	4,100.00	59.00		
101-276-850.000	Communication	1,000.00	454.88	0.00	545.12	45.49		
101-276-850.100	Cell Phone	300.00	210.00	90.00	150.00	58.33		
101-276-860.000	Transportation	100.00	0.00	0.00	100.00	0.00		
101-276-874.000	Retirement	3,950.00	0.00	0.00	3,950.00	0.00		
101-276-900.000	Printing & Publishing	100.00	206.25	0.00	(106.25)	206.25		
101-276-920.000	Public Utilities	2,800.00	1,290.75	53.93	1,509.25	46.10		
101-276-930.000	Repair & Maintenance	3,000.00	1,441.95	0.00	1,558.05	48.07		
101-276-933.000	Snowplowing	300.00	49.00	0.00	251.00	16.33		
101-276-958.000	Membership & Dues	100.00	0.00	0.00	100.00	0.00		
101-276-960.000	Education	500.00	232.17	232.17	267.83	46.43		
101-276-965.000	Insurance & Bonds	2,300.00	1,140.56	272.78	1,159.44	49.59		
101-276-971.000	Re Purchase Cemetery Lots	500.00	0.00	0.00	500.00	0.00		
101-276-975.000	Capital Outlay under \$10,000	12,000.00	10,018.20	0.00	1,981.80	83.49		
Total Dept 276 - TOWNSHIP CEMETERIES		131,370.00	51,973.60	7,639.08	79,396.40	39.56		
Dept 446 - HIGHWAYS & STREETS								
101-446-801.000	Professional Services	2,000.00	0.00	0.00	2,000.00	0.00		
101-446-805.000	Contractual Services Roads	280,000.00	0.00	0.00	280,000.00	0.00		
Total Dept 446 - HIGHWAYS & STREETS		282,000.00	0.00	0.00	282,000.00	0.00		
Dept 448 - STREET LIGHTS								
101-448-805.000	Contractual Services	100.00	0.00	0.00	100.00	0.00		
101-448-920.000	Public Utilities	9,400.00	4,031.44	39.17	5,368.56	42.89		
Total Dept 448 - STREET LIGHTS		9,500.00	4,031.44	39.17	5,468.56	42.44		
Dept 450 - IND. PARK INFRASTRUCTURE								
101-450-990.100	Ind. Park Infrastructure	50,800.00	0.00	0.00	50,800.00	0.00		
Total Dept 450 - IND. PARK INFRASTRUCTURE		50,800.00	0.00	0.00	50,800.00	0.00		
Dept 721 - PLANNING COMMISSION								
101-721-702.000	SALARY AND WAGES	8,000.00	4,000.02	666.67	3,999.98	50.00		
101-721-702.030	Salary & Wages Per Diems	3,360.00	1,440.00	240.00	1,920.00	42.86		
101-721-710.000	Twp. Share Medicare Withholding	165.00	78.90	13.15	86.10	47.82		
101-721-715.000	Twp. Share Soc. Sec. Withholding	705.00	337.26	56.21	367.74	47.84		
101-721-740.000	Operating Supplies	100.00	11.96	11.96	88.04	11.96		
101-721-801.000	Professional Services	3,000.00	324.50	0.00	2,675.50	10.82		
101-721-860.000	MILEAGE	250.00	217.45	86.66	32.55	86.98		
101-721-874.000	Retirement	800.00	0.00	0.00	800.00	0.00		
101-721-900.000	Printing & Publishing	400.00	346.06	112.50	53.94	86.52		
101-721-956.000	Miscellaneous	50.00	0.00	0.00	50.00	0.00		
101-721-960.000	Education	1,000.00	20.00	0.00	980.00	2.00		
Total Dept 721 - PLANNING COMMISSION		17,830.00	6,776.15	1,187.15	11,053.85	38.00		



GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	07/31/2018	ABNORMAL	MONTH 07/31/2018	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT										
101-728-801.000	Professional Services	500.00		0.00		0.00		500.00		0.00
101-728-880.000	Community Promotion	4,200.00		0.00		0.00		4,200.00		0.00
101-728-930.000	Repair & Maintenance	500.00		0.00		0.00		500.00		0.00
Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT		5,200.00		0.00		0.00		5,200.00		0.00
Dept 751 - PARKS & RECREATION										
101-751-702.000	Salary & Wages	500.00		238.98		66.55		261.02		47.80
101-751-702.015	Salary & Wages Mangement	1,000.00		382.50		178.50		617.50		38.25
101-751-702.070	Park Supvr	2,500.00		750.00		500.00		1,750.00		30.00
101-751-710.000	Twp. Share Medicare Withholding	60.00		19.90		10.81		40.10		33.17
101-751-715.000	Twp. Share Soc. Sec. Withholdg	250.00		85.04		46.20		164.96		34.02
101-751-740.000	Operating Supplies	500.00		63.25		52.60		436.75		12.65
101-751-775.000	Repair & Maintenance Supplies	500.00		104.46		0.00		395.54		20.89
101-751-900.000	Printing & Publishing	0.00		78.76		0.00		(78.76)		100.00
101-751-920.000	Public Utilities	350.00		24.22		0.00		325.78		6.92
101-751-930.000	Repair & Maintenance	600.00		30.00		0.00		570.00		5.00
101-751-975.000	Capital Outlay under \$10,000	7,000.00		0.00		0.00		7,000.00		0.00
101-751-978.000	Capital Outlay \$10,000 and above	18,000.00		17,250.00		0.00		750.00		95.83
Total Dept 751 - PARKS & RECREATION		31,260.00		19,027.11		854.66		12,232.89		60.87
TOTAL EXPENDITURES		881,765.00		241,133.62		33,853.41		640,631.38		27.35
Fund 101 - GENERAL OPERATING FUND:										
TOTAL REVENUES		884,950.00		286,763.82		0.00		598,186.18		32.40
TOTAL EXPENDITURES		881,765.00		241,133.62		33,853.41		640,631.38		27.35
NET OF REVENUES & EXPENDITURES		3,185.00		45,630.20		(33,853.41)		(42,445.20)		1,432.66
Fund 203 - PERRY STREET CORRIDOR SIDEWALK										
Revenues										
Dept 000 - GENERAL										
203-000-665.000	SPECIAL ASSESSMENT INTEREST	5,000.00		27,283.58		0.00		(22,283.58)		545.67
203-000-672.000	Special Assessment	50,000.00		29,132.71		0.00		20,867.29		58.27
Total Dept 000 - GENERAL		55,000.00		56,416.29		0.00		(1,416.29)		102.58
TOTAL REVENUES		55,000.00		56,416.29		0.00		(1,416.29)		102.58
Expenditures										
Dept 444 - SIDEWALKS										
203-444-991.050	LOAN PAYMENT (to revolving loan fund)	50,000.00		0.00		0.00		50,000.00		0.00
203-444-996.050	INTEREST (to revolving loan fund)	5,000.00		(12,100.00)		0.00		17,100.00		(24.00)
Total Dept 444 - SIDEWALKS		55,000.00		(12,100.00)		0.00		67,100.00		(22.00)

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
TOTAL EXPENDITURES		55,000.00	(12,100.00)	0.00	67,100.00	(22.00)	
Fund 203 - PERRY STREET CORRIDOR SIDEWALK:							
TOTAL REVENUES		55,000.00	56,416.29	0.00	(1,416.29)	102.58	
TOTAL EXPENDITURES		55,000.00	(12,100.00)	0.00	67,100.00	22.00	
NET OF REVENUES & EXPENDITURES		0.00	68,516.29	0.00	(68,516.29)	100.00	
Fund 204 - MUNICIPAL STREET FUND							
Revenues							
Dept 000 - GENERAL	B.R.T. Road Millage	215,000.00	180,291.83	0.00	34,708.17	83.86	
204-000-405.000		215,000.00	180,291.83	0.00	34,708.17	83.86	
Total Dept 000 - GENERAL		215,000.00	180,291.83	0.00	34,708.17	83.86	
TOTAL REVENUES		215,000.00	180,291.83	0.00	34,708.17	83.86	
Expenditures							
Dept 446 - HIGHWAYS & STREETS	Contractual Services	215,000.00	0.00	0.00	215,000.00	0.00	
204-446-805.000		215,000.00	0.00	0.00	215,000.00	0.00	
Total Dept 446 - HIGHWAYS & STREETS		215,000.00	0.00	0.00	215,000.00	0.00	
TOTAL EXPENDITURES		215,000.00	0.00	0.00	215,000.00	0.00	
Fund 204 - MUNICIPAL STREET FUND:							
TOTAL REVENUES		215,000.00	180,291.83	0.00	34,708.17	83.86	
TOTAL EXPENDITURES		215,000.00	0.00	0.00	215,000.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	180,291.83	0.00	(180,291.83)	100.00	
Fund 206 - FIRE FUND							
Revenues							
Dept 000 - GENERAL	Current Real Property Tax	215,000.00	252,913.45	0.00	(37,913.45)	117.63	
206-000-403.000		215,000.00	252,913.45	0.00	(37,913.45)	117.63	
206-000-582.000	Contribution Mecosta Co. F.R.	15,980.00	5,704.13	0.00	10,275.87	35.70	
206-000-664.000	Int. & Div. on Earnings	20.00	542.78	0.00	(522.78)	2,713.90	
206-000-676.000	Reimbursements	0.00	70.55	0.00	(70.55)	100.00	
Total Dept 000 - GENERAL		231,000.00	259,230.91	0.00	(28,230.91)	112.22	
TOTAL REVENUES		231,000.00	259,230.91	0.00	(28,230.91)	112.22	
Expenditures							

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDGT USED
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
<b>Dept 336 - FIRE DEPARTMENT</b>						
206-336-702.000	Salary & Wages	67,500.00	30,823.87	4,500.07	36,676.13	45.66
206-336-702.025	Salary & Wages Reports	1,200.00	549.00	69.00	651.00	45.75
206-336-702.030	Salary & Wages Preincident Surveys	3,000.00	1,200.00	225.00	1,800.00	40.00
206-336-702.050	Salary & Wages First Responder	22,000.00	8,174.69	1,999.89	13,825.31	37.16
206-336-702.080	Chief Salary & Wages	7,500.00	4,579.62	1,089.81	2,920.38	61.06
206-336-702.085	Asst Chiefs Salary & Wages	4,800.00	3,125.50	812.75	1,674.50	65.11
206-336-702.200	Salary & Wages Snowplowing	500.00	62.90	0.00	437.10	12.58
206-336-710.000	Twp. Share Medicare Withholding	1,550.00	703.46	126.09	846.54	45.38
206-336-715.000	Twp. Share Soc. Sec. Withholdg	6,600.00	3,007.97	539.18	3,592.03	45.58
206-336-727.000	Office Supplies	1,500.00	396.00	0.00	1,104.00	26.40
206-336-740.000	Operating Supplies	15,500.00	5,043.17	440.19	10,456.83	32.54
206-336-775.000	Repair & Maintenance Supplies	1,500.00	550.47	15.96	949.53	36.70
206-336-801.000	Professional Services	2,000.00	780.67	114.00	1,219.33	39.03
206-336-850.000	Communication	2,750.00	1,347.18	233.03	1,402.82	48.99
206-336-860.000	Transportation	100.00	59.29	0.00	40.71	59.29
206-336-880.000	Community Promotion	1,000.00	690.00	690.00	310.00	69.00
206-336-900.000	Printing & Publishing	100.00	0.00	0.00	100.00	0.00
206-336-920.000	Public Utilities	9,000.00	5,790.38	362.35	3,209.62	64.34
206-336-930.000	Repair & Maintenance	12,500.00	6,489.12	0.00	6,010.88	51.91
206-336-932.000	Grounds maintenance	300.00	155.84	0.00	144.16	51.95
206-336-933.000	Snowplowing	0.00	49.00	0.00	(49.00)	100.00
206-336-935.000	Bldg. & Grounds Repair & Maintenance	1,500.00	2,176.64	0.00	(676.64)	145.11
206-336-956.000	Miscellaneous	100.00	0.00	0.00	100.00	0.00
206-336-958.000	Membership & Dues	500.00	0.00	0.00	500.00	0.00
206-336-960.000	Education	4,000.00	2,750.00	0.00	1,250.00	68.75
206-336-965.000	Insurance & Bonds	27,000.00	45,027.31	856.65	(18,027.31)	166.77
206-336-975.000	Capital Outlay under \$10,000	17,000.00	0.00	0.00	17,000.00	0.00
Total Dept 336 - FIRE DEPARTMENT		211,000.00	123,532.08	12,073.97	87,467.92	58.55
TOTAL EXPENDITURES		211,000.00	123,532.08	12,073.97	87,467.92	58.55
<b>Fund 206 - FIRE FUND:</b>						
TOTAL REVENUES		231,000.00	259,230.91	0.00	(28,230.91)	112.22
TOTAL EXPENDITURES		211,000.00	123,532.08	12,073.97	87,467.92	58.55
NET OF REVENUES & EXPENDITURES		20,000.00	135,698.83	(12,073.97)	(115,698.83)	678.49
<b>Fund 212 - LIQUOR LAW ENFORCEMENT FUND</b>						
<b>Revenues</b>						
Dept 000 - GENERAL						
212-000-574.000	State Shared Revenue	5,600.00	82.50	0.00	5,517.50	1.47
Total Dept 000 - GENERAL		5,600.00	82.50	0.00	5,517.50	1.47

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDGT USED
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
TOTAL REVENUES		5,600.00	82.50	0.00	5,517.50	1.47
Expenditures						
Dept 330 - LIQUOR LAW ENFORCEMENT						
212-330-801.000	Professional Services	5,600.00	0.00	0.00	5,600.00	0.00
Total Dept 330 - LIQUOR LAW ENFORCEMENT		5,600.00	0.00	0.00	5,600.00	0.00
TOTAL EXPENDITURES		5,600.00	0.00	0.00	5,600.00	0.00
Fund 212 - LIQUOR LAW ENFORCEMENT FUND:						
TOTAL REVENUES		5,600.00	82.50	0.00	5,517.50	1.47
TOTAL EXPENDITURES		5,600.00	0.00	0.00	5,600.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	82.50	0.00	(82.50)	300.00
Fund 246 - TOWNSHIP IMPROV REV. FUND						
Revenues						
Dept 000 - GENERAL						
246-000-663.000	Received from Sidewalk Fund	50,000.00	0.00	0.00	50,000.00	0.00
246-000-664.000	Int. & Div. on Earnings	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 000 - GENERAL		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL REVENUES		55,000.00	0.00	0.00	55,000.00	0.00
Expenditures						
Dept 000 - GENERAL						
246-000-996.100	Interest Payment	5,000.00	0.00	0.00	5,000.00	0.00
246-000-999.000	Trans to other fund	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 000 - GENERAL		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL EXPENDITURES		55,000.00	0.00	0.00	55,000.00	0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND:						
TOTAL REVENUES		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL EXPENDITURES		55,000.00	0.00	0.00	55,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
Dept 000 - GENERAL						
249-000-608.000	Ch. for Serv.Fees/Bldg.Permits	58,900.00	73,800.00	0.00	(14,900.00)	125.30

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BSGT USED
249-000-664.000	Int. & Div. on Earnings	100.00	0.00	0.00	100.00	0.00
249-000-699.100	Advance from Fund Balance	7,500.00	0.00	0.00	7,500.00	0.00
Total Dept 000 - GENERAL		66,500.00	73,800.00	0.00	(7,300.00)	110.98
TOTAL REVENUES		66,500.00	73,800.00	0.00	(7,300.00)	110.98

Expenditures

Dept 237 - RETIREMENT BOARD/DEPARTMENT						
249-237-718.000	Retirement	0.00	806.40	134.40	(806.40)	100.00
Total Dept 237 - RETIREMENT BOARD/DEPARTMENT		0.00	806.40	134.40	(806.40)	100.00

Dept 371 - BUILDING INSPECTION DEPARTMENT						
249-371-702.000	Salary & Wages	10,000.00	5,448.87	880.02	4,551.13	54.49
249-371-702.020	Salary & Wages Clerical Help	11,500.00	5,760.00	960.00	5,740.00	50.09
249-371-703.000	Salary & Wages Electrical Insp	9,000.00	6,330.00	1,481.50	2,670.00	70.33
249-371-704.000	Salary & Wages Pibg-Mech Insp	11,000.00	10,131.30	2,738.25	868.70	92.10
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	4,500.00	4,800.00	500.00	(300.00)	106.67
249-371-710.000	Twp. Share Medicare Withholding	500.00	470.82	95.12	29.18	94.16
249-371-714.000	Health Insurance	1,925.00	394.93	0.00	1,530.07	20.52
249-371-715.000	Twp. Share Soc. Sec. Withholdg	2,110.00	2,013.15	406.70	96.85	95.41
249-371-720.000	Medical Reimbursement	250.00	249.99	0.00	0.01	100.00
249-371-727.000	Office Supplies	150.00	886.83	0.00	(736.83)	591.22
249-371-740.000	Operating Supplies	400.00	0.00	0.00	400.00	0.00
249-371-801.000	Professional Services	500.00	150.68	0.00	349.32	30.14
249-371-850.100	Cell Phone	180.00	270.00	45.00	(90.00)	150.00
249-371-860.000	Transportation	1,500.00	1,297.63	209.28	202.37	86.51
249-371-874.000	Retirement	1,150.00	0.00	0.00	1,150.00	0.00
249-371-900.000	Printing & Publishing	100.00	0.00	0.00	100.00	0.00
249-371-940.000	Rent & Expenses	7,200.00	3,600.00	1,800.00	3,600.00	50.00
249-371-958.000	Membership & Dues	200.00	125.00	0.00	75.00	62.50
249-371-960.000	Education	750.00	343.99	0.00	406.01	45.87
249-371-975.000	Capital Outlay under \$10,000	3,200.00	0.00	0.00	3,200.00	0.00
Total Dept 371 - BUILDING INSPECTION DEPARTMENT		66,115.00	42,273.19	9,115.87	23,841.81	63.94
TOTAL EXPENDITURES		66,115.00	43,079.59	9,250.27	23,035.41	65.16

Fund 249 - BUILDING INSPECTION FUND:						
TOTAL REVENUES		66,500.00	73,800.00	0.00	(7,300.00)	110.98
TOTAL EXPENDITURES		66,115.00	43,079.59	9,250.27	23,035.41	65.16
NET OF REVENUES & EXPENDITURES		385.00	30,720.41	(9,250.27)	(30,335.41)	7,979.33

Fund 271 - LIBRARY FUND

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BGD USED
		NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
<b>Revenues</b>						
Dept 000 - GENERAL	Current Real Property Tax	28,600.00	28,873.85	0.00	(273.85)	100.96
271-000-402.000		28,600.00	28,873.85	0.00	(273.85)	100.96
Total Dept 000 - GENERAL		28,600.00	28,873.85	0.00	(273.85)	100.96
<b>TOTAL REVENUES</b>						
<b>Expenditures</b>						
Dept 000 - GENERAL	CONTRACT PAYMENT BIG RAPIDS PUBLIC LIBRA	27,180.00	0.00	0.00	27,180.00	0.00
271-000-991.010		1,420.00	0.00	0.00	1,420.00	0.00
271-000-991.020	CONTRACT PAYMENT WALTON ERICKSON LIBRAR	28,600.00	0.00	0.00	28,600.00	0.00
Total Dept 000 - GENERAL		28,600.00	0.00	0.00	28,600.00	0.00
Dept 790 - LIBRARY	Contract Payment BIG RAPIDS PUB LIB	0.00	27,923.98	0.00	(27,923.98)	100.00
271-790-991.010		0.00	2,428.17	0.00	(2,428.17)	100.00
271-790-991.020	CONTRACT PAYMENT WALTON ERICKSON LIB	0.00	30,352.15	0.00	(30,352.15)	100.00
Total Dept 790 - LIBRARY		28,600.00	30,352.15	0.00	(1,752.15)	106.13
<b>TOTAL EXPENDITURES</b>						
<b>Fund 271 - LIBRARY FUND:</b>						
TOTAL REVENUES		28,600.00	28,873.85	0.00	(273.85)	100.96
TOTAL EXPENDITURES		28,600.00	30,352.15	0.00	(1,752.15)	106.13
NET OF REVENUES & EXPENDITURES		0.00	(1,478.30)	0.00	1,478.30	100.00
<b>Fund 401 - CEMETERY ENTRANCE BUILDING</b>						
<b>Revenues</b>						
Dept 000 - GENERAL	CONTRIBUTIONS AND DONATIONS	0.00	15,400.00	0.00	(15,400.00)	100.00
401-000-574.000		0.00	10,000.00	0.00	(10,000.00)	100.00
401-000-699.000	Transfers From Other Funds	0.00	25,400.00	0.00	(25,400.00)	100.00
Total Dept 000 - GENERAL		25,400.00	25,400.00	0.00	(25,400.00)	100.00
<b>TOTAL REVENUES</b>						
<b>Expenditures</b>						
Dept 567 - CEMETERY	Printing & Publishing	0.00	157.50	0.00	(157.50)	100.00
401-567-900.000		0.00	157.50	0.00	(157.50)	100.00
Total Dept 567 - CEMETERY		157.50	157.50	0.00	(157.50)	100.00
<b>TOTAL EXPENDITURES</b>						

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BUDGET USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 401 - CEMETERY ENTRANCE BUILDING:							
TOTAL REVENUES		0.00	25,400.00	0.00	(25,400.00)	100.00	
TOTAL EXPENDITURES		0.00	157.50	0.00	(157.50)	100.00	
NET OF REVENUES & EXPENDITURES		0.00	25,242.50	0.00	(25,242.50)	100.00	
Fund 590 - SEWER FUND							
Revenues							
Dept 000 - GENERAL							
590-000-539.010	SAW GRANT	70,000.00	8,336.25	0.00	61,663.75	11.91	
590-000-625.000	TAP IN FEES	30,000.00	78,300.00	0.00	(48,300.00)	261.00	
590-000-626.000	Charg. for Serv. (utilities)	588,000.00	253,884.44	0.00	334,115.56	43.18	
590-000-627.000	Penalty on Delinquent Utility Bills	4,000.00	4,318.84	0.00	(318.84)	107.97	
590-000-664.000	Int. & Div. on Earnings	1,000.00	1,670.49	0.00	(670.49)	167.05	
Total Dept 000 - GENERAL		693,000.00	346,510.02	0.00	346,489.98	50.00	
TOTAL REVENUES		693,000.00	346,510.02	0.00	346,489.98	50.00	
Expenditures							
Dept 237 - RETIREMENT BOARD/DEPARTMENT							
590-237-718.000	Retirement	0.00	660.00	110.00	(660.00)	100.00	
Total Dept 237 - RETIREMENT BOARD/DEPARTMENT		0.00	660.00	110.00	(660.00)	100.00	
Dept 521 - SEWER FUND							
590-521-702.000	Salary & Wages	60,000.00	4,000.02	666.67	55,999.98	6.67	
590-521-702.200	Salary & Wages Snowplowing	800.00	62.90	0.00	737.10	7.86	
590-521-710.000	Twp. Share Medicare Withholding	880.00	58.94	9.67	821.06	6.70	
590-521-714.000	Health Insurance	13,000.00	1,223.00	0.00	11,777.00	9.41	
590-521-715.000	Twp. Share Soc. Sec. Withholdg	3,750.00	251.88	41.33	3,498.12	6.72	
590-521-720.000	Medical Reimbursement	970.00	0.00	0.00	970.00	0.00	
590-521-727.000	Office Supplies	1,000.00	0.00	0.00	1,000.00	0.00	
590-521-740.000	Operating Supplies	2,400.00	0.00	0.00	2,400.00	0.00	
590-521-775.000	Repair & Maintenance Supplies	3,000.00	254.15	0.00	2,745.85	8.47	
590-521-801.000	Professional Services	20,000.00	8,409.27	0.00	11,590.73	42.05	
590-521-801.050	Miss Diggs	0.00	1,610.00	420.00	(1,610.00)	100.00	
590-521-804.000	Contract Payment to City B.R.	330,000.00	135,766.50	0.00	194,233.50	41.14	
590-521-805.000	Contractual Services	25,000.00	14,417.60	2,879.92	10,582.40	57.67	
590-521-805.100	Extra Contractual Services	20,000.00	7,861.06	741.75	12,138.94	39.31	
590-521-836.000	Refunds	100.00	0.00	0.00	100.00	0.00	
590-521-874.000	Retirement	6,100.00	0.00	0.00	6,100.00	0.00	
590-521-900.000	Printing & Publishing	100.00	0.00	0.00	100.00	0.00	
590-521-920.000	Public Utilities	30,000.00	16,781.57	1,103.51	13,218.43	55.94	
590-521-930.000	Repair & Maintenance	19,000.00	14,273.66	0.00	4,726.34	75.12	

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR		AVAILABLE BALANCE	% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		MONTH 07/31/2018	INCREASE (DECREASE)		
590-521-933.000	Snowplowing	0.00	415.73	415.73	0.00	(415.73)	100.00	
590-521-935.000	Bldg. & Grounds Repair & Maintenance	360.00	49.00	49.00	0.00	311.00	13.61	
590-521-958.000	Membership & Dues	320.00	0.00	0.00	0.00	320.00	0.00	
590-521-960.000	Education	2,000.00	0.00	0.00	0.00	2,000.00	0.00	
590-521-965.000	Insurance & Bonds	3,200.00	2,331.00	2,331.00	0.00	869.00	72.84	
590-521-967.001	SAW GRANT	70,000.00	10,616.97	10,616.97	0.00	59,383.03	15.17	
590-521-968.000	Depreciation	69,000.00	0.00	0.00	0.00	69,000.00	0.00	
590-521-975.000	Capital Outlay under \$10,000	12,000.00	0.00	0.00	0.00	12,000.00	0.00	
590-521-996.000	Bond Interest Payment	20.00	0.00	0.00	0.00	20.00	0.00	
Total Dept 521 - SEWER FUND		693,000.00	218,383.25	218,383.25	5,862.85	474,616.75	31.51	
TOTAL EXPENDITURES		693,000.00	219,043.25	219,043.25	5,972.85	473,956.75	31.61	
Fund 590 - SEWER FUND:								
TOTAL REVENUES		693,000.00	346,510.02	346,510.02	0.00	346,489.98	50.00	
TOTAL EXPENDITURES		693,000.00	219,043.25	219,043.25	5,972.85	473,956.75	31.61	
NET OF REVENUES & EXPENDITURES		0.00	127,466.77	127,466.77	(5,972.85)	(127,466.77)	100.00	
Fund 591 - WATER FUND								
Revenues								
Dept 000 - GENERAL								
591-000-626.000	Charg. for Serv. (utilities)	2,000.00	414.95	414.95	0.00	1,585.05	20.75	
591-000-627.000	Pen. & Int. Delinquent Bills	0.00	5.55	5.55	0.00	(5.55)	100.00	
Total Dept 000 - GENERAL		2,000.00	420.50	420.50	0.00	1,579.50	21.03	
TOTAL REVENUES		2,000.00	420.50	420.50	0.00	1,579.50	21.03	
Expenditures								
Dept 536 - WATER								
591-536-702.200	Salary & Wages Snowplowing	100.00	62.90	62.90	0.00	37.10	62.90	
591-536-710.000	Twp. Share Medicare Withholding	0.00	0.91	0.91	0.00	(0.91)	100.00	
591-536-715.000	Twp. Share Soc. Sec. Withholding	0.00	3.90	3.90	0.00	(3.90)	100.00	
591-536-740.000	Operating Supplies	1,500.00	1,092.13	1,092.13	18.53	407.87	72.81	
591-536-775.000	Repair & Maintenance Supplies	200.00	98.00	98.00	0.00	102.00	49.00	
591-536-801.000	Professional Services	400.00	20.00	20.00	0.00	380.00	5.00	
591-536-805.000	Contractual Services	12,500.00	6,250.02	6,250.02	1,041.67	6,249.98	50.00	
591-536-920.000	Public Utilities	7,000.00	3,912.07	3,912.07	339.54	3,087.93	55.89	
591-536-930.000	Repair & Maintenance	2,000.00	1,111.44	1,111.44	0.00	888.56	55.57	
591-536-968.000	Depreciation	4,200.00	0.00	0.00	0.00	4,200.00	0.00	
Total Dept 536 - WATER		27,900.00	12,551.37	12,551.37	1,399.74	15,348.63	44.99	
TOTAL EXPENDITURES		27,900.00	12,551.37	12,551.37	1,399.74	15,348.63	44.99	



GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
<b>Fund 591 - WATER FUND:</b>								
TOTAL REVENUES		2,000.00		420.50	0.00	1,579.50		21.03
TOTAL EXPENDITURES		27,900.00		12,551.37	1,399.74	15,348.63		44.99
NET OF REVENUES & EXPENDITURES		(25,900.00)		(12,130.87)	(1,399.74)	(13,769.13)		46.84
<b>Fund 594 - 2013 Debt Refunding/Debit Retirement</b>								
Revenues								
Dept 000 - GENERAL		53,000.00		51,220.16	0.00	1,779.84		96.64
594-000-672.000	Special Assessment			51,220.16	0.00	1,779.84		96.64
Total Dept 000 - GENERAL		53,000.00		51,220.16	0.00	1,779.84		96.64
<b>TOTAL REVENUES</b>								
Expenditures								
Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT				0.00	0.00	200.00		0.00
594-909-801.000	Professional Services	200.00		0.00	0.00	0.00		100.00
594-909-992.000	Bond Principal Payment	44,000.00		4,398.50	0.00	4,401.50		49.98
594-909-996.000	Bond Interest Payment	8,800.00		48,398.50	0.00	4,601.50		91.32
Total Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT		53,000.00		48,398.50	0.00	4,601.50		91.32
<b>TOTAL EXPENDITURES</b>								
Fund 594 - 2013 Debt Refunding/Debit Retirement :								
TOTAL REVENUES		53,000.00		51,220.16	0.00	1,779.84		96.64
TOTAL EXPENDITURES		53,000.00		48,398.50	0.00	4,601.50		91.32
NET OF REVENUES & EXPENDITURES		0.00		2,821.66	0.00	(2,821.66)		100.00
<b>Fund 703 - CURRENT TAX COLLECTION FUND</b>								
Revenues								
Dept 000 - GENERAL		1,000.00		1,195.12	0.00	(195.12)		119.51
703-000-445.000	Penalties & Interest on Taxes			1,195.12	0.00	(195.12)		119.51
Total Dept 000 - GENERAL		1,000.00		1,195.12	0.00	(195.12)		119.51
<b>TOTAL REVENUES</b>								
Expenditures								
Dept 000 - GENERAL		1,000.00		0.00	0.00	1,000.00		0.00
703-000-700.000	Expenditure Control			0.00	0.00	1,000.00		0.00
Total Dept 000 - GENERAL		1,000.00		0.00	0.00	1,000.00		0.00

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 07/31/2018	ACTIVITY FOR MONTH 07/31/2018	AVAILABLE BALANCE	% BDRG USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
TOTAL EXPENDITURES		1,000.00		0.00	0.00	1,000.00	0.00
Fund 703 - CURRENT TAX COLLECTION FUND:							
TOTAL REVENUES		1,000.00		1,195.12	0.00	(195.12)	119.51
TOTAL EXPENDITURES		1,000.00		0.00	0.00	1,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		1,195.12	0.00	(1,195.12)	100.00
Fund 708 - METRO FUND							
Revenues							
Dept 000 - GENERAL	METRO Revenue	5,000.00		5,091.12	0.00	(91.12)	101.82
708-000-576.000		20.00		0.00	0.00	20.00	0.00
708-000-664.000	Int. & Div. on Earnings	5,020.00		5,091.12	0.00	(71.12)	101.42
Total Dept 000 - GENERAL							
TOTAL REVENUES		5,020.00		5,091.12	0.00	(71.12)	101.42
Fund 708 - METRO FUND:							
TOTAL REVENUES		5,020.00		5,091.12	0.00	(71.12)	101.42
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		5,020.00		5,091.12	0.00	(71.12)	101.42
Fund 711 - HIGHLAND VIEW CEMETERY							
Revenues							
Dept 000 - GENERAL		500.00		248.88	0.00	251.12	49.78
711-000-664.000	Int. & Div. on Earnings	500.00		248.88	0.00	251.12	49.78
Total Dept 000 - GENERAL							
TOTAL REVENUES		500.00		248.88	0.00	251.12	49.78
Fund 711 - HIGHLAND VIEW CEMETERY:							
TOTAL REVENUES		500.00		248.88	0.00	251.12	49.78
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		500.00		248.88	0.00	251.12	49.78
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		2,296,170.00		1,315,545.00	0.00	980,625.00	57.29
NET OF REVENUES & EXPENDITURES		2,292,980.00		706,148.06	62,550.24	1,586,831.94	30.80
		3,190.00		609,396.94	(62,550.24)	(606,206.94)	19,103.35

06/29/2018 10:39 AM  
 User: RENE  
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP  
 CHECK DATE FROM 06/06/2018 - 07/03/2018

Page

Item "H"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
06/18/2018	GEN	31117	AME00	AT & T	984.49
06/18/2018	GEN	31118	CIT02	BIG RAPIDS CITY TREASURER	22,955.85
06/18/2018	GEN	31119	CON00	CONSUMERS ENERGY	828.73
06/18/2018	GEN	31120	DTE00	DTE ENERGY	304.44
06/18/2018	GEN	31121	GERBER	GERBER CONSTRUCTION CO., INC	17,250.00
06/18/2018	GEN	31122	GRANGER	GRANGER	176.00
06/18/2018	GEN	31123	PRIORITY H	PRIORITY HEALTH	2,726.15
07/02/2018	GEN	9930013(E)	CHE00	CHEMICAL BANK CENTRAL	6,716.12
07/02/2018	GEN	9930014(E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,530.73
07/02/2018	GEN	9930015(E)	STA00	STATE OF MICHIGAN	1,002.28
07/02/2018	GEN	9930016(E)	VOYA	VOYA FINANCIAL	4,086.67
07/03/2018	GEN	31124	ACC00	ACCIDENT FUND COMPANY	1,313.30
07/03/2018	GEN	31125	ALE00	ALERT-ALL CORPORATION	690.00
07/03/2018	GEN	31126	BIG01	BIG RAPIDS TWP SEWER REC. FUND	52.80
07/03/2018	GEN	31127	BIN00	BINNEY AUTO PARTS INC.	73.37
07/03/2018	GEN	31128	BRT00	BIG RAPIDS TOWNSHIP GEN. FUND	1,800.00
07/03/2018	GEN	31129	BS&A	BS&A SOFTWARE	3,033.33
07/03/2018	GEN	31130	CHA01	CHARTER COMMUNICATIONS	481.08
07/03/2018	GEN	31131	CON00	CONSUMERS ENERGY	1,962.68
07/03/2018	GEN	31132	CUR00	CURRIE'S AMOCO	79.00
07/03/2018	GEN	31133	DARLEY	DARLEY	188.51
07/03/2018	GEN	31134	DIETRICH	GEORGE DIETRICH	224.28
07/03/2018	GEN	31135	DO ALL DOU	DO ALL DOUG	600.00
07/03/2018	GEN	31136	FIR00	FIRST NATIONAL BANK	557.57
07/03/2018	GEN	31137	FOUNTAIN	RENE FOUNTAIN	90.00
07/03/2018	GEN	31138	H&S00	H&S COMPANIES	2,100.00
07/03/2018	GEN	31139	HOPE	HOPE NETWORK WEST MICHIGAN	91.00
07/03/2018	GEN	31140	KEVIN C	KEVIN CUSHWAY	1,041.67
07/03/2018	GEN	31141	MANEKE	BRANDON MANEKE	213.17
07/03/2018	GEN	31142	MASON	BRENT MASON	116.66
07/03/2018	GEN	31143	MEC01	MECOSTA COUNTY ROAD COMMISSION	1,071.37
07/03/2018	GEN	31144	MIK00	MIKA, MEYERS, BECKETT & JONES	275.50
07/03/2018	GEN	31145	MOS00	MICHIGAN OFFICE SOLUTIONS	205.92
07/03/2018	GEN	31146	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	4,041.67
07/03/2018	GEN	31147	OSC00	OSCEOLA-LAKE CD	1,150.00
07/03/2018	GEN	31148	PICTOMETRY	PICTOMETRY INTERNATIONAL CORP	1,100.00
07/03/2018	GEN	31149	PIO00	THE PIONEER GROUP	202.51
07/03/2018	GEN	31150	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
07/03/2018	GEN	31151	SHBROCC	SPECTRUM HEALTH BR OCCUPATIONAL HEA	64.00
07/03/2018	GEN	31152	STA01	STATE STREET HARDWARE	344.85
07/03/2018	GEN	31153	STANEK	BILL STANEK	192.46
07/03/2018	GEN	31154	XEROX	XEROX FINANCIAL SERVICES	342.53
07/03/2018	GEN	31155	CIT00	CITY OF BIG RAPIDS	50.00
07/03/2018	GEN	31156	STA01	STATE STREET HARDWARE	713.37

GEN TOTALS:

Total of 44 Checks:	84,076.56
Less 0 Void Checks:	0.00
Total of 44 Disbursements:	<u>84,076.56</u>

Check Register Report For Big Rapids Chart  
For Payroll ID: 206 Check Date: 07/01/2018 Pay Period:

**Item "1"**

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
07/01/2018	GEN	11211	MASON, BRENT	3,666.67	3,063.70
07/01/2018	GEN	11212	STANEK, WILLIAM F	2,650.00	641.00
07/01/2018	GEN	11213	DOUGLASS, PERRY IV A	1,037.75	801.30
07/01/2018	GEN	11214	AMBLER, ALLEN S	43.69	38.00
07/01/2018	GEN	11215	TUBBS, JAMES	1,095.81	996.90
07/01/2018	GEN	11216	PEREZ, ADAM	329.83	287.20
07/01/2018	GEN	11217	WILLIAMS, TRAVIS A	823.68	725.60
07/01/2018	GEN	11218	JOHNSON, CARMELITA S.	393.21	337.20
07/01/2018	GEN	11219	CHAPMAN, JAMES M	726.04	639.60
07/01/2018	GEN	11220	BIRD, RANDY	649.16	571.90
07/01/2018	GEN	11221	SUGGATE, ALAYNA	841.92	661.10
07/01/2018	GEN	11222	PRANGER, RYAN E	757.73	557.60
07/01/2018	GEN	11223	VANSICKLE, ETHAN T	561.78	469.50
07/01/2018	GEN	11224	YEHLE, NATHANIEL J	159.67	140.60
07/01/2018	GEN	11225	HAUGER, DRYDEN O	230.45	203.00
07/01/2018	GEN	11226	BRYANT, ELIZABETH L	48.19	32.00
07/01/2018	GEN	11227	WYMA, NICHOLAS A	51.19	45.10
07/01/2018	GEN	11228	JONES, JERRAD C	349.52	303.80
07/01/2018	GEN	11229	HANEY, PAUL J	393.21	321.20
07/01/2018	GEN	11230	SPRIK, HANNAH M	349.52	303.80
07/01/2018	GEN	11231	GILBERT, SHERRI S	182.00	160.30
07/01/2018	GEN	11232	FOUNTAIN, RENE M	3,416.67	2,582.80
07/01/2018	GEN	11233	DIETRICH, GEORGE	1,280.02	1,126.00
07/01/2018	GEN	11234	CAMPBELL, STEVEN R.	1,581.50	1,406.80
07/01/2018	GEN	11235	ANTOR, GERALD A	2,738.25	2,248.00
07/01/2018	GEN	11236	CURRIE, PENNY M	3,266.67	897.30
07/01/2018	GEN	11237	WINGET, SCOTT A	1,634.38	1,405.10
07/01/2018	GEN	11238	FADAYOMI, OLUTEMITOPE O	760.00	687.30
07/01/2018	GEN	11239	MANEKE, BRANDON K	2,847.50	2,124.40
07/01/2018	GEN	11240	KEATING, PHILIP	40.00	36.90
07/01/2018	GEN	11241	OLIVER, GORDON	40.00	35.20
07/01/2018	GEN	11242	SWEPENHEISER, MARK A	40.00	36.90
07/01/2018	GEN	11243	DAVIS, MARY B	40.00	36.90
07/01/2018	GEN	11244	COOK, ZACHARY F	40.00	36.90
07/01/2018	GEN	11245	WETHINGTON, AMANDA R	40.00	35.20
07/01/2018	GEN	11246	GEIB, ANTHONY C	145.83	128.40
07/01/2018	GEN	11247	EVERETT, JERALD D	145.83	128.40
07/01/2018	GEN	STUB6	BEAN, CARMEN	145.83	0.00

Totals:		Number of Checks: 038	33,543.50	24,254.40
Total Physical Checks:		37		
Total Check Stubs:		1		

## Monthly Permit List

**Building**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB18-0037	STARNER KENNETH & CAROL	13750 NEW MILLPOND ROAD	\$136.00	\$1,300
<b>Work Description:</b> Replace front deck.				
PB18-0038	CONNOR, RICHARD P	22849 WOODWARD AVENUE	\$416.00	\$36,510
<b>Work Description:</b> Construction of new 1296 sq. ft. garage attached to existing single family residence.				
PB18-0039	BELLE TIRE	15415 WALDRON WAY	\$5,157.00	\$1,218,314
<b>Work Description:</b> Construction of new retail tire sales and service facility.				
PB18-0040	MAXWELL TROY MICHAEL &	21396 13 MILE ROAD	\$358.00	\$25,600
<b>Work Description:</b> Construction of a new 40' x 32' x 14' Pole storage building on property with an existing single family dwelling.				
PB18-0041	SANDERS, DARREN S & RHON	18880 15 MILE ROAD	\$490.00	\$55,000
<b>Work Description:</b> Construction of new single family dwelling.				
PB18-0043	SWEPENHEISER MARK A	22689 17 MILE ROAD	\$142.00	\$2,700
<b>Work Description:</b> Bathroom alteration to single family dwelling.				

**Total Permits For Type: 6**  
**Total Fees For Type: \$6,699.00**  
**Total Const. Value For Type: \$1,339,424**

**Electrical**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE18-0037	BELLE TIRE	15415 WALDRON WAY	\$744.00	\$0
<b>Work Description:</b> 200 - 600 amp service, 73 circuits, 200 light fixtures, 3 furnaces, 9 - 220v outlets, 1 sign circuit, 3 - 20 kva motors, 1 fire alarm system up to 10 stations, Conduit/grounding, 2 inspections.				

**Total Permits For Type: 1**  
**Total Fees For Type: \$744.00**  
**Total Const. Value For Type: \$0**

**Mechanical**

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM18-0050	CARDANA ROBERT	13381 SYMONDS DRIVE	\$105.00	\$0
<b>Work Description:</b> Air Conditioning, 1 inspection.				

PM18-0051	R P BURNS, LLC	21226 PERRY AVENUE	\$135.00	\$0
<b>Work Description:</b> Gas burning furnace and air conditioning, 1 inspection.				
PM18-0052	SPEDOWSKE COREY J & DENH	709 WEST AVENUE	\$105.00	\$0
<b>Work Description:</b> Air conditioning, 1 inspection.				
PM18-0053	RYKERT, TIMOTHY R	19059 ARROWHEAD LANE	\$105.00	\$0
<b>Work Description:</b> Gas burning furnace. 1 inspection				
PM18-0054	CHRISTENSEN, ED & TRACY	21160 12 MILE ROAD	\$95.00	\$0
<b>Work Description:</b> Above ground tank/piping, 1 inspection.				
PM18-0055	CATALANO, MATT & KARA	14450 220TH AVENUE	\$105.00	\$0
<b>Work Description:</b> Air Conditioning, 1 inspection.				
PM18-0056	MAREK BRYAN D	12965 205TH AVENUE	\$95.00	\$0
<b>Work Description:</b> L.P. Tank set and piping.				
PM18-0057	SEAGER REVOCABLE JOINT T	17830 195TH AVENUE	\$95.00	\$0
<b>Work Description:</b> Above ground LP Tank and piping.				

**Total Permits For Type: 8**  
**Total Fees For Type: \$840.00**  
**Total Const. Value For Type: \$0**

## Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP18-0027	BELLE TIRE	15415 WALDRON WAY	\$448.00	\$0
<b>Work Description:</b> 26 fixtures, 6 stacks, 1 ejector pump, 6" water service, 2 sewer connections, 1 sewer, 1.5' water distrib sys. 5 inspections.				

**Total Permits For Type: 1**  
**Total Fees For Type: \$448.00**  
**Total Const. Value For Type: \$0**

## TAP IN FEE

Permit #	Contractor	Job Address	Fee Total	Const. Value
PT18-0002	BELLE TIRE	15415 WALDRON WAY	\$0.00	\$0
<b>Work Description:</b> Sewer Tap-in fee paid by Visser Brothers. \$ 10,800.00 paid by check on 06/22/2018				

**Total Permits For Type: 1**  
**Total Fees For Type: \$0.00**  
**Total Const. Value For Type: \$0**

## Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ18-0019	STARNER KENNETH & CAROL	13750 NEW MILLPOND ROAD	\$0.00	\$0
<b>Work Description:</b> Replace deck with new construction 72 sq.ft. deck on existing single family dwelling.				
PZ18-0020	CONNOR, RICHARD P	22849 WOODWARD AVENUE	\$25.00	\$0
<b>Work Description:</b> Construction of new garage attached to existing single family residence.				
PZ18-0021	DESHANO DEVELOPMENT CO	18914 16 MILE ROAD	\$100.00	\$0
<b>Work Description:</b> Deshano Development is proposing a senior housing/assisted living facility on property they own on 16 Mile Road near Ryan Creek Apartments. Planning Commission will review the site plan at their regular meeting on June 12, 2018.				
PZ18-0022	MAXWELL TROY MICHAEL &	21396 13 MILE ROAD	\$25.00	\$0
<b>Work Description:</b> Construction of 40' x 32' x 14' pole storage building on property with existing single family dwelling.				
PZ18-0023	SANDERS, DARREN S & RHON	18880 15 MILE ROAD	\$25.00	\$0
<b>Work Description:</b>				

<b>Total Permits For Type:</b>	<b>5</b>
<b>Total Fees For Type:</b>	<b>\$175.00</b>
<b>Total Const. Value For Type:</b>	<b>\$0</b>

## Report Summary

Population: All Records  
 Permit.DateIssued Between  
 6/1/2018 12:00:00 AM AND  
 6/30/2018 11:59:59 PM

<b>Grand Total Fees:</b>	<b>\$8,906.00</b>
<b>Grand Total Permits:</b>	<b>22</b>
<b>Grand Total Const. Value:</b>	<b>\$1,339,424</b>

*Big Rapids Charter Township*

*Cemetery and Grounds Monthly Report*

*June 2018*

**June activity:**

- Total of 5 burials
  - 1 Regular
  - 4 Cremain
- Construction complete on Highbanks Bathrooms
- Highbanks Well drilled and connected
- Attended MTA Cemetery Management Training Seminar

**Highlights of the month:**

June seemed to go exceptionally quick. The grounds department operated as normal without any hiccups. All of the township grounds are currently on a 7-10 day mowing rotation, depending on weather conditions.

The park bathrooms have been completed, and Gerber Construction did a wonderful job. We are incredibly thankful to them. They were quick with the project, and very pleasant to work with. Additionally, the well at the park has been drilled, and the well was hooked up to the restrooms on the last week of the month.

On the 26<sup>th</sup>, I had the opportunity to attend the Michigan Townships Association Cemetery Management Training Seminar in Frankenmuth. This was an all-day event that was extremely informative, to say the least. I had a chance to talk with folks representing townships from all over the state. Through conversations, and listening to questions asked, I can confidently say that we should be very proud of how ahead we are on managing a cemetery; especially one of our size.

Next month, Cindy Dodge, who led the seminar, will be visiting our cemetery, and is very excited to do so.

Respectfully submitted,

Brandon Maneke  
Cemetery and Grounds Manager



**FIRE DEPARTMENT REPORT**  
**JULY 3, 2018**

**General:**

The department continues to run well. Our call volume was down again this month. June was fairly uneventful for the department. The payroll points system was tweaked and we worked with Carman, Jerry and Renee to make sure it was acceptable for all involved. We are currently gearing up for the 4<sup>th</sup> of July and the Fair.

**Call Volume:**

Total calls for the month of June 2018: 23

20 Medical, 1 Structure Fire, 0 Grass Fire/Controlled Burn, 1 Auto Accident, 0 Power Line Down, 0 Vehicle Fire, 0 Smoke/Odor, 0 Dumpster Fire, 2 Standby, 0 Collapse, 0 Gas Leak, 0 Inspection, 0 Airport Emergency, 0 Fire Alarm, 0 Water Rescues, 1 Service Call, 0 Fire Investigation, 0 Elevator/Technical Rescue and 0 Drone Activations.

Year to Date Call volume 2018: 185

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 4 minutes and 33 seconds.

Response Time (dispatch to on scene): 10 minutes and 51 seconds.

Year to Date Call Locations:

Austin	1
Barton	2
BR TWP	155
City of Big Rapids	3
Colfax	2
Ewart	1
Grant	1
Green	6
Mecosta	4
Morley	2
Morton	1
Norwich	4

**Personnel:**

We are requesting to add James Haggard and Jeff Jackson to the roster at this time. Both come with experience and certifications. James has firefighting certification and experience in Kalkaska County. Jeff comes with both medical and firefighting certifications and experience as a full time firefighter in Big Rapids.

**Training:**

Training this month consisted of monthly truck checks and the Incident Command series.

**Repairs Completed:**

No repairs to report.

**Station Maintenance:**

No repairs to report.

**Budget/Purchasing over \$2,500.00:**

None at this time.



## Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

[www.nwkentmech.com](http://www.nwkentmech.com)

June 27, 2018

Mr. Bill Stanek  
Big Rapids Twp.  
14212 Northland Dr.  
Big Rapids, MI 49307

RE: Monthly Lift Station Report

Dear Bill,

June was a good month, we installed a new Integrinex controller and floats with float back-up in the Venlo lift station. It was quiet for alarms, we had one at Sheridan station which I believe was due to the heavy rainfall and pumps trying to keep up with the flow.

AT&T pulled in a new phone line at Perry St station and tied it into the interface.

We had four of the lift stations cleaned; Venlo, Menards, Sheridan and Perry St. Ryan's also jetted the force main along Perry St.

We had an alarm on the 25<sup>th</sup> form Sheridan station which appeared to be from a power issue. We did surmise that the phone line to the station has an issue and not allowing calls in or out.

On June 25<sup>th</sup> we replaced an inline air check valve on air pump 2 at the Industrial park lift station and the number two air pump at university lift station and ordered a spare pump.

Overall the lift stations are operating normally.

Sincerely,

Todd Shank  
Northwest Kent Mechanical Co.

### Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

June 2018

All operations at the plant are normal. Sensaphone called out once for going offline, it went back online shortly after, no other problems with it. Regular weekly checks of generator and fuel, we are at about 7/8 tank of Diesel. All pumps, motors, variable frequency motor drives, chlorine feeders, chlorine analyzer, effluent pumps, and well pump number 2 working good. All other electronics, pressure gauges and valves working good. Lead Copper samples that were due between June and September have been turned in, still waiting for results on those samples from earlier in June. Received new plant chart recorder paper discs and now using them. Regular logs and operational log kept as well as monthly chlorine injection reports have been kept up to date and turned in as needed to the local health dept. Will be needing to order more Hach chlorine analyzer reagents for next month as we will be running out in a couple weeks, cost is usually around 120.00 dollars and they last about 2 ½ months. Some more painting was done in chlorine injection room where corrosion is more likely on the water pipes.

[supervisorstanek@bigrapidstownship.net](mailto:supervisorstanek@bigrapidstownship.net)

---

**From:** Mary Hively <maryk@chartermi.net>  
**Sent:** Sunday, June 17, 2018 9:31 PM  
**To:** 'Gordon Telfer'; glgawne@gmail.com; 'Bill Stanek'; 'Brandon Maneke'; 'Rene Fountain'; maryk@chartermi.net  
**Subject:** June Cemetery Committee minutes

**Highland View Cemetery Advisory Committee**  
Big Rapids Charter Township  
Minutes: June 12, 2018

**Attending:** Gordy Telfer, Bill Stanek, Rose Mary Jennings, Rene Fountain, Brandon Maneke, Gary Gawne, Mary Hively

**Excused:** None

**Meeting called to order:** By Chairperson Gary Gawne at 2:10pm at Highland View Cemetery. Correction to the May 15<sup>th</sup> minutes: No cemetery meetings will be held in the future months of December through March.

**Announcements:** None

**New Business:** Carried over since November 2017: Gary Gawne has gathered and submitted to the Cemetery Committee a compilation, all about gravestones: A historical perspective, descriptive preservation and cleaning of gravestones, as well as the legalities of maintaining a cemetery. The Committee would like to begin discussion of this wealth of information.

**State of the Cemetery:**

- 1) Artificial flowers are prohibited at gravesites. Brandon removes and stores behind the cemetery office for two weeks; then disposed.
- 2) No skate-boarding. No roller-skating in Highland View Cemetery.  
Motion made by Mary Hively; seconded by Gordy Telfer  
This motion will be added to the "Prohibited Activities" of our Cemetery Rules and Regulations found in Section 90.020
- 3) Brandon will purchase new signage for entrance to cemetery. A motion was made by Gordy Telfer; seconded by Brandon Maneke for cost of signage to be \$800 or less.
- 4) Maintenance of Highland View, Township Bldg grounds, High Banks Park and Industrial Park are weekly responsibilities of Brandon Maneke and crew. (total of 40-hours per week; at least half of that time spent in Highland View Cemetery)

**1921 Building & Task Force Committee:**

\$26,000 has been raised by the 1921 Building Renovation Task Force with continued efforts to seek donation goal of \$80,000 before actual construction begins.

**Green Burials:** Goal of presenting proposal to Township Board at their August 2018 meeting: Addition of Green Burials and Scattering of ashes in specified sites in Highland View Cemetery. Cemetery consultant of upcoming July 30<sup>th</sup> MTA Conference will be walking through our cemetery with Bill Stanek.

**\*\*Unless otherwise notified, the Next Meeting of the Cemetery Committee will be held at 2PM on Tuesday, July 10th, 2018 at Highland View Cemetery. Our meetings are normally held on the second Tuesday of every month. As of May 2018 there will be no future cemetery meetings held during the months of December, January, February and March. The April 2019 meeting will be held on the last Tuesday of April. No May 2019 meeting.**

## **Industrial Park Committee**

Lerner, Csernai & Fath offices

Thursday, June 28, 2018

7:00 AM

### **Meeting Minutes**

Todd Csernai, Jerry Garner, Jim Sandy, Bill Shriver, and Carman Bean (arrived late) were present. Also present was Bill Stanek, supervisor.

Jerry called the meeting to order and Bill Stanek present an offer for a lease options for the industrial park.

The committee felt that this was worth investigating more and will follow up.

Jim Sandy will check with the village of Elkton, in the thumb area.

Carman will try to contact others in different states.

Bill Stanek will continue with follow ups.

Jim will also talk to the local utility company.

After more investigation the committee will meet again.

At this point this is confidential information.

There was also discussion on what could be done with the water plant.

Meeting was adjourned at 8:10.

Bill Stanek,  
Recording Secretary

**MINUTES  
BIG RAPIDS CHARTER TOWNSHIP  
PLANNING COMMISSION**

**Tuesday, June 12, 2018 --- 7:00 p.m.**

**Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307**

**I. CALL TO ORDER: 7:00 P.M.**

Chairman Phil Keating called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, June 12, 2018 at 7:00 p.m.

**II. ROLL CALL:**

Present: Mary Davis, Gordon Oliver, Mark Sweppenheiser, Amanda Wethington, Philip Keating and Carman Bean are present. The record shows a quorum is present. Zach Cook arrived at 7:20 p.m. Also Present: Zoning Administrator and Recording Secretary, Brent Mason

**III. CONFLICTS OF INTEREST:**

Mr. Keating asked if any of the Commission members had known conflicts of interest with any item on the agenda for this meeting. No one indicated that a conflict of interest existed.

**IV. MINUTES:**

Mr. Keating asked the Commission to review the minutes of the May 8, 2018 meeting. Mr. Bean made a motion to approve the May 8, 2018 minutes as submitted. Mr. Oliver seconded the motion. There was no further discussion. The motion passed unanimously with six ayes.

**V. PUBLIC COMMENT:**

There was no public comment for items not on the agenda.

**VI. CAPITAL IMPROVEMENT PLAN WORKSESSION:**

Mr. Keating asked Mr. Mason to present the Capital Improvement Plan for 2019 – 2024. Mr. Mason advised the Planning Commission that the CIP draft has been updated for the upcoming fiscal year, and he wished to explain the 2019 changes and the final ranking system. Mr. Mason did discuss that the Department head and supervisor rankings were converted to the 1 to 5 range, and the Planning Commission ranking worksheet compiles all the data that the Planning Commission members consider and delivers a rank from 1 to 5. The composite ranking is an average of the department head, supervisor and planning commission rankings. These composite rankings are shown in the final draft as the rank for each item. Mr. Mason went through each of the 2019 requests and the rankings for each of those items. The road work requests were ranked at 1, the request for an ATV by the grounds department was ranked at a 2. The 2020 fire engine and all the 2019 general fund item rankings were mentioned. Mr. Mason said that he talked with Kevin Cushway, water plant operator for Big Rapids Township and determined that there should be some changes to the CIP for next year. Mr. Cushway recommends that a pump repair or replacement take place for the well that is currently not operating. Mr.

Mason stated that he will make sure that information for that project is included in the 2020-2025 CIP and that the two pipelines be looked at again for feasibility. Mr. Mason finished his presentation by asking if there was any more information he could provide the Planning Commission. Mr. Bean asked if there was an estimated cost for the pump. Mr. Mason replied that a reasonable guess would be \$30,000 to \$40,000. Mr. Keating asked where the funds for the pump would come from if it needed to be replaced, and Mr. Mason suggested that it would have to come from the general fund, as the water department has no capital fund and is already operating at a deficit. Mr. Bean made a motion to accept the Capital Improvement Plan and forward it to the Board of Trustees. Mr. Oliver supported the motion. The motion passed with 5 ayes and one abstention (Mr. Bean). Mr. Mason asked for permission to continue to streamline the ranking process for future CIP meetings, so they might run even more smoothly than they did for this plan. Everyone was in favor of continuing to simplify the process.

## **VII. OTHER BUSINESS:**

Mr. Keating asked for guidance on filling the time before the scheduled Public Hearings. Mr. Bean asked for permission to discuss a few items with the members. Mr. Keating gave Mr. Bean the floor. Mr. Bean mentioned that the Planning commission has had a lot of turnover in the last few years, and that some of the newer members may not have had sufficient training in what their duties and obligations may be. His first item of concern is Ex-Parte meetings, simply a one-on-one meeting with regard to an item of consideration for the Planning Commission. Ex-Parte meetings are not allowed. Members must not engage in conversations about any items that may be decided on at a PC meeting and must let the other individual know that any information must be presented at a PC meeting or in a Public Hearing so that all members have had the same information presented to them. Mr. Bean mentioned that Mr. Keating had conversations with Mr. Bailey, realtors, an appraiser and an attorney before the meeting to decide on a SUP request. Mr. Keating shared all his information with the members, but since the other parties were not present, they could not be questioned by the other members. Mr. Keating and Mr. Bean have already discussed this concern. Mrs. Davis asked if that includes fact-finding. Mr. Bean stated that a second party cannot be solicited for information. He was not certain if they could be invited to the meeting for the purpose of sharing information with the commission. Mr. Keating wondered how the Planning Commission is supposed to obtain objective professional information to assist in the consideration of a project or other land use permit. Mr. Bean did state that when a public hearing is closed, no new information is supposed to be disseminated. Mr. Keating asked if the Public Hearing could be continued at another meeting. Mr. Bean said he wasn't sure, and he would have to look up the requirements for a Public Hearing but didn't know of any reason why it could not be continued. Mr. Bean did suggest that additional Citizen Planner training would be useful for the PC members, and that he has been looking into setting up some training for our PC and also others in the area if interested. As far as a public hearing is concerned, the members have to get information at the same time. Another item Mr. Bean brought up was a concern about the minutes of the meetings and making sure they are prepared in compliance with the Michigan Open Meetings Act. Mr. Bean said the minutes for the public hearing were not available at the next meeting. The unapproved minutes of a meeting need to be available eight business days after the meeting. Once minutes are approved, they need to be available 5 days after the approval. Mr. Bean said these are things we are going to have to deal with. Mr. Bean said he did have a two-page summary about Ex-Parte meetings he downloaded



from the MTA and would like to share with the members. Mr. Keating asked if any of the PC members had any questions. No one indicated that they had a question.

Mr. Bean had one other item to discuss. He would like to suggest that communications towers be required to be sited on parcels that are at least 10 acres in size. He believes that a two or three-acre parcel is just too small. Mr. Bean mentioned to the audience that we don't currently have a minimum parcel size for communication towers, only setback requirements to provide protection in case the tower falls. He is proposing an additional requirement that communication towers cannot be placed on a parcel which is less than 10 acres in size. Mr. Keating asked for comments or questions. Mr. Keating asked Mr. Mason to bring other examples of zoning ordinance language for communications towers to the next meeting for the Planning Commission to review. Mr. Mason said that there are lots of different examples of language for communications towers and mentioned that the Planning Commission might want to consider an overlay zone for towers and certain other "utility" uses instead of specifying them in just certain zoning districts. Mr. Bean went on to say that the decision has been made and he wants to stay out of it, but he is worried about how another decision of this type might affect the next person. Mr. Bean just wants the members to consider this issue. Mr. Keating asked that it be placed on the agenda for the next month. That will give people a chance to review the tower zoning language and have some sample ordinances to look at. Mr. Keating asked if there were any other comments or questions. The Planning Commissioners did not indicate that they had any comments.

#### **VIII. PUBLIC HEARING FOR THE CAPITAL IMPROVEMENT PLAN:**

Mr. Keating opened the Public Hearing for the Capital Improvement Plan at 7:22 p.m. Mr. Keating asked if any members of the Public had any comments on the Capital Improvement Plan. Mary Luchies of 14196 – 205<sup>th</sup> Avenue, BR stated that she had a question about the statement in the plan that suggests the plan has already been approved. She wanted to know if the public comments were used in the review of the items being considered. Mr. Keating indicated that they were. She read the highlighted line in the Plan that said, "The Planning Commission held a public hearing on June 12, 2018 and unanimously recommended that the Board of Trustees adopt the 2019 – 2024 Capital Improvement Plan. The Township Board of Trustees adopted the Capital Improvement Plan on July 3, 2018. It is on the website. Mr. Mason affirmed that the language is on the website that way. Mrs. Luchies stated the language suggests it is already recommended and adopted, which makes her feel uncomfortable. She asked if they were really taking in the public comments before they vote, because it is published that they have already voted and recommended the plan, and that it is then adopted next month. Mr. Keating agreed that was a good point and thanked her for bringing it to the Commission's attention. Mr. Keating said that we should change that language until it has actually taken place. Mr. Bean agreed. Mr. Mason apologized and said that he would remove those lines until they actually occur for any future plan. Supervisor Stanek mentioned that it was difficult to hear in the far end of the building and requested that everyone speak up. Mr. Keating wondered if we should relocate to the Fire Hall, and Mr. Stanek stated that there were less chairs down there and that it would be just as difficult to hear. Someone asked if people could fill in the back of the main room and Mr. Keating said that they could. Mr. Keating asked if anyone else had any comments about the Capital Improvement Plan. Mary Beth St. Onge Beamer had a question about whether this was a regular occurrence or a fluke thing, putting dates in documents for things that

haven't happened. Mr. Mason advised that this particular document was done this way only as a prompt to make sure to edit them later, and that he got ahead of himself. He stated that he will remove that language completely. Mr. Keating asked if there are any other comments. No one indicated that they had more to say on the Capital Improvement Plan, so he closed the Public Hearing at 7:30p.m.

#### **VIII. PUBLIC HEARING FOR THE ZONING ORDINANCE AMENDMENT, ZOA 18-001:**

Mr. Keating opened the Public Hearing for ZOA 18-001, an application from Rick A. Lyons of 4843 Pierce Street, Suite A, Allendale, MI, to rezone property owned by Gordon C. Gilbert and Pamela Gilbert of 13601 Seneca Drive, BR. The request pertains to property ID# 54 05 022 013 300 and 54 05 022 015 200 to rezone from A-Residential to Commercial for the purpose of building and operating multifamily dwellings. Mr. Lyons indicates that he does have a purchase agreement for the property. Mr. Keating asked if there needed to be any more identification of the property in question, and Mr. Mason responded no. Mr. Keating gave a summary of the request to rezone a piece of property from A-Residential to Commercial. Mr. Keating acknowledged that there were a lot of people here for this hearing and he requested that everyone speak up so that they could all be heard. He ran down an outline of how the meeting would go. First, all written correspondence or pertinent data will be read into the record. Next will be any reports from governmental entities or organizations. Verbal comments will be made starting with the applicant, then any others in favor of the request, followed by any people opposed to the request. Because there are several people that want to talk, Mr. Keating asked that everyone keep their comments brief, about three minutes in length. He asked that everyone identify themselves and give their address. He also requested that if their comment is the same as one that has been made, that they simply identify themselves and state that they are in agreement with the comment of "John Doe," so that we don't take up a lot of time with repetitious comments. Once everyone has had an opportunity to be heard, the public hearing will be closed and the Planning Commission members will deliberate and review the request, hopefully culminating with a decision to make a recommendation to the Board of Trustees.

Mr. Keating invited Mr. Lyons to begin with his presentation. Mr. Lyons deferred his statement to his attorney, Mr. Kevin Huss of 380 West Western Avenue, Muskegon, MI. Mr. Huss began with the 2015 Master Plan as it relates to this request. The vision for 2035 includes a suburban character in the area between US 131 and the city, with a variety of medium and high-density housing types to serve the needs of the residents, who will include an increasing number of people commuting to employment in the Grand Rapids metropolitan area. Through this increased interest in condominium type housing, the growth in student apartment living that has been supported through effective planning and zoning. Prudent land use has been instrumental in maintaining open space within the township, with the land west of US131, many areas east of the Muskegon River, and areas to the south and northeast directed at residential and agricultural uses. It is important to notice that within that Master Plan there is a strong focus on the growing need for student housing and that is the plan that has been submitted here tonight. The request is to change the zoning of this property with the pretext of a conceptual housing plan that you can see here before you tonight, of multifamily housing for potential students or others in the community that desire to live in that type of facility. It is important to note that Mr. Lyons is in fact purchasing this property. He has a purchase agreement that has not been closed yet, but he has significant experience in managing

these types of properties in the past. He has managed several properties in the Big Rapids area in the past and currently works in the Allendale area and has a successful track record of maintaining and managing excellent facilities of the highest quality. This proposal consists of possibly 197 units of mixed types. One point I think is extremely important is that the entrance to this project is not from the north, but through the existing student housing project to the east, by way of Gilbert Drive. There will not be any access from the north or the west. The property is more than 29 acres in size, and the western edge of the property, as you can see on the conceptual site plan, will maintain many of the natural features that are already there, providing a buffer between this proposal and the existing properties to the west. This proposal would take a parcel of land that is currently zoned as residential and change the zoning to commercial. As I mentioned, this is in line with the Township's master plan, but it is important to note that this would also have a significant impact on the tax base for the township. It would change from homesteaded residential to a commercial basis. This development is different than the vast majority of other student housing or multifamily housing that is available in the area. Mr. Lyons believes in using an onsite security company to maintain security and keep the noise and activity that are associated with student housing in check. This type of development, if approved, is attractive to students who desire a quiet, clean, new place to live. The question will come up about whether there is a market to support this, and quite frankly, we are going through the process to evaluate that, but we believe that, at this point, a market does exist for this project. We do not believe that this would oversaturate the market, although we don't have data to support that yet. We believe that the buffer area that is proposed is sufficient to maintain the character of the properties to the west. The proposed development would impact pasture areas of the current property while the impact to wildlife, trees and the like would be minimal. There is a drain that runs through the property that will obviously have to be maintained. We believe that this project conforms really well with the Township's Master Plan vision of what the Township will look like in 2035. We believe that the request is reasonable and that the impact of this request on the tax base is a big win for the township, and we ask that you strongly consider approving this request. Mr. Hull offered to answer questions later so as to not take up too much time during the public hearing.

Mr. Keating asked if there was anyone present that would like to speak in favor of rezoning the property from A-Residential to commercial. Mr. Keating requested that he would like to hear their comments at this time. No one else indicated that they wanted to speak in favor of the project. Mr. Keating said that he would now hear from those opposed to the rezoning request.

Van Fox, representing Campus Creek Apartments, here along with his business partner Al Johns, mentioned that he has a bias as he is the adjoining property owner. Mr. Fox does not share the same view of the proposed site plan as Mr. Lyons. They have invested millions of dollars in their aesthetically pleasing property and developed the property in accordance with the existing Master Plan and Zoning. His concern is that the proposal is not in adherence with the master plan in that it is requesting a change to the zoning of the property that adjoins his property, that they planned specifically to adjoin when they developed their parcel. He is concerned that the proposed project might change the character of the area and not take into account the existing character of his investment. He doesn't feel that the proposal meets the same criteria that Campus Creek developed. He continued saying that he just doesn't feel this property should be

changed from single family to commercial when they developed their project with the understanding that this property was A-Residential, and that this type of a project does not fit there.

Dr. Margret S. Gingrich, 20480 Arthur Road, BR. Started by saying that she did not receive any notification that this was going on. She read it on the internet, and that was a concern for her. This is a quiet neighborhood and she is already concerned about the traffic in the area. It takes her 15 minutes to get from her home to her office near Subway in Big Rapids. She has heard that this project will have access to 205<sup>th</sup> Avenue. With the additional traffic, are there plans to widen the roads? She stated that she has seen plain stupidity with the students driving. She is very concerned about the traffic congestion that already exists before this project even is taken into account. She thanked the Commission for listening.

Mitchell & Kristi Barron, 20460 Mulberry Lane, BR. Moved to the area because they wanted a quiet neighborhood. 205<sup>th</sup> Avenue is busy as it is because it provides a cutoff to get to Ferris and the Perry Avenue shopping area. He feels that many people are concerned about traffic and the condition of 205<sup>th</sup> Avenue and 15 Mile Road by the High School. Then he mentioned the Master Plan. He wanted to know when the plan was last dated. Mr. Keating said that it was last written in 2015. Mr. Barron asked how it was decided to pursue more student housing, and Mr. Keating replied that the applicant requested the rezoning. Mr. Barron asked why the Master Plan suggested the change in student housing, and Mr. Bean replied that the Master Plan review was based on a vision for several decades into the future. Mr. Barron replied that his questions were answered.

Mary Luchies, 14196 - 205<sup>th</sup> Avenue, BR stated that she has met with several concerned citizens from the neighborhood near the proposed rezoning, and many people have requested that she speak for them. She brought a few visual aids because she thinks that they may help everyone stay focused on what they are talking about. We are here to talk about rezoning 2 parcels from A-Residential to Commercial. We are not here to pick a fight. We are not anti-student or anti-development. We are just Big Rapids township residents that want to talk about where we are. She mentioned that Big Rapids Township has a Planning Commission, which is meeting tonight, and a Board of Trustees which the residents elect to run the township. The Board appoints the Planning Commission members to make certain decisions for the township. The Planning Commission is tasked with making a recommendation to approve or deny the proposed zoning request to the Board of Trustees, who make the decision to rezone or not. The board may follow the recommendation or not. Before the recommendation is made, you take in all kinds of information including the concerns, interests and conversations from the public present at the Public Hearing. She mentioned the rural character, and that is a key element that the residents are concerned about. She and her husband moved from the City of Big Rapids in 1996 because they like the rural atmosphere. People are still buying in the area because they like the setting. The rural character is still bringing in people. We are not opposed to short term people moving into the area, but we are interested in the need for changing the zoning of this particular parcel to commercial. We want to have a better understanding of "why there?" in what appears to be kind of a land locked area with one access. Do we need another development?

Ryan Werner of 20222 Glenwood Drive, BR took the floor to share some data. He feels that he may be the most affected by decreased property value if this proposal were to be developed. He got information from the Ferris fact book that shows the total enrollment for Ferris has gone down 1,500 students over the past three years. The proposed enrollment for 2018 is 13,229 students. In 2015 it was 14,715. He said the percentage of on-campus students hovers right around 70% and the rest is dual enrollment, online, Kendall and other off-site campuses. The on-campus numbers have been pretty consistent. The proposed number of commuters for 2018 is 6,204, with approximately 3,200 needing housing. Currently there are 3,100 beds available in the existing apartment complexes, not including single rooms for rent or individually owned apartments and students who choose to cohabitate (share a bed). He mentioned that some of the existing apartment complexes have site plans that allow for expansion but they are not expanding because there is no need for additional beds. He said that there are some apartment complexes at 52% occupancy. There seems to be enough apartments in the area for the number of students that need rooms.

Mary Luchies spoke on behalf of Geri Hannah, 14150 - 205<sup>th</sup> Avenue. An important consideration is that we maintain our community, and whether the developer has our best interest at heart. Dick & Geri got a letter the same day they got the notice for this meeting. The Letter is from the Woodward Land Company in Bloomfield Twp., MI offering to purchase their 4.58-acre parcel for a cash offer of \$4,503. Currently there are approximately 800 beds that use Gilbert drive as their access point. The proposed project would bring that number up to 1,600. This parcel could provide access to 205<sup>th</sup> Avenue from the properties for rezoning consideration. It may just be a coincidence but it is an interesting one. Dick & Geri Hannah have lived on their property for over 50 years. Dick wasn't able to attend the meeting tonight because of his declining health. They are enjoying their rural property in their retirement years. Are there unintended consequences if we go forward with this request? No one knows for sure. She is also concerned that the property may have wetlands and wondered if the DEQ has reviewed the plan.

Jim Williams, 14695 Campus View Court. He opposes this zoning change. He asked if there has been a traffic impact survey done for the project, either on Northland Drive or on 205<sup>th</sup> if that were ever to happen. He mentioned that the condition of 205<sup>th</sup> Avenue would be a concern if more traffic uses that road. What impact will there be regarding traffic enforcement. What about wetlands, the drain basin, air quality, impact on wildlife, birds, mammals and their habitat. The habitat is a major concern. He wondered if the Mecosta County Drain Commission has been notified of this proposal, as all of the neighbors were just notified of a project with the Tonkin Drain. He is concerned about the storm water plan for this project, and where that water is going to go. He mentioned wetlands and the possible need for mitigated space somewhere else if required by the DEQ.

Mary Luchies returned to the Master Plan and the future land use goals as stated in the 2015 Master Plan. Preserve the Muskegon River and other Township lakes, rivers and streams as a resource for recreation and enjoyment. This is not really applicable here. Land Use and Township Character. That is important. Maintain the rural pace and comfort of a rural lifestyle for township residents. Residential Growth and Development.

Provide for orderly residential growth within the township that provides value and variety in housing while maintaining environmental quality. She thinks that is kind of where we are asking questions. Commercial and Industrial Growth and Development: Promote the area's primary commercial and industrial centers, while avoiding unnecessary sprawl into rural township locations. We love our commercial areas and I think there is an appropriate place for that growth. Public Services and Infrastructure: We have some concerns related to this. Do we have public services available for a possible 1,600 bed, one access, facility? We don't know. The Public service infrastructure under our Master plan says that we will provide appropriate services and infrastructure to existing and planned development without unnecessary and costly extensions. There is a lot to consider there. Quality of Life: Promote a high quality of life in Big Rapids Township through planning and zoning with healthy, balanced and appropriate land uses. We are not opposed to development. If the Gilberts wanted to sell this property to a developer that wanted to bring in a little subdivision, we would be supportive and loving neighbors. We are not saying we oppose development. What we are saying is we oppose the rezoning of this particular area from its current zoning, and it doesn't fit with the Master Plan and the Future Land Use/Land Cover Map. She was asked to give the names of all the neighbors she was representing, and it was agreed that the names would be written down and attached to the minutes. She had just one last question. After this, the Planning Commission makes a recommendation, and the request goes to the Board of Trustees for a vote. We don't get notified of that, do we? We were notified of the Public Hearing if we lived near enough. Mr. Mason advised the distance is 300 feet. After the decision is made, does it go on the public website? How do we find out? Mr. Mason said that would be in the minutes of the Board of Trustees meeting. Mrs. Luchies acknowledged that information. Mr. Keating advised that the Board of Trustees meeting is open to the public. Mrs. Luchies stated that she was aware of that. She asked if the board decides at that meeting that they are going to approve that zoning change, the citizens have seven days to file a written letter saying that they intend to petition that decision. After that they have 30 days to gather signatures from 20% of the township voters who voted in the last election for governor. She is not clear on the next step. If they collect that number of signatures, it either gets put on the ballot for a vote at the next general election or the Board of Trustees has to have a 4/5<sup>th</sup>'s majority vote. She is not sure which way it goes and will need to contact the Board of Trustees to get clarification on that issue. She said different townships have different requirements for that situation. Mr. Bean asked if she had a statute number so the board could look it up. Mrs. Luchies said she would email that information. She thanked the Commission members for listening to her concerns and her voice that spoke for many.

Mitchell Barron of 20460 Mulberry Lane said they recently built their house and mentioned how they had to make changes in their site to accommodate the high water table. The Health Department said that the site was very difficult to build on. They had to bring in a lot of sand to raise the site so they could build. He is concerned how the roads would handle the construction traffic because of the wet soil. Kristi Barron requested to add a comment about having a dream of moving their kids into a neighborhood closer to town but with a rural feel. As she sees the neighborhood, there are either families with younger children or older folks who have lived here for a long time. Neither group wants to live right next to college housing with the noise and other associated problems. Ferris enrollment is down and we don't need more housing for students. They are not filling the dorms or the current apartments so it just isn't necessary. She has heard that the

property just north of her home is owned by Ferris but that they can't build on it because it is protected wetlands, and that is only a short distance from this proposed property. She just doesn't think it is necessary.

Brian Balch, 20650 Edgewood Drive, BR. He mentioned that there is a lot of pedestrian (walking and running) traffic and also a lot of wildlife (deer and turkeys). He is concerned about the loss of habitat for the wildlife and the encroachment of the animals into the urban setting is very under-researched. He has heard from Ferris professors that enrollment is down. Housing doesn't bring students to a school, programs do. It doesn't make sense to build more housing when enrollment is declining.

Sandy Burns, 14145 – 205<sup>th</sup> Avenue, BR. She is a Ferris Faculty member and she wants to mention that she is being told at the university level that enrollment is down, and the growth that has happened has been online and in Grand Rapids and with commuters. Therefore, she doesn't think we need more student housing. She is concerned about traffic increasing on 205<sup>th</sup> Avenue. There have been traffic deaths on that road because of drag racing. We don't need that extra traffic. She hopes everyone thinks of that as their residential area.

Lenny Vaughn, 14720 – 205<sup>th</sup> Avenue, BR. He has lived there for 19 years and has a 4 and an 8-year-old. The Zoning changes have already affected the traffic on 205<sup>th</sup>. It used to be a rural road and has been repaved twice since he lived there. The road isn't capable of supporting anymore traffic. There is a 45 MPH speed zone in place. This development will only increase traffic because people use 205<sup>th</sup> as a bypass for the city since it is so congested.

Ron Cobb, 20570 Edgewood, BR. He built his house 16 years ago in the rural community. He loves that rural community and is completely against this project.

MaryBeth St. Onge Beamer, 20421 Mulberry Lane, BR. This isn't supposed to be emotional. No one in the community wants college kids living next to them. But that is not the reason she is opposed. She would be supportive if she thought it would be good for the area. She doesn't think it is needed and this is not a good area for this type of development because of the roads and traffic. It just isn't compatible with the area. The numbers are down. She thinks it is not good for the community. She thinks that the needs of the present citizens who support this community should be considered.

Mr. Keating stated that he wants everybody who wants to speak to have a chance, but the Commission has heard about roads, traffic, rural community, environmental considerations and buffer. He asked if there was anyone who had something new to bring to the Commission members.

Iggy Konrad, 20670 Edgewood Drive, BR. Two weeks ago the Drain Commissioner had a meeting about the Tonkin Drain having to be redone because it can't handle the run-off. With this much additional hard-scape in that area, what is the run-off going to be and are we going to be looking at another five to seven years down the road, having the county come back and hit everyone again with a fee because the Tonkin Drain cannot handle that much run-off. Many people downstream get flooded often, and he is concerned that the cost for any other improvements will continue to go up.

Riley Johnson, Oakwood Apartments, 19700 – 14 Mile Road, BR. She came from a large city, and what brought her to the south end of town was the community. She has run into a lot of the residents who have homes out here. It is very nice to come to a small community and feels that more apartments would only destroy the community feel of the area. She said that currently there are many options for college students to live in, such as dorms, rental homes and multiple different apartments in the area. She wondered where they got the information that an apartment complex was needed. She feels like there is a large number of college students that don't want to irritate the residents in the area. She stays all summer and she doesn't want to see hard feelings between the full-time residents and students. She also cares about the environment.

Dick Burns, 14145 – 205<sup>th</sup> Avenue, BR. Wants clarification about the 2015 Master Plan being a carry over of the 2010 Master Plan regarding the area in question between 205<sup>th</sup> and Northland Drive south of town. Someone mentioned that the area had not been changed. He said not to worry because the only access would be east bound on Gilbert. There will be no north bound or south bound access but nothing was said about west bound. The Hannah property purchase offer is concerning. He asked if any traffic or environmental survey have been done. He mentioned due diligence and unintended consequences. His question to the Commission is are they ready to pull the trigger on this project. As to unintended consequences, if there is 1,600 people going out Gilbert an average of 3 time a day, which he thinks is typical, and they return, you're talking about 10,000 events a day, the majority of them turning left onto Northland Drive going northbound with a speed limit of 55 MPH. What happens if somebody gets killed out there. Can there be a traffic light? Will there be a road to the west put in by eminent domain? Mr. Keating interjected that this is speculation, and Mr. Burns agreed. But no one can guarantee that it couldn't happen. If we create a problem by approving this today, do we have unintended consequences that have to be remedied with another problem like 205<sup>th</sup> Avenue.

Kevin Tucci, owns 20420 Thornapple Drive, BR. Also runs Peak Properties. His concern is not about growth. He feels if someone wants to invest in our town or community, that is their privilege to do so. He wonders if there is another location that is already zoned correctly for this project. We have to ask ourselves why we are changing something that may already exist someplace else. To him, that is the only thing that needs to be looked at, because if a place for this project already exists, they can be where it is already zoned correctly. As a property manager, if they want to come in here and they want to compete with the existing businesses, that is their right, but they need to use property that is already zoned for the use.

Margaret S. Gingrich for her mother, Margaret A. Gingrich, 14757 – 205<sup>th</sup> Avenue, BR. She has been there 38 years. Back in the early 2000s she and her father were looking at this very property as a place to build a dental office and asked the Supervisor, Maxine McClelland, about rezoning that property to commercial. They were told to not even try because it was zoned residential. Now there is a proposal to rezone the property. She also mentioned about the fatal accident on 205<sup>th</sup> and that her parents were concerned about her safety while she was growing up some 30 years ago.



Alan Johns, Owner of Campus Creek Apartments. He brought up the issue that if the property is rezoned, any approved commercial district use could potentially go in there. Retail, restaurant, grocery store, big box store, gas station, adult use, massage parlor, you name it, it could go in there. That might happen when they start doing there due diligence and look at demand and start looking at that site. We ran into problems at our site with a lot of wetland issues to overcome, and we had to revamp our whole site plan to work around the wetlands. The other concern is the provision of utilities and that the DEQ will require that the water system be looped back to another main somewhere. He doesn't know where that could happen because there is no water on 205<sup>th</sup> avenue, and they would have to loop it up through his property. He won't give them an easement. We got site plan approval for our 132 apartments, which are four-bedroom units. That is a lot of bedrooms. Our first phase was 66 units, and they were finished last year. We filled those up, and we waited until December to start the next 26 apartment units. The market changed, and now there is some push back on occupancy of the units. Vacancy rates are starting to rise a little bit in the township and in the city. Campus Creek is full and is going to be full so we are not too worried, but I am worried for everybody else. We have already heard that enrollment levels are going down on campus, so we are keeping that in mind too. We could build more units, but we most likely are not going to at this time because we want to try and be a good neighbor too. We don't want to empty out everybody else in the area. He is sure there are people that have invested their life savings into rental housing, and he doesn't want to hurt them just so he can make a buck. That is not what we are here for. We want to be a good neighbor and we are cognizant of the fact that vacancy levels are starting to creep up, so we believe that we are going to start slowing down on our development. He doesn't see any more building for them right now, even though he has the land and the money to do it, but he doesn't know if it is the wise thing to do. He is concerned that once they start doing their due diligence, if this property is rezoned, and they don't build a multifamily development, what might go in there then. He said there could be a strip mall, a home depot project come in there. If you think multifamily is bad, let's get a gas station or something like that in there, too. Not that it will, but it could because it is allowed by right in the commercial zone. He thanked the Commission for listening.

Kristi Barron asked what this might do to property values. What does the rental property do to the neighboring property values? If a gas station comes in, that could cause the value to fall even more. She wasn't sure how this would be beneficial to the township, but another person mentioned that the township would stand to gain a lot of revenue because the taxes on this large of a project would be a huge amount to the county, the school and the township. The population would likely go up, but the actual number in the area would likely stay flat, they would just relocate.

Sonny Metoki, for his family at 20425 Thornapple Drive, BR. He currently serves as housing academic staff at another institution, so he does have some experience with this type of information. Enrollment is down. Ferris has a very low retention rate of about 20% or more leaving Ferris after the first year, which cuts into the big population. Ferris is currently expanding their housing department in an effort to keep students on campus and to keep revenue in the university. So creating a student housing project in an area that is not affiliated with Ferris is taking money away from Ferris and the students, and that can potentially hurt the students and the university, as well as the community. No one wants this type of project near their home, because it can cause disturbances for the

people that live here, especially the families and the older residents. We are also not sure about the viability of this project because they don't have any market research, which is a little bit troubling. Why would they want to invest that much only to have it half occupied? How viable will this be for the community. He also serves as an on call responder for the institution he works for, and while having an onsite security presence is good for responding to issues, it by no means prevents them, so there will still be the same nuisance activities such as drugs, alcohol, theft, parties and noise that they are claiming to control. In my personal opinion, this is not particularly productive for our community.

Mr. Keating asked if there were any other comments that they haven't heard. Mr. Hull asked to make a comment. He advised that the letter referencing access to 205<sup>th</sup> Avenue is in no way related to his client, Mr. Lyons.

Mr. Keating started to close the public comment period. Mr. Mason advised that he would like to mention the letters that he received on the issue.

Sharon Walt of 20476 Glenwood Drive wrote a letter dated June 6, 2018 that references mostly the same information. She states that there is no proven need for further student housing in the Big Rapids area. She has a quote from FSU President Eisler stating that enrollment is decreasing. The current student population will almost always move to the newest developments, leaving multiple vacancies in the older housing facilities. She has enjoyed living in Big Rapids Township with its close proximity to town and its quiet location. High density student housing would adversely affect our peaceful neighborhood. She is concerned about buffering to protect the families and residents of the neighborhood that she lives in. She included an attachment that the members of the Planning Commission have received.

Another letter dated June 11, that Mr. Mason received today, so the PC members have only gotten it tonight.

Mr. Mason and the Big Rapids Township Planning Commission, I am submitting this letter to oppose ZOA18-001, the request to change two contiguous parcels from A-residential to Commercial for the construction of multiple family student housing. My parents, Jim and Emma Wink, built their first house on Edgewood in 1967. They selected the lot because, having lived in town and both growing up in metropolitan Detroit, they wanted their family to experience life in the country, continuing with the amenities there. My parents loved Edgewood so much that after their kids had gone off to college, they built a smaller home two lots north of their first home. My mother is 95 and still living in the home that they built in 1976. She expresses her gratitude daily for the natural beauty and the wildlife she is surrounded by. She feels extremely fortunate. If you interviewed other neighbors in the vicinity they would no doubt tell you the same thing. She goes on to make a list of concerns: unnecessary destruction of the extensive, irreplaceable natural habitat, noise, nuisance and traffic, lack of buffer between new commercial properties and established residential homes, diminishment of property values and not enough demand or student enrollment to sustain such a massive development. I implore the Planning Commission to oppose this request to stop unnecessary commercial encroachment from Northland across 205<sup>th</sup> Avenue. Signed, Susan Wink

Mr. Stanek received an email from Julie Tetsworth, and she makes a couple of points. Ferris enrollment has declined, and it will probably continue to do so as more classes will be offered online nationwide and worldwide. Ferris has recently completed brand new housing facilities for students. We believe there is more than adequate student housing now. Growing populations of seniors are looking for maintenance free townhouses or condos. The older population is rapidly growing in our area. We do not have enough housing of this type to keep up with the demand. Many of us are sadly being forced out of the area we love, and are having to move to another city simply because we don't have that availability. Please consider this growing need rather than approving unneeded excess student housing.

Jamie Smith, 20476 Glenwood Drive, BR. She thinks Sharon made a very good point. It sounds like we are relocating students, and that is a very good point. The students seem to fit in our community very well where they are at, and to bring them out from where they fit, isn't that going to create a bunch of empty houses and apartments in town and elsewhere in the area. If you look at cities with huge empty apartment complexes, I can't imagine that is going to do our area any good.

Riley Johnson mentioned that when she moved to her apartment, it was the place to go, and it is starting to die down now. She has nothing against Campus Creek, but she is just stating that there are places for students to go. She loves her apartment, and if they could push the community aspect, then the existing apartments should be able to handle the need without building in areas that could be developed for single family homes.

Hearing no further public comment, Mr. Keating closed the public hearing at 8:55 p.m. He thanked those in attendance for their input, opinions and concerns. The Planning Commission will now take this information and consider whether they will recommend to the Township Board of Trustees to approve or deny the request that there be a change in the zoning. He told the audience that if they wish to stay, they are welcome to, but this will be the Planning Commission's part of the meeting, so there will not be any more public comment. The PC took a brief recess at 8:57p.m

Mr. Keating called the Planning commission back to order at 9:01 p.m. The Planning Commission will undertake the consideration of whether the Gilbert Parcels should be rezoned from A-Residential (single family residential) to Commercial. He requested comments or questions from the members.

Mr. Bean began by referencing the current zoning map and the future land use map. The future use map does not provide for this to be considered as commercial parcel. It is currently A-residential and there are no plans in the future use maps for any changes to this parcel. There were some very good points made. Mr. Bean believes that the Master Plan guides the decision making process. He believes we have a duty to maintain the rural pace and the comfort of a rural lifestyle for the township residents. He thinks this proposal, in no way, shape or form, does that. He thinks it does not provide for orderly residential growth. He thinks it does not promote commercial land and industrial centers and growth while avoiding unnecessary sprawl into rural township locations. He is a little concerned about the infrastructure that would be required, and he also believes that it doesn't promote a high quality of life consistent with our Master Plan and our zoning. There are 41 uses listed for commercial zoned property. That does not include those

items which are allowed by special use permit. I think that is lot of liability on our part and that may put the citizens and the taxpayers in that area in a manner of living that they find unacceptable. Quite frankly, I do too.

Mrs. Davis asked Mr. Huss if the sale of this property is contingent on the rezoning. Mr. Huss answered that it is. Mrs. Davis wondered if they were going to consider putting something else there if the rezoning didn't take place, and Mr. Huss reiterated that the sale is contingent on the rezoning. Mrs. Davis mentioned that she agreed with Mr. Bean, that it is not consistent with our Master Plan. She mentioned that the setback on the north property line of 20 feet to an adjoining residential property. She doesn't know anybody that would want that in the rural setting.

Mrs. Wethington thought that Gilbert Drive was a huge concern. She mentioned that at our January meeting, Mr. Bean had expressed concern about getting a traffic light there. She can only imagine another 10,000 cars attempting to go north every day. She stated that she lives on 14 Mile Road, and to get out onto Northland Drive in the morning with all the students going to school is crazy enough, and it would be even crazier to try and avoid everyone trying to come out from Gilbert Drive in the morning on the way to school. We would have to have a light there.

Mr. Bean advised that would be up to MDOT, not us. They would have to do their study. He finds it to be disruptive to the entire area.

Mrs. Davis said she lives south of town on 12 Mile Road and coming into town on Northland Drive she is always very careful going by Gilbert, only because a lot of those students are inexperienced drivers pulling into the center turn lane waiting for an opening to pull into northbound traffic. It is crazy. She never goes the speed limit past that road already.

Mr. Bean mentioned that he doesn't want any of the residents to get upset with him, but he turns on to Arthur and goes up 205<sup>th</sup>. Mrs. Davis acknowledged that she does the same thing.

Mr. Sweppenheiser contacted Mr. Mason today because our zoning ordinance doesn't seem to have any regulations or requirements for rezoning. The whole zoning ordinance is silent on the issue of rezoning. Mr. Mason looked up a list of considerations from a Township Planning and Zoning Decision Making Handbook items A through F. A is consistency with the goals, policies and future land use map of the Master Plan. If conditions have changed since the Master Plan was adopted, the consistency with the recent development pattern in the area should be evaluated. He doesn't believe it meets criteria A, or C, the compatibility of all the potential uses allowed in the proposed zoning district with the surrounding uses in terms of suitability, land, impacts on the environment, density, nature of the use, traffic impacts, aesthetics and structure, and potential influence on neighboring property values. It says when making a recommendation on any petition for an amendment to the official zoning map, the Planning Commission must, and the Township Board may, consider these following criteria, which is A through F. Mr. Sweppenheiser does not believe they meet A or C, and he could argue B and D also.

Mr. Keating asked if there were any other comments. Hearing none, he asked if anyone would make a motion.

Mr. Sweppenheiser moved to recommend denial of the rezoning request ZOA18-001. Mr. Bean supported the motion. Mr. Keating asked if there were any questions. Hearing none, Mr. Keating asked for a roll call vote.

Mr. Bean	Abstained
Mr. Cook	Yes
Mrs. Davis	Yes
Mr. Oliver	Yes
Mr. Sweppenheiser	Yes
Mrs. Wethington	Yes
Mr. Keating	Yes

The motion passes with 6 ayes and 1 abstention.

Mr. Sweppenheiser asked on behalf of the audience, when the decision will go before the Board of Trustees. Mr. Mason replied that the decision will take place at the next regular meeting of the board on July 3, 2018 at 7:00 p.m. A member of the audience asked if there would be more public hearing at that time. Mr. Mason replied that they have the option of holding another public hearing if they choose to, but there is no requirement for them to have another public hearing. Mr. Stanek spoke up and said that there will not be a public hearing at the Board meeting. The Planning Commission members thanked the audience member for their participation. The vast majority of the audience left the room.

## **IX. SITE PLAN REVIEW FOR DESHANO DEVELOPMENT – BIG RAPIDS ASSISTED LIVING**

Mr. Keating began the discussion of the site plan review for the Big Rapids Assisted Living project on 16 Mile Road by asking if the Developer had received the engineering review from Progressive AE. Mr. Mason stated that a copy of the report had been forwarded to them. Mr. Keating asked if they had made any response to the review. Mr. Mason replied that he was not aware of any. Mr. Bean requested clarification on whether the plan has been reviewed by our engineer, and Mr. Mason advised that Mr. Oezer has reviewed the site plan. Mr. Keating stated that he did not see any reason to not follow Progressive AE's recommendations. Mr. Keating continued by saying that our approval of the site plan would be based on the developer following the recommendations made by Progressive AE. Mrs. Wethington requested to see the parcel in question so she can get an idea where it is located. Mr. Mason brought the GIS aerial view up on the screen. He identified Ryan's Creek Apartments Phase I and Phase II and the area where the proposed Assisted/Nursing/Independent living center would be located. Mrs. Wethington asked for clarification about exactly what level of care they would be providing, and Mr. Mason replied that he wasn't sure, but thought it could be similar to The Brook or Evergreen Terrace, with independent and assisted living areas, and possibly nursing home level care as well. The project will start out with the first phase of 20 beds, and possibly expand to 3 phases, for a total of approximately 60 beds. Mr. Bean said there definitely is a need for it, his mom was on a waiting list for a facility. The Property is zoned commercial.

Mr. Sweppenheiser asked if the other development was on a PILOT, and Mr. Stanek stated that they have come to the Board to renew the PILOT on the Phase I part of the apartment complex. They are asking for 20 years, and the Board is going to consider some action at the next meeting. Phase II does not have a PILOT.

Mr. Sweppenheiser thinks this proposed project is a big need in the community. Mr. Bean agreed.

Mrs. Davis asked if Mr. Mason knew what the two other phases would be, and Mr. Mason answered that he didn't know for sure, but believed that they would be a continuation of the other possible uses, independent, assisted or nursing care living centers. They haven't specified exactly how they plan to classify the beds. Mrs. Davis asked if that information was something they would have to come back to the PC for when they want to go ahead with phase two, and Mr. Mason said not necessarily. Mrs. Davis said she thought it would be really nice to have another facility like that in the area. Statements made earlier tonight indicated that there is a need for this type of housing in the community.

Mr. Keating asked if someone wanted to make a motion. Mr. Bean made a motion to approve the site plan for Deshano Development Big Rapids Assisted Living Center contingent on it being brought into compliance with the recommendation of Mr. Oezer. Mr. Oliver seconded the motion. Mr. Keating asked if there were any questions or comments. Hearing none he called the question. The motion passed unanimously with 7 ayes.

#### X. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mr. Keating entertained a motion to adjourn at 9:26 p.m. The motion was made by Mr. Bean and seconded by Mrs. Wethington. The motion carried unanimously with seven ayes.

Motion to approve the Planning Commission minutes of June 12, 2018 by: Mr. \_\_\_\_\_,  
Seconded by: Mr. \_\_\_\_\_. Roll call vote carried with \_\_\_\_\_ ayes.

\_\_\_\_\_  
Philip Keating, Chairman  
BIG RAPIDS CHARTER TOWNSHIP  
PLANNING COMMISSION

\_\_\_\_\_  
Date Approved

# Supervisor's Report

## June 2018

Item "R"

June was a great month. Things at the township hall have been fairly smooth. I still spend a lot of time answering questions and meeting with people, which is good.

I have made several calls looking for people to serve on the fire and utilities committees. I am enclosing a few names for your consideration.

I have also spent time researching an option for lease of the industrial park property. I have met with the industrial park committee and they are working on this also. At this point all the information is confidential. Sometime in the future they will have some type of recommendation for the board. For now, it is just taking a lot of work on researching the project, but I will continue making this a priority.

At the monthly meeting I have with Green Township and the city, we discussed the possibility of extending the run way at the airport. We also talked about the addition of a new sewer customer on the east side. The possibility of using the city radio system is a possibility as a communication method for our lift stations. For this we are waiting to see if their contractor can pick up our lift stations on their system. I told the city I would have our information on the cemetery reset that happens every three years at the July group meeting. This will give them plenty of time for the November payment.

I am still working on a list of what we own. I have most items except for the small fire department items. I am trying to add an original cost if I can find it, when they were purchased, and an estimated life span.

On Monday evening, the 25<sup>th</sup>, I received a phone call that the city generator at the hills of Mitchell Creek had been running all day. This generator runs the city's booster pumps as well as our lift station. I called the city and decided to run out there myself. The lift station had an emergency light on, so I called Northwest Kent. For some reason they had not been called, so I reset the unit and told them to wait until they were up here the next day. The city called Consumers Energy and had the power restored by midnight. Northwest Kent checked out the unit, and they are working on the problem of not dialing out. The odd thing is that the city system didn't radio out either. That night I also chased a couple of individuals out of the cemetery after dark.

I have continued to try to find contractors to bid on the steps. I have called three in the area and recalled them again. Ron Olson finally did stop and measure the steps, and then Cook's Blacksmith stopped to get him a price on the railing. I am afraid at this time we will not be able to get three quotes.

This month I attended the MCDC general meeting at the airport that was very informative. I also attended one city commission meeting as well as our planning commission, cemetery, and industrial park committee meetings.

July is our time to host the county township association. Each township hosts every four years. We will have a potluck at Highbanks pavilion. We will be responsible for supplying the meat, drinks, and paper plates, etc. I know most of you do not attend these regularly, but please try to at least attend this one. Cindy Dodge from MTA will be our main speaker with Michele Hoytenga also presenting. Before the meeting Cindy will be touring our cemetery. She is the one that does all the cemetery presentations for MTA.

Have a great holiday. Bill

ORDINANCE NO. 29

TAX EXEMPTION ORDINANCE.

An ordinance to provide for a service charge in lieu of taxes for a multiple family dwelling project for persons of low to moderate income to be financed or assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

THE CHARTER TOWNSHIP OF BIG RAPIDS ORDAINS:

**SECTION 1.** This Ordinance shall be known as the "2018 Ryan Creek LDHA tax Exemption Ordinance."

**SECTION 2. PREAMBLE.** It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivision to provide housing for its citizens of low to moderate income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346, as amended, MCLA Section 125.1401 et. Seq., MSA Section 16.114 (1) et. seq.) The Township is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low to moderate income is a public necessity, and as the Township will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of housing developments which are constructed and financed in reliance on such tax exemption.

The Township acknowledges that Ryan Creek Limited Dividend Housing Association Limited Partnership (the "Sponsor") has offered, subject to receipt of an allocation under the Low Income Housing Tax Credit (LIHTC), to erect, own, and operate a housing development identified as Ryan Creek Apartments on certain property located at 16 Mile Road in the Township to serve persons of low to moderate income, and that the Sponsor has offered to pay to the Township on account of this Housing Development an annual service charge for public services in lieu of all taxes.

The Township acknowledges that it enacted the Ryan Creek LDHA tax Exemption Ordinance on February 5, 2002, effective January 1, 2003, that was to remain in effect for a period of fifteen years after the certificate of occupancy was obtained.

**SECTION 3. DEFINITIONS.** All terms shall be defined as set forth in the State Housing Development Authority Act of 1966, of the State of Michigan, as amended, except as follows:

**A. Act** means the State Housing Development Authority Act, being Public Act 346 of 1966, of the State of Michigan, as amended.

**B. Annual Shelter Rent** means the total collections during an agreed annual period from all occupants of a housing development representing rent for occupancy charges, exclusive of charges for gas, electricity, heat or other utilities furnished to the occupants.

**C. Authority** means the Michigan State Housing Development Authority.

**D. Housing Development** means a development which contains a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal,



**E. Elderly** means a single person who is fifty five (55) years of age or older or a household in which at least one (1) member is fifty five (55) years of age and all other members are fifty (50) years of age or older.

**F. Sponsor** means persons or entities which have applied to the Authority for an allocation under the Low Income Housing Tax Credit Program to finance a Housing Development.

**SECTION 4. CLASS OF HOUSING DEVELOPMENTS.** It is determined that the class of Housing Developments to which the tax exemption shall apply and for which a service charge shall be paid in lieu of taxes shall be housing developments for elderly persons and persons and families of low to moderate income, which are financed or assisted pursuant to the Act. It is further determined that Ryan Creek Apartments is of this class.

**SECTION 5. ESTABLISHMENT OF ANNUAL SERVICE CHARGE:** The Housing Development identified as Ryan Creek Apartments and the property on which it shall be constructed shall be exempt from all property taxes from and after the year the project is placed in service as evidenced by a certificate of occupancy from the appropriate public official. The Township acknowledging that the Sponsor and the Authority have established the economic feasibility of the Housing Development in reliance upon the enactment and continuing effect of this Ordinance and the qualification of the Housing Development for exemption from all property taxes and a payment in lieu of taxes as established in this Ordinance, and in consideration of the Sponsor's offer, subject to receipt of an allocation under the LIHTC program, to construct, own and operate the Housing Development agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge shall be equal to six percent (6%) of the Annual Shelter Rents actually collected, but in no case shall the service charge be less than \$13,000 per year.

**SECTION 6. LIMITATION ON THE PAYMENT OF ANNUAL SERVICE CHARGE.** Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for part of the Housing Development which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt.

The term "low income persons or families" as used herein shall be the same meaning as found in Section 15 (a) (7) of the Act.

**SECTION 7. CONTRACTUAL EFFECT OF ORDINANCE.** Notwithstanding the provisions of section 15 (a) (15) of the Act, to the contrary, a contract between the Township and the Sponsor with the Authority as a third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

**SECTION 8. PAYMENT OF SERVICE CHARGE.** The service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes except that the estimated annual payment shall be paid on or before February 14 of each year. The Sponsor shall submit a statement from an independent auditor, which shall be acceptable by the Sponsor and the Township, verifying the amounts used to compute the payment are correct as reported. The statement and supporting documents which may be from the sponsor's federal tax return shall be due by February 28 following the tax year. Any adjustment in payment shall be made on that date. Any claim for overpayment will be adjusted in the next December 31 payment.

**SECTION 9. DURATION.** This Ordinance shall remain in effect for a period of ten years after the certificate of occupancy is obtained from appropriate officials, so long as the Housing Development remains

subject to income and rent restrictions pursuant to Section 42 of the Internal Revenue Code of 1986, as amended, provided that construction of the Housing Development commences prior to December 31, 2003.

**SECTION 10. REPEAL AND AMENDMENT.** This ordinance, when accepted and published as herein provided, shall repeal and supersede the provisions of a tax exemption ordinance adopted by the Township on February 5, 2002 entitled:

An ordinance to provide for a service charge in lieu of taxes for a multiple family dwelling project (Ryan Creek Apartment Complex) for persons of low to moderate income to be financed or assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, Public Act 346 of 1966, being M.C.L.A 125.1401 et seq., as amended.

**SECTION 11. CONTINUING EFFECT.** The ordinance shall run with the land described herein and be binding upon the successors and/or assigns of the Sponsor of the Housing Development.

**SECTION 12. TERMINATION.** Notwithstanding anything contained herein to the contrary, should the sponsor fail to pay the final adjusted service charge in lieu of taxes granted hereunder or fail to provide the verification of the calculations used to make the payment, in accordance with Section 8 of this Ordinance, the service charge in lieu of taxes granted by this ordinance shall automatically be terminated, retroactive to January 1 of that year. The Township shall file a notice of termination to the Sponsor of the Housing Development and the Authority by certified mail within thirty (30) days of such termination.

**SECTION 13. SEVERABILITY.** The various sections and provisions of this Ordinance shall be deemed to be severable, should any section or provision of this ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of the Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

**SECTION 14. ACKNOWLEDGMENT.** The Township hereby acknowledges receipt of documentation from the authority indicating that the authority's participation with the Housing Development is limited solely to the allocation of tax credits under the Low Income Housing Tax Credit Program.

**SECTION 15. EFFECTIVE DATE.** This Ordinance shall become effective on January 1, 2003, or as otherwise provided in the Charter. All ordinances or parts of ordinances in conflict with this Ordinance are repealed to the extent of such conflict.

We certify that the foregoing Tax Exemption Ordinance was duly enacted by the Charter Township Board of the CHARTER TOWNSHIP OF BIG RAPIDS, MECOSTA COUNTY, MICHIGAN, on the \_\_\_\_ day of \_\_\_\_\_.

Attest:

\_\_\_\_\_  
William Stanek, Charter Township Supervisor

\_\_\_\_\_  
Rene Fountain, Charter Township Clerk

## Item "T"

### July Committee recommendation

#### Utility Committee

Penny Currie

Jerry Everett

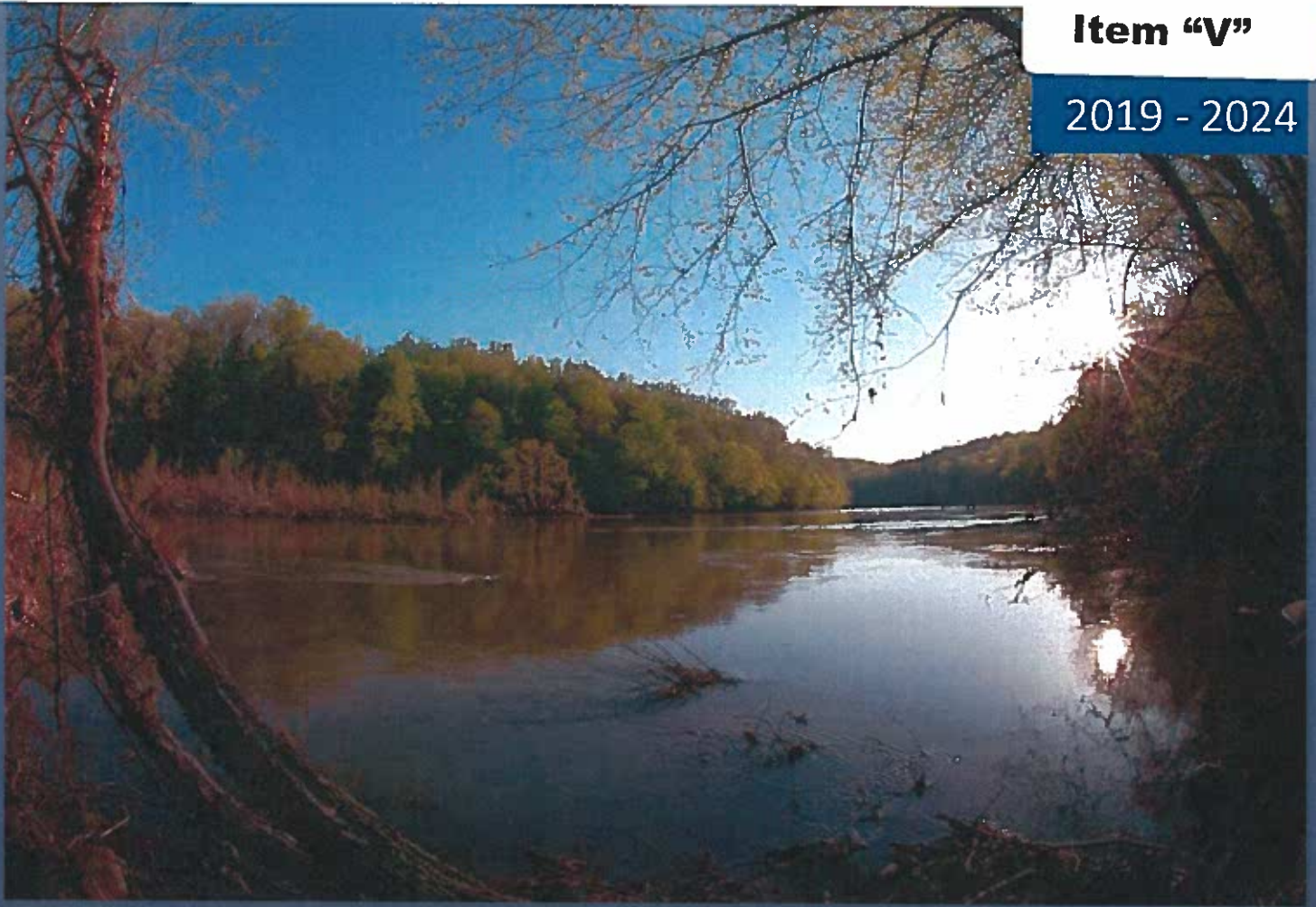
Mel Seiter

#### Fire Committee

Add Matt Kuncaitis

**Item “V”**

**2019 - 2024**



# Capital Improvement Plan

**PHILIP KEATING, PLANNING COMMISSION CHAIRMAN**  
**BRENT MASON, ZONING ADMINISTRATOR**

## Acknowledgements

### Board of Trustees

William Stanek, Supervisor  
Rene Fountain, Clerk  
Penny Currie, Treasurer  
Carman Bean  
Jerry Everett  
Tony Geib  
Travis Williams

### Planning Commission

Philip Keating, Chair  
Mark Sweppenheiser, Vice Chair  
Amanda Wethington, Secretary  
Carman Bean, Ex-officio  
Zach Cook  
Mary Davis  
Gordon Oliver

### Departments

James Tubbs, Fire Chief  
Brandon Maneke, Cemetery and Grounds Manager  
Brent Mason, Building and Zoning Administrator  
David Molnar, Road Committee Chair

## Table of Contents

Acknowledgements .....	1
Table of Contents .....	1
List of Tables .....	1
Introduction .....	2
Mission Statement .....	2
CIP and Budget Process .....	2
CIP Definition .....	3
CIP Process .....	3
Project Analysis and Prioritization .....	3
Capital Improvement Approval .....	3
Appendix A 2019-2024 CIP Spreadsheet.....	8

## List of Tables

Summary of Available Funds for each Budget Year .....	3
Summary of Capital Improvement Projects to be Funded.....	4
General Fund 2019-2024 .....	4
Fire Fund 2019-2024 .....	5
Road Fund 2019-2024.....	5
Sewer Fund 2019-2024.....	6
Water Department 2019-2024 .....	7

## Introduction

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the Big Rapids Charter Township existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the governing body and the residents of the community. A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community. The CIP informs Big Rapids Charter Township residents and stakeholders on how the municipality plans to address significant capital needs over the next six years. The CIP can also influence growth because infrastructure can impact development patterns. Some of the many benefits that the CIP provides for the residents and stakeholders include:

- Optimize the uses of revenue
- Focus attention on community goals, needs, and capabilities
- Guide future growth and development
- Encourage efficient government
- Improve intergovernmental and regional cooperation
- Help maintain a sound and stable financial program
- Enhance opportunities for the participation in federal and/or state grant programs

The projects identified in the CIP represent the community's plan to serve residents and anticipate the needs of a dynamic community. Projects are guided by various development plans and policies established by the Township Board of Trustees, Planning Commission and Administration. Plans and policies include:

- Big Rapids Township Master Plan
- Goals and Objectives of the Board of Trustees
- Administrative Policies

## Mission Statement

Preparation of the CIP is done under the authority of the Michigan Planning Enabling Act (PA 33 of 2008). The goal of the CIP should be to implement the master plan and to assist in the community's financial planning. The CIP is dynamic. Each year all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or time line. A new year of programming is also added each year to replace the year funded in the annual operating budget. The CIP program should continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention shall be devoted to provide more detailed information about individual project requests, program planning, fiscal analysis, fiscal policies, and developing debt strategy.

## CIP and Budget Process

The CIP plays a significant role in the implementation of a master plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Recommending approval of the CIP by the Planning Commission does not mean that they grant final approval of all projects contained within the plan. Rather, by recommending approval of the CIP, the planning commission acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget. Priority rankings do not necessarily correspond to funding sequence. For example, a road widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors—not only its merit, but also its location, cost, funding source, and logistics. Big Rapids Charter Township should strive to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget. A direct link can be seen between the two documents, as there should be in a strategic planning environment. Budget appropriations lapse at the end of the fiscal year as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

## Definition

For the purpose of developing a Capital Improvement Plan (CIP), the Township Board of Trustees has defined capital improvements as - facilities, structures, equipment, and improvements thereto having a useful life of at least five years and an acquisition cost of at least \$5,000.

## CIP Process

**The Planning Commission:** reviews the policy, develops the project rating and weighting criteria, rates and weights project applications, conducts workshops (if necessary), reviews funding options, and presents the recommendation by bringing the CIP draft forward at the public hearing, receives public input, clarifies any issues, finalizes the ratings, adopts the plan, and makes recommendations to the Board of Trustees to consider incorporating funding for the first-year projects into the budget plan.

**Board of Trustees:** encouraged to use the CIP as a tool in the adoption of the annual budget process in accordance with the governing body goals and objectives.

**Residents:** encouraged to participate in plan development by working with various committees, at the planning commission workshops, the planning commission public hearings, and at the governing body's budget workshops and public hearings. As always, communication is open between residents, governing body representatives, planning commission members, and staff.

## Project Analysis and Prioritization

Upon receiving requests from various Departments for capital improvement funding, the Planning Commission shall engage in a process of project prioritization utilizing the following review criteria:

1. Is the project needed to comply with local, state, or federal law.
2. Does the project reduce future costs.
3. Does the project implement provisions of the Master Plan.
4. Does the project deliver a level of service desired by community.
5. Will the project result in Economic Development.

Projects will be ranked on a scale from 1-5, with 1 being the highest priority and 5 being the lowest priority.

## Capital Improvement Approval

While the Planning Commission will play an important role in developing a CIP, recommendations coming from the Planning Commission to the Board of Trustees are purely advisory in nature. It is the sole responsibility of the Board of Trustees to approve and adopt a CIP for any given year. The Planning Commission held a Public Hearing on June 12, 2018 and unanimously recommended that the Board of Trustees adopt the 2019-2024 Capital Improvement Plan. **The Township Board of Trustees will take action on the Capital Improvement Plan at their regular meeting on July 3, 2018.**

**Table 1. Summary of Available Funds for each budget year.**

	Annual Summary of Funds Available						TOTAL
	Budget Year						
	2019	2020	2021	2022	2023	2024	
<b>CIP Funds Budgeted</b>	\$ 590,000	\$ 590,000	\$ 590,000	\$ 610,000	\$ 590,000	\$ 590,000	\$ 3,560,000
<b>Total CIP Request</b>	\$ 455,000	\$ 941,000	\$ 447,000	\$ 2,449,000	\$ 455,000	\$ 1,045,000	\$ 5,792,000
<b>Over/Under</b>	\$135,000	(\$351,000)	\$143,000	(\$1,839,000)	\$135,000	(\$455,000)	(\$2,232,000)

Table 2. Summary of CIP requests for each budget year.

Budget Years CIP Forecast							
CIP Projects	Budget Year						TOTAL
	2019	2020	2021	2022	2023	2024	
Special Fund Items							
Fire Department		\$ 500,000					\$ 500,000
Roads	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 1,320,000
Sewer	\$ 20,000	\$ 20,000	\$ 5,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 165,000
Water				\$ 2,000,000		\$ 575,000	\$ 2,575,000
General Fund Items							
Cemetery	\$25,000	\$9,000	\$35,000	\$ 9,000	\$ 15,000	\$ 30,000	\$ 123,000
Clerk							\$ -
Elections							\$ -
Industrial Development							\$ -
Miscellaneous							\$ -
Parks	\$ 10,000	\$ 12,000	\$ 7,000				\$ 29,000
Streets	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 1,080,000
Street Lights							\$ -
Supervisor							\$ -
Township Board							\$ -
Township Hall and Grounds							\$ -
Treasurer							\$ -
<b>TOTAL GENERAL FUND</b>	<b>\$ 215,000</b>	<b>\$ 201,000</b>	<b>\$ 222,000</b>	<b>\$ 189,000</b>	<b>\$ 195,000</b>	<b>\$ 210,000</b>	<b>\$ 1,232,000</b>
<b>TOTAL</b>	<b>\$ 455,000</b>	<b>\$ 941,000</b>	<b>\$ 447,000</b>	<b>\$ 2,449,000</b>	<b>\$ 455,000</b>	<b>\$ 1,045,000</b>	<b>\$ 5,792,000</b>

## GENERAL FUND

The General Fund is the fund that is responsible for many of the daily operations of Big Rapids Charter Township. The fund has two major revenue sources: property tax and state shared revenue. Collectively, these two revenue items are responsible for 88% of General Fund income.

Projects marked with \*\* indicate multiple years of funding.

Projects marked with \*\*\* indicate project funding through multiple funds.

### GENERAL FUND FISCAL YEAR 2019

Cost	Department	Rank	Description
\$ 25,000	Cemetery	2	Purchase new ATV with Snowblower for sidewalk snow management.
\$ 10,000	Parks	3	Replace softball field fencing.
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 215,000</b>	<b>TOTAL</b>		

### GENERAL FUND FISCAL YEAR 2020

Cost	Department	Rank	Description
\$ 9,000	Cemetery	2	Replace Zero-turn mower.
\$ 12,000	Parks	2	Replace Stairway to the river with a 20' landing along the riverbank.
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 201,000</b>	<b>TOTAL</b>		



**GENERAL FUND FISCAL YEAR 2021**

Cost	Department	Rank	Description
\$ 35,000	Cemetery	2	Purchase a new pick-up truck to replace 2006 Chevrolet.
\$ 7,000	Parks	4	Construct river overlook/fishing platform
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 222,000</b>	<b>TOTAL</b>		

**GENERAL FUND FISCAL YEAR 2022**

Cost	Department	Rank	Description
\$ 9,000	Cemetery	2	Replace Zero-turn mower.
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 189,000</b>	<b>TOTAL</b>		

**GENERAL FUND FISCAL YEAR 2023**

Cost	Department	Rank	Description
\$ 15,000	Cemetery	3	Repair Roads in Highland View Cemetery.
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 195,000</b>	<b>TOTAL</b>		

**GENERAL FUND FISCAL YEAR 2024**

Cost	Department	Rank	Description
\$ 30,000	Cemetery	4	Drainage Network for Cemetery.
\$ 180,000	Streets***	1	Annual Road repair work.
<b>\$ 210,000</b>	<b>TOTAL</b>		

**FIRE DEPARTMENT FUND**

The Big Rapids Township Fire Department provides Fire and Rescue services to the residents and visitors of Big Rapids Charter Township. The Fire Department responds to approximately 400 requests for service each year. The majority of the requests are for medical emergencies followed by vehicle accidents and other rescue related services. Structure fires have diminished significantly in the past decade due to improvements in building codes and other fire prevention related initiatives.

**FIRE FUND FISCAL YEAR 2020**

Cost	Department	Rank	Description
\$ 500,000	Fire Department	2	Purchase replacement for 1992 Ford Fire Engine
<b>\$ 500,000</b>	<b>TOTAL</b>		

**ROADS AND STREETS**

The Mecosta County Road Commission currently maintains all the public roadways in Big Rapids Charter Township. Township residents consistently rank roads and streets as their biggest concern. In 2015, the voters of Big Rapids Charter Township passed a millage request for 1.5 mils to provide for the repair and maintenance of the township roads. This millage generates approximately \$220,000 per year. The Township Board of Trustees also commits approximately \$180,000 from the general fund to supplement road repairs.

**ROADS AND STREETS FISCAL YEAR 2019**

Cost	Department	Rank	Description
\$ 220,000	Roads***	1	Annual Road repair work.
<b>\$ 220,000</b>	<b>TOTAL</b>		

**ROADS AND STREETS FISCAL YEAR 2020**

Cost	Department	Rank	Description
\$ 220,000	Roads***	1	Annual Road repair work.
<b>\$ 220,000</b>	<b>TOTAL</b>		

**ROADS AND STREETS FISCAL YEAR 2021**

Cost	Department	Rank	Description
\$ 220,000	Roads***	1	Annual Road repair work.
<b>\$ 220,000 TOTAL</b>			

**ROADS AND STREETS FISCAL YEAR 2022**

Cost	Department	Rank	Description
\$220,000	Roads***	1	Annual Road repair work.
<b>\$220,000 TOTAL</b>			

**ROADS AND STREETS FISCAL YEAR 2023**

Cost	Department	Rank	Description
\$220,000	Roads***	1	Annual Road repair work.
<b>\$220,000 TOTAL</b>			

**ROADS AND STREETS FISCAL YEAR 2024**

Cost	Department	Rank	Description
\$220,000	Roads***	1	Annual Road repair work.
<b>\$220,000 TOTAL</b>			

**SEWER FUND**

Big Rapids Charter Township provides a Wastewater Collection System to protect public health and preserve the aquatic environment, thereby enhancing the quality of life for area residents. The entire Wastewater system serves an eleven-square mile area, which encompasses three political entities. These three jurisdictions include Big Rapids Charter Township, the City of Big Rapids and Green Charter Township. Each of the three communities own and operate their own wastewater collection systems, including gravity sewers, pumping stations, and force mains. The City of Big Rapids owns and operates the Publicly-Owned Treatment Works (POTW), known as the Waste Water Treatment Plant (WWTP). Treatment agreements between the City of Big Rapids and the Townships allocate a specified portion of the trunk sewer and treatment plant capacity for use by the Townships. A population of approximately 20,000 is served by the wastewater collection and treatment system. The entire collection system consists of approximately 33 miles of gravity and force sewer mains, including 15 lift stations. The City of Big Rapids owns and operates 5 lift stations, Big Rapids Charter Township owns and operates 9 lift stations, and Green Charter Township owns and operates 1 lift station. The majority of users are domestic, in addition to approximately 465 non-domestic users, some significant users and one categorical user.

**SEWER FUND FISCAL YEAR 2019**

Cost	Department	Rank	Description
\$20,000	Sewer	2	Replace two pumps at the Sheridan Street Lift Station.
<b>\$20,000 TOTAL</b>			

**SEWER FUND FISCAL YEAR 2020**

Cost	Department	Rank	Description
\$20,000	Sewer	2	Replace two pumps at the High School Lift Station.
<b>\$20,000 TOTAL</b>			

**SEWER FUND FISCAL YEAR 2021**

Cost	Department	Rank	Description
\$5,000	Sewer	4	Update Software.
<b>\$5,000 TOTAL</b>			

**SEWER FUND FISCAL YEAR 2022**

Cost	Department	Rank	Description
\$40,000	Sewer	2	Replace one pump at the Perry Street Lift Station.
<b>\$40,000 TOTAL</b>			

**SEWER FUND FISCAL YEAR 2023**

Cost	Department	Rank	Description
\$40,000	Sewer	2	Replace 2nd pump at the Perry Street Lift Station.
<b>\$40,000 TOTAL</b>			

**SEWER FUND FISCAL YEAR 2024**

Cost	Department	Rank	Description
\$40,000	Sewer	2	Replace one pump at the 14 Mile Road Lift Station.
<b>\$40,000 TOTAL</b>			

**WATER FUND**

The Water Fund is responsible for the operation and maintenance of the Township's Water Treatment Plant and the distribution lines from the plant. The Water Fund's major revenue source is the rates for usage currently collected from 5 customers, which does not cover costs. Since the Water Treatment Plant is underutilized and needs many additional customers to generate sufficient revenue, the Water Fund is in a deficit, and therefore cannot provide for capital outlay related to the water system.

**WATER FUND FISCAL YEAR 2022**

Cost	Department	Rank	Description
\$ 2,000,000	Water	5	Run Water Line from 18 Mile Road Water Plant to Perry Street.
<b>\$ 2,000,000 TOTAL</b>			

**WATER FUND FISCAL YEAR 2024**

Cost	Department	Rank	Description
\$ 575,000	Water	5	Run Water Line from 18 Mile Road Water Plant to 19 Mile Road
<b>\$ 575,000 TOTAL</b>			

**AGREEMENT BETWEEN  
 PICTOMETRY INTERNATIONAL CORP. ("PICTOMETRY") AND  
 CITY OF BIG RAPIDS, MI ("CUSTOMER")**

1. This order form ("Order Form"), in combination with the contract components listed below:

- Section A: Product Descriptions, Prices and Payment Terms
- Section B: License Terms:
  - Online Services General Terms and Conditions
  - Software License Agreement
- Section C: Non-Standard Terms and Conditions

(all of which, collectively, constitute this "Agreement") set forth the entire understanding between Pictometry and Customer with respect to the subject matter hereof and supersedes all prior representations, agreements and arrangements, whether oral or written, relating to the subject matter hereof. Any modifications to this Agreement must be made in writing and be signed by duly authorized officers of each party. Any purchase order or similar document issued by Customer in connection with this Agreement is issued solely for Customer's internal administrative purposes and the terms and conditions set forth on any such purchase order shall be of no force or effect as between the parties.

2. In the event of any conflict among any contract components comprising this Agreement, order of precedence for resolving such conflict shall be, from highest (i.e., supersedes all others) to lowest (i.e., subordinate to all others): Non-Standard Terms and Conditions; Product Descriptions, Prices and Payment Terms; License Terms in order as listed above under the heading 'Section B: License Terms'; and Order Form.

3. All notices under this Agreement shall be in writing and shall be sent to the following respective addresses:

<b>CUSTOMER NOTICE ADDRESS</b>	<b>PICTOMETRY NOTICE ADDRESS</b>
226 N Michigan Avenue	25 Methodist Hill Drive
Big Rapids, MI 49307	Rochester, NY 14623
Attn: Gail Dolbee, Appraiser	Attn: General Counsel
Phone: (231) 592-4030	Phone: (585) 486-0093 Fax: (585) 486-0098

Either party may change their respective notice address by giving written notice of such change to the other party at the other party's then-current notice address. Notices shall be given by any of the following methods: personal delivery; reputable express courier providing written receipt; or postage-paid certified or registered United States mail, return receipt requested. Notice shall be deemed given when actually received or when delivery is refused.

- 4. This Agreement, including all licenses granted pursuant to it, shall be binding upon and inure to the benefit of the parties hereto, their successors and permitted assigns, but shall not be assignable by either party except that (i) Pictometry shall have the right to assign its right to receive Fees under this Agreement, provided no such assignment shall affect Pictometry's obligations hereunder, and (ii) Pictometry shall have the right to assign all its rights under this Agreement to any person or entity, provided the assignee has assumed all of Pictometry's obligations under this Agreement.
- 5. IN NO EVENT SHALL EITHER PARTY BE LIABLE, UNDER ANY CAUSE OF ACTION OF ANY KIND ARISING OUT OF OR RELATED TO THIS AGREEMENT (INCLUDING UNDER THEORIES INVOLVING TORT, CONTRACT, NEGLIGENCE, STRICT LIABILITY, OR BREACH OF WARRANTY), FOR ANY LOST PROFITS OR FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, OR OTHER SPECIAL DAMAGES SUFFERED BY THE OTHER PARTY OR OTHERS, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- 6. With respect to any claims that Customer may have or assert against Pictometry on any matter relating to this Agreement, the total liability of Pictometry shall, in the aggregate, be limited to the aggregate amount received by Pictometry pursuant to this Agreement.
- 7. The waiver by either party of any default by the other shall not waive subsequent defaults of the same or different kind.
- 8. In the event that any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be unenforceable, such provision will be enforced to the maximum extent permissible and the remaining portions of this Agreement shall remain in full force and effect.

9. Pictometry shall not be responsible for any failure on its part to perform due to unforeseen circumstances or to causes beyond Pictometry's reasonable control, including but not limited to acts of God, war, riot, embargoes, acts of civil or military authorities, fire, weather, floods, accidents, strikes, failure to obtain export licenses or shortages or delays of transportation, facilities, fuel, energy, supplies, labor or materials. In the event of any such delay, Pictometry may defer performance for a period of time reasonably related to the time and nature of the cause of the delay.
10. In consideration of, and subject to, payment by Customer of the Fees specified in Section A of this Agreement. Pictometry agrees to provide Customer with access to and use of the products specified in Section A of this Agreement, subject to the terms and conditions set forth in this Agreement. Customer hereby agrees to pay the Fees specified in Section A of this Agreement in accordance with the stated payment terms and accepts and agrees to abide by the terms of this Agreement.

This Agreement shall become effective upon execution by duly authorized officers of Customer and Pictometry and receipt by Pictometry of such fully executed document, such date of receipt by Pictometry being the "Effective Date."

**PARTIES:**

<b>CUSTOMER</b>	<b>PICTOMETRY</b>
<b>CITY OF BIG RAPIDS, MI</b>	<b>PICTOMETRY INTERNATIONAL CORP.</b>
(entity type)	a Delaware corporation
<b>SIGNATURE:</b>	<b>SIGNATURE:</b>
<b>NAME:</b>	<b>NAME:</b>
<b>TITLE:</b>	<b>TITLE:</b>
<b>DATE:</b>	<b>EXECUTION DATE:</b>
	<b>DATE OF RECEIPT (EFFECTIVE DATE):</b>

**SECTION A**

**PRODUCT DESCRIPTIONS, PRICES AND PAYMENT TERMS**

Pictometry International Corp.  
 25 Methodist Hill Drive  
 Rochester, NY 14623

<b>ORDER #</b>
C6765140

<b>BILL TO: CITY OF BIG RAPIDS, MI</b>
City of Big Rapids, MI
Gail Dolbee, Appraiser
226 N Michigan Avenue
Big Rapids, MI 49307
(231) 592-4030
gdolbee@cityofbr.org
<b>BILL TO: BIG RAPIDS CHARTER TOWNSHIP</b>
Big Rapids Charter Township
Dave Kirwin
14212 Northland Drive
Big Rapids MI 49307
DavidKirwin@bsasoftware.com

<b>SHIP TO</b>
City of Big Rapids, MI
Gail Dolbee, Appraiser
226 N Michigan Avenue
Big Rapids, MI 49307
(231) 592-4030
gdolbee@cityofbr.org

<b>CUSTOMER ID</b>	<b>SALES REP</b>
A133673	Cowles

QTY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	DISCOUNT PRICE (%)	AMOUNT
1	Pictometry Connect - CA - 50	Pictometry Connect - CA - 50 (Custom Access) provides up to 50 concurrent authorized users the ability to login and access the Pictometry-hosted custom imagery libraries specified elsewhere in this Agreement via a web-based, server-based or desktop integration. The default deployment is through web-based Pictometry Connect. Term commences on date of activation. The quantity represents the number of years in the Connect term. Applicable Terms and Conditions: Online Services General Terms and Conditions; Software License Agreement.	\$2,200.00		\$2,200.00

Thank you for choosing Pictometry as your service provider.	<b>TOTAL</b>	<b>\$2,200.00</b>
---	--------------	-------------------

\*Amount per product = ((1-Discount %) \* Qty \* List Price)

**FEES; PAYMENT TERMS**

All amounts due to Pictometry pursuant to this Agreement ("Fees") are expressed in United States dollars and do not include any duties, taxes (including, without limitation, any sales, use, ad valorem or withholding, value added or other taxes) or handling fees, all of which are in addition to the amounts shown above and, to the extent applicable to purchases by Customer, shall be paid by Customer to Pictometry without reducing any amount owed to Pictometry unless documents satisfactory to Pictometry evidencing exemption from such taxes is provided to Pictometry prior to billing. To the extent any amounts properly invoiced pursuant to this Agreement are not paid within thirty (30) days following the invoice due date, such unpaid amounts shall accrue, and Customer shall pay, interest at the rate of 1.5% per month (or at the maximum rate allowed by law, if less). In addition, Customer shall pay Pictometry all costs Pictometry incurs in collecting past due amounts due under this Agreement including, but not limited to, attorneys' fees and court costs.

Due at Activation - Payable by the City of Big Rapids	\$1,100.00
Due at Activation - Payable by Big Rapids Township	\$1,100.00
<b>Total Payments</b>	<b>\$2,200.00</b>

**PRODUCT PARAMETERS**

**CONNECT**

<b>Product:</b>	Pictometry Connect - CA - 50
<i>Admin User Name</i>	Gail Dolbee
<i>Admin User Email</i>	gdolbee@cityofbr.org
<i>Geofence</i>	MI Mecosta

## SECTION B

## LICENSE TERMS

### PICTOMETRY ONLINE SERVICES GENERAL TERMS AND CONDITIONS

These Pictometry Online Services General Terms and Conditions (the "General Terms and Conditions"), in combination with the corresponding Pictometry order form, if any, collectively constitute the license agreement (the "License Agreement") that governs your use of the Pictometry online services (the "Online Services"), the images available in the Online Services, and all associated metadata and data layers included in, provided with, or derived from those images (the "Licensed Content") provided by Pictometry International Corp. and its affiliated companies (collectively, "Pictometry"). The terms "you" and "your" in uppercase or lowercase shall mean the individual, entity (e.g., corporation, limited liability company, partnership, sole proprietor, etc.) or government agency entering into the License Agreement.

#### 1. GRANT OF RIGHTS; RESTRICTIONS ON USE; OWNERSHIP

- 1.1 You are granted a nonexclusive, nontransferable, limited right to access and use the Online Services and the Licensed Content obtained or derived from the Online Services solely for your internal business purposes and not for resale or redistribution. The rights granted to you include, subject to the restrictions set forth below and on the Order Form, the right to copy limited portions of the Licensed Content onto your computer to facilitate preparation of hardcopies and work product records, and the right to make hardcopies of the Licensed Content, provided that the Licensed Content and the permitted copies thereof may not be sold, leased, loaned, distributed, or copied for use by anyone other than you.
- 1.2 You may not make the Online Services available to any other party.
- 1.3 You may not copy the Licensed Content or portions thereof onto any computer or storage device or media for the purpose of creating or maintaining one or more databases of that content for use in substitution for subsequent access to the content through the Online Services.
- 1.4 You may not distribute or otherwise make available any Licensed Content to Google or its affiliates, either directly or indirectly.
- 1.5 You may not exploit the goodwill of Pictometry, including its trademarks, service marks, or logos, without the express written consent of Pictometry.
- 1.6 You may not remove, alter or obscure copyright notices or other notices contained in the Licensed Content.
- 1.7 You may not offer any part of the Online Services or the Licensed Content for commercial resale or commercial redistribution in any medium.
- 1.8 You may not use the Online Services or the Licensed Content to compete with any businesses of Pictometry.
- 1.9 You may not use information included in the Online Services or the Licensed Content to determine an individual consumer's eligibility for (a) credit or insurance for personal, family, or household purposes, (b) employment, or (c) a government license or benefit. The term "consumer" is defined in the United States Fair Credit Reporting Act at 15 USC §1681.
- 1.10 You may not access the Online Services via mechanical, programmatic, robotic, scripted or any other automated means. Unless otherwise agreed by Pictometry in writing, use of the Online Services is permitted only via manually conducted, discrete, human-initiated individual search and retrieval activities.
- 1.11 All right, title, and interest (including all copyrights, trademarks and other intellectual property rights) in the Online Services and the Licensed Content in all media belong to Pictometry or its third party suppliers. Neither you nor any users of the Online Services or the Licensed Content acquire any proprietary interest in the Online Services, the Licensed Content, or any copies thereof, except the limited use rights granted herein.

#### 2. ACCESS TO SERVICES

- 2.1 Only you, your employees, and temporary or contract employees dedicated to performing work exclusively for you (each, an "Eligible User" and collectively, the "Eligible Users") are eligible to access and use the Online Services and the Licensed Content pursuant to the License Agreement. Each Eligible User to be provided access to the Online Service shall be assigned a unique login/password ("Pictometry Credential") for purposes of accessing the Online Services. You agree that each Pictometry Credential shall only be used by the Eligible User to whom it was originally assigned and that Pictometry Credentials may not be shared with, or used by, any other person, including other Eligible Users. You will promptly deactivate an Eligible User's Pictometry Credential in the event the Eligible User no longer meets the eligibility requirements or you otherwise wish to terminate the Eligible User's access to the Online Services. You are responsible for all use of the Online Services accessed with Pictometry Credentials issued to your Eligible Users, including associated charges, whether by Eligible Users or others. You will use reasonable commercial efforts to prevent unauthorized use of Pictometry Credentials assigned to your Eligible Users and will promptly deactivate any Pictometry Credentials you suspect are lost, stolen, compromised, or misused.
- 2.2 The Online Services, the Licensed Content, and features and functionality within the Online Services may be enhanced, added to, withdrawn, or otherwise changed by Pictometry without notice.
- 2.3 You are aware and understand that any user data collected or stored by the Online Services may be accessed by US law enforcement agencies under the US PATRIOT Act. You hereby release, and agree to hold Pictometry harmless from, all claims against Pictometry with respect to such access.

#### 3. DISCLAIMERS

- 3.1 The Online Services and the Licensed Content are provided for visualization purposes only, are not authoritative or definitive, and do not constitute professional engineering or surveying services.
- 3.2 The Online Services and the Licensed Content are not to be relied upon to precisely locate or determine property boundaries and should not be used in lieu of a professional survey where the accuracy of measurements, distance, height, angle, area and volume, may have significant consequences.
- 3.3 All measurements and reports generated by the Online Services or from the Licensed Content are based upon second order visualization and measurement data that do not provide authoritative or definitive measurement results suitable for professional engineering or surveying purposes.
- 3.4 Contour information obtained from the Online Services or contained in the Licensed Content is generated from undersampled elevation data, is provided for informational purposes only, and is not suitable for use as the basis for hydrographic computations, estimations or analyses.
- 3.5 While the Online Services and the Licensed Content may be considered useful supplements for life critical applications, they are not designed or maintained to support such applications and Pictometry and its third party suppliers of the Online Services and the Licensed Content hereby disclaim all liability for damages, claims and expenses arising from such use.
- 3.6 Your reliance on the Online Services and the Licensed Content should only be undertaken after an independent review of their accuracy, completeness, efficacy, timeliness and adequacy for your intended purpose.
- 3.7 Pictometry and each third party supplier of any portion of the Online Services or the Licensed Content assume no responsibility for any consequences resulting from the use of the Online Services or the Licensed Content.
- 3.8 Pictometry and each third party supplier of any portion of the Online Services or the Licensed Content hereby disclaim all liability for damages, claims and expenses arising from or in any way related to the accuracy or availability of the Online Services and the Licensed Content.
- 3.9 By accepting these General Terms and Conditions or by using the Online Services or the Licensed Content, you waive any and all rights you may have against Pictometry, each third party supplier of any portion of the Online Services or the Licensed Content, and each of their directors, officers, members and employees, arising out of use of or reliance upon the Online Services or the Licensed Content.

#### 4. LIMITED WARRANTY

- 4.1 Pictometry represents and warrants that it has the right and authority to make the Online Services and the Licensed Content available to you and your Eligible Users as authorized expressly by this License Agreement
- 4.2 EXCEPT AS OTHERWISE PROVIDED IN SECTION 4.1, THE ONLINE SERVICES AND LICENSED CONTENT ARE PROVIDED ON AN "AS IS", "AS AVAILABLE" BASIS AND PICTOMETRY AND EACH THIRD PARTY SUPPLIER OF LICENSED CONTENT EXPRESSLY DISCLAIM ALL OTHER WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE

#### 5. LIMITATION OF LIABILITY

- 5.1 No Covered Party (as defined below) shall be liable for any loss, injury, claim, liability, or damage of any kind resulting in any way from (a) any errors in or omissions from the Online Services or the Licensed Content, (b) the unavailability or interruption of the Online Services or any features thereof or the Licensed Content, (c) your or an Eligible User's use of the Online Services or the Licensed Content, (d) the loss or corruption of any data or equipment in connection with the Online Services or the Licensed Content, (e) the content, accuracy, or completeness of the Licensed Content, all regardless of whether you received assistance in the use of the Online Service from a Covered Party, (f) any delay or failure in performance beyond the reasonable control of a Covered Party, or (g) any content retrieved from the Internet even if retrieved or linked to from within the Online Services
- 5.2 "Covered Party" means (a) Pictometry and any officer, director, employee, subcontractor, agent, successor, or assign of Pictometry, and (b) each third party supplier of any Licensed Content, third party alliance entity, their affiliates, and any officer, director, employee, subcontractor, agent, successor, or assign of any third party supplier of any Licensed Content or third party alliance entity and their affiliates
- 5.3 TO THE FULLEST EXTENT PERMISSIBLE BY APPLICABLE LAW, UNDER NO CIRCUMSTANCES WILL THE AGGREGATE LIABILITY OF THE COVERED PARTIES IN CONNECTION WITH ANY CLAIM ARISING OUT OF OR RELATING TO THE ONLINE SERVICES OR THE LICENSED CONTENT OR THIS LICENSE AGREEMENT EXCEED THE LESSER OF YOUR ACTUAL DIRECT DAMAGES OR THE AMOUNT YOU PAID FOR THE ONLINE SERVICES IN THE TWELVE MONTH PERIOD IMMEDIATELY PRECEDING THE DATE THE CLAIM AROSE. YOUR RIGHT TO MONETARY DAMAGES IN THAT AMOUNT SHALL BE IN LIEU OF ALL OTHER REMEDIES WHICH YOU MAY HAVE AGAINST ANY COVERED PARTY
- 5.4 TO THE FULLEST EXTENT PERMISSIBLE BY APPLICABLE LAW, NEITHER YOU NOR THE COVERED PARTIES WILL BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY KIND WHATSOEVER (INCLUDING, WITHOUT LIMITATION, ATTORNEYS' FEES) IN ANY WAY DUE TO, RESULTING FROM, OR ARISING IN CONNECTION WITH THE ONLINE SERVICES, THE LICENSED CONTENT, OR THE FAILURE OF ANY COVERED PARTY TO PERFORM ITS OBLIGATIONS. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO A PARTY'S INDEMNITY OBLIGATIONS OR YOUR (AND YOUR ELIGIBLE USERS') INFRINGEMENT OF INTELLECTUAL PROPERTY OR MISAPPROPRIATION OF PROPRIETARY DATA BELONGING TO PICTOMETRY OR ITS THIRD PARTY SUPPLIERS.
- 5.5 Notwithstanding anything to the contrary in this Section 5
- (a) If there is a breach of the warranty in Section 4.1 above, then Pictometry, at its option and expense, shall either defend or settle any action and hold you harmless against proceedings or damages of any kind or description based on a third party's claim of patent, trademark, service mark, copyright or trade secret infringement related to use of the Online Services or the Licensed Content, asserted against you by such third party provided (i) all use of the Online Services and the Licensed Content was in accordance with this License Agreement, (ii) the claim, cause of action or infringement was not caused by you modifying or combining the Online Services or the Licensed Content with or into other products, applications, images or data not approved by Pictometry, (iii) you give Pictometry prompt notice of such claim, and (iv) you give Pictometry the right to control and direct the investigation, defense and settlement of such claim. You, at Pictometry's expense, shall reasonably cooperate with Pictometry in connection with the foregoing
- (b) In addition to Section 5.5(a), if the Online Services, the operation thereof or the Licensed Content become, or in the opinion of Pictometry are likely to become, the subject of a claim of infringement, Pictometry may, at its option and expense, either (i) procure for you the right to continue using the Online Services or the Licensed Content, (ii) replace or modify the Online Services or the Licensed Content so that they become non-infringing, or (iii) terminate the License Agreement on notice to you and grant you a pro-rata refund or credit (whichever is applicable) for any pre-paid fees or fixed charges
- (c) The provisions of Sections 5.5(a) and (b) shall constitute your sole and exclusive remedy for the respective matters specified therein

#### 6. MISCELLANEOUS

- 6.1 The terms and conditions of this License Agreement may be changed from time to time immediately upon notice to you. If any changes are made to this License Agreement, such changes will (a) only be applied prospectively, and (b) not be specifically directed against you or your Eligible Users but will apply to all similarly situated Pictometry customers using the Online Services. You may terminate this License Agreement upon written notice to Pictometry if any change to the terms and conditions of this License Agreement is unacceptable to you. For termination to be effective under this Section 6.1, written notice of termination must be provided to Pictometry within 90 days of the effective date of the change. Continued use of the Online Services following the effective date of any change constitutes acceptance of the change, but does not affect the foregoing termination right. Except as provided above, this License Agreement may not be supplemented, modified or otherwise revised unless signed by duly authorized representatives of both parties. Furthermore, this License Agreement may not be supplemented, modified or otherwise revised by email exchange, even if the email contains a printed name or signature line bearing signature-like font. The foregoing does not prohibit the execution of electronic contracts bearing electronic signatures of authorized representatives of both parties, provided such signatures include digital certifications or are otherwise authenticated
- 6.2 In the event of a breach of this License Agreement by you, any Eligible User or someone using the Pictometry Credential of an Eligible User, Pictometry may temporarily suspend or discontinue providing access to the Online Services to any or all Eligible Users without notice and Pictometry may pursue any other legal remedies available to it
- 6.3 All notices and other communications hereunder shall be in writing or displayed electronically in the Online Services by Pictometry. Notices shall be deemed to have been properly given on the date deposited in the mail, if mailed, on the date first made available, if displayed in the Online Services, or on the date received, if delivered in any other manner. Legal notices to Pictometry should be sent to Pictometry, Attn: General Counsel, 25 Methodist Hill Drive, Rochester, New York 14623
- 6.4 The failure of you, Pictometry, or any third party supplier of the Online Services or any Licensed Content to enforce any provision hereof shall not constitute or be construed as a waiver of such provision or of the right to enforce it at a later time
- 6.5 Neither you nor any Eligible User may assign or otherwise transfer your rights or delegate your duties under this License Agreement without the prior written consent of Pictometry. Any attempt by you or any Eligible User to assign, transfer or delegate your rights or obligations under this License Agreement without Pictometry's consent shall be void, and shall also void the limited license granted to you by this License Agreement. This License Agreement and any amendment thereto shall be binding on and will inure to the benefit of the parties and their respective successors and permitted assigns
- 6.6 This License Agreement shall be governed by and interpreted in accordance with the laws of the State of New York, excluding its conflicts of law principles. Unless you are a government entity, in the event that any legal proceedings are commenced with respect to any matter arising under this License Agreement,



the parties specifically consent and agree that the courts of the State of New York or, in the alternative, the Federal Courts located in the State of New York shall have exclusive jurisdiction over each of the parties and over the subject matter of any such proceedings, and that the venue of any such action shall be in Monroe County, New York or the U.S. District Court for the Western District of New York, as applicable.

- 6.7 This License Agreement will be enforced to the fullest extent permitted by applicable law. If any provision of this License Agreement is held to be invalid or unenforceable to any extent, then (a) such provision will be interpreted, construed and reformed to the extent reasonably required to render it valid, enforceable and consistent with its original intent and (b) such invalidity or unenforceability will not affect any other provision of this License Agreement.
- 6.8 Where applicable, each affiliated company of Pictometry and each third party supplier of the Online Services or any Licensed Content has the right to assert and enforce the provisions of this License Agreement directly on its own behalf as a third party beneficiary.
- 6.9 In the event of a breach of your obligations under this License Agreement or your payment obligations with respect to access to the Online Services or the Licensed Content, you agree to pay all of Pictometry's costs of enforcement and collection, including court costs and reasonable attorneys' fees.
- 6.10 This License Agreement constitutes the entire agreement of the parties with respect to its subject matter and replaces and supersedes any prior written or verbal communications, representations, proposals or quotations relating to that subject matter.

---

[END OF ONLINE SERVICES GENERAL TERMS AND CONDITIONS]

## SECTION B

## LICENSE TERMS

### PICTOMETRY SOFTWARE LICENSE AGREEMENT

PLEASE READ THIS SOFTWARE LICENSE AGREEMENT ("LICENSE") CAREFULLY BEFORE DOWNLOADING, INSTALLING OR USING THE SOFTWARE. BY USING THE SOFTWARE, YOU AGREE TO THE TERMS OF THIS LICENSE. IF YOU DO NOT AGREE TO THE TERMS OF THIS LICENSE, DO NOT DOWNLOAD, INSTALL OR USE THE SOFTWARE.

1. **GENERAL.** The software ("Pictometry Software") and any written materials that accompany the software ("Documentation") in any media or form are licensed, not sold, to you by Pictometry International Corp. ("Pictometry") for use only under the terms of this License. Pictometry reserves all rights not expressly granted to you in this License.
2. **LICENSE.** Subject to the terms and conditions of this License, you are granted a limited, non-transferable, terminable, non-sublicenseable, non-exclusive license to install and use the Pictometry Software and the Documentation (collectively, the "Proprietary Materials") solely for internal use. Use of the functionality provided by the Pictometry Software other than for your internal use is prohibited, except with the prior written approval of Pictometry. You may make one copy of the Pictometry Software in machine-readable form for backup purposes only, provided that the backup copy must include all copyright and other proprietary notices contained in the original. You will not and will not enable others to decompile, reverse engineer, disassemble, attempt to derive the source code of, decrypt, modify, create derivative works of, or tamper with or disable any security or monitoring features within the Pictometry Software. Any attempt to do so is a violation of the rights of Pictometry and its licensors.
3. **TITLE.** The Proprietary Materials are confidential information of, trade secrets of, and are proprietary to Pictometry. Title to the Proprietary Materials is and will remain in Pictometry and its licensors. All applicable rights to patents, copyrights, trademarks, trade secrets, and other intellectual property rights in the Proprietary Materials are and will remain in Pictometry and its licensors. You will not assert any right, title or interest in the Proprietary Materials provided to you under this License, except for the express license granted to you hereunder. You will not remove any copyright or other proprietary notice or legend contained on or included in any Proprietary Materials and you will reproduce all such information on all copies made hereunder. You will keep the Proprietary Materials free of all claims, liens and encumbrances.
4. **DISCLAIMERS OF WARRANTY.** USE OF THE PICTOMETRY SOFTWARE IS AT YOUR SOLE RISK. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, THE PICTOMETRY SOFTWARE IS PROVIDED "AS IS", WITH ALL FAULTS AND WITHOUT WARRANTY OF ANY KIND, AND PICTOMETRY HEREBY DISCLAIMS ALL WARRANTIES WITH RESPECT TO THE PICTOMETRY SOFTWARE, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE. PICTOMETRY DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN OR PROVIDED BY THE PICTOMETRY SOFTWARE WILL MEET YOUR REQUIREMENTS, THAT THE OPERATION OF THE PICTOMETRY SOFTWARE WILL BE UNINTERRUPTED OR ERROR-FREE, OR THAT DEFECTS IN THE PROPRIETARY MATERIALS WILL BE CORRECTED.
5. **LIMITATION OF LIABILITY.** IN NO EVENT WILL PICTOMETRY BE LIABLE FOR ANY INCIDENTAL, SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF PROFITS, LOSS OF DATA, BUSINESS INTERRUPTION OR ANY OTHER COMMERCIAL DAMAGES OR LOSSES ARISING OUT OF OR RELATED TO YOUR USE OR INABILITY TO USE THE PICTOMETRY SOFTWARE, HOWEVER CAUSED, REGARDLESS OF THE THEORY OF LIABILITY (CONTRACT, TORT OR OTHERWISE), EVEN IF PICTOMETRY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL PICTOMETRY'S TOTAL LIABILITY TO YOU FOR ALL DAMAGES (OTHER THAN AS MAY BE REQUIRED BY APPLICABLE LAW IN CASES INVOLVING PERSONAL INJURY) CAUSED BY, ARISING OUT OF OR IN ANY WAY RELATED TO THE PICTOMETRY SOFTWARE EXCEED THE AMOUNT OF FIFTY DOLLARS (\$50.00). THE FOREGOING LIMITATIONS WILL APPLY EVEN IF THE ABOVE STATED REMEDY FAILS OF ITS ESSENTIAL PURPOSE.
6. **TERMINATION.** This License will terminate automatically without notice from Pictometry if you fail to comply with any term of this License. Upon the termination of this License, you will cease all use of the Pictometry Software and destroy all copies, full or partial, of the Proprietary Materials.
7. **MISCELLANEOUS PROVISIONS.**
  - A. **Restricted Rights.** Pictometry Software acquired with United States Government funds or intended for use within or for any United States federal agency is provided with "Restricted Rights" as defined in DFARS 252.227-7013, Rights in Technical Data and Computer Software and FAR 52.227-14, Rights in Data-General, including Alternate III, as applicable. Pictometry must be notified in advance of any license grants to United States federal governmental entities. The Pictometry Software is developed for general use in a variety of applications and is not developed or intended for use in any inherently dangerous applications or applications that could lead to property damage, personal injury or death. If you use the Pictometry Software in such applications, then you will be responsible for taking all appropriate fail-safe, backup, redundancy, and other measures to ensure the safe use of the Pictometry Software in such applications, including but not limited to, in any nuclear, aviation, mass transit, public safety or medical applications.
  - B. **Foreign Trade Restrictions.** The parties acknowledge that certain information, software technology, accompanying documentation and technical information may be subject to United States export control laws. You will not directly or indirectly export or re-export the Pictometry Software in violation of the Export Administration Regulations of the U.S. Department of Commerce.
  - C. **Governing Law.** This License will be governed by and interpreted in accordance with the laws of the State of New York, excluding its conflict of laws principles.
  - D. **Assignment.** You may not assign this License without Pictometry's prior written consent. Any assignment in violation of this License will be null, void and of no force and effect. For all purposes under this License, any merger, consolidation, spin-off, acquisition or change-in-control will be deemed an assignment.
  - E. **Partial Invalidity; Survival.** If any provision of this License is held invalid or unenforceable by competent authority, that provision will be construed so as to be limited or reduced to be enforceable to the maximum extent compatible with the law as it will then appear. The total invalidity or unenforceability of any particular provision of this License will not affect its other provisions and this License will be construed in all respects as if the invalid or unenforceable provision were omitted. The provisions of this License that by their nature would survive its termination will survive indefinitely.

- F **Force Majeure.** Neither party will be liable for any costs or damages due to nonperformance under this License arising out of any cause not within the reasonable control of such party and without its fault or negligence. Neither party will be liable for any delay or failure in the performance of its obligations under this License that directly results from any failure of the other party to perform its obligations as set forth in this License.
- G **Waiver.** No waiver of a breach of any term of this License will be effective unless in writing and duly executed by the waiving party. No such waiver will constitute a waiver of any subsequent breach of the same or any other term of this License. No failure on the part of a party to exercise, and no delay in exercising any of its rights hereunder will operate as a waiver thereof, nor will any single or partial exercise by a party of any right preclude any other or future exercise thereof or the exercise of any other right. No course of dealing between the parties will be deemed effective to modify, amend or discharge any part of this License or the rights or obligations of any party hereunder.
- H **Entire Agreement; Construction.** This License contains the entire understanding of the parties with respect to the subject matter hereof and supersedes any prior or contemporaneous understandings regarding that subject matter. No amendment to or modification of this License will be binding unless in writing and signed by Pictometry. There are no representations, warranties, or obligations of any party not expressly contained herein. The headings in this License are for convenience only. They do not constitute a portion of this License and will not be used in any construction of it.

[END OF SOFTWARE LICENSE AGREEMENT]

## SECTION C

## NON-STANDARD TERMS AND CONDITIONS

1. Online Services Eligible Users: Notwithstanding anything in the Online Services General Terms and Conditions incorporated in this Agreement to the contrary, the terms 'Eligible User' and 'Eligible Users' as defined in those Online Services General Terms and Conditions shall, for the purposes of this Agreement, also include each 'Authorized User' as that term is defined in the Delivered Content Terms and Conditions of Use incorporated in this Agreement.

2. Payment Terms: Pictometry agrees to invoice a third party to this Agreement, namely the Big Rapids Charter Township, as a courtesy to Customer. Should Big Rapids Charter Township fail to make payments as set forth herein, Customer agrees that Customer shall be responsible for any outstanding amounts due to Pictometry in accordance with this Agreement.

---

[END OF NON-STANDARD TERMS AND CONDITIONS]

**RESOLUTION NUMBER 2018-03**

**PROPOSED RENEWAL OF ROAD MILLAGE TO BE PLACED ON THE NOVEMBER 6,  
2018 GENERAL ELECTION BALLOT FOR THE CHARTER TOWNSHIP OF BIG RAPIDS**

**PROPOSED RENEWAL OF ROAD MILLAGE**

Shall the previously voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general ad valorem taxes within the Charter Township of Big Rapids, Mecosta County, be renewed at 1.5 mills (\$1.50 on each \$1000.00 of taxable valuation) for a period of six (6) years, 2019 through 2024, to provide funds for road construction, maintenance and repair within the Township, and shall the Township levy such renewal in millage for said purposed, thereby raising in the 2019 calendar year an estimated of \$226,000.00.

**NOW THEREFORE, BE IT RESOLVED:** The Board of Trustees of Big Rapids Charter Township hereby \_\_\_\_\_ the placement of the proposed renewal of road millage on the November 6, 2018 General Election Ballot.

The foregoing resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

Ayes:

Nays:

Abstain:

Absent:

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Rene Fountain, Township Clerk

**RESOLUTION NUMBER 2018-04**

**PROPOSED RENEWAL OF FIRE-RESCUE DEPARTMENT MILLAGE TO BE  
PLACED ON THE NOVEMBER 6, 2018 GENERAL ELECTION BALLOT FOR THE  
CHARTER TOWNSHIP OF BIG RAPIDS**

**PROPOSED RENEWAL OF FIRE-RESCUE DEPARTMENT MILLAGE**

Shall the previously voted increase in the tax limitation imposed under Article IX, Section 6 of the Michigan Constitution on general ad valorem taxes within the Charter Township of Big Rapids, Mecosta County, be renewed at 1.5 mills (\$1.50 on each \$1000.00 of taxable valuation) for a period of six (6) years, 2019 through 2024, to provide funds for Fire-Rescue Department purposes, and shall the Township levy such renewal in millage for said purposed, thereby raising in the 2019 calendar year an estimated of \$226,000.00.

**NOW THEREFORE, BE IT RESOLVED:** The Board of Trustees of Big Rapids Charter Township hereby \_\_\_\_\_ the placement of the proposed renewal of road millage on the November 6, 2018 Primary Election Ballot.

The foregoing resolution was offered by \_\_\_\_\_ and supported by \_\_\_\_\_.

Ayes:

Nays:

Abstain:

Absent:

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Rene Fountain, Township Clerk

RECEIVED  
04/30/2018

**BIG RAPIDS CHARTER TOWNSHIP**  
**APPLICATION FOR REZONING**

**Item "Z"**

Fee: \$350.00

APPLICATION NO. ZOA 18-001

APPLICANT Rick A. Lyons

ADDRESS 4843 Pierce St. <sup>Suite A</sup> Allendale NE 68901

OWNER(S) Gordon C. Gilbert and Pamela J. Gilbert

ADDRESS 13601 Seneca Drive, Big Rapids NE 68907

I (We), the undersigned, do hereby respectfully make application to and petition the Township Board of Big Rapids Charter Township, to amend the Big Rapids Charter Township Zoning Ordinance and change the Zoning Map of Big Rapids Charter Township as hereafter requested.

Location and description of property: Gilbert Dr. PP# 05-022-013-300

PP# 05-022-015-200

It is desired and requested that the foregoing property be rezoned from A Residential District to Commercial.

It is proposed the property will be put to the following use: Multi-Family dwellings

Purchase Agreement

The undersigned affirms that he/she or they is (are) the \_\_\_\_\_ (specify: owner, lessee, or other type of interest) involved in the Petition and that the answers and statements herein contained and the information herewith submitted are in all respects true and correct to the best of his/her or their knowledge and belief.

Date 4-19-18

Signed [Signature]

PROPOSALS FOR AMENDMENTS MAY BE INITIATED BY THE TOWNSHIP BOARD, THE ZONING BOARD OR BY PERSONS HAVING A LEGAL AND EQUITABLE INTEREST IN THE PROPERTY AND PRESENTING PROOF OF SUCH INTEREST WHEN MAKING APPLICATION. ADDITIONAL PERSONS, FIRMS OR CORPORATIONS HAVING A LEGAL OR EQUITABLE INTEREST IN LAND INVOLVED IN THIS REQUEST MUST BE LISTED WITH NAME, ADDRESS AND SIGNATURE. (USE ADDITIONAL PAPER IF NECESSARY).

ZOA18-001:

153.015 ESTABLISHMENT OF DISTRICTS.

(3) Commercial District.

(a) Section 3: That part of the NW 1/4 lying north of Northland Drive; the S 1/2 of the SW 1/4 of SE 1/4; and the S 1/2 of the N 1/2 of the SW 1/4 of the SE 1/4 including all the lots of the Brown's Addition not in the city and portions of the Chew's Farm Addition; a parcel 200 feet N & S and 503.5 feet E & W in the far NE corner of the NW 1/4 of the NW 1/4; and a parcel 238.5 feet of the E & W and 365.5 feet N & S in the far SE corner of the NW 1/4;

(b) Section 12: All of the S 1/2 of the SW 1/4;

(c) Section 13: The NE 1/4 of the NW 1/4; and the E 1/2 of the NE 1/4 of the NW 1/4 of the NW 1/4;

(d) Section 22: The E 1/2 of the SE 1/4; and the E 1/2 of the W 1/2 of the SE 1/4, excluding the N 660 feet;

(e) Section 23: The W 1/2 of the SW 1/4 lying south of the city limits of the City of Big Rapids, the N 1/2 of the NE 1/4 of the SW 1/4 lying south of the Muskegon River, and the SW 1/4 of the NE 1/4 of the SW 1/4;

(f) Section 26: The SW 1/4 and the W 1/2 of the NW 1/4; and

(g) Section 27: A parcel of land commencing at the NE Section Corner of Section 27, thence south along the west right-of-way of Northland Drive 275 feet, thence west parallel with the north section line 300 feet, thence north parallel with the right-of-way of Northland Drive 275 feet, thence east along the north section line 300 feet to the point of beginning.

Legal Description of the parcels indicated in the request:

Sec. 22 T15N R10W

S 10 AC E 1/2 NW 1/4 SE 1/4; AND PART OF SW 1/4 SE 1/4 COM AT SW COR TH N 88 DEG 58 M E 893.11 FT TO POB TH N 27 DEG 29 M W 516.51 FT TH N 01 DEG 02 M W 875.97 FT TH N 89 DEG 03 M E 674.38 FT TH S 00 DEG 45 M E 1330.21 FT TH S 88 DEG 44 M W 437.81 FT TO POB



Staff Report to the  
**BIG RAPIDS CHARTER TOWNSHIP PLANNING COMMISSION**  
Tuesday June 12, 2018

**ZOA 18-001:**

This request for a Zoning Ordinance amendment has been initiated by Rick A. Lyons of 4843 Pierce Street, Ste A, Allendale, MI 49401. The purpose of this request is to change the zoning on two parcels currently owned by Gordon Gilbert to allow for the construction of multi-family dwellings. The properties are listed as parcels: 54 05 022 013 300 and 54 05 022 015 200. These parcels are currently in the A-Residential (A-Res) District, which does not allow for multi-family housing. The parcels to the north, south and west are all in the A-Residential district. The parcels are contiguous with the Commercial (Com) District to the east, which allows all uses allowed in the B-Residential District, including multi-family housing. This request is to change the zoning of these two parcels from A-Residential to Commercial. The language for the districts follows:

**153.016 A-RESIDENTIAL DISTRICT (USES AND DIMENSION REGULATIONS).**

The following uses and dimension regulations shall apply in A-Residential District.

(A) *Permitted uses.*

- (1) One-family dwellings;
- (2) Two-family dwellings;
- (3) Gardening, farming and small household pets but not including the commercial raising of animals;
- (4) Office of a physician, lawyer, dentist, veterinarian or other professional person residing on the premises; and
- (5) Churches or schools subject to the provisions of 153.130.

(B) *Permitted accessory uses.*

- (1) Any other structure or use clearly accessory and incidental to a permitted use but not including an additional dwelling unit;
- (2) Parking for automobiles owned and used by a person(s) residing on the premises, but not including more than two commercial vehicles per lot; and
- (3) The keeping of not more than one person as a tenant in each dwelling unit.

**153.019 COMMERCIAL DISTRICT (USES AND DIMENSION REGULATIONS).**

The following uses and regulations shall apply in the Commercial District.

(A) *Permitted uses.* Any structure used for the sale of food or goods at retail or for the sale or provisions of services as follows:

- (1) Any use as permitted in B Residential Districts;
- (2) Antique shop;
- (3) Automobile sales, repair and rental establishment;
- (4) Automobile washing establishment;
- (5) Bakery goods store;
- (6) Bank;
- (7) Bar or tavern;
- (8) Barber shop or beauty parlor;
- (9) Boat sales, repair or storage;
- (10) Bowling lanes;
- (11) Cabin colonies;
- (12) Candy or confectionery store;
- (13) Delicatessen and meat market;
- (14) Dressmaking, millinery or clothing store;
- (15) Drugstore;
- (16) Dry cleaning or laundry establishment;
- (17) Dry goods or notions store;
- (18) Farm products stand;
- (19) Farm machine sales, service and repair establishment;
- (20) Fish bait, tackle or sporting goods store;
- (21) Furniture and carpeting store;
- (22) Funeral home or undertaking establishment;
- (23) Gasoline filling station and garage;
- (24) Gift shop;
- (25) Golf course and similar recreational facilities;
- (26) Grocery, fruit or vegetable store;
- (27) Hardware and paint store;
- (28) Hotel or motel;
- (29) Insurance agency;
- (30) Jewelry or clock and watch store;
- (31) Leather goods or luggage store;
- (32) Lock and gunsmith shop;
- (33) Parking area;
- (34) Photographic supply store and studio;

- (35) Radio and TV sales and service or musical instrument store;
- (36) Real estate agency;
- (37) Restaurant (including drive-in);
- (38) Shoe store or shoe repair shop;
- (39) Theater (excluding drive-in);
- (40) Upholstery shop; and
- (41) Other unlisted commercial non-industrial type establishments consistent with the character of the above by permit from the Zoning Administrator.

(B) *Permitted accessory uses by special permit as provided under 153.130.* Any accessory use, which is clearly incidental to the permitted uses including the manufacture, compounding, processing or treatment of products and clearly incidental to any service offered, and provided there is not therewith the operation of any activity or display of goods in such a manner as to be obnoxious by reason of odors, dust, smoke, light, noise or vibration, as determined by present standards or by the Board of Appeals upon complaint of the Zoning Administrator.

**153.017 B-RESIDENTIAL DISTRICT (USES AND DIMENSION REGULATIONS).**

The following uses and dimension regulations shall apply in the B-Residential District.

(A) *Permitted uses.*

- (1) Single-family dwellings;
- (2) Two-family dwellings;
- (3) Boarding houses or rooming houses subject to the provision of 153.130;
- (4) Multi-family dwellings;
- (5) Gardening, farming and small household pets, but not including the commercial raising of animals;
- (6) Nursing or convalescent homes or homes for the aged or infirm or indigent;
- (7) Office of a physician, lawyer, dentist, veterinarian, surveyor, architect or other professional person resident on the premises;
- (8) Manufacturing and sale of handicraft, or home-craft products, providing that such products are manufactured and sold by a person residing on the premises and not employing more than one employee;
- (9) Churches or schools subject to the provisions of 153.130;
- (10) Year-round mobile home parks licensed annually by the state shall be allowed in B Residential District by special permit from the Planning Commission, subject to the provisions of 153.130; and
- (11) Mobile homes not in mobile home parks, shall be subject to the provisions of 153.035.

(B) *Permitted accessory uses.*

- (1) Any other structure or use clearly accessory and incidental to a permitted use, but not including an additional dwelling unit; and
- (2) Parking for automobiles owned and used by a person(s) residing on the premises, but not including more than two commercial vehicles per family dwelling.

The duty of the Planning Commission is to hold at least one public hearing on the zoning ordinance amendment. After the hearing, the Planning Commission should consider action on the amendment. This action may be to recommend to the legislative body for adoption, or not. The determination as to whether the zoning amendment should be recommended for adoption, or not, is based mainly on if the amendment complies with, or furthers, the plans upon which the zoning ordinance is based.

These parcels are shown in the Single Family (low density) residential use area of the Big Rapids Township 2015 Master Plan and are in the Tonkin Drain district.

The following information is from the MTA Township Planning & Zoning Decision Making Handbook:

When making a recommendation on any petition for an amendment to the official zoning map, the planning commission must, and the township board may, consider the following criteria:

- A. Consistency with the goals, policies and future land use map of the master plan. If conditions have changed since the master plan was adopted, the consistency with recent development trends in the area should be evaluated.
- B. Compatibility of the site's physical and environmental features with the uses of the proposed zoning district.
- C. The compatibility of all the potential uses allowed in the proposed zoning district with the surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
- D. Whether the capacity of the township infrastructure and services is sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety and welfare" of the township.
- E. Where a rezoning is reasonable given the above criteria, a determination that the requested zoning district would be more appropriate than another district is required. If the district is not appropriate, an evaluation to see whether it would be more appropriate to amend the list of permitted or special land uses within a district may be considered.
- F. The same request was not submitted and denied within the past year, unless conditions have changed or new information has been provided.

Sincerely,

Brent R. Mason, Zoning Administrator