



Agenda for the
Allendale Charter Township Board Meeting
Monday, March 9, 2026, 6:00 p.m.

Members Present:

Members Absent:

Guests Present:

Meeting called to order

- Invocation given by Kris Schuitema
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
 - Approval of the February 23, 2026, Regular Board Meeting Minutes
 - Bills
 - Interim Payments
- For information
 - Wastewater Cost of Service Report
 - Water Cost of Service Report
 - February Sheriff's Department Monthly Report
 - February Fire Department Monthly Report
- Public Hearings
- Public Comments
- Guest Speakers
- Action Items
 - Resolution 2026-03: Wastewater System Rate Schedule
 - Resolution 2026-04: Water System Rate Schedule
 - Resolution 2026-05: Hidden Shores West Phase 5 Streetlight Agreement
 - Ordinance 2026-04: 1st Reading – Zoning Text Amendments
- Discussion Items
- Public Comments
- Board Comments
- Adjournment

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- Account: ACT_Guest Password: ACTguest
- Agenda and Packet file location: www.allendalemi.gov → Boards & Committees → Board of Trustees → Minutes & Agendas

**PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
FEBRUARY SESSION 2nd DAY**

The Allendale Township Board of Trustees met at the Allendale Township Auditorium, located at 6676 Lake Michigan Drive, on Monday, February 23, 2026, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. MacDonald; Ms. Hansen; Mr. Zeinstra; Mr. Vander Wall; and Mr. Elenbaas. (5)

Absent at Roll Call: Mr. Smit; and Ms. Schuitema (2)

Staff and Guests Present: Chad Doornbos, Public Utilities Superintendent; and Michael Carey.

Mr. Zeinstra pronounced the invocation.

Mr. Elenbaas led in the Pledge of Allegiance to the Flag of the United States of America.

BOT 26-028 Mr. Zeinstra with support from Mr. MacDonald moved to approve the agenda of today as presented. The motion passed.

BOT 26-029 Mr. Vander Wall with support from Mr. MacDonald moved to approve the following Consent Resolutions:

1. To approve the Minutes of the February 9, 2026, Board of Trustees meeting as presented.
2. To approve the Minutes of the February 9, 2026, Board of Trustees Closed Session meeting as presented.
3. To approve the general claims in the amount of \$469,046.39 and interim payments of \$122,875.54, as presented by the summary report for February 23, 2026.

The motion passed.

Items Received for Information

1. Planning Commission February 2, 2026, meeting minutes

2. January Sheriff's Department Report
3. January Fire Department Report
4. Notice of Hire: Administration and Operations Lead, Katie Glynn
5. Allendale Township Library 2025 Statistics

Public Hearings- None

Public Comments- None

BOT 26-030 Mr. Elenbaas with support from Mr. Zeinstra moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 26-031 Ms. Hansen with support from Mr. Vander Wall moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2026-01: Sewer Ordinance Amendment; an ordinance to amend the code of ordinances by amending Chapter 351, concerning sewers, and providing for the effective date of this ordinance. The motion passed.

BOT 26-032 Mr. Vander Wall with support from Mr. MacDonald moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2026-02: Water Ordinance Amendment; an ordinance to amend the code of ordinances by amending Chapter 452, Article III, concerning water system requirements, and providing for the effective date of this ordinance. The motion passed.

BOT 26-033 Mr. MacDonald with support from Mr. Zeinstra moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2026-03: Wolverine Power Supply Cooperative Inc. Franchise, an ordinance granting franchise to Wolverine Power Supply, outlining various provisions, and establishes an effective and term date. The motion passed.

Discussion Items

Chad Doornbos, Public Utilities Superintendent, provided an overview of the Public Utilities Rate Studies.

Public Comments- None

BOT 26-034 Mr. Elenbaas with support from Mr. Vander Wall moved to close public comment. The motion passed.

Board Comments

Mr. MacDonald provided an update on options pertaining to PA 233.

BOT 26-035 Mr. Vander Wall, with support from Mr. MacDonald moved to adjourn the meeting at 6:30 p.m. The motion passed.

Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - FEBRUARY	256.00	
101-000.000-222.000	Due To County	OTTAWA COUNTY TREASURER	DOG LICENSES - FEBRUARY	72.00	
101-000.000-225.000	Due To Schools	OTTAWA COUNTY TREASURER	MOBILE HOMES TAX - FEBRUARY	1,024.00	
101-000.000-231.030	Misc Ins - Aflac	AFLAC	MISCELLANEOUS INSURANCE - FEBRUARY	285.50	
101-000.000-266.000	WAGE GARNISHMENT PAYABLE	MICHIGAN STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	2.07	
101-000.000-284.249	GREAT LAKES TREE SERVICE	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	14.00	
101-000.000-284.259	SPRINGFIELD NORTH 2	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - SPRINGFIELD NORTH	175.00	
101-000.000-284.259	SPRINGFIELD NORTH 2	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	392.00	
101-000.000-284.271	MIEDEMA METAL BUILDING	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - MIEDEMA METAL BLDG	32.50	
101-000.000-284.271	MIEDEMA METAL BUILDING	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	912.00	
101-000.000-284.272	WESCO 48TH AVE	FLEIS & VANDENBRINK ENG'	SITE PLAN REVIEW - WESCO 48TH AVENUE	77.50	
101-000.000-284.272	WESCO 48TH AVE	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	644.00	
101-000.000-284.273	DEWPOINT WEST 5	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	266.00	
Total For Dept 000.000 REVENUE				4,152.57	
Dept 171.000 Supervisor					
101-171.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	SUPPLIES	723.46	
101-171.000-802.000	Contracted Services	PROFESSIONAL CODE INSPEC	ZONING CITATION FOR SITE @ 68TH AVENU	75.00	
101-171.000-860.000	MILEAGE	KATHARINE GLYNN	MILEAGE REIMBURSEMENT	26.10	
Total For Dept 171.000 Supervisor				824.56	
Dept 215.000 CLERK					
101-215.000-860.000	MILEAGE	JODY HANSEN	MILEAGE REIMBURSEMENT - JAN & FEB 202	381.93	
Total For Dept 215.000 CLERK				381.93	
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	COPY PRINTER PAPER	199.85	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	BATTERIES & ASSESSING SUPPLIES	14.08	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	SUPPLIES	66.94	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	TRASH BINS; PENS	48.95	
101-248.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	LABEL MAKER TAPE CARTRIDGE	26.22	
101-248.000-802.000-ITMONT	Contracted Services	VC3 INC	WIN10 TO WIN11 PRO UPGRADES	720.00	
101-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	PITNEY BOWES BANK INC PU	POSTAGE MACHINE REFILL	530.52	
Total For Dept 248.000 ADMINISTRATION				1,606.56	
Dept 257.000 ASSESSOR					
101-257.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	BATTERIES & ASSESSING SUPPLIES	59.91	
101-257.000-802.000	Contracted Services	ADAMS & ASSOCIATES APPRA	ANNUAL GVSU OFF-CAMPUS STUDENT HOUSIN	2,200.00	
101-257.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	ASSESSMENT NOTICES (REAL) SET-UP/PROC	1,127.90	
Total For Dept 257.000 ASSESSOR				3,387.81	
Dept 262.000 ELECTIONS					
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	VOTER ID CARDS - FEBRUARY	166.19	
Total For Dept 262.000 ELECTIONS				166.19	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-732.000	SUPPLIES	AMAZON CAPITAL SERVICES	MICROFIBER TOWELS & DISHCLOTHS	84.95	
101-265.000-732.000	SUPPLIES	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	110.74	
101-265.000-930.000	Maintenance	ALLENDALE ACE HOME CENTE	MAINTENANCE SUPPLIES - TWP HALL	145.03	
101-265.000-930.000	Maintenance	AMAZON CAPITAL SERVICES	MAINTENANCE SUPPLIES	16.52	
101-265.000-930.000	Maintenance	FAMILY FARM & HOME INC	MAINTENANCE SUPPLIES	48.93	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	346.37	
Total For Dept 265.000 BUILDING & GROUNDS				752.54	

User: DENISE

DB: ALLENDALE

UNJOURNALIZED

OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 266.000 ATTORNEY					
101-266.000-802.000	Contracted Services	FLEIS & VANDENBRINK ENG'	CONSULTATION SERVICES - JANUARY	310.00	
Total For Dept 266.000 ATTORNEY				310.00	
Dept 301.000 POLICE OFFICER					
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - FEBRUARY	4,648.52	
101-301.000-802.000	Contracted Services	OTTAWA COUNTY FISCAL SER	SHERIFF DEPT SERVICES - FEBRUARY	56,426.72	
Total For Dept 301.000 POLICE OFFICER				61,075.24	
Dept 449.000 HIGHWAY-M45					
101-449.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	263.76	
Total For Dept 449.000 HIGHWAY-M45				263.76	
Dept 672.000 LIFELONG LEARNERS					
101-672.000-802.000	Contracted Services	AMAZON CAPITAL SERVICES	SUPPLIES	130.63	
Total For Dept 672.000 LIFELONG LEARNERS				130.63	
Dept 701.000 PLANNING & ZONING					
101-701.000-802.000	Contracted Services	FRESH COAST PLANNING LLC	PLANNING SERVICES - FEBRUARY	1,812.00	
Total For Dept 701.000 PLANNING & ZONING				1,812.00	
Dept 790.000 LIBRARY					
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH AV MATERIALS	55.96	
101-790.000-732.000-AVMATE	SUPPLIES	AMAZON CAPITAL SERVICES	AV CREDIT	(42.79)	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	CD COLLECTION	29.19	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	DVD COLLECTION	84.66	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	14.84	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	18.14	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	82.61	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	11.99	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	38.50	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	141.87	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	29.36	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	20.49	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	101.43	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	35.75	
101-790.000-732.000-BOOKSX	SUPPLIES	AMAZON CAPITAL SERVICES	ADULT COLLECTION	15.95	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT COLLECTION	98.37	
101-790.000-732.000-BOOKSX	SUPPLIES	GRANT AREA DISTRICT LIBR	LOST & PAID - REPLACEMENT COST	8.99	
101-790.000-732.000-BOOKSX	SUPPLIES	MICROMARKETING LLC	ADULT COLLECTION	148.00	
101-790.000-732.000-BOOKSX	SUPPLIES	MICROMARKETING LLC	ADULT COLLECTION	26.39	
101-790.000-732.000-BOOKSX	SUPPLIES	MICROMARKETING LLC	ADULT COLLECTION	47.20	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	17.86	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	67.45	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	68.98	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	56.48	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	74.69	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	62.66	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	21.99	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	36.37	
101-790.000-732.000-CHILDB	SUPPLIES	AMAZON CAPITAL SERVICES	YOUTH COLLECTION	26.63	
101-790.000-732.000-CHILDB	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT COLLECTION	22.49	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	GLOVES FOR CLEANING	8.68	
101-790.000-732.000-GENSUP	SUPPLIES	AMAZON CAPITAL SERVICES	RECEIPT PRINTER PAPER	20.36	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 790.000 LIBRARY					
101-790.000-732.000-GENSUP	SUPPLIES	DEMCO INC	BOOK PROCESSING SUPPLIES	348.66	
101-790.000-802.000-AQUARI	Contracted Services	AQUA BLUE AQUARIUM SOLUT	AQUARIUM MAINTENANCE - FEBRUARY	75.00	
101-790.000-807.000-YOUTH	COMMUNITY PROGRAMS	AMAZON CAPITAL SERVICES	YOUTH PROGRAM SUPPLIES	7.02	
101-790.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	95.35	
Total For Dept 790.000 LIBRARY				1,977.57	
Total For Fund 101 General Fund				76,841.36	
Fund 249 Building Department Fund					
Dept 371.000 INSPECTION DEPARTMENT					
249-371.000-802.000	Contracted Services	PROFESSIONAL CODE INSPEC	PERMIT INSPECTIONS - FEBRUARY	26,487.00	
Total For Dept 371.000 INSPECTION DEPARTMENT				26,487.00	
Total For Fund 249 Building Department Fund				26,487.00	
Fund 404 CAPITAL/ONE-TIME PROJECTS FUND					
Dept 262.000 ELECTIONS					
404-262.000-971.000	CAPITAL OUTLAY	RAMAKER & ASSOCIATES INC	CIMS CEMETERY SOFTWARE	4,750.00	
Total For Dept 262.000 ELECTIONS				4,750.00	
Dept 790.000 LIBRARY					
404-790.000-971.000	CAPITAL OUTLAY	DEMAAT BROS PAINTING CON	PATCHING/PAINTING OF PROGRAM ROOM WAL	1,210.00	
Total For Dept 790.000 LIBRARY				1,210.00	
Dept 971.000 CAPITAL OUTLAY					
404-971.000-971.000	CAPITAL OUTLAY	MODERN OFFICE INTERIORS	OFFICE FURNITURE - SUPERVISOR/ASSESSI	2,602.11	
Total For Dept 971.000 CAPITAL OUTLAY				2,602.11	
Total For Fund 404 CAPITAL/ONE-TIME PROJECTS FUND				8,562.11	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-231.030	Misc Ins - Aflac	AFLAC	MISCELLANEOUS INSURANCE - FEBRUARY	117.28	
592-000.000-266.000	WAGE GARNISHMENT PAYABLE	MICHIGAN STATE DISBURSEM	CHILD SUPPORT DISBURSEMENT	332.64	
Total For Dept 000.000 REVENUE				449.92	
Dept 248.000 ADMINISTRATION					
592-248.000-802.000	Contracted Services	WINDEMULLER ELECTRIC INC	CRADLEPOINT LICENSING FOR LIFT STATIO	943.00	
592-248.000-802.000-ITMONT	Contracted Services	VC3 INC	WIN10 TO WIN11 PRO UPGRADES	480.00	
592-248.000-808.030	COUNTY CONN. REGIS. FEE	OTTAWA CTY REGISTER OF D	LIEN DISCHARGE - BOULDER RIDGE W/S CO	30.00	
Total For Dept 248.000 ADMINISTRATION				1,453.00	
Dept 536.000 WATER					
592-536.000-646.000	Utility Charges	MKG SIGNATURE HOMES	UB refund for account: 8326	74.70	
592-536.000-646.000	Utility Charges	SMOES, GARY	UB refund for account: 7500	462.80	
592-536.000-721.000-DUESXX	PROFESSIONAL DEVELOPMENT	WATER ENVIRONMENT FEDERA	MEMBERSHIP DUES - DOORNBOS	263.00	
592-536.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MICHIGAN RURAL WATER ASS	S3 & S4 EXAM REVIEW REGISTRATION - CA	400.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	2" MEASURING CHAMBERS	2,560.36	
592-536.000-732.000-TOOLSX	SUPPLIES	ETNA SUPPLY COMPANY	PROBE RODS	54.99	
592-536.000-802.000-MULTIP	Contracted Services	PREIN & NEWHOF PC INC	DBP & WASTEWATER SAMPLINGS	350.00	
592-536.000-803.000	Professional Services	UTILITY FINANCIAL SOLUTI	5 YEAR RATE TRACK - WATER	3,800.00	
592-536.000-930.000-GENMAI	MAINTENANCE	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	148.50	
592-536.000-971.000-NORTHS	CAPITAL OUTLAY	FLEIS & VANDENBRINK ENG'	BIDDING / CONSTRUCTION ENGINEERING -	6,000.00	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 536.000 WATER					
Total For Dept 536.000 WATER				14,114.35	
Dept 537.000 SEWER					
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MICHIGAN RURAL WATER ASS	WASTEWATER OPERATIONS CLASS REGISTRAT	400.00	
592-537.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	MICHIGAN RURAL WATER ASS	WASTEWATER MATH CLASS REGISTRATION -	400.00	
592-537.000-732.000-CHEMIC	SUPPLIES	HAVILAND PRODUCTS COMPAN	POLYMER - CHEMICALS	260.50	
592-537.000-732.000-TOOLSX	SUPPLIES	ETNA SUPPLY COMPANY	PROBE RODS	54.99	
592-537.000-802.000-MULTIP	Contracted Services	PREIN & NEWHOF PC INC	DBP & WASTEWATER SAMPLINGS	480.00	
592-537.000-803.000	Professional Services	FLEIS & VANDENBRINK ENG'	CONSULTATION SERVICES - JANUARY	8,545.01	
592-537.000-803.000	Professional Services	UTILITY FINANCIAL SOLUTI	5 YEAR RATE TRACK - WASTEWATER	3,800.00	
592-537.000-930.000-GENMAI	MAINTENANCE	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	148.50	
592-537.000-930.000-GENMAI	MAINTENANCE	MICHIGAN DEPT OF LABOR	BOILER INSPECTION	75.00	
592-537.000-930.000-SANITA	MAINTENANCE	GFL ENVIRONMENTAL SERVIC	WARRANTY INSPECTION - SANITARY SEWER	3,679.88	
Total For Dept 537.000 SEWER				17,843.88	
Total For Fund 592 Water & Sewer				33,861.15	

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 02/25/2026 - 03/10/2026
UNJOURNALIZED
OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101 General Fund	76,841.36
Fund 249 Building Depa	26,487.00
Fund 404 CAPITAL/ONE-T	8,562.11
Fund 592 Water & Sewer	33,861.15
Total For All Funds:	<u>145,751.62</u>

INTERIM PAYMENTS
Board Meeting: 03/09/26

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
2/19/2026	108235	\$ 7,969.71	DELTA DENTAL PLAN OF MICHIGAN INC	Dental Insurance - Jan, Feb & March
2/23/2026	108236	\$ 10,715.83	CARDMEMBER SERVICE	Credit Card Charges - January
2/23/2026	108239	\$ 18,840.35	21ST MORTGAGE CORPORATION	Payoff for the Hinzman Knollwood Property
2/23/2026	108240	\$ 51,402.00	FEDERAL NATIONAL MORTGAGE ASS'N	Estimated Land Value for Eminent Domain
2/24/2026	108244	\$ 42,936.04	PRIORITY HEALTH	Health Insurance - March
2/24/2026	108245	\$ 707.00	KNOLLWOOD ESTATES	Site Rent @ 4430 Knollwood Dr - Lot 61
2/26/2026	EFT	\$ 97,041.24	EMPLOYEES	Bi-Weekly Payroll
2/26/2026	EFT	\$ 26,951.23	FEDERAL GOV'T	Payroll IRS Tax Payment
3/2/2026	108246	\$ 793.79	MUTUAL OF OMAHA INSURANCE COMPANY	Disability Insurance - March
3/2/2026	108247	\$ 618.09	VISION SERVICE PLAN	Health Insurance - March
3/3/2026	108248	\$ 159.18	UNUM LIFE INSURANCE COMPANY	Life Insurance - March
3/5/2026	EFT	\$ 359,527.89	MICHIGAN FINANCE AUTHORITY STATE REVOLVING FUND	W/S BOND INTEREST PAYMENT
		\$ 617,662.35		



Allendale Charter Township

Wastewater Cost of Service Study

December 8, 2025



Submitted Respectfully by:

Dawn Lund, Vice President
Utility Financial Solutions, LLC
dlund@ufsweb.com
(231) 218-9664



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Summary of Financial Position	7
Projected Rate Track	7
Cost of Service Results	8
Wastewater Operation Findings	10
Proposed Rate Design and Impacts	i



December 8, 2025

Mr. Chad Doornbos
Superintendent of Public Utilities
Allendale Charter Township
6676 Lake Michigan Drive
Allendale, MI 49401

Dear Mr. Doornbos,

We are pleased to present this executive summary report for a cost of service, financial projection and rate design study completed for the Allendale Charter Township Wastewater Department. This report was prepared to provide the utility with a comprehensive examination of its existing financials by an outside party.

The specific purposes of this long-term financial projection and rate study are:

- 1) Determine the water utility's revenue requirements for 2026
- 2) Project rate adjustments needed to meet targeted revenue requirements
- 3) Determine the cost to serve retail customers
- 4) Develop retail rates

This report includes results of the cost of service, financial projection, and identifies future rate adjustments for the wastewater operation. Specific findings included in this report are:

- 1) Rate adjustments that are based on the utility's ability to work toward three factors listed below:
 - Debt Coverage Ratio
 - Minimum Cash Reserves
 - Optimal Operating Income
- 2) Rate adjustments are designed to work toward cost of service results.
 - A comparison of current and proposed rates and the impact to rate payers if new rate design is proposed

This report is intended for information and use by management and the Board of Directors for the purpose stated above and is not intended to be used by anyone except the specified parties.

Sincerely,

Dawn Lund

Utility Financial Solutions, LLC
Dawn Lund, Vice-President

UTILITY REVENUE REQUIREMENTS FOR 2026-2030

To determine revenue requirements, the revenues and expenses for Fiscal Year 2024, and Budget 2026 were analyzed, with adjustments made to reflect projected operating characteristics. The table below summarizes the significant assumptions used in the projection. **The projected financial statements are for cost of service purposes only.**

	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Inflation Rate	2.90%	2.90%	2.90%	2.90%	2.90%
Growth	0.0%	0.0%	0.0%	0.0%	0.0%
Investment Income	2.0%	1.5%	1.5%	1.5%	1.5%

Table 2 is the projected financial statement for the wastewater operation from 2026-2030 without any rate changes; with 2026 being the test year. Adjusted operating income is projected at \$2.15 million in 2026 and declines to \$1.85 million in 2030. The cash balance is projected at \$2.5 million in 2026 and \$4.1 million in 2030 with the current capital improvement program. The debt coverage ratio does not meet the targeted minimums for financial planning purposes starting in 2027.

Table 2 – Financial Projection Summary (Without Rate Adjustments)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Debt Coverage Ratio
2026	0.0%	\$ 4,700,990	\$ 2,917,295	\$ 2,146,942	\$ 2,456,072	\$ 7,300,000	\$ -	1.65
2027	0.0%	4,700,990	3,041,524	2,022,713	2,922,889	340,000	-	1.36
2028	0.0%	4,700,990	3,096,639	1,967,597	3,445,228	250,000	-	1.35
2029	0.0%	4,700,990	3,152,283	1,911,954	3,927,923	250,000	-	1.33
2030	0.0%	4,700,990	3,211,894	1,852,343	4,109,496	500,000	-	1.31
Targeted in 2026				\$ 1,924,565				
Targeted in 2030				\$ 1,932,672				
Minimum Target 2026					\$ 2,643,235	1.25/1.45		
Minimum Target 2030					\$ 2,676,663	1.25/1.45		

PROJECTED CASH FLOW

Table 3 is the projected cash flow for 2026-2030, including projections of capital improvements as provided by the Utility. Changes in the capital improvement plan can greatly affect the cash balance and minimum cash reserve target. Cash balances increase throughout the projection period with the current capital improvement program, because it is lower than the depreciation. The utility should hold approximately a minimum of \$2.7 million in cash reserves.

Table 3 – Projected Cash Flows (Without Rate Adjustments)

	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Projected Cash Flows					
Add Net Income	\$ 1,444,011	\$ 767,389	\$ 747,012	\$ 727,367	\$ 703,745
Add Back Depreciation Expense	1,268,028	1,344,428	1,350,328	1,355,328	1,362,828
Subtract Debt Principal	1,272,500	1,305,000	1,325,000	1,350,000	1,385,000
Add Bond Sale Proceeds	-	-	-	-	-
Cash Available from Operations	\$ 1,439,538	\$ 806,816	\$ 772,340	\$ 732,695	\$ 681,573
Estimated Annual Capital Additions	7,300,000	340,000	250,000	250,000	500,000
Net Cash From Operations	\$ (5,860,462)	\$ 466,816	\$ 522,340	\$ 482,695	\$ 181,573
Beginning Cash Balance	8,316,534	2,456,072	2,922,889	3,445,228	3,927,923
Ending Cash Balance	\$ 2,456,072	\$ 2,922,889	\$ 3,445,228	\$ 3,927,923	\$ 4,109,496
Total Cash Available	\$ 2,456,072	\$ 2,922,889	\$ 3,445,228	\$ 3,927,923	\$ 4,109,496
Targeted Minimum	\$ 2,643,235	\$ 2,648,649	\$ 2,655,621	\$ 2,667,476	\$ 2,676,663

DEVELOPMENT OF FINANCIAL TARGETS

When evaluating rates to charge customers, three factors must be considered:

1. Debt Coverage Ratio
2. Minimum Cash Reserves
3. Optimal Net Income

Each of these factors is discussed below:

Debt Coverage Ratio - Revenue bond requirements for debt coverage ratio are typically 1.25. The minimum targeted debt coverage ratio for prudent financial planning purposes is 1.45 for revenue bonds. Maintaining a 1.45 debt coverage ratio is good business practice and would help to achieve the following:

- Helps to ensure adequate funds are available to meet debt service payments in years when sales are low due to cold or wet summers or loss of a major customer(s).
- Obtain higher bond rating, if revenue bonds are sold in the future, to lower interest cost.

Table 4 is the projected debt coverage ratios. Projected debt coverage ratios do not meet minimum targets starting in 2027.

Table 4 - Current Debt Coverage Ratio (Without Rate Adjustments)

Debt Coverage Ratio	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Add Net Income	\$ 1,444,011	\$ 767,389	\$ 747,012	\$ 727,367	\$ 703,745
Add Depreciation Expense	1,268,028	1,344,428	1,350,328	1,355,328	1,362,828
Add Interest Expense	956,015	928,919	901,182	873,019	844,269
Cash Available for Debt Service	\$ 3,668,053	\$ 3,040,735	\$ 2,998,521	\$ 2,955,713	\$ 2,910,842
Debt Principal and Interest	\$ 2,228,515	\$ 2,233,919	\$ 2,226,182	\$ 2,223,019	\$ 2,229,269
Projected Debt Coverage Ratio (Covenants)	1.65	1.36	1.35	1.33	1.31
Minimum Debt Coverage Ratio	1.45	1.45	1.45	1.45	1.45

Debt Coverage Ratios do not meet the minimum targets starting in 2027.

Minimum Cash Reserve Target – Table 5 is the minimum level of cash reserves required to help ensure timely replacement of assets and to provide financial stability of the wastewater utility. The methodology used to establish this minimum is based on certain assumptions related to a percentage of operating expense, historical investment, capital improvements, and debt service to be kept in cash reserves. Minimum cash reserve attempts to quantify the minimum amount of cash the utility should keep in reserve and is considered at critical levels if cash approaches this minimum.

Actual cash reserves may vary substantially above the minimum and is dependent on the life cycle of assets that are currently in service. If a minimum cash reserve policy is established, and the utility’s cash balance falls below the established amount, it should require the Board to take action to rebuild cash. The typical action includes a rate increase or the consideration of a bond issuance. Based on these assumptions, the utility should maintain a minimum of \$2.7 million in cash reserves.

Table 5 – Minimum Cash Reserves

	Percent Allocated	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Operation & Maintenance Less Depreciation Expense	12.3%	\$ 202,860	\$ 208,743	\$ 214,796	\$ 221,025	\$ 227,435
Historical Rate Base	1%	977,816	981,216	983,716	986,216	991,216
Current Portion of Debt Service Reserve	50%	1,116,959	1,113,091	1,111,509	1,114,635	1,112,413
Five Year Capital Improvements - Net of bond proceeds	20%	345,600	345,600	345,600	345,600	345,600
Targeted Minimum Cash Reserve Levels		\$ 2,643,235	\$ 2,648,649	\$ 2,655,621	\$ 2,667,476	\$ 2,676,663
Projected Cash Reserves		\$ 2,456,072	\$ 2,922,889	\$ 3,445,228	\$ 3,927,923	\$ 4,109,496

Notes:

1. Rate base is historical investment in plant and equipment
2. Five-year capital includes budgeted capital improvements for the next five years and excludes capital improvements funded through debt issuances

Optimal operating income targets - The optimal target for setting rates is the establishment of a target operating income to help ensure the following:

- 1) Funding of Interest Expense on the outstanding principal on debt. Interest expense is below the operating income line and needs to be recouped through the operating income balance.
- 2) Funding of the inflationary increase on the assets invested in the system. The inflation on the replacement of assets invested in the utility should be recouped through the Operating Income
- 3) Adequate rate of return on investment to help ensure current customers are paying their fair share of the use of the infrastructure and not deferring the charge to future generations.

As improvements are made to the system, the optimal operating income target will increase unless annual depreciation expense is greater than yearly capital improvements. The target established is about \$1.9 million over the projection period and equates to approximately a 2.5% rate of return.

Table 6 - Optimal Operating Income Targets Compared to Projected

	Percent Allocated	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Outstanding Principal on Debt	2.0%	956,015	928,919	901,182	873,019	844,269
Contributed Capital Estimated	2.0%	244,844	248,818	252,973	257,265	261,506
System Equity	3.9%	723,705	747,390	768,947	792,040	826,897
Target Operating Income		\$ 1,924,565	\$ 1,925,127	\$ 1,923,102	\$ 1,922,324	\$ 1,932,672
Projected Adjusted Operating Income		\$ 2,146,942	\$ 2,022,713	\$ 1,967,597	\$ 1,911,954	\$ 1,852,343
Rate of Return in %		2.4%	2.4%	2.5%	2.5%	2.5%

Projected Operating Income does not meet minimum targets starting in 2029.

REVENUE FORECAST

Sales were projected and adjusted for known or anticipated changes in customer usage and a growth for the projection period. Table 7 and 8 below projects the billed units and number of customers in 2026.

TABLE 7 – PROJECTED BILLED UNITS

Meter Size	Projected 2026
All Usage	395,167
Total	395,167

TABLE 8 – PROJECTED NUMBER OF CUSTOMERS

Meter Size	Projected 2026
5/8"	1,071
3/4"	1,501
1"	311
1.5"	198
2"	95
3"	18
4"	8
6"	5
8"	1
Total	3,208

SUMMARY OF FINANCIAL POSITION

PROJECTED RATE TRACK

Increasing rates requires balancing the financial health of the utility with the financial impact on customers and cost of service results. Table 9 below shows proposed increases of 1.5% in 2029-2030 to help maintain a financially healthy utility. The rate track should be reviewed annually to ensure it is sufficient as changes in revenues, expenses and capital can impact the rate track.

Table 9 – Financial Projection Summary (With Proposed Rate Adjustments)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Bond Principal Forgiveness	Debt Coverage Ratio
2026	0.0%	\$ 4,700,990	\$ 2,917,295	\$ 2,146,942	\$ 2,456,072	\$ 7,300,000	\$ -		1.65
2027	1.5%	4,763,050	3,041,524	2,084,773	2,984,948	340,000	-		1.39
2028	1.5%	4,826,040	3,096,639	2,092,648	3,633,269	250,000	-		1.40
2029	1.5%	4,889,976	3,152,283	2,100,940	4,307,770	250,000	-		1.42
2030	1.5%	4,954,870	3,211,894	2,106,223	4,748,921	500,000	-		1.42
Targeted in 2026				\$ 1,924,565					
Targeted in 2030				\$ 1,932,672					
Minimum Target 2026					\$ 2,643,235	1.25/1.45			
Minimum Target 2030					\$ 2,676,663	1.25/1.45			

Adjusted Operating Income and Cash Balances meet targeted levels throughout the projection period.

COST OF SERVICE RESULTS

The purpose of a cost of service study is to allocate costs between flow (Commodity Costs) and customer service costs (Customer Costs). The cost of service study was based on recognized procedures from the American Public Works Association.

Commodity Costs are costs that tend to vary with the quantity of wastewater treated, as well as costs associated with the collection system.

Customer Costs are costs associated with serving customers regardless of their usage or demand characteristics. Customer costs include the operation and maintenance expenses related to meters and services, meter reading costs, billing and collection costs. The customer costs were allocated based on the relative size of water meters and services and the number of customers.

Table 10 compares Utility’s current monthly customer charge and current commodity rate with results of the cost of service analysis. The table shows that future rate increases should be placed on the fixed monthly customer charge and balance increases with the commodity rate, while monitoring impacts to customers.

Table 10 – Comparison of Current Charges with Cost of Service Charges

Meter Size	Current Charges (Quarterly)	Cost of Service Quarterly Charges
5/8"	\$ 62.50	\$ 49.26
3/4"	\$ 86.50	\$ 73.89
1"	\$ 146.00	\$ 123.16
1.5"	\$ 264.00	\$ 246.31
2"	\$ 346.00	\$ 394.10
3"	\$ 620.00	\$ 738.94
4"	\$ 1,009.00	\$ 1,231.56
6"	\$ 1,728.00	\$ 2,463.12
8"	\$ 1,873.00	\$ 3,940.99

Meter size	Current Average Cost 1000 Gallons	Cost of Service Average Cost 1000 Gallons
All	\$ 6.800	\$ 6.564

SIGNIFICANT ASSUMPTIONS

This section outlines the procedures used to develop the cost of service and rate design for the Wastewater Utility and the related significant assumptions.

Forecasted Operating Expenses

Forecasted expenses were based on 2024 actual, and Budget 2026 and adjusted for inflation.

Inflation

Inflation was assumed at 2.9% in 2026-2030.

Interest Income

Interest income was forecasted based on projected cash balances and an interest rate of 2.0% in 2026 and 1.5% 2027-2030.

Capital Improvements

The capital improvement projections were provided by the Utility. Projections for 2026-2030 are listed below:

Year	Projected Capital Improvement
2026	\$ 7,300,000
2027	340,000
2028	250,000
2029	250,000
2030	500,000

WASTEWATER OPERATION FINDINGS

1. Increasing rates requires balancing the financial health of the utility with the financial impact on customers and cost of service results. Projections include proposed 1.5% rate increases in 2027-2030 to help the utility maintain financial targets. The rate track should be reviewed annually as changes in revenues, expenses and capital can affect the rate track and bonding requirements.

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Projected Cash Balances	Capital Improvements	Bond Issues	Bond Principal Forgiveness	Debt Coverage Ratio
2026	0.0%	\$ 4,700,990	\$ 2,917,295	\$ 2,146,942	\$ 2,456,072	\$ 7,300,000	\$ -		1.65
2027	1.5%	4,763,050	3,041,524	2,004,773	2,984,948	340,000	-		1.39
2028	1.5%	4,826,040	3,096,639	2,092,648	3,633,269	250,000	-		1.40
2029	1.5%	4,889,976	3,152,203	2,100,940	4,307,770	250,000	-		1.42
2030	1.5%	4,954,870	3,211,894	2,106,223	4,748,921	500,000	-		1.42
Targeted in 2026				\$ 1,924,565					
Targeted in 2030				\$ 1,932,672					
Minimum Target 2026					\$ 2,643,235				1.25/1.45
Minimum Target 2030					\$ 2,676,663				1.25/1.45

2. The financial projection revenue, expenses and cash flow should be updated annually with the budget process to determine if the rate track is on target. Any changes in revenues, expenses and capital improvements can greatly affect the rate track and bonding requirements.

Proposed Rate Design and Impacts

Allendale Charter Township			
Forecasted 2027 with 1.5% Proposed Rate Increase			
Wastewater Department			
		Total Current Customer Charge	Total Proposed Customer Charge
	Meter Size		
	5/8"	\$ 62.50	\$ 63.50
	3/4"	86.50	87.50
	1"	146.00	148.50
	1.5"	264.00	268.00
	2"	346.00	352.00
	3"	620.00	630.00
	4"	1,009.00	1,025.00
	6"	1,728.00	1,750.00
	8"	1,873.00	1,900.00
	Sewer Only	115.18	117.00
	Sewer Only	102.38	104.00
	Commodity Rate	6.80	\$ 6.90
	Overall Revenue Increase		1.5%

5/8"	Current Rates	Proposed Rates		
Customer Service Charge	\$ 62.50	\$ 63.50		
Commodity Rate (/1000 Gallons)	6.80	6.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 164.50	\$ 167.03	\$ 2.53	1.54%
18	184.90	187.74	2.84	1.53%
24	225.70	229.15	3.45	1.53%
30	266.50	270.56	4.06	1.52%
36	307.30	311.97	4.67	1.52%

Proposed Rate Design and Impacts

Allendale Charter Township			
Forecasted 2028 with 1.5% Proposed Rate Increase			
Wastewater Department			
		Total Current Customer Charge	Total Proposed Customer Charge
	Meter Size		
	5/8"	\$ 63.50	\$ 65.00
	3/4"	87.50	89.00
	1"	148.50	151.00
	1.5"	268.00	272.00
	2"	352.00	358.00
	3"	630.00	640.00
	4"	1,025.00	1,040.00
	6"	1,750.00	1,777.00
	8"	1,900.00	1,930.00
	Sewer Only	117.00	119.00
	Sewer Only	104.00	106.00
	Commodity Rate	6.90	\$ 7.00
	Overall Revenue Increase		1.5%

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 63.50	\$ 65.00		
Commodity Rate (/1000 Gallons)	6.90	7.00		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 167.03	\$ 170.00	\$ 2.97	1.78%
18	187.74	191.00	3.26	1.74%
24	229.15	233.00	3.85	1.68%
30	270.56	275.00	4.44	1.64%
36	311.97	317.00	5.03	1.61%

Proposed Rate Design and Impacts

Allendale Charter Township			
Forecasted 2029 with 1.5% Proposed Rate Increase			
Wastewater Department			
		Total Current Customer Charge	Total Proposed Customer Charge
	Meter Size		
	5/8"	\$ 65.00	\$ 66.00
	3/4"	89.00	90.50
	1"	151.00	153.50
	1.5"	272.00	276.00
	2"	358.00	364.00
	3"	640.00	650.00
	4"	1,040.00	1,056.00
	6"	1,777.00	1,805.00
	8"	1,930.00	1,960.00
	Sewer Only	119.00	121.00
	Sewer Only	106.00	108.00
	Commodity Rate	7.00	\$ 7.11

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 65.00	\$ 66.00		
Commodity Rate (/1000 Gallons)	7.00	7.11		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 170.00	\$ 172.58	\$ 2.57	1.51%
18	191.00	193.89	2.89	1.51%
24	233.00	236.52	3.52	1.51%
30	275.00	279.15	4.15	1.51%
36	317.00	321.78	4.78	1.51%

Proposed Rate Design and Impacts

Allendale Charter Township			
Forecasted 2030 with 1.5% Proposed Rate Increase			
Wastewater Department			
		Total Current Customer Charge	Total Proposed Customer Charge
	Meter Size		
	5/8"	\$ 66.00	\$ 67.00
	3/4"	90.50	92.00
	1"	153.50	156.00
	1.5"	276.00	280.00
	2"	364.00	370.00
	3"	650.00	660.00
	4"	1,056.00	1,072.00
	6"	1,805.00	1,833.00
	8"	1,960.00	1,990.00
	Sewer Only	121.00	123.00
	Sewer Only	108.00	110.00
	Commodity Rate	7.11	\$ 7.21
	Overall Revenue Increase		1.5%

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 66.00	\$ 67.00		
Commodity Rate (/1000 Gallons)	7.11	7.21		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 172.58	\$ 175.17	\$ 2.60	1.51%
18	193.89	196.81	2.92	1.51%
24	236.52	240.08	3.56	1.50%
30	279.15	283.35	4.20	1.50%
36	321.78	326.62	4.84	1.50%



Allendale Charter Township

Water Cost of Service Study

December 9, 2025



Submitted Respectfully by:

Dawn Lund, Vice President
Utility Financial Solutions, LLC
dlund@ufswest.com
(231) 218-9664



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December 9, 2025

Mr. Chad Doornbos
Superintendent of Public Utilities
Allendale Charter Township
6676 Lake Michigan Drive
Allendale, MI 49401

Dear Mr. Doornbos,

We are pleased to present this executive summary report for a cost of service, financial projection and rate design study completed for the Allendale Charter Township Water Department. This report was prepared to provide the utility with a comprehensive examination of its existing financials by an outside party.

The specific purposes of this long-term financial projection and rate study are:

- 1) Determine the water utility's revenue requirements for 2026
- 2) Project rate adjustments needed to meet targeted revenue requirements
- 3) Determine the cost to serve retail customers
- 4) Develop retail rates

This report includes results of the cost of service, financial projection, and identifies future rate adjustments for the water operation. Specific findings included in this report are:

- 1) Rate adjustments that are based on the utility's ability to work toward three factors listed below:
 - Debt Coverage Ratio
 - Minimum Cash Reserves
 - Optimal Operating Income
- 2) Rate adjustments are designed to work toward cost of service results.

This report is intended for information and use by management and the Board of Directors for purposes stated above and is not intended to be used by anyone except the specified parties.

Sincerely,

Dawn Lund

Utility Financial Solutions, LLC
Dawn Lund, Vice-President

UTILITY REVENUE REQUIREMENTS FOR 2026-2030

To determine revenue requirements, the revenues and expenses for Fiscal Year 2024 and Budget 2026 were analyzed, with adjustments made to reflect projected operating characteristics. The table below summarizes the significant assumptions used in the projection. *The projected financial statements are for cost of service purposes only.*

	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Growth	0.0%	0.0%	0.0%	0.0%	0.0%
Inflation	2.90%	2.90%	2.90%	2.90%	2.90%
Interest Income	2.0%	1.5%	1.5%	1.5%	1.5%
Water Rate Increase	-6.94%	2.86%	2.86%	2.86%	2.86%

Table 2 is the projected financial statement for the water operation from 2026-2030 without any rate changes; with 2026 being the test year. Adjusted operating income is projected at \$667,484 in 2026 and \$236,655 in 2030. The cash balance is projected at \$1.6 million in 2026 and \$3.0 million in 2030 with the current capital improvement program. The current debt drops off in 2027.

Table 2 – Financial Projection Summary (Without Rate Adjustments)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2026	0.0%	\$ 3,679,211	\$ 3,276,755	\$667,484	\$ 1,582,838	\$ 5,100,000	\$ -	6.50
2027	0.0%	3,679,211	3,436,124	508,115	2,010,042	470,000	-	7.04
2028	0.0%	3,679,211	3,520,682	423,557	2,965,049	20,000	-	n/a
2029	0.0%	3,679,211	3,600,642	343,597	3,855,028	20,000	-	n/a
2030	0.0%	3,679,211	3,707,583	236,655	3,046,718	1,650,000	-	n/a
Targeted 2026				\$876,060	\$ 2,693,330			1.45
Targeted 2030				\$861,952	\$ 3,137,396			1.45

Projected Operating Income does not meet the minimum targets throughout the projection period.

PROJECTED CASH FLOW

Table 3 is the projected cash flow for 2026-2030, including projections of capital improvements as provided by the Utility. Changes in the capital improvement plan can greatly affect the cash balance and minimum cash reserve target. The cash balance for 2026 is projected at \$1.6 million and \$3.0 million in 2030.

Table 3 - Projected Cash Flows (Without Rate Adjustments)

Projected Cash Flows	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Add Net Income	\$ 924,638	\$ 287,537	\$ 210,949	\$ 145,314	\$ 51,722
Add Back Depreciation Expense	672,240	756,634	764,058	764,664	789,968
Subtract Debt Principal	240,000	146,968	-	-	-
Add Bond Sale Proceeds	-	-	-	-	-
Cash Available from Operations	\$ 1,356,878	\$ 897,204	\$ 975,008	\$ 909,979	\$ 841,690
Estimated Annual Capital Additions	5,100,000	470,000	20,000	20,000	1,650,000
Net Cash From Operations	\$ (3,743,122)	\$ 427,204	\$ 955,008	\$ 889,979	\$ (808,310)
Beginning Cash Balance	5,325,960	1,582,838	2,010,042	2,965,049	3,855,028
Ending Cash Balance	\$ 1,582,838	\$ 2,010,042	\$ 2,965,049	\$ 3,855,028	\$ 3,046,718
Total Cash Available	1,582,838	2,010,042	2,965,049	3,855,028	3,046,718
Targeted Minimum	2,693,330	2,722,885	2,742,304	3,067,766	3,137,396

DEVELOPMENT OF FINANCIAL TARGETS

When evaluating rates to charge customers, three factors must be considered:

1. Debt Coverage Ratio
2. Minimum Cash Reserves
3. Optimal Net Income

Each of these factors is discussed below:

Debt Coverage Ratio – Revenue bond requirements for debt coverage ratio are typically 1.25. The minimum targeted debt coverage ratio for prudent financial planning purposes is 1.45 for revenue bonds. Maintaining a 1.45 debt coverage ratio is good business practice and would help to achieve the following:

- Helps to ensure adequate funds are available to meet debt service payments in years when sales are low due to cold or wet summers or loss of a major customer(s).
- Obtain higher bond rating, if revenue bonds are sold in the future, to lower interest cost.

Table 4 is the projected debt coverage ratios. The current debt drops off in 2027

Table 4 – Projected Debt Coverage Ratios (Without Rate Adjustments)

Debt Coverage Ratio	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Add Net Income	\$ 924,638	\$ 287,537	\$ 210,949	\$ 145,314	\$ 51,722
Add Depreciation Expense	672,240	756,634	764,058	764,664	789,968
Add Interest Expense	6,607	1,562	-	-	-
Cash Available for Debt Service	\$ 1,603,485	\$ 1,045,733	\$ 975,008	\$ 909,979	\$ 841,690
Debt Principal and Interest	\$ 246,607	\$ 148,530	\$ -	\$ -	\$ -
Projected Debt Coverage Ratio (Covenants)	6.50	7.04	n/a	n/a	n/a
Minimum Debt Coverage Ratio	1.45	1.45	1.45	1.45	1.45

The current debt drops off in 2027.

Minimum Cash Reserve - Table 5 is the minimum level of cash reserves required to help ensure timely replacement of assets and to provide financial stability of the water utility. The methodology used to establish this minimum is based on certain assumptions related to a percentage of operating expense, historical investment, capital improvements, and debt service to be kept in cash reserves. Minimum cash reserve attempts to quantify the minimum amount of cash the utility should keep in reserve and is considered at critical levels if cash approaches this minimum.

Actual cash reserves may vary substantially above the minimum and is dependent on the life cycle of assets that are currently in service. If a minimum cash reserve policy is established, and the utility’s cash balance falls below the established amount, it should require the Board to take action to rebuild cash. The typical action includes a rate increase or the consideration of a bond issuance. Based on these assumptions, the utility should maintain a minimum of approximately \$3.0 million in cash reserves.

Table 5 – Minimum Cash Reserves

	Percent Allocated	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Operation & Maintenance Less Depreciation Expense	24.7%	\$ 642,209	\$ 660,696	\$ 679,715	\$ 699,282	\$ 719,412
Historical Rate Base	1.5%	450,592	610,189	610,589	916,484	965,984
Current Portion of Debt Service Reserve	100%	148,530	-	-	-	-
Five Year Capital Improvements - Net of bond proceeds	20%	1,452,000	1,452,000	1,452,000	1,452,000	1,452,000
Targeted Minimum Cash Reserve		\$ 2,693,330	\$ 2,722,885	\$ 2,742,304	\$ 3,067,766	\$ 3,137,396
Projected Cash Reserves		\$ 1,582,838	\$ 2,010,042	\$ 2,965,049	\$ 3,855,028	\$ 3,046,718

Operating income targets - The optimal target for setting rates is the establishment of a target operating income to help ensure the following:

- 1) Funding of Interest Expense on the outstanding principal on debt. Interest expense is below the operating income line and needs to be recouped through the operating income balance.
- 2) Funding of the inflationary increase on the assets invested in the system. The inflation on the replacement of assets invested in the utility should be recouped through the Operating Income
- 3) Adequate rate of return on investment to help ensure current customers are paying their fair share of the use of the infrastructure and not deferring the charge to future generations.

As improvements are made to the system, the optimal operating income target will increase unless annual depreciation expense is greater than yearly capital improvements. The target established is about \$850,000 over the projection period and equates to approximately a 4.4% rate of return.

Table 6 - Optimal Operating Income Targets Compared to Projected

	Percent Allocated	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Effective Interest Expense	0.2%	\$ 6,607	\$ 1,562	\$ -	\$ -	\$ -
Contributed Capital Estimated	5.9%	553,377	537,863	522,349	506,835	491,321
Inflationary Increase on Assets	4.8%	316,076	331,840	320,476	308,133	370,631
Target Operating Income		\$ 876,060	\$ 871,265	\$ 842,825	\$ 814,968	\$ 861,952
Projected Adjusted Operating Income		\$ 667,484	\$ 508,115	\$ 423,557	\$ 343,597	\$ 236,655
Rate of Return in %		4.4%	4.4%	4.4%	4.4%	4.5%

Operating income does not meet the targeted minimums throughout the projection period.

REVENUE FORECAST:

Sales were projected and adjusted for known or anticipated changes in customer usage and a growth for the projection period. Table 7 and 8 below projects the billed units and number of customers in 2026.

TABLE 7 – PROJECTED BILLED UNITS

Meter Size	Units Projected 2026
Total Usage	658,090

TABLE 8 – PROJECTED NUMBER OF CUSTOMERS

Customer Class	Projected 2026
5/8	1,273
3/4	1,771
1	379
1.5	264
2	121
3	22
4	9
6	6
8	1
Total	3,846

SUMMARY OF FINANCIAL POSITION

PROJECTED RATE TRACK

Increasing rates requires balancing the financial health of the utility with the financial impact on customers and cost of service results. Table 9 below shows proposed annual inflationary rate increases of 2.9% for 2026-2030 to help the utility remain financially healthy and meet or work toward financial targets. The rate track should be reviewed annually to ensure it is sufficient as changes in revenues, expenses and capital can impact the rate track.

Table 9 – Financial Projection Summary (With Proposed Rate Adjustments)

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2026	2.9%	\$ 3,775,680	\$ 3,276,755	\$763,953	\$ 1,679,307	\$ 5,100,000	\$ -	6.89
2027	2.9%	3,874,947	3,436,124	703,850	2,303,693	470,000	-	8.37
2028	2.9%	3,977,092	3,520,682	721,438	3,560,986	20,000	-	n/a
2029	2.9%	4,082,199	3,600,642	746,585	4,862,892	20,000	-	n/a
2030	2.9%	4,190,355	3,707,583	747,799	4,580,843	1,650,000	-	n/a
Targeted 2026				\$876,060	\$ 2,693,330			1.45
Targeted 2030				\$861,952	\$ 3,137,396			1.45

Adjusted Operating Income stabilizes and move towards meeting targeted levels.

COST OF SERVICE RESULTS

The purpose of a cost of service study is to allocate costs between flow (Commodity Costs) and customer service costs (Customer Costs). The cost of service study was based on recognized procedures from the American Water Works Association.

Commodity Costs are costs that tend to vary with the quantity of water used, as well as costs associated with purchasing, pumping and distributing water to customers. Commodity costs include water purchase/treatment costs plus pumping stations and transmission lines.

Customer Costs are costs associated with serving customers regardless of their usage or demand characteristics. Customer costs include the operation and maintenance expenses related to meters and services, meter reading costs, billing and collection costs. The customer costs were allocated on the basis of the relative cost of meters and services and the number of customers.

Table 10 compares the Utility’s current customer and commodity charges with the results of the cost of service analysis. The table shows that future rate increases should be placed on the fixed monthly customer charge and balance increases with the commodity rate, while monitoring impacts to customers.

Table 10 – Comparison of Current Charges with Cost of Service Charges

Meter Size	Current Total Quarterly Charges	Cost of Service Quarterly Meter Charges
5/8"	\$ 27.00	\$ 45.20
3/4"	\$ 38.00	\$ 63.48
1"	\$ 61.00	\$ 100.05
1.5"	\$ 125.00	\$ 191.49
2"	\$ 169.00	\$ 301.21
3"	\$ 268.00	\$ 557.22
4"	\$ 411.00	\$ 922.95
6"	\$ 525.00	\$ 1,837.28
8"	\$ 654.00	\$ 2,934.47

Meter size	Current Rate per 1000 Gallons	Cost of Service Average Cost per 1000 Gallons
All Usage	\$ 3.8900	\$ 3.3582

SIGNIFICANT ASSUMPTIONS

This section outlines the procedures used to develop the cost of service study and rate design for the Water Utility the related significant assumptions.

Forecasted Operating Expenses

Forecasted expenses were based on 2024 actual and Budget 2026 and adjusted for inflation.

Inflation

Inflation was assumed at 2.9% in 2026-2030.

Interest Income

Interest income was forecasted based on projected cash balances and an interest rate of 2.0% in 2026 and 1.5% in 2027-2030.

Capital Improvements

The capital improvement projections were provided by the Utility. Projections for 2026-2030 are listed below:

Fiscal Year	Projected Capital Improvement
2026	5,100,000
2027	470,000
2028	20,000
2029	20,000
2030	1,650,000

WATER OPERATION FINDINGS

1. Increasing rates requires balancing the financial health of the utility with the financial impact on customers and cost of service results. Proposed annual inflationary rate increases of 2.9% for 2026-2030 will help the utility work toward financial targets. The rate track should be reviewed with the budget process to ensure it is sufficient as changes in revenues, expenses and capital can affect the rate track.

Fiscal Year	Projected Rate Adjustments	Projected Revenues	Projected Expenses	Adjusted Operating Income	Operating Cash Balance	Capital Improvements	Bond Issues	Debt Coverage Ratio
2026	2.9%	\$ 3,775,680	\$ 3,276,755	\$763,953	\$ 1,679,307	\$ 5,100,000	\$ -	6.89
2027	2.9%	3,874,947	3,436,124	703,850	2,303,693	470,000	-	8.37
2028	2.9%	3,977,092	3,520,682	721,438	3,560,986	20,000	-	n/a
2029	2.9%	4,082,199	3,600,642	746,585	4,862,892	20,000	-	n/a
2030	2.9%	4,190,355	3,707,583	747,799	4,580,843	1,650,000	-	n/a
Targeted 2026				\$876,060	\$ 2,693,330			1.45
Targeted 2030				\$861,952	\$ 3,137,396			1.45

2. The financial projection revenue, expenses and cash flow should be updated annually with the budget process to determine if rate track is on target. Any changes in revenues, expenses and capital improvements can greatly affect the rate track and bonding requirements.

Proposed Rate Design and Impacts

2.9% Rate Design and Impacts 2026

Allendale Charter Township			
Water Department			
Forecasted 2026 with 2.9% Proposed Rate Increase			
<u>Summary Current vs Proposed Water Rates</u>			
		Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge
	Meter Size		
	5/8"	\$ 27.00	\$ 29.75
	3/4"	38.00	41.75
	1"	61.00	67.00
	1.5"	125.00	137.50
	2"	169.00	186.00
	3"	268.00	295.00
	4"	411.00	452.00
	6"	525.00	577.50
	8"	654.00	718.50
	Commodity Rate	\$ 3.89	\$ 3.90
Overall Revenue Increase			2.5%

<u>5/8"</u>	Current Rates	Proposed Rates		
Customer Service Charge	\$ 27.00	\$ 29.75		
Commodity Rate /1000 Gallons	3.89	3.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 85.35	\$ 88.25	\$ 2.90	3.40%
18	97.02	99.95	2.93	3.02%
24	120.36	123.35	2.99	2.48%
30	143.70	146.75	3.05	2.12%
36	167.04	170.15	3.11	1.86%

Proposed Rate Design and Impacts

2.9% Rate Design and Impacts 2027

Allendale Charter Township			
Water Department			
Forecasted 2027 with 2.9% Proposed Rate Increase			
<u>Summary Current vs Proposed Water Rates</u>			
		Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge
	Meter Size		
	5/8"	\$ 29.75	\$ 32.75
	3/4"	41.75	46.00
	1"	67.00	73.75
	1.5"	137.50	151.25
	2"	186.00	204.50
	3"	295.00	324.50
	4"	452.00	497.50
	6"	577.50	635.25
	8"	718.50	790.50
	Commodity Rate	\$ 3.90	\$ 3.90
Overall Revenue Increase			2.5%

	Current Rates	Proposed Rates		
<u>5/8"</u>				
Customer Service Charge	\$ 29.75	\$ 32.75		
Commodity Rate /1000 Gallons	3.90	3.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 88.25	\$ 91.25	\$ 3.00	3.40%
18	99.95	102.95	3.00	3.00%
24	123.35	126.35	3.00	2.43%
30	146.75	149.75	3.00	2.04%
36	170.15	173.15	3.00	1.76%

Proposed Rate Design and Impacts

2.9% Rate Design and Impacts 2028

Allendale Charter Township			
Water Department			
Forecasted 2028 with 2.9% Proposed Rate Increase			
<u>Summary Current vs Proposed Water Rates</u>			
		Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge
Meter Size			
5/8"		\$ 32.75	\$ 36.00
3/4"		46.00	50.50
1"		73.75	81.00
1.5"		151.25	166.50
2"		204.50	225.00
3"		324.50	357.00
4"		497.50	547.25
6"		635.25	699.00
8"		790.50	870.00
Commodity Rate		\$ 3.90	\$ 3.90
Overall Revenue Increase			2.6%

	Current Rates	Proposed Rates		
<u>5/8"</u>				
Customer Service Charge	\$ 32.75	\$ 36.00		
Commodity Rate /1000 Gallons	3.90	3.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 91.25	\$ 94.50	\$ 3.25	3.56%
18	102.95	106.20	3.25	3.16%
24	126.35	129.60	3.25	2.57%
30	149.75	153.00	3.25	2.17%
36	173.15	176.40	3.25	1.88%

Proposed Rate Design and Impacts

2.9% Rate Design and Impacts 2029

Allendale Charter Township			
Water Department			
Forecasted 2028 with 2.9% Proposed Rate Increase			
<u>Summary Current vs Proposed Water Rates</u>			
		Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge
Meter Size			
5/8"		\$ 36.00	\$ 39.25
3/4"		50.50	55.00
1"		81.00	88.25
1.5"		166.50	181.50
2"		225.00	245.25
3"		357.00	389.00
4"		547.25	596.50
6"		699.00	762.00
8"		870.00	948.50
Commodity Rate		\$ 3.90	\$ 3.90
Overall Revenue Increase			2.5%

	Current Rates	Proposed Rates		
5/8"				
Customer Service Charge	\$ 36.00	\$ 39.25		
Commodity Rate /1000 Gallons	3.90	3.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 94.50	\$ 97.75	\$ 3.25	3.44%
18	106.20	109.45	3.25	3.06%
24	129.60	132.85	3.25	2.51%
30	153.00	156.25	3.25	2.12%
36	176.40	179.65	3.25	1.84%

Proposed Rate Design and Impacts

2.9% Rate Design and Impacts 2030

Allendale Charter Township			
Water Department			
Forecasted 2028 with 2.9% Proposed Rate Increase			
<u>Summary Current vs Proposed Water Rates</u>			
		Total Current Quarterly Customer Charge	Total Proposed Quarterly Customer Charge
Meter Size			
5/8"		\$ 39.25	\$ 42.50
3/4"		55.00	59.50
1"		88.25	96.00
1.5"		181.50	197.75
2"		245.25	267.00
3"		389.00	424.00
4"		596.50	650.00
6"		762.00	830.50
8"		948.50	1,034.00
Commodity Rate		\$ 3.90	\$ 3.90
Overall Revenue Increase			2.5%

	Current Rates	Proposed Rates		
<u>5/8"</u>				
Customer Service Charge	\$ 39.25	\$ 42.50		
Commodity Rate /1000 Gallons	3.90	3.90		
Quarterly Usage Level in 1000 Gallons	Current Rates	Proposed Rates	Dollar Impact	Percent Change
15	\$ 97.75	\$ 101.00	\$ 3.25	3.32%
18	109.45	112.70	3.25	2.97%
24	132.85	136.10	3.25	2.45%
30	156.25	159.50	3.25	2.08%
36	179.65	182.90	3.25	1.81%



OTTAWA COUNTY SHERIFF'S OFFICE

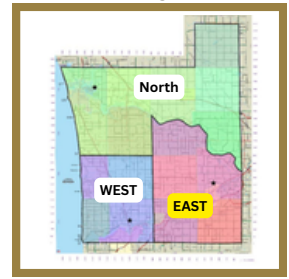
12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff

David Kok | Undersheriff

Allendale Charter Township * Blendon Township * City of Hudsonville * Georgetown Charter Township *
Jamestown Charter Township * Zeeland Charter Township

February 2026



February Around District 4

Overview

During February 2026, the Ottawa County Sheriff's Office responded to a total of 1,762 calls for service within the Eastern District of Ottawa County.

Traffic Activity

- Deputies responded to 255 traffic crashes across the district.
- A total of 781 traffic contacts were made throughout the month.

School Outreach

- School Resource Officers continued to maintain an active presence within their assigned districts.

Community Engagement

- A Church Safety Workshop will be held on Saturday, March 21, at Harvest Church in Spring Lake. This is a free event and you must be at least 18 years of age to attend.

Registration Link:

<https://app.miottawa.org/AdminEventReg/displayEvent.action?calEle=1&eventID=189>

Training

- The Critical Response Team, Dive Team, and Drone Team completed their monthly training sessions.
- OCSO uniform transition was completed by patrol staff.

Respectfully submitted,
Lieutenant Derek Gerencer
Ottawa County Sheriff's Office
Desk: 616-662-6019
Email: dgerencer@miottawa.org



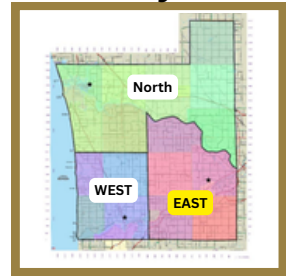
OTTAWA COUNTY SHERIFF'S OFFICE

12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff

David Kok | Undersheriff

February 2026



Allendale Charter Township * Blendon Township * City of Hudsonville * Georgetown Charter Township *
Jamestown Charter Township * Zeeland Charter Township

<u>Georgetown Township</u>	Jan. 26	Feb. 26
Calls	866	760
Enforcement	276	307
Crashes	155	113
Medicals	172	171

<u>City of Hudsonville</u>	Jan. 26	Feb.26
Calls	197	182
Enforcement	51	123
Crashes	36	22
Medicals	15	19

<u>Zeeland Township</u>	Jan. 26	Feb. 26
Calls	299	199
Enforcement	43	63
Crashes	73	26
Medicals	19	25

<u>Allendale Township</u>	Jan. 26	Feb. 26
Calls	416	410
Enforcement	78	224
Crashes	78	47
Medicals	45	50

<u>Blendon Township</u>	Jan. 26	Feb. 26
Calls	119	78
Enforcement	19	27
Crashes	34	22
Medicals	8	8

<u>Jamestown Township</u>	Jan. 26	Feb. 26
Calls	167	133
Enforcement	19	37
Crashes	34	25
Medicals	19	18

ALARM TYPE	MONTH	YEAR TO DATE	YEAR TO DATE	CHANGE
	February	2026	2025	2026/2025
MEDICAL EMERGENCIES	79	143	147	-4
Canceled Enroute	2	6	9	-3
Squad 172 Responses	49	77	79	-2
Asst. Amb.	6	11	32	-21
Lift Assist	7	12	2	10
VEHICLE ACCIDENTS WITH INJURIES	8	16	7	9
Cancelled Enroute	0	0	1	-1
PROPERTY DAMAGE ACCIDENTS	0	1	5	-4
Canceled Enroute	0	1	1	0
SMOKE/ODOR INVESTIGATION	6	16	10	6
Canceled Enroute	1	2	0	2
MEDICAL ALARM	2	3	1	2
Canceled Enroute	1	1	0	1
FIRE ALARM	9	22	22	0
Canceled Enroute	7	10	11	-1
SERVICE CALL / LOCK-IN/OUT	1	2	4	-2
MUTUAL AID/AUTOMATIC AID:				
AUTOMATIC AID GIVEN:	4	8	2	6
MUTUAL AID GIVEN:	1	5	6	-1
AUTOMATIC AID RECEIVED	0	0	8	-8
MUTUAL AID RECEIVED	0	0	4	-4
BUILDING FIRES	0	0	1	-1
GRASS, BRUSH, WOODS	0	0	0	0
TRASH, REFUSE, DUMPSTER	1	1	1	0
VEHICLE FIRES	0	1	1	0
CO ALARM	6	10	2	8
GAS LEAK / WIRE DOWN	7	16	8	8
NO DISPATCH	5	6	6	0
UNAUTHORIZED BURN	0	1	0	1
TOTALS	153	294	279	15
Property Loss: (\$)	\$0.00	\$4,700.00	\$19,836.00	-\$15,136.00
Property Saved (\$)	\$0	\$0	\$374,200	-\$374,200.00
Man Hours on Alarms	530	1,081	1,008	74
Training Man Hours	91	167.25	250.50	-83
Fire School / PPS / Meeting / EQ Checks / Fire Prev / Other	72.25	185.00	1,190.50	-1,005.50
Burning Permits Issued	61	82	47	35
Grand Valley Alarms	30	51	49	2
Off-Campus Student Housing	17	32	32	0
Stonebridge Senior Housing	0	0	4	-4
Green Acres	1	2	13	-11
Atrium of Allendale	18	25	14	11

AFD - Training and Activities

Report Filters

Activity/Training Start Date Time: is between '2/1/2026' and '2/28/2026'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
Activity/Training Event Type: Activity				
02/03/2026 16:00:00	02/03/2026 18:00:00	Tuesday	PART TIME SHIFT	1
02/06/2026 19:00:00	02/06/2026 20:30:00	Friday	EQUIPMENT CHECKS #2	4
02/07/2026 08:00:00	02/07/2026 16:00:00	Saturday	HAZMAT MONTHLY	3
02/08/2026 08:00:00	02/08/2026 16:00:00	Sunday	HAZMAT MONTHLY	3
02/10/2026 16:00:00	02/10/2026 18:00:00	Tuesday	CAR SEAT CHECKS	2
02/13/2026 18:00:00	02/13/2026 20:30:00	Friday	EQUIPMENT CHECKS #3	4
02/19/2026 16:30:00	02/19/2026 18:00:00	Thursday	PART TIME SHIFT	1
02/20/2026 18:00:00	02/20/2026 20:30:00	Friday	EQUIPMENT CHECKS #4	5
02/23/2026 18:30:00	02/23/2026 19:30:00	Monday	OFFICERS MEETING	8
02/24/2026 17:30:00	02/24/2026 20:30:00	Tuesday	PEER SUPPORT CLASS	1
02/27/2026 18:00:00	02/27/2026 20:00:00	Friday	EQUIPMENT CHECKS #5	4
02/01/2026 09:52:45	02/28/2026 09:52:46	Sunday	CAPTAIN PAY	1
02/01/2026 09:57:05	02/28/2026 09:57:05	Sunday	EMS COORDINATOR	1
02/01/2026 09:59:50	02/28/2026 09:59:51	Sunday	EMS REPORT AUDIT	1
02/01/2026 10:01:14	02/28/2026 10:01:15	Sunday	OFFICER PAY D.C.	1
02/01/2026 10:02:57	02/28/2026 10:02:58	Sunday	OFFICER PAY LT.	3
02/01/2026 10:05:32	02/28/2026 10:05:33	Sunday	SERGEANT PAY	6
Activity/Training Event Type: Training				
02/16/2026 18:45:00	02/15/2026 21:00:00	Monday	ADVANCING HOSE LINES	9
02/16/2026 18:45:00	02/16/2026 20:45:00	Monday	MEDICAL - PT ASSESSMENT	11
02/02/2026 18:30:00	02/02/2026 21:00:00	Monday	MEDICAL - PT ASSESSMENT	9
02/02/2026 18:30:00	02/02/2026 21:00:00	Monday	ADVANCING HOSE LINES	11

AFD - Training and Activities

Report Filters

Activity/Training Start Date Time: is between '2/1/2026' and '2/28/2026'

Activity/Training Start Date Time	Activity/Training End Date Time	Activity/Training Start Day Name	Activity/Training Event Name	Activity/Training Attendee Count
Activity/Training Event Type: Activity				
02/03/2026 16:00:00	02/03/2026 18:00:00	Tuesday	PART TIME SHIFT	1
02/06/2026 19:00:00	02/06/2026 20:30:00	Friday	EQUIPMENT CHECKS #2	4
02/07/2026 08:00:00	02/07/2026 16:00:00	Saturday	HAZMAT MONTHLY	3
02/08/2026 08:00:00	02/08/2026 16:00:00	Sunday	HAZMAT MONTHLY	3
02/10/2026 16:00:00	02/10/2026 18:00:00	Tuesday	CAR SEAT CHECKS	2
02/13/2026 18:00:00	02/13/2026 20:30:00	Friday	EQUIPMENT CHECKS #3	4
02/19/2026 16:30:00	02/19/2026 18:00:00	Thursday	PART TIME SHIFT	1
02/20/2026 18:00:00	02/20/2026 20:30:00	Friday	EQUIPMENT CHECKS #4	5
02/23/2026 18:30:00	02/23/2026 19:30:00	Monday	OFFICERS MEETING	8
02/24/2026 17:30:00	02/24/2026 20:30:00	Tuesday	PEER SUPPORT CLASS	1
02/27/2026 18:00:00	02/27/2026 20:00:00	Friday	EQUIPMENT CHECKS #5	4
02/01/2026 09:52:45	02/28/2026 09:52:46	Sunday	CAPTAIN PAY	1
02/01/2026 09:57:05	02/28/2026 09:57:05	Sunday	EMS COORDINATOR	1
02/01/2026 09:59:50	02/28/2026 09:59:51	Sunday	EMS REPORT AUDIT	1
02/01/2026 10:01:14	02/28/2026 10:01:15	Sunday	OFFICER PAY D.C.	1
02/01/2026 10:02:57	02/28/2026 10:02:58	Sunday	OFFICER PAY LT.	3
02/01/2026 10:05:32	02/28/2026 10:05:33	Sunday	SERGEANT PAY	6
Activity/Training Event Type: Training				
02/16/2026 18:45:00	02/15/2026 21:00:00	Monday	ADVANCING HOSE LINES	9
02/16/2026 18:45:00	02/16/2026 20:45:00	Monday	MEDICAL - PT ASSESSMENT	11
02/02/2026 18:30:00	02/02/2026 21:00:00	Monday	MEDICAL - PT ASSESSMENT	9
02/02/2026 18:30:00	02/02/2026 21:00:00	Monday	ADVANCING HOSE LINES	11

Resolution 2026-03

Sewer System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan, held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The following resolution was offered by

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan, Code of Ordinances Chapter 351, Part 3, Article VII as amended.

WHEREAS, the Code requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Code.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: April 1, 2026

1. Section 5 connection charges and fees:
 - a. Lateral charge: \$ 3,090.00
 - b. Connection fee based on Meter Size: See Appendix A
 - c. Sanitary Sewer Expansion District 2: \$1,869.00

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the average interest rate on the Bonds.

3. Section 7 other charges:

- a. Emergency call - \$100.00
- b. Skilled Laborer - \$75.00/hr.
- c. Laborer - \$50.00/hr.
- e. Construction Inspection Fee - \$85.00/hr.
- f. Commercial Construction Plan Review Fee: \$1,500.00 This fee is intended to cover the cost of construction plan review, and site inspection fees for water and sewer utilities.

4. Section 8 sewer charges and rates:

- a. Quarterly Sewer service charge
 - (i) For a 5/8" meter – See Appendix A
 - (ii) For a 3/4" meter – See Appendix A
 - (iii) For a 1" meter – See Appendix A
 - (iv) For a 1-1/2" meter - See Appendix A
 - (v) For a 2" meter - See Appendix A
 - (vi) For a 3" meter - See Appendix A
 - (vii) For a 4" meter - See Appendix A
 - (viii) For a 6" meter - See Appendix A
 - (ix) For a 8" meter - See Appendix A
- b. Commodity rate: See Appendix A for commodity Rate

5. Section 9 Penalty Charges

- a. Late Fee - 10%.
- b. Bank Denial Fee – Actual cost incurred

- 6. Sewer Usage Ordinance inspection fee - \$36.00.

- 7. Standard Construction Requirements Fee Schedule
 - a. Development Fee
 - (i) Sanitary Sewer Main.....\$7.00 per lineal ft
 - (ii) Force main.....\$4.50 per lineal ft
 - (iii) Pump Stations.....Actual billed cost of Township Engineer
 - (iv) Sidewalk, shared Use Paths, Pedestrian Bridge..\$4.00 per lineal ft
 - b. Oversizing Agreement.....\$4.75 per inch of pipe diameter

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on

Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the _____ pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk

Appendix A

Quarterly Charges, Commodity Rate, and Connection Fees for 2026

For SEWER

Meter Size	Ready to Serve Charge
5/8"	\$62.50
3/4"	\$86.50
1"	\$146.00
1-1/2"	\$264.00
2"	\$346.00
3"	\$620.00
4"	\$1,009.00
6"	\$1,728.00
8"	\$1,873.00

- (i) Residential - \$6.80 per one thousand (1,000) gallons of water metered with summer based on the average of two winter billing quarters,. A minimum sewer bill of 18,000 gallons will be applied if premises are not connected to public water system, charges based on 18,000 gallons of water use per quarter per dwelling unit.
- (ii) Non-residential - \$6.80per one thousand (1,000) gallons of water metered per quarter,. If Premises not connected to public water system, water utilization shall be determined with a well water meter.

Connection Fees

Meter Size	Connection Fee Sewer
3/4"	\$4,975
1"	\$4,975
1-1/2"	\$9,950
2"	\$15,920
3"	\$29,850

4"	\$49,750
6"	\$99,500
8"	\$159,200

Resolution 2026-04

Water System Rate Schedule

At a regular meeting of the Township Board of the Charter Township of Allendale, Ottawa County, Michigan held at the Township Hall located at 6676 Lake Michigan Drive, Allendale, Ottawa County, Michigan on _____.

Present: _____

Absent: _____

The following resolution was offered by

WHEREAS, the Charter Township of Allendale, Ottawa County, Michigan adopted Code of Ordinances Chapter 452, Article III, as amended.

WHEREAS, the Code requires the Township Board to fix just and reasonable rates and such other charges as may be deemed advisable for supplying services pursuant to the terms of the Code.

THE ALLENDALE CHARTER TOWNSHIP BOARD RESOLVES THAT:

Section 1. SCHEDULE OF RATES AND CHARGES

Effective: April 1, 2026

1. Section 5 connection charges and fees:
 - a. Lateral charge: \$2,731.00
 - b. Water meter fee, regular and sprinkling meters:
 - (i) 3/4" meter - \$ 720.00
 - (ii) 1" meter - \$ 569.00
 - (iii) 1-1/2" meter - \$ 1,981.00
 - (iv) 2" meter - \$ 2,221.00
 - (v) 3" meter - \$ 3021.00

- (vi) 4" meter - \$ 4,391.00
- (vii) 6" meter - \$8,261.00
- (viii) 8" meter - \$13,026.00
- (ix) Sprinkling Meter- Fee based on size of meter used

c. Connection fee per Meter Size: See Appendix A

d. Accessibility Charge: An accessibility charge will be applied to all watermain connections that do not require a meter (a fire protection line or fire line with hydrants etc.). The fee for this will be \$4,720.00

e. Commercial Construction Plan Review Fee: \$1,500.00 This fee is intended to cover the cost of construction plan review, and site inspection fees for water and sewer utilities.

2. Section 6 interest rate – The interest rate shall be Prime plus one percent (1%), however, the interest rate per annum for connections to all portions of the System constructed with the proceeds of the sale of bonds (the "Bonds") sold by or on behalf of the Township shall be the interest rate on the Bonds.

3. Section 7 other charges:

- a. Hydrant use for bulk water supply – commodity rate specified in 4(b)
- b. Construction project water – commodity rate specified in 4(b)
- c. Meter test charge - \$50.00
- d. Shut off notice hand delivered - \$50.00
- e. Shut off notice mailed - \$25.00
- f. Service call to turn on water after shut off - \$100.00
- f. Emergency call - \$100.00
- g. Skilled Laborer - \$75.00/hr.
- h. Laborer - \$50.00/hr.
- i. Construction Inspection Fee - \$85.00/hr

j. Initial cross connection inspection fee which applies to any non-single Residential Domestic meter - \$70.00

4. Section 8 water charges and rates:

a. Quarterly water charge service:

- (i) For a 5/8" meter – See Appendix A
- (ii) For a 3/4" meter – See Appendix A
- (iii) For a 1" meter – See Appendix A
- (iv) For a 1-1/2" meter – See Appendix A
- (v) For a 2" meter – See Appendix A
- (vi) For a 3" meter – See Appendix A
- (vii) For a 4" meter – See Appendix A
- (viii) For a 6" meter – See Appendix A
- (ix) For an 8" meter – See Appendix A

This charge shall be assessed if the Premises is connected to the System for all or any part of a billing quarter. The fact the meter has been temporarily removed shall not excuse a Premises from payment of the customer service charge.

b. Commodity rate – See Appendix A.

5. Section 9 Penalty Charges

a. Late Fee - 10%.

b. Bank Denial Fee – Actual cost incurred

7. Standard Construction Requirements Fee Schedule

a. Development Fee

- (i) Water Main.....\$5.00 per lineal ft

(iv) Sidewalk, shared Use Paths, Pedestrian Bridge..\$4.00 per lineal ft

b. Oversizing Agreement.....\$6.75 per inch of pipe diameter

Section 2. Repeal. All resolutions, orders or parts thereof which are in conflict in whole or in part with any of the provisions of this Resolution are, to the extent of such conflict, hereby repealed.

YEAS:

NAYS:

ABSENT:

Resolution declared adopted on

Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the _____ pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk

APPENDIX A

Quarterly Charges, Commodity Rate and Connection Fees for 2026

For WATER

Meter Size	Ready to Serve Charge
5/8"	\$29.75
3/4"	\$41.75
1"	\$67.00
1-1/2"	\$137.50
2"	\$186.00
3"	\$295.00
4"	\$452.00
6"	\$577.50
8"	\$718.50

The commodity rate for water will be set at \$3.90/1000 gallons.

Connection Fees

Meter Size	Connection/Tap Fee Water
3/4"	\$2,639
1"	\$2,639
1-1/2"	\$5,278
2"	\$8,445
3"	\$15,834
4"	\$26,390
6"	\$52,780
8"	\$84,448

STREET LIGHT ASSESSMENT CONTRACT

THIS STREET LIGHT ASSESSMENT CONTRACT, dated for reference purposes as of October 8, 2025 is by and between the **Charter Township of Allendale**, a Michigan charter township and municipal corporation, whose address is 6676 Lake Michigan Drive, P.O. Box 539, Allendale, Michigan 49401 (the “**Township**”), and **Grand Valley Developers, LLC**, whose address is 6406 Lake Michigan Drive, Allendale, MI 49401 (the “**Developer**”).

This Contract is made with reference to the following facts and circumstances:

A. Developer is in the process of acquiring, constructing, and completing a land development project on the land described on Exhibit A.

B. Developer has requested the Township to work with Consumers Energy for the installation, operation, and maintenance of streetlights for the development.

Based on these facts and circumstances, and in consideration of the mutual covenants and agreements contained in this Contract, it is mutually agreed by the parties as follows:

Section 1. Definitions. The following terms and phrases, whenever used in this Contract, shall have the following meanings, unless the context shall clearly indicate another or different meaning:

A. “**Consumers**” shall mean Consumers Energy, whose current address is 530 W Willow St, Lansing, Michigan.

B. “**Development**” means the land improvement and construction project being undertaken by the Developer on the premises, including the land described on attached Exhibit A.

C. “**Premises**” means the land described on attached Exhibit A.

D. “**Streetlights**” mean the streetlights initially installed by Consumers in the Development as they may be modified and/or added to from time to time.

Section 2. Installation. Developer, and the Township shall work together, with Consumers, to complete a street light plan for the Development mutually acceptable to the Township and Developer. Developer shall accept and approve the street light plan in writing. Thereafter, Developer shall deposit directly with Consumers, their full estimated cost for the acquisition, installation, and completion of the streetlights provided for in the approved street lighting plan. Upon receipt of this deposit, the Township shall contract with Consumers for the installation of the Street Lights shown in the approved street lighting plan. In the event there is any increase in the Consumers cost for the street light installation, Developer shall, upon notice from Consumers, promptly pay such additional cost. The Township does not guarantee that the Street Lights to be installed by Consumers will be completed before any specific date, it being understood by the parties that the Township is unable to direct or control Consumers with respect to the timing of its installation of the Street Lights.

Section 3. Operation and Maintenance Charges. The parties agree that the Street Lights shall be provided with electricity provided by Consumers and shall be operated and maintained by Consumers. The charge for the electricity used by the Street Lights and for their operation and maintenance shall be billed by Consumers to the Township and the Township will pay these charges.

Section 4. Assessment. Developer agrees that all charges from Consumers for the electricity for the Street Lights and for their operation and maintenance shall be added to the charges the Township pays Consumers for other streetlights in the Township whose electricity, operation, and maintenance charges are paid by property owner assessment. Developer further agrees that there will be assessed annually against the Premises the Development's share of the Township street lighting electricity, operation, and maintenance charges that are paid for by property owner assessment Township-wide determined based upon the Township formula, as it may be amended from time to time, for the allocation and assessment of street lighting charges. If the Premises is subdivided or otherwise split into separate parcels, or if separate building sites are created through a site condominium, the amount assessed to the Premises shall be assessed to the separate lots, parcels, or building sites, as the case may be, based on Township formula referred to above.

The assessment for street lighting for the Development and the Premises shall be collected and billed as part of the regular Township tax bill. In this regard, the Developer agrees:

- A. That all street lighting charges shall be a lien against the Premises in the same manner as though such charges were specially assessed against the Premises following the procedures specified in Michigan Act 188 of 1954, as amended ("**Act 188**"), or any other state statute allowing for the assessment of street lighting charges.
- B. That this Contract shall be deemed a waiver of all notices and other procedures necessary to establish a special assessment district to specially assess street lighting charges against the Premises and shall be regarded as a consent and agreement to the imposition against the Premises of an annual street lighting assessment.
- C. That the annual assessment charge for street lighting can be collected and the lien against the Premises enforced in the same manner as though the assessment was imposed pursuant to a special assessment district pursuant to Act 188 or any other state statute allowing for the assessment of street lighting charges or by foreclosure in accordance with the statute providing for foreclosure of real estate mortgage by advertisement, as amended, including a procedure for enforcement and collection of unpaid liens on a condominium unit, pursuant to the Condominium Act, as amended.
- D. That the Township can choose at any time to create a special assessment district to specially assess the street lighting charges pursuant to Act 188 or any other state statute allowing for the special assessment of street lighting charges. Developer agrees to cooperate fully and completely with the Township with respect to the imposition of a special assessment for street lighting charges. Without limiting the generality of the immediately preceding sentence, Developer agrees to execute any

petition circulated for the purpose of establishing a street lighting charges special assessment district and to refrain from signing any petition opposing or objecting to the creation of the establishment of a street lighting special assessment district. In addition, it is agreed that the execution of this Contract by Developer shall act as signature by Developer and all future owners of all lots, lands, or site condominium building sites included within the Premises of a petition for a special assessment district for Street Lights for the Premises.

Section 5. Premises Land Splits. If the Premises are subdivided, otherwise split into separate parcels, or if separate building sites are created through a site condominium, the provisions of this Contract shall remain effective and shall apply to each lot, separate parcel, or site condominium building site that is created. The provisions of this Contract are expressly made binding upon all successor owners or other parties who may have any interest in the Premises.

Section 6. Memorandum of Contract. The parties agree that they will execute the Memorandum of Contract attached hereto as Exhibit B to provide notice to all successor owners of the Premises and other interested parties of the existence of this Contract.

Section 7. Miscellaneous. Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their successors and permitted assigns including, but without limitation, all successor owners or other parties having an interest in the Premises.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on page 1 of this Contract or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This is an integrated contract. It contains the full understanding of the parties and supersedes all other understandings, agreements, or conditions, written or oral, regarding the subject matter of this Contract. This Contract has been executed in the State of Michigan and shall be governed by Michigan law, except as to matters pertaining to choice of law. The waiver by any party hereto of a breach or violation of any provision of this Contract shall not be a waiver of any subsequent breach of the same or any other provision of this Contract. If any section or provision of this Contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Contract, which shall remain in full force and effect. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify the terms and provisions hereof. This Contract shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Contract and no other person shall have the right to enforce any of the provisions contained herein. No party shall be liable nor deemed to be in default for any delay or failure of performance under this Contract or other interruption of service resulting directly from fires, explosions, earthquakes, floods, vandalism, strikes or other work interruptions or any similar cause beyond the reasonable control of the parties. No amendment, modification or waiver shall be effective unless in writing and signed by all parties. All rights and remedies set forth in this Contract are cumulative and are in addition to any

other legal or equitable rights and remedies. All exhibits attached hereto are incorporated herein by reference as though fully stated herein.

IN WITNESS WHEREOF, the parties hereto have executed this Contract.

Witnesses:

CHARTER TOWNSHIP OF ALLENDALE

(1) _____

By: _____
Adam Elenbaas
Its: Supervisor

(2) _____

By: _____
Jody L. Hansen
Its: Clerk

Dated: _____

Witnesses:

DEVELOPER

(1) _____

By: _____
Printed Name _____
Its: _____

(2) _____

By: _____
Printed Name _____
Its: _____

Dated: _____

EXHIBIT A

PROPERTY DESCRIPTION

Part of the Southwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: Commencing at the South 1/4 corner of said Section; thence S89°56'50"W 637.44 feet along the South line of said Section; thence N00°02'57"W 50.00 feet to the Point of Beginning; thence S89°56'50"W 656.12 feet along the North right-of-way line of Pierce Street (variable width public right-of-way); thence N01°19'28"W 1447.08 feet; thence N89°56'50"E 261.22 feet; thence N01°19'28"W 201.86 feet; thence N35°24'37"E 171.60 feet; thence N50°59'08"E 70.69 feet; thence N31°44'38"E 140.00 feet; thence Northwesterly 19.90 feet along a 473.00 foot radius curve to the left, said curve having a central angle of 02°24'38", and a chord bearing N59°27'41"W 19.90 feet; thence N60°40'00"W 76.88 feet; thence Northwesterly 134.35 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 60°36'46", and a chord bearing N30°21'37"W 128.17 feet; thence N00°03'14"W 105.32 feet; thence Northeasterly 78.54 feet along a 50.00 foot radius curve to the right, said curve having a central angle of 90°00'00", and a chord bearing N44°56'46"E 70.71 feet; thence N89°56'47"E 49.65 feet; thence Southeasterly 122.90 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 55°26'51", and a chord bearing S62°19'48"E 118.16 feet; thence S34°36'22"E 542.58 feet; thence Southeasterly 247.73 feet along a 427.00 foot radius curve to the right, said curve having a central angle of 33°14'26", and a chord bearing S17°59'08"E 244.27 feet; thence S01°21'55"E 417.66 feet; thence S01°11'56"W 90.09 feet; thence S09°22'33"W 35.07 feet; thence S00°20'18"E 481.83 feet; thence Southwesterly 211.74 feet along a 130.00 foot radius curve to the right, said curve having a central angle of 93°19'17", and a chord bearing S46°19'21"W 189.10 feet; thence N87°01'00"W 143.08 feet; thence S00°02'57"E 236.35 feet; thence N89°57'03"E 40.34 feet; thence S00°02'57"E 148.05 feet to the Point of Beginning. Contains 35.86 acres. Subject to easements, restrictions and rights-of-way of record.

MEMORANDUM OF CONTRACT

THIS MEMORANDUM OF CONTRACT, dated for reference purposes as of July 24th, 2023, is by and between the **Charter Township of Allendale**, a Michigan charter township and municipal corporation, whose address is 6676 Lake Michigan Drive, P.O. Box 539, Allendale, Michigan 49401 (the “**Township**”), **Grand Valley Developers, LLC**, whose address is **6406 Lake Michigan Drive, Allendale, MI 49401** (the “**Developer**”) and is made with reference to the following facts and circumstances:

A. The Township and the Developer have entered into a Street Light Assessment Contract (the “Street Light Assessment Contract”) of even date concerning street lighting for the land described on Exhibit 1 (the “Premises”).

B. The parties are entering into this Memorandum of Contract to create a document to record in the office of the Ottawa County Register of Deeds which shall serve as notice to all successor owners and other parties having an interest in the Premises of the existence of the Street Light Assessment Contract.

NOW, THEREFORE, the parties agree as follows:

Section 1. Notice of Contract. The parties have entered into a Street Light Assessment Contract pursuant to which electricity, operation, and maintenance charges for certain street lights located on the Premises (but not necessarily a street light on each and every lot or site condominium building site) will be a lien upon and will be assessed and billed by the Township to the owners of the Premises and any successor owners, i.e., subdivision lot owners, site condominium building site owners, and others who may own part of the Premises. This Memorandum shall serve as notice to all such successor owners and other parties having any interest in the Premises of the existence of the Street Light Assessment Contract and the assessment and lien it establishes. A copy of the Street Light Assessment Contract is on file at the Township Office, 6676 Lake Michigan Drive, Allendale, Michigan, and may be reviewed or copied at the Township Office at any time during regular business hours.

Section 2. Binding Effect. The Street Light Assessment Contract is binding on Developer and all successor owners and parties in interest in the Premises.

IN WITNESS WHEREOF, the parties hereto have executed this Contract.

CHARTER TOWNSHIP OF ALLENDALE

By: _____
Adam Elenbaas
Its: Supervisor

By: _____
Jody L. Hansen
Its: Clerk

Dated: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by Adam Elenbaas and Jody L. Hansen, the Supervisor and Clerk of the Charter Township of Allendale, a Michigan Charter Township, on behalf of the Township.

Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My commission expires: _____

DEVELOPER

By: _____
Its: _____

By: _____
Its _____

Dated: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF OTTAWA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by _____ and _____, the _____ and _____ of **Grand Valley Developers, LLC** (Name of Development).

Notary Public
Ottawa County, Michigan
Acting in Ottawa County, Michigan
My commission expires: _____

Drafted By:
Allendale Charter Township
Jody L. Hansen
6676 Lake Michigan Drive
Allendale, MI 49401

EXHIBIT 1

PROPERTY DESCRIPTION

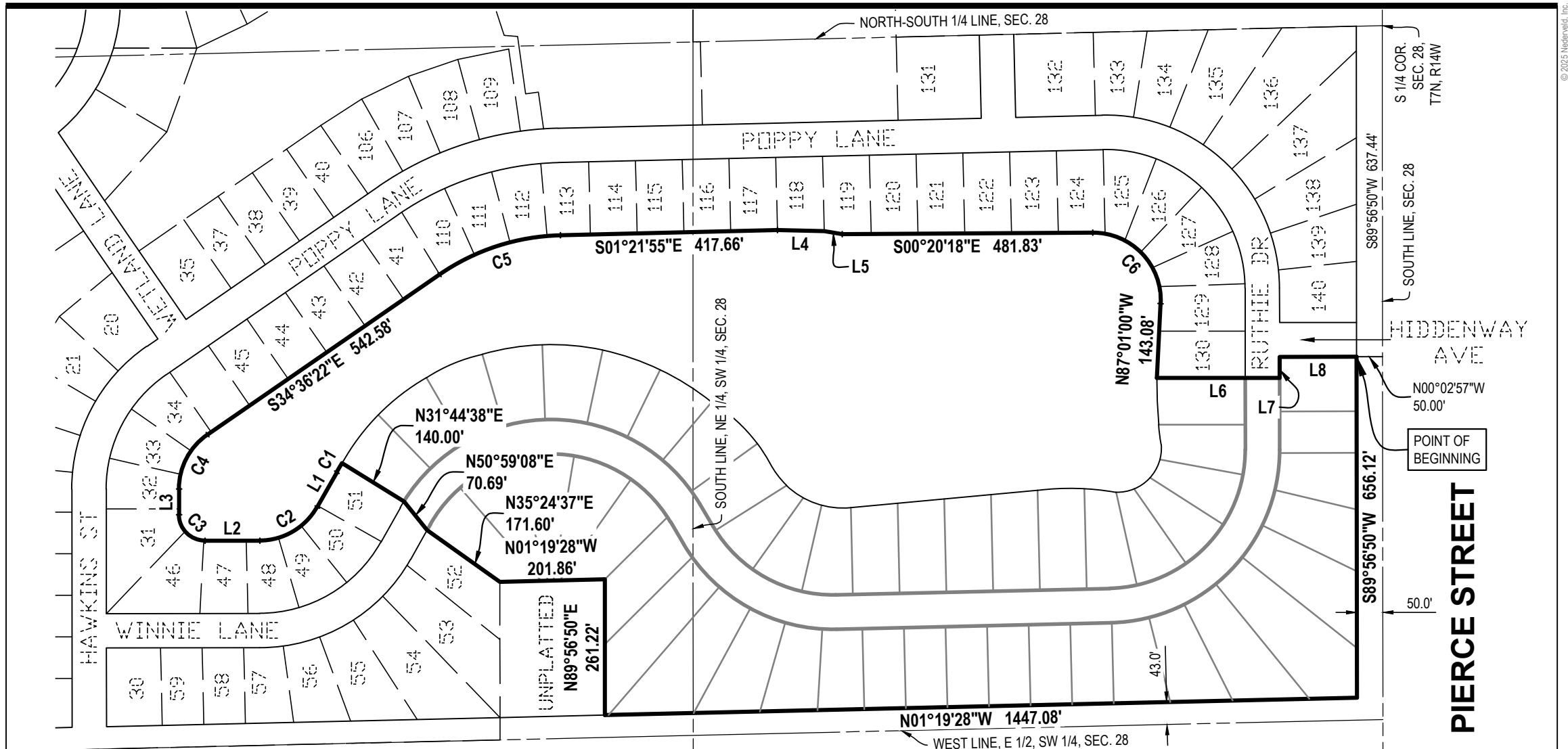
Part of the Southwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: Commencing at the South 1/4 corner of said Section; thence S89°56'50"W 637.44 feet along the South line of said Section; thence N00°02'57"W 50.00 feet to the Point of Beginning; thence S89°56'50"W 656.12 feet along the North right-of-way line of Pierce Street (variable width public right-of-way); thence N01°19'28"W 1447.08 feet; thence N89°56'50"E 261.22 feet; thence N01°19'28"W 201.86 feet; thence N35°24'37"E 171.60 feet; thence N50°59'08"E 70.69 feet; thence N31°44'38"E 140.00 feet; thence Northwesterly 19.90 feet along a 473.00 foot radius curve to the left, said curve having a central angle of 02°24'38", and a chord bearing N59°27'41"W 19.90 feet; thence N60°40'00"W 76.88 feet; thence Northwesterly 134.35 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 60°36'46", and a chord bearing N30°21'37"W 128.17 feet; thence N00°03'14"W 105.32 feet; thence Northeasterly 78.54 feet along a 50.00 foot radius curve to the right, said curve having a central angle of 90°00'00", and a chord bearing N44°56'46"E 70.71 feet; thence N89°56'47"E 49.65 feet; thence Southeasterly 122.90 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 55°26'51", and a chord bearing S62°19'48"E 118.16 feet; thence S34°36'22"E 542.58 feet; thence Southeasterly 247.73 feet along a 427.00 foot radius curve to the right, said curve having a central angle of 33°14'26", and a chord bearing S17°59'08"E 244.27 feet; thence S01°21'55"E 417.66 feet; thence S01°11'56"W 90.09 feet; thence S09°22'33"W 35.07 feet; thence S00°20'18"E 481.83 feet; thence Southwesterly 211.74 feet along a 130.00 foot radius curve to the right, said curve having a central angle of 93°19'17", and a chord bearing S46°19'21"W 189.10 feet; thence N87°01'00"W 143.08 feet; thence S00°02'57"E 236.35 feet; thence N89°57'03"E 40.34 feet; thence S00°02'57"E 148.05 feet to the Point of Beginning. Contains 35.86 acres. Subject to easements, restrictions and rights-of-way of record.

EXHIBIT "A"

PARTIAL DESCRIPTION

Part of the Southwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan.

(See sheet 2 of 2 for complete descriptions)



78TH AVENUE

SCALE: 1" = 250'



Five Star Real Estate Mitch Koster 6406 Lake Michigan Drive Allendale, MI 49401		
Hidden Shores West Phase 5		
DRAWN BY: JH REV. BY: REV.:	DATE: 7.29.2025 REV. DATE:	PRJ #: 24201043DSC1 1 OF 2

NEDERVELD
 www.nederveld.com • 800.222.1868
 Grand Rapids
 217 Grandville Ave., Suite 302
 Grand Rapids, MI 49503
 Phone: 616.575.5190
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DESCRIPTION

Part of the Southwest 1/4 of Section 28, Town 7 North, Range 14 West, Allendale Township, Ottawa County, Michigan, described as: Commencing at the South 1/4 corner of said Section; thence S89°56'50"W 637.44 feet along the South line of said Section; thence N00°02'57"W 50.00 feet to the Point of Beginning; thence S89°56'50"W 656.12 feet along the North right-of-way line of Pierce Street (variable width public right-of-way); thence N01°19'28"W 1447.08 feet; thence N89°56'50"E 261.22 feet; thence N01°19'28"W 201.86 feet; thence N35°24'37"E 171.60 feet; thence N50°59'08"E 70.69 feet; thence N31°44'38"E 140.00 feet; thence Northwesterly 19.90 feet along a 473.00 foot radius curve to the left, said curve having a central angle of 02°24'38", and a chord bearing N59°27'41"W 19.90 feet; thence N60°40'00"W 76.88 feet; thence Northwesterly 134.35 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 60°36'46", and a chord bearing N30°21'37"W 128.17 feet; thence N00°03'14"W 105.32 feet; thence Northeasterly 78.54 feet along a 50.00 foot radius curve to the right, said curve having a central angle of 90°00'00", and a chord bearing N44°56'46"E 70.71 feet; thence N89°56'47"E 49.65 feet; thence Southeasterly 122.90 feet along a 127.00 foot radius curve to the right, said curve having a central angle of 55°26'51", and a chord bearing S62°19'48"E 118.16 feet; thence S34°36'22"E 542.58 feet; thence Southeasterly 247.73 feet along a 427.00 foot radius curve to the right, said curve having a central angle of 33°14'26", and a chord bearing S17°59'08"E 244.27 feet; thence S01°21'55"E 417.66 feet; thence S01°11'56"W 90.09 feet; thence S09°22'33"W 35.07 feet; thence S00°20'18"E 481.83 feet; thence Southwesterly 211.74 feet along a 130.00 foot radius curve to the right, said curve having a central angle of 93°19'17", and a chord bearing S46°19'21"W 189.10 feet; thence N87°01'00"W 143.08 feet; thence S00°02'57"E 236.35 feet; thence N89°57'03"E 40.34 feet; thence S00°02'57"E 148.05 feet to the Point of Beginning. Contains 35.86 acres. Subject to easements, restrictions and rights-of-way of record.

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	19.90'	473.00'	2°24'38"	N59°27'41"W	19.90'
C2	134.35'	127.00'	60°36'46"	N30°21'37"W	128.17'
C3	78.54'	50.00'	90°00'00"	N44°56'46"E	70.71'
C4	122.90'	127.00'	55°26'51"	S62°19'48"E	118.16'
C5	247.73'	427.00'	33°14'26"	S17°59'08"E	244.27'
C6	211.74'	130.00'	93°19'17"	S46°19'21"W	189.10'

LINE TABLE		
LINE	BEARING	LENGTH
L1	N60°40'00"W	76.88'
L2	N00°03'14"W	105.32'
L3	N89°56'47"E	49.65'
L4	S01°11'56"W	90.09'
L5	S09°22'33"W	35.07'
L6	S00°02'57"E	236.35'
L7	N89°57'03"E	40.34'
L8	S00°02'57"E	148.05'

SCALE: 1" = 250' 0' 125' 250'



NORTH

Five Star Real Estate
Mitch Koster
6406 Lake Michigan Drive
Allendale, MI 49401

Hidden Shores West Phase 5

DRAWN BY: JH
REV. BY:
REV.:

DATE: 7.29.2025
REV. DATE:

PRJ #: 24201043DSC1

2 OF 2



www.nederveld.com • 800.222.1868
Grand Rapids
217 Grandville Ave., Suite 302
Grand Rapids, MI 49503
Phone: 616.575.5190
Ann Arbor • Holland

UNDERGROUND LEGEND

1. Single phase primary
2. Open eye primary
3. Three phase primary
4. Single phase secondary
5. Combination light and power secondary
6. Three-phase power secondary
7. Single-phase service
8. Combination lighting and power service
9. Three-phase power service
10. Streetlighting conductor (2/C-10 CU)
11. Streetlighting conductor (2/C-10 AL)
12. Covered neutral conductor for ducts
13. Streetlighting conductor (3/C-1/0 AL)

- CONDUIT**
- P2 2" Plastic P3 3" Plastic P4 4" Plastic P6 6" Plastic
 S2 2" Steel S3 3" Steel S4 4" Steel S5 5" Steel S6 6" Steel
- PROP. ELEC. CONDUCTORS ONLY
 PROP. ELEC. AND GAS LINES ONLY
 PROP. GAS LINE ONLY
 PROP. ELEC., GAS AND TELECOMMUNICATIONS
 EXIST. ELEC. CONDUCTORS ONLY
 EXIST. GAS LINE ONLY
 FUTURE ELECTRIC TRENCH

CABLE MATERIAL AND SIZE

- A. No 2 AL cable, 175 mils, 15KV, or secondary.
 B. No 1/0 AL cable, 175 mils, 15KV, or secondary.
 C. No 3/0 AL cable, 175 mils, 15KV, or secondary.
 D. 350 kcmil AL cable, 175 mils, 15KV, or secondary.
 E. 500 kcmil copper cable, 175 mils, 15KV, or secondary.
 F. 750 kcmil AL cable, 175 mils, 15KV, or secondary.
 G. No 1/0 stranded AL cable, 280 mils, 28KV.
 H. No 3/0 stranded AL cable, 280 mils, 28KV.
 I. 750 kcmil AL cable, 280 mils, 28KV.
 J. Cable joint.
 K. 350 kcmil AL cable, 260 mils, 25KV.
 M. Marker to locate cable.
 N. Refer to Note on Drawing, NI for Note 1, etc.
 R. No 1/0 AL solid cable, 280 mils, 28KV.
 T. No 1/0 AL stranded cable, 280 mils, 28KV, jacketed.
 TT. No 1/0 AL stranded cable, 260 mils, tree-retardant INS, 25KV, jacketed.
 V. 350 kcmil AL, stranded, 260 mils, 25KV, jacketed.
 VT. 350 kcmil AL, cable, 260 mils, tree-retardant INS, 25KV, jacketed.
 W. 750 kcmil AL, stranded, 280 mils, 28KV, jacketed.
 WT. 750 kcmil AL, cable, 260 mils, tree-retardant INS, 25KV, jacketed.
- EX: 3R - No 1/0 solid AL cable for three-phase primary
 3040 - No 1/0 AL cable for 3-phase primary and 350 AL cable for 1-phase secondary
 X - CONDUCTOR CHANGE

GENERAL NOTES

STREETLIGHTS TO BE INSTALLED AT LEAST 6' FROM PAVED EDGE OF ROAD/CURB PER OTTAWA COUNTY ROAD COMMISSION.

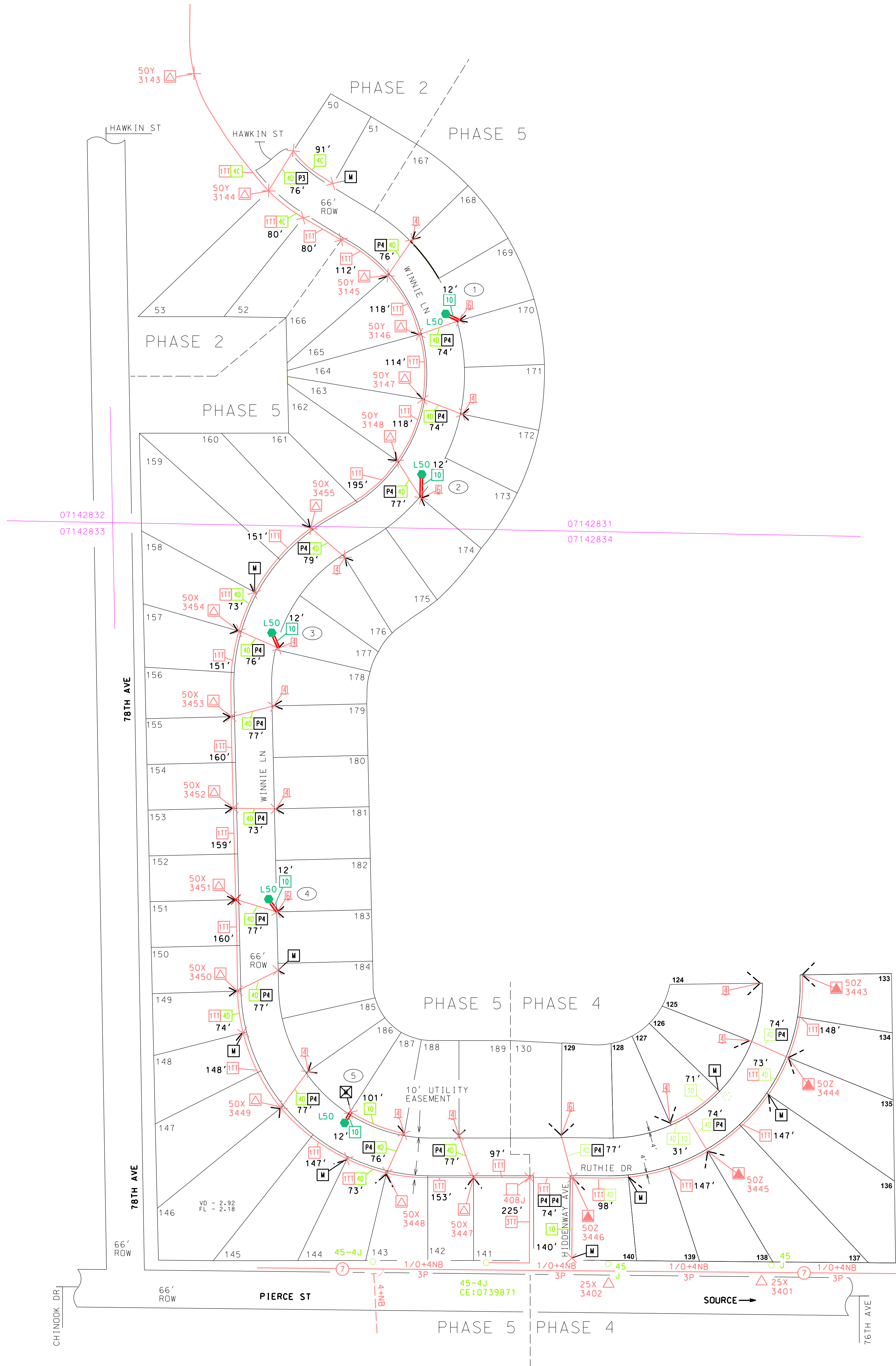
12' LENGTH IS TO ALLOW CREW TO WORK AROUND OBSTACLES. STREETLIGHTS SHOULD BE PLACED BETWEEN LOTS AND AT A CONSISTENT DISTANCE FROM ROAD.

- 1 2 3 4 5

INSTALL
 50W LED STLT
 POST TOP TRAD
 19' BLACK FG POLE
 FIGURE 42-211-1
 FIGURE 42-215-2

REMOVE
 (1) RED MARKER POST

MISS DIG System, Inc.
 1-800-482-7171



SUBSTATION FILLMORE		WD NO. 1022	HIDDEN SHORES WEST PH 5				METER ORDER NUMBER		METER NUMBER	READ	METER LOCATION	
CIRCUIT 64TH STREET		CKT NO. Q2	TLM NUMBER 0714283447	# OF RODS	OHMS	CM NO. 10000998292	JOB PURPOSE: INSTALL STREETLIGHTING FOR HIDDEN SHORES PHASE 5					
CE STAKING REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		FORESTRY REQ'D <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER	UPSTREAM SECTIONALIZING DEVICE:			
OT14283447		OT14283447		ECNC	NLU	1074266063	11780631	11789906	219/125A			
OT14283447		OT14283447		ECNC	STL	1074668215	11789906	72ND AVE			CONSUMERS ENERGY CONTACTS	
OT14283447		OT14283447		COORDINATOR		DESIGNER		NAME		NUMBER		
OT14283447		OT14283447		GREGORY JUNGMAN		CONOR COOK		616-210-0853		616-617-5203		
OT14283447		OT14283447		OTTAWA		CO		ALLENDALE		TWP T 07N R 14W SEC. 28		



**AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING
CONTRACT(COMPANY-OWNED) FORM 547**

Notification Number(s): Click or tap here to enter text.

Comments:

Charter Township of ALLENDALE

By: _____

(Signature)

(Printed)

Its: _____

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

**RESOLUTION 2026-05
AUTHORIZATION FOR CHANGE IN STANDARD LIGHTING CONTRACT**

RESOLVED, that it is hereby deemed advisable to authorize Consumer's Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Charter Township of Allendale, dated 10/1/2013, in accordance with the Authorization for Change in Standard Lighting Contract dated 3/9/2026, heretofore submitted to and considered by this board; and

RESOLVED, further, that the Allendale Charter Township Clerk and/or Supervisor are authorized to execute such authorization for change on behalf of the Charter Township.

STATE OF MICHIGAN
COUNTY OF OTTAWA

YEAS:

NAYS: None (0)

ABSENT: None (0)

Resolution declared adopted on March 9, 2026

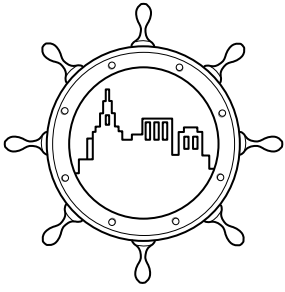
Jody L. Hansen
Allendale Charter Township Clerk

Adam Elenbaas
Allendale Charter Township Supervisor

CERTIFICATION

The undersigned Clerk of Allendale Charter Township hereby certifies that this Resolution was duly adopted by the Allendale Charter Township Board of Trustees at a meeting held on the 9th day of March, 2026 pursuant to proper notice and compliance with Act No. 267 of the Public Acts of 1976.

Jody L. Hansen
Allendale Charter Township Clerk



Fresh Coast Planning

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Andrea Goodell
616-313-9333
andrea@freshcoastplanning.com

MEMORANDUM

To: Allendale Charter Township Board of Trustees
From: Gregory L. Ransford, MPA 
Date: February 21, 2026
Re: Various Text Amendments

In accordance with Article 29 – Amendments and District Changes; Procedures of the Allendale Charter Township Zoning Ordinance (ACTZO), further below we provide our synopsis regarding several text amendments to the ACTZO, as recommended by the Allendale Charter Township Planning Commission (ACTPC) at their February 16, 2026, meeting.

As you may be aware, the primary text amendments are to add language to allow Short Term Rentals and Accessory Dwelling Units, where no language currently exists to permit those uses. Given this, the majority of the proposed Zoning Text Amendment Ordinance is entirely new and our usual documentation of changes shown to the ACTZO is minimal. Given the changes to existing text are minimal, we provide them within this memorandum.

As you are aware, the Board of Trustees (BOT) is the approving authority of text amendments.

Board of Trustees Responsibility

Given that the Township is a charter township, two introductions and readings are required by the BOT to formally adopt a text amendment, and each reading of which would occur at two separate meetings. Included with the application materials is the formal Zoning Text Amendment Ordinance for your consideration of adoption and is formally necessary for the first and second readings.

Proposed Text Amendments

Below is a summary of the proposed revisions to various sections of the ACTZO or proposed additions to the ACTZO. Proposed deletions are shown in strikethrough text. Proposed additions are shown in bold text.

- Section 3.11.B – Accessory Uses and Buildings
 - Currently, the ACTZO requires a setback for an accessory building within the Agricultural and Rural Zoning District to be at least two thirds the distance between the road right-of-way and the principal building but never be less than 300 feet from the road right-of-way. The ACTPC proposes to modify this section to allow an accessory building to meet the same setbacks as the principal building. As a result, the following revisions are proposed to the ACTZO.

Section 3.11.B1d

The detached accessory building shall **meet the** ~~be~~ setback **requirements for** ~~from the road right of way at least two thirds (2/3) the distance between the road right of way and the principle~~ **principal** buildings, ~~but at no time shall the setback from the road right of way be less than 300 feet.~~

Section 3.11.B2

Reserved for Future Use [Current Text Omitted]

- The current text is omitted because it is authority to allow a lesser setback by special use approval. This is no longer needed if the revision to Section 3.11.B1d is adopted.

Section 3.11.B3a

Ten (10) feet from the ~~principle~~ **principal** building;

- This language is a correction of the text and unrelated to the proposed.

Section 3.11.C – Permitted Accessory Uses

1l (“L”) Accessory Dwelling Unit

- This language is unrelated to the proposed setback modification but is related to the Accessory Dwelling Units portion of our memorandum below.

- Section 12.08.B2a – STEP 2 Submit PUD Application
 - This section is proposed for revision to correct a reference within the section to another section of the ACTZO.

Section 12.08B2a – STEP 2 Submit PUD Application

A Preliminary PUD plan shall contain the information required by **Section 12.06**, Section ~~24.05~~ **24.04**, and shall follow Steps 3, 4, & 5.

- Section 12.08.B2b – STEP 2 Submit PUD Application
 - This section is proposed for revision to correct a reference within the section to another section of the ACTZO.

Section 12.08B2b – STEP 2 Submit PUD Application

A Final PUD site plan shall contain the information required by **Section 12.06**, Section ~~24.06~~ **24.05**, and shall follow Steps 4 & 5.

- Short Term Rentals (Section 23.24)
 - As you may be aware, the Michigan Supreme Court ruled in a case brought within Spring Lake Township that, unless explicitly permitted, commonly known short term rentals are regarded as similar to a hotel or motel. As a result, presuming the municipality permits a hotel or a motel in a commercial district, for example, but does not permit them in residential areas where we typically find short term rentals, the short term rental is illegal. Given this, to allow short term rentals within the Township, the ACTPC proposes the attached language. While the language is extensive, in short, it provides for the following:
 - Only allowed within the Agricultural and Residential Zoning Districts
 - Permitted by right, reviewed by the Zoning Administrator or his or her designee
 - Maximum of 50 short term rental units in the Township
 - Health Department approval
 - Performance standards such as minimum parking, maximum occupancy, trash collection, campfires, noise, trespass, nuisance, and the like

- Accessory Dwelling Units (Section 23.25)
 - As you know, affordable housing continues to be a point of discussion in many communities. Related, care for the elderly or other family members is also an interest of property owners within the Township. In response to those needs, the ACTPC proposes language to allow Accessory Dwellings Units (ADU) on property in the Township. In short, the proposed language provides for:
 - Limiting the occupants of the ADU to only immediate or extended family
 - The ADU may only exist if there is a single-family dwelling on the property
 - ADUs are only permitted in zoning districts where single-family dwellings are permitted
 - The property owner shall live on site
 - The ADU shall only be allowed in the rear or side yard of the principal dwelling
 - The maximum area of an ADU is 600 square feet
 - Prohibition of mobile homes, recreational vehicles, and temporary structures as an ADU
 - Prohibition of the ADU utilized as a motel, hotel, or similar
 - Prohibition of renting the ADU
- Definitions
 - As a result of the proposed addition of Section 23.24 – Short Term Rentals and Section 23.25 – Accessory Dwelling Units, a definition of each term is proposed within the ACTZO.

As aforementioned, the proposed language to accommodate Short Term Rentals and Accessory Dwelling Units, along with their definitions, are entirely new. Given this, we do not have any changes to show regarding these provisions. Please refer to the Zoning Text Amendment Ordinance for the proposed language.

Public Hearing

No public comments were provided at the ACTPC meeting. No public hearing is required to be held by the Board of Trustees.

Recommendation

Commissioner Westerling provided a motion to recommend adoption of the proposed text amendments. Motion was seconded by Commissioner Zuniga and carried 6-0 with three members absent.

Board of Trustees Action

As aforementioned, accompanying this memorandum is the proposed Zoning Text Amendment Ordinance for introduction and first reading at your March 9, 2026, meeting. Following the first reading, the same Ordinance should have its second reading, final vote and adoption, if approved, at a subsequent meeting.

If you have any questions, please let us know.

GLR
Planner

Attachment

ORDINANCE NO. 2026-04

ZONING TEXT AMENDMENT ORDINANCE

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF ALLENDALE CHARTER TOWNSHIP, OTTAWA COUNTY, MICHIGAN BY AMENDING SECTION 3.11.B1D – ACCESSORY USES AND BUILDINGS; AMENDING SECTION 3.11.B2 – ACCESSORY USES AND BUILDINGS; AMENDING SECTION 3.11.B3A – ACCESSORY USES AND BUILDINGS; ADDING SECTION 3.11.C1L – ACCESSORY USES AND BUILDINGS; AMENDING SECTION 12.08B2A – PROCEDURES; AMENDING SECTION 12.08B2B – PROCEDURES; ADDING SECTION 23.24 – SHORT TERM RENTALS; ADDING SECTION 23.25 – ACCESSORY DWELLING UNITS; AMENDING SECTION 32.02 – DEFINITIONS (A); AMENDING SECTION 32.20 – DEFINITIONS (S); AND PROVIDING FOR REPEAL, SEVERABILITY PROVISIONS, AND THE EFFECTIVE DATE OF THIS ORDINANCE.

THE CHARTER TOWNSHIP OF ALLENDALE, COUNTY OF OTTAWA, AND STATE OF MICHIGAN ORDAINS:

Section 1. Accessory Uses and Buildings. Section 3.11.B1d of the Allendale Charter Township Zoning Ordinance shall be amended to state in its entirety as follows.

Section 3.11.B1d – Accessory Uses and Buildings

The detached accessory building shall meet the setback requirements for principal buildings.

Section 2. Accessory Uses and Buildings. Section 3.11.B2 of the Allendale Charter Township Zoning Ordinance shall be amended to state in its entirety as follows.

Section 3.11.B2 – Accessory Uses and Buildings

(Reserved for Future Use)

Section 3. Accessory Uses and Buildings. Section 3.11.B3a of the Allendale Charter Township Zoning Ordinance shall be amended to state in its entirety as follows.

Section 3.11.B3a – Accessory Uses and Buildings

Ten (10) feet from the principal building;

Section 4. Accessory Uses and Buildings. Section 3.11.C1l of the Allendale Charter Township Zoning Ordinance shall be added to state in its entirety as follows.

Section 3.11.C1l – Accessory Uses and Buildings

Accessory Dwelling Unit

Section 5. STEP 2 Submit PUD Application. Section 12.08B2a of the Allendale Charter Township Zoning Ordinance shall be amended to state in its entirety as follows.

Section 12.08B2a – STEP 2 Submit PUD Application

A Preliminary PUD plan shall contain the information required by Section 12.06, Section 24.04, and shall follow Steps 3, 4, & 5.

Section 6. STEP 2 Submit PUD Application. Section 12.08B2b of the Allendale Charter Township Zoning Ordinance shall be amended to state in its entirety as follows.

Section 12.08B2b – STEP 2 Submit PUD Application

A Final PUD site plan shall contain the information required by Section 12.06, Section 24.05, and shall follow Steps 4 & 5.

Section 7. Short Term Rentals. Section 23.24 of the Allendale Charter Township Zoning Ordinance shall be added to state in its entirety as follows.

Section 23.24 – Short Term Rentals

A. Permitted Districts. Short Term Rentals (STR) shall be a permitted use only in the Agricultural and Residential Zoning Districts, subject to issuance of a STR permit and compliance with all requirements of this Section.

B. Definitions. For the purposes of this Section only, the following terms shall be defined as follows:

1. "Occupant" means an individual living in, sleeping in, or otherwise having possession of a STR, and includes the guests and invitees of such individuals.
2. "Owner" means the legal title holder(s) of a dwelling or the premises within which the STR is situated. In those cases in which the Owner is not a natural person, the Owner shall be the president of a corporate entity, member of an LLC, or other chief executive officer of the organization. All natural persons or entities with an interest in the STR shall be considered Owners.
3. "Responsible Local Agent" means a person having a place of residence within 35 miles of the geographical limits of the Township and designated

by the Owner as legally responsible for operating STR(s) in compliance with this ordinance. The Responsible Local Agent may be the Owner or an individual having an ownership interest in an ownership group. The Responsible Local Agent shall be responsible for providing access to the dwelling for any and all inspections necessary to ensure compliance with the ordinances adopted by the Township. All official notices of the Township may be served on the Responsible Local Agent and any notice so served shall be deemed to have been served upon the Owner.

C. STR Applications.

1. Applications for a STR permit shall be submitted to the Zoning Administrator, or his or her designee, for review and approval, and shall contain all necessary information, as determined by the Zoning Administrator, or his or her designee, to show compliance with the requirements of this Section, including, but not limited to, the name, address, telephone number, and e-mail of the Local Responsible Agent. An application for a STR permit shall include a floor plan for every floor of the dwelling and a site plan pursuant to Section 24.05 of this Ordinance.
2. Fees for application of a STR permit shall be established by resolution of the Township Board and shall be paid at the time of application for the permit. Any State and local taxes levied against the premises of the proposed STR that are due and payable at the time of application shall also be paid at or before the time of application.

D. Regulations.

1. The total number of permits issued for Short Term Rentals in Allendale Charter Township shall be limited to fifty (50). No permit shall be issued to a property that will not be made available for rent. A permit shall be revoked by the Township Supervisor, or his or her designee, if the Supervisor determines that the permit was not obtained in good faith and the dwelling was not made available for rent.
2. A STR permit is required. No Owner shall lease or rent a dwelling to be occupied as a STR unless a STR permit has been approved for the dwelling. The operation of a dwelling as a STR without a permit is prohibited, and shall constitute a violation of the Zoning Ordinance.
3. An Applicant seeking original permit approval for a STR shall include written evidence that the use of the dwelling as a STR has been approved by the Ottawa County Health Department Environmental Health Division, and that the Township Fire Chief or the Fire Chief's designee has inspected and approved the use of the dwelling as a STR.

4. A person holding a STR permit who seeks renewal of the STR permit shall include written evidence, with each annual renewal application, that the Township Fire Chief or the Fire Chief's designee has reinspected and approved the use of the dwelling as a STR for the renewal year. The reinspection must have occurred within 30 days of the date of submitting the renewal application.

E. Conditions of STR Approval and Performance Standards.

1. Every STR shall provide enough on-site parking spaces to accommodate a minimum of two vehicles, plus one additional parking space for each two additional rental occupants above the first two occupants. Vehicles may not be parked in the yard of the dwelling or on-street. Shared parking areas or shared easements cannot be used to satisfy the minimum parking space requirements, unless the Applicant submits the signed consent of each party sharing the use of the parking or easement area.
2. Only the principal dwelling on a lot may be permitted and used as a STR. The maximum occupancy shall not exceed the limit established by the Township Fire Chief, or the Fire Chief's designee, for the dwelling. In no case shall the maximum number of Occupants in a STR exceed ten (10) persons and no more than two (2) persons per bedroom. No Occupants may sleep in tents, in accessory buildings, in recreational vehicles, or in trailers on the real property hosting the STR.
3. Every STR shall have adequate trash receptacles and a contract in effect with a waste hauler licensed to operate in the Township, with trash pick-up to occur not less than once weekly. Trash collection areas shall be kept in a sanitary, neat and orderly fashion at all times, with no trash spilling onto the ground.
4. Any campfires on the real property hosting the STR shall be maintained in designated fire pits and shall comply with the applicable fire code and all applicable Township Ordinances. The designated fire pit shall be inspected and approved by the Township Fire Chief.
5. The STR shall comply with the noise limitation provision of Chapter 178 of the Code of Ordinances adopted by the Township.
6. No person shall lease or rent a STR until all conditions have been met for a STR permit. The Owner shall post in a conspicuous place within the dwelling and at the driveway apron within one (1) foot of the public or private right-of-way the name, address, and telephone number of the Responsible Local Agent.
7. The appearance of a dwelling used as a STR shall not conflict with the residential character of the neighborhood. The dwelling shall be properly maintained as required by applicable local and state codes, and kept in good repair so that the use in no way detracts from the general appearance of the neighborhood.

8. Occupants of a STR shall not encroach or trespass on neighboring properties.
 9. Occupants of a STR shall not create a nuisance. For purposes of this subsection, a nuisance includes, but is not limited to, any of the following: (1) any activity that violates Chapter 178 of the Code of Ordinances adopted by the Township; and, (2) any activity that violates state or Township firework regulations.
 10. Any dwelling occupied as a STR shall have public water service and public sanitary sewer service, or if it does not have either or both, any water well or septic system serving the dwelling must be inspected by and approved by the Ottawa County Department of Public Health for use as or with a STR.
 11. Separate cooking facilities in a STR are prohibited.
- F. Nontransferable. A STR permit is not transferable. Upon sale of a property, the new owner must apply for a new STR permit.
- G. Expiration and Reapplication.
1. A STR permit shall expire annually, commencing one year after the date of original permit approval. A person holding a STR permit shall submit an application for renewal at least 30 days prior to each annual expiration date. The permit may be renewed if:
 - i. No complaints have been received by the Township during the preceding one-year term of the STR permit, relating to the use or operation of the STR.
 - ii. No letters of violation were issued to the Owner of the STR during the preceding one-year term of the STR permit, relating to the use or operation of the STR.
 - iii. No municipal civil infraction citations were issued to the Owner of the STR, during the preceding one-year term of the STR permit, relating to the use or operation of the STR.
 - iv. The STR permit holder has submitted written evidence that the Township Fire Chief, or the Fire Chief's designee, has reinspected the STR dwelling within 30 days of the submission of the application for renewal and has approved the dwelling for continued use as a STR.
 2. If item iv, immediately above, is not satisfied, the Zoning Administrator shall deny the application for renewal of the STR permit.
 3. If any of items i, ii or iii, immediately above, are not satisfied, the Zoning Administrator shall refer the renewal application to the Township Board to determine whether the requested permit renewal shall be approved or denied, and if approved, whether any special conditions should be imposed

on the renewed permit to prevent recurrence of similar complaints and/or violations.

4. No rentals of a STR are permitted upon the expiration of a permit for a STR, until such time as it has been renewed by the Zoning Administrator or Township Board, as applicable.
- H. Violations; Suspension; Revocation; Appeals. In addition to any other penalty authorized by law, a STR permit may be suspended or revoked if the Township Board finds by competent, material, and substantial evidence, and after written notice of the charges to the Owner and an opportunity for the Owner to be heard, that the Owner has violated or failed to fulfill the requirements of this Ordinance. Written notice of the charges and notice of hearing before the Board shall be personally served on the Owner or served on the Owner by certified mail, no less than 21 days before the hearing. A person aggrieved by an alleged violation of this Ordinance by an Owner or Occupant of a STR may petition the Zoning Administrator, in writing, to commence a Township Board hearing under this paragraph for the suspension or revocation of the permit for a STR. The Zoning Administrator shall have the sole discretion to decide whether to commence a hearing on the petition of an aggrieved person. If the petition of an aggrieved person is granted, the aggrieved person shall be entitled to notice and to participate in the hearing, to the same extent as the Owner of the STR, including by offering testimony and documentary evidence in support of an alleged violation.
1. Upon a finding by the Township Board of a first violation within any 12 month period, the permit may be suspended for up to 60 days, during which time the STR shall not be rented. In deciding whether or not to suspend a permit, and for what duration, the Township Board will consider the severity of any violation, the rental history of the Owner, and any other factors deemed relevant.
 2. Upon a finding by the Township Board of a second violation within any 12 month period, the permit may be suspended for 120 days, during which time the STR shall not be rented. In deciding whether or not to suspend a permit, and for what duration, the Township Board will consider the severity of any violation, the rental history of the Owner, and any other factors deemed relevant.
 3. Upon a finding by the Township Board of a third violation within any 12 month period, the permit shall be revoked and the Owner shall not again be issued a STR permit for a minimum period of 12 months, during which time the former STR dwelling shall not be rented. In deciding the duration of the revocation, the Township Board will consider the severity of any violation, the rental history of the Owner, and any other factors deemed relevant. After a permit for a STR has been revoked, a new permit shall not

be granted until a new STR application has been submitted and approved under this Section.

Section 8. Accessory Dwelling Units. Section 23.25 of the Allendale Charter Township Zoning Ordinance shall be added to state in its entirety as follows.

Section 23.25 – Accessory Dwelling Units

Accessory Dwelling Units are intended to provide flexible living quarters for immediate or extended family members only. ADUs are subject to the following regulations.

- A. An ADU may be attached to the principal dwelling through only a breezeway. Otherwise, an ADU shall be detached from the principal dwelling.
- B. ADUs shall only be permitted as an accessory use to a single-family dwelling.
- C. ADUs shall be permitted in all districts where single-family dwellings are permitted and only one (1) ADU may be located on a lot.
- D. The property owner shall maintain residence on the property, either within the principal dwelling or the ADU.
- E. ADUs shall have their own separate entrance, kitchen, sleeping area, and full bathroom facilities.
- F. ADUs shall meet all setback requirements applicable to the principal dwelling and shall be located in the side yard or rear yard of the principal dwelling.
- G. ADUs shall meet all applicable building, safety, and fire codes.
- H. ADUs shall be connected to a sewage disposal system and water supply system approved by the County Health Department. Proof of Health Department approval must be provided prior to the issuance of a building permit.
- I. Exterior building materials and designs shall be of similar style and character as that of the principal dwelling.
- J. ADUs shall not exceed six hundred (600) square feet in area. A single stall garage may be attached to the ADU and shall not count toward the maximum area herein.
- K. Mobile Homes, recreational vehicles, and temporary structures shall not be used as an ADU.
- L. An ADU shall not be utilized as a Motel, Hotel, Motor Hotel, Boarding House, Lodging House, Rooming House, Bed and Breakfast, or for rent in any way.

Section 9. Definitions (A). Section 32.02 of the Allendale Charter Township Zoning Ordinance shall be amended to add the following definition in alphabetical order within the section.

Definitions (A)

Accessory Dwelling Unit (ADU). A detached residential living unit on the same parcel on which a single-family dwelling is located that provides independent living facilities, including basic requirements for living, sleeping, eating, cooking, and sanitation, for one (1) or more person or persons.

Section 10. Definitions (S). Section 32.20 of the Allendale Charter Township Zoning Ordinance shall be amended to add the following definition in alphabetical order within the section.

Definitions (S)

SHORT TERM RENTAL. The rental or subletting of a single-family dwelling for compensation for a term of not more than 27 consecutive nights. The rental of the following shall not be considered short-term rentals: Bed and breakfast establishments, motels, resorts, campgrounds, transitional houses operated by a charitable organization, group homes such as nursing homes and adult foster care homes, substance abuse rehabilitation clinics, mental health facilities, and other similar healthcare related facilities.

Section 11. Repeal. All ordinances or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

Section 12. Severable Provisions. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 13. Effective Date. This amendment to the Allendale Charter Township Zoning Ordinance was approved and adopted by the Township Board of Allendale Charter Township, Ottawa County, Michigan on _____, 20____, after a public hearing as required pursuant to Michigan Act 110 of 2006, as amended; after introduction and a first reading on _____, 20____, and after posting and publication following such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall be effective on _____, 20____, which date is the eighth day after publication of a Notice of Adoption and Posting of the Zoning Text Amendment Ordinance in the _____ as required by Section 401 of Act 110, as amended. However, this effective date shall be extended as necessary to comply with the requirements of Section 402 of Act 110, as amended.

Adam Elenbaas, Township Supervisor

Jody Hansen, Township Clerk