Agenda for the
Allendale Charter Township Board Meeting
Monday, November 23, 2026, 6:00 p.m.
6676 Lake Michigan Dr., Allendale MI, 49401

Members Present:
Members Absent:
Guests Present:

Meeting called to order

- Invocation given by Dave Vander Wall
- Pledge of Allegiance
- Approve Agenda
- Consent Agenda
  - Approval of the November 9, 2026, Regular Board Meeting Minutes
  - Bills
  - Interim Payments
- For information
  - October Sheriff's Department Monthly Report
  - October 5, 2026, Planning Commission Meeting Minutes
  - November 2, 2026, Planning Commission Meeting Minutes
- Public Hearings
- Public Comments
- Guest Speakers
- Action Items
  - Resolution 2026-19: 2027 Budget
  - Resolution 2026-20: Sewer System Rate Schedule
  - Resolution 2026-21: Water System Rate Schedule
  - Michigan Service Agreement
  - Wage Range Adjustments
- Discussion Items
  - No Parking Zones
- Public Comments
- Board Comments
- Adjournment

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

PROPOSED
PROCEEDINGS OF THE ALLENDALE
TOWNSHIP BOARD OF TRUSTEES
NOVEMBER SESSION 1st DAY

The Allendale Township Board of Trustees met at the Allendale Township Fire Department Training Room, located at 6660 Lake Michigan Drive, on Monday, November 9, 2026, at 6:00 p.m. and was called to order at 6:00 p.m. by Mr. Elenbaas.

Present at Roll Call: Mr. Elenbaas; Mr. Zeinstra; Mr. MacDonald; Ms. Hansen; Mr. Vander Wall; Mr. Smit; and Ms. Schuitema (7)

Absent at Roll Call: None (0)

Staff and Guests Present: Bob Sullivan, Legal Counsel; Chad Doornbos, Public Utilities Superintendent; Mollie Bonter, Finance Director; Tony Vazquez; and Gary Zeinstra.

Mr. Elenbaas pronounced the invocation.

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

BOT 26-182 Mr. MacDonald with support from Ms. Schuitema moved to approve the agenda of today as presented. The motion passed.

BOT 26-183 Mr. Smit with support from Mr. Vander Wall moved to approve the following Consent Resolutions:

1. To approve the Minutes of the October 26, 2026, Board of Trustees meeting as presented.

2. To approve the general claims in the amount of $609,076.86 and interim payments of $128,264.13, as presented by the summary report for November 9, 2026.

3. To approve the 2026 Budget Amendments as presented.

The motion passed as shown by the following votes:
YEAS: Mr. Zeinstra; Mr. MacDonald; Mr. Vander Wall; Mr. Elenbaas; Ms. Hansen; Mr. Smit; and Ms. Schuitema (7).

NAYS: None (0)
ABSENT: None (0)

Items Received for Information

1. Proposed 2027 Budget.
2. Allendale Fire Department October Report.
3. 2026 Internal Budget Amendments.

Public Hearings

1. Proposed 2027 Budget
   Mr. Elenbaas opened the public hearing at 6:07 p.m.
   No Comments were received.

BOT 26-184 Mr. Elenbaas with support from Mr. MacDonald moved to close the public hearing at 6:08 p.m. The motion passed.

Public Comments

Comments were received from:

1. Tony Vazquez, Allendale, Mi.

BOT 26-185 Mr. Elenbaas with support from Mr. Zeinstra moved to close public comment. The motion passed.

Guest Speakers- None

Action Items

BOT 26-186 Mr. Vander Wall, with support from Mr. MacDonald, moved to recuse Mr. Zeinstra from consideration of the following action item due to his familial relationship with the rezoning applicant. The motion passed.

BOT 26-187 Ms. Schuitema with support from Mr. MacDonald moved to approve and authorize the Clerk and/or Supervisor to sign Ordinance 2026-14; Zoning Map Amendment- Zeinstra Rezoning; an ordinance amending chapter 470 of the code of ordinances, by rezoning certain land to the C-3 Service Commercial Zoning District, to provide for severability, to provide for repeal, and to establish an effective date. The motion passed.

Discussion Items

Mr. Elenbaas provided an update on the success of the no-parking zone on Lodge Drive and informed the Board of a request to consider implementing a

similar restriction on 52nd Avenue. Board members discussed the matter and shared questions and comments.

Public Comments- None

BOT 26-188 Mr. Elenbaas with support from Ms. Schuitema moved to close public comment. The motion passed.

Board Comments

Mr. Elenbaas informed the Board that the Allendale Chamber of Commerce expressed interest in hosting a multi-day M-45 event and inquired about a fee waiver. The Board directed that a fee waiver request be submitted in accordance with the process outlined in the Code.

Ms. Schuitema recognized the Election Team for their work.

Mr. MacDonald commended the Early Voting process, noting that it went smoothly and efficiently.

Ms. Hansen reported that the election went well and that the Township was awaiting completion of the canvass by the Board of Canvassers.

BOT 26-189 Ms. Schuitema, with support from Mr. Vander Wall moved to adjourn the meeting at 6:47 p.m. The motion passed.

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Jody L. Hansen, Clerk
Of the Township of Allendale

Adam Elenbaas, Supervisor
Of the Township of Allendale

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 11/11/2026 - 11/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 000.000 REVENUE					
101-000.000-284.268	AFFOGATOS ICE CREAM & COFFEE	AFFOGATO'S ICE CREAM AND	REFUND ESCROW ACCOUNTS - GENERAL & UT	1,244.00	
		Total For Dept 000.000 REVENUE		1,244.00	
Dept 101.000 Township Board					
101-101.000-900.000	PRINTING, PUBLISHING, & POSTAGE	MLIVE MEDIA GROUP	GR PRESS DISPLAY ADS - OCTOBER	2,356.03	
		Total For Dept 101.000 Township Board		2,356.03	
Dept 171.000 Supervisor					
101-171.000-721.000	PROFESSIONAL DEVELOPMENT	BUIST ELECTRIC INC	ELECTRICAL TRAINING @ 10/13/26	1,377.00	
101-171.000-860.000	MILEAGE	KATHARINE GLYNN	MILEAGE REIMBURSEMENT	23.56	
		Total For Dept 171.000 Supervisor		1,400.56	
Dept 248.000 ADMINISTRATION					
101-248.000-732.000	SUPPLIES	CREATIVE IMAGE DESIGNERS	ENVELOPES - WINDOW & NO WINDOW	825.00	
101-248.000-802.000-ITMONT	Contracted Services	VC3 INC	MANAGED-MONTHLY BILLING - NOVEMBER	5,766.16	
101-248.000-955.000	Miscellaneous	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	129.53	
		Total For Dept 248.000 ADMINISTRATION		6,720.69	
Dept 257.000 ASSESSOR					
101-257.000-721.000	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	175.00	
101-257.000-802.000	Contracted Services	ADAMS & ASSOCIATES APPRA	ANNUAL GVSU OFF-CAMPUS STUDENT HOUSIN	2,400.00	
		Total For Dept 257.000 ASSESSOR		2,575.00	
Dept 262.000 ELECTIONS					
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	37.96	
101-262.000-732.000	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	116.64	
101-262.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	258.19	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	58.08	
101-262.000-900.000	PRINTING, PUBLISHING, & POSTAGE	KCI (KENT COMMUNICATIONS	BALLOTS @ 10/26/26 TO 10/30/26	16.96	
		Total For Dept 262.000 ELECTIONS		487.83	
Dept 265.000 BUILDING & GROUNDS					
101-265.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	733.18	
101-265.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	5.00	
101-265.000-930.000	Maintenance	AMBROSE ELECTRICAL SERVI	LIGHTING IN HISTORICAL MUSEUM	3,012.82	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	1,113.72	
101-265.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	322.66	
		Total For Dept 265.000 BUILDING & GROUNDS		5,187.38	
Dept 266.000 ATTORNEY					
101-266.000-802.000	Contracted Services	SCHOLTEN FANT	ATTORNEY SERVICES - OCTOBER	715.00	
101-266.000-802.025	CONTRACTED SERVICES-TAX TRIBUNA	SCHOLTEN FANT	SRESL LLC 2026 TAX APPEAL	52.50	
101-266.000-802.025	CONTRACTED SERVICES-TAX TRIBUNA	SCHOLTEN FANT	SPC OF WEST MICHIGAN 2026 TAX APPEAL	52.50	
		Total For Dept 266.000 ATTORNEY		820.00	
Dept 270.000 HUMAN RESOURCES					
101-270.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	60.00	
101-270.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	99.00	
101-270.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	450.00	
101-270.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	450.00	
101-270.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	450.00	
101-270.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	2.99	
		Total For Dept 270.000 HUMAN RESOURCES		1,511.99	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 336.000 FIRE DEPT					
101-336.000-732.000	SUPPLIES	ALLENDALE ACE HOME CENTE	MISCELLANEOUS SUPPLIES - FIRE DEPT	38.79	
101-336.000-802.000	Contracted Services	AT&T MOBILITY	FIRSTNET MOBILE UNIT IPADS - OCTOBER	4.00	
101-336.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	765.00	
101-336.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	55.00	
101-336.000-802.000	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	277.80	
101-336.000-802.000	Contracted Services	KUSTOM DEZINS LLC	APPAREL WITH NAME & PATCH	96.00	
101-336.000-802.000	Contracted Services	NYE UNIFORM COMPANY	SHIRTS & EMBLEMS	69.00	
101-336.000-807.000	COMMUNITY PROGRAMS	ALLENDALE ACE HOME CENTE	MISCELLANEOUS SUPPLIES - FIRE DEPT	32.66	
101-336.000-863.000	FUEL	ALLENDALE ACE HOME CENTE	MISCELLANEOUS SUPPLIES - FIRE DEPT	48.38	
101-336.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	5.00	
101-336.000-930.000	Maintenance	ALLENDALE ACE HOME CENTE	MISCELLANEOUS SUPPLIES - FIRE DEPT	45.55	
101-336.000-930.000	Maintenance	GRAINGER	GREASE CARTRIDGES	25.00	
101-336.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	489.51	
101-336.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	SUPPLIES	39.98	
101-336.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	SUPPLIES	28.27	
101-336.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	SUPPLIES	7.79	
101-336.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	SUPPLIES	(15.58)	
101-336.000-930.000	Maintenance	NAPA - GENUINE PARTS COM	SUPPLIES	9.62	
101-336.000-935.000	Truck Maintenance	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	23.95	
101-336.000-935.000	Truck Maintenance	KLEYN MOBILE REPAIR LLC	TRUCK MAINTENANCE	491.97	
101-336.000-935.000	Truck Maintenance	KLEYN MOBILE REPAIR LLC	TRUCK MAINTENANCE	1,906.65	
101-336.000-972.000	EQUIPMENT REPLACEMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	1,264.70	
		Total For Dept 336.000 FIRE DEPT		5,709.04	
Dept 448.000 STREET LIGHTS					
101-448.000-920.000	Electricity	GREAT LAKES ENERGY COOPE	ELECTRIC USAGE - NOVEMBER	28.03	
		Total For Dept 448.000 STREET LIGHTS		28.03	
Dept 449.000 HIGHWAY-M45					
101-449.000-926.000-ELECTR	UTILITIES	GREAT LAKES ENERGY COOPE	ELECTRIC USAGE - NOVEMBER	63.31	
101-449.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	148.11	
101-449.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	89.91	
101-449.000-955.000	Miscellaneous	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	107.25	
		Total For Dept 449.000 HIGHWAY-M45		408.58	
Dept 567.000 CEMETERY					
101-567.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	137.88	
101-567.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	149.99	
		Total For Dept 567.000 CEMETERY		287.87	
Dept 672.000 LIFELONG LEARNERS					
101-672.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	29.30	
101-672.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	118.50	
101-672.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	89.61	
101-672.000-802.000	Contracted Services	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	99.49	
		Total For Dept 672.000 LIFELONG LEARNERS		336.90	
Dept 701.000 PLANNING & ZONING					
101-701.000-900.000	PRINTING, PUBLISHING, & POSTAGE	MLIVE MEDIA GROUP	GR PRESS DISPLAY ADS - OCTOBER	881.36	
		Total For Dept 701.000 PLANNING & ZONING		881.36	
Dept 751.000 PARKS AND RECREATION					
101-751.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	160.57	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 General Fund					
Dept 751.000 PARKS AND RECREATION					
		Total For Dept 751.000 PARKS AND RECREATION		160.57	
Dept 790.000 LIBRARY					
101-790.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	27.01	
101-790.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	593.40	
101-790.000-721.000-SEMINA	PROFESSIONAL DEVELOPMENT	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	57.20	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOOK ON CD	45.95	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOOK ON CD	39.95	
101-790.000-732.000-AVMATE	SUPPLIES	MICROMARKETING LLC	BOOKS ON CD	95.90	
101-790.000-732.000-AVMATE	SUPPLIES	MIDWEST TAPE LLC	DVD COLLECTION	29.97	
101-790.000-732.000-BOOKSX	SUPPLIES	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	23.31	
101-790.000-732.000-BOOKSX	SUPPLIES	CENTER POINT LARGE PRINT	LARGE PRINT COLLECTION	204.96	
101-790.000-732.000-BOOKSX	SUPPLIES	GALE/CENGAGE LEARNING IN	LARGE PRINT COLLECTION	32.80	
101-790.000-732.000-BOOKSX	SUPPLIES	MICROMARKETING LLC	ADULT COLLECTION	134.00	
101-790.000-732.000-BOOKSX	SUPPLIES	MICROMARKETING LLC	ADULT COLLECTION	61.58	
101-790.000-732.000-CHILDB	SUPPLIES	GALE/CENGAGE LEARNING IN	YOUNG ADULT LARGE PRINT	67.50	
101-790.000-732.000-CHILDB	SUPPLIES	SALEM TOWNSHIP LIBRARY	YOUTH BOOK REPLACEMENT	7.99	
101-790.000-732.000-GENSUP	SUPPLIES	4 IMPRINT INC	OUTREACH SHIRTS	234.25	
101-790.000-802.000-COLLEC	Contracted Services	UNIQUE MANAGEMENT SERVIC	COLLECTIONS FEES / PLACEMENTS	19.70	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	37.60	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	25.00	
101-790.000-807.000-ADULTP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	839.02	
101-790.000-807.000-SUMMER	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	3.75	
101-790.000-807.000-YOUTHP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	9.27	
101-790.000-807.000-YOUTHP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	25.70	
101-790.000-807.000-YOUTHP	COMMUNITY PROGRAMS	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	12.99	
101-790.000-860.000	MILEAGE	ANN BATES	MILEAGE REIMBURSEMENT	249.42	
101-790.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	5.00	
101-790.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	489.51	
101-790.000-930.000	Maintenance	MENARDS-HOLLAND INC	MAINTENANCE SUPPLIES	369.99	
101-790.000-955.000	Miscellaneous	COREWELL HEALTH WEST OCC	MEDICAL TESTINGS/SCREENINGS - NEW EMP	59.00	
		Total For Dept 790.000 LIBRARY		3,801.72	
		Total For Fund 101 General Fund		33,917.55	
Fund 249 Building Department Fund					
Dept 371.000 INSPECTION DEPARTMENT					
249-371.000-802.000	Contracted Services	PROFESSIONAL CODE INSPEC	PERMIT INSPECTIONS - OCTOBER	72,454.50	
		Total For Dept 371.000 INSPECTION DEPARTMENT		72,454.50	
		Total For Fund 249 Building Department Fund		72,454.50	
Fund 404 CAPITAL/ONE-TIME PROJECTS FUND					
Dept 262.000 ELECTIONS					
404-262.000-971.000	CAPITAL OUTLAY	LISA MILLER	CIMS PROGRAM	120.00	
		Total For Dept 262.000 ELECTIONS		120.00	
		Total For Fund 404 CAPITAL/ONE-TIME PROJECTS FUND		120.00	
Fund 494 Dda Development Fund					
Dept 446.000 ROADS					
494-446.000-971.065	ROAD MAINTENANCE	OTTAWA CTY ROAD COMMISSI	RESURFACING - PROGRESS #4	40,608.66	
		Total For Dept 446.000 ROADS		40,608.66	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 Dda Development Fund					
Dept 901.000 CONSTRUCTION					
494-901.000-971.038	PARK IMPROVEMENT	PENCHURA LLC	SKATEBOARD PARK & NINJA COURSE	243,085.00	
		Total For Dept 901.000 CONSTRUCTION		243,085.00	
		Total For Fund 494 Dda Development Fund		283,693.66	
Fund 592 Water & Sewer					
Dept 000.000 REVENUE					
592-000.000-283.000	Performance Deposits Payable-N	RJM PROPERTIES BECKER DR	PERFORMANCE DEPOSIT REFUND - CONIFER	13,997.50	
592-000.000-284.268	AFFOGATOS ICE CREAM & COFFEE	AFFOGATO'S ICE CREAM AND	REFUND ESCROW ACCOUNTS - GENERAL & UT	480.00	
		Total For Dept 000.000 REVENUE		14,477.50	
Dept 248.000 ADMINISTRATION					
592-248.000-660.000	BANK DENIAL FEE	INVOICE CLOUD INC	WATER/SEWER BILLING - 3RD QTR 2026	20.00	
592-248.000-732.000-SAFETY	SUPPLIES	BUIST ELECTRIC INC	ELECTRICAL TRAINING @ 10/13/26	3,123.00	
592-248.000-802.000-ITMONT	Contracted Services	VC3 INC	MANAGED-MONTHLY BILLING - NOVEMBER	3,844.10	
592-248.000-900.000	PRINTING, PUBLISHING, & POSTAGE	INVOICE CLOUD INC	WATER/SEWER BILLING - 3RD QTR 2026	433.65	
		Total For Dept 248.000 ADMINISTRATION		7,420.75	
Dept 536.000 WATER					
592-536.000-646.000	Utility Charges	GARCIA, ALBERT	UB refund for account: 6022	145.75	
592-536.000-646.000	Utility Charges	MILLER NANCY	UB refund for account: 2916	55.15	
592-536.000-646.000	Utility Charges	RICE, TYLER	UB refund for account: 7095	517.65	
592-536.000-732.000-GENSUP	SUPPLIES	HD SUPPLY INC	HOSE & COUPLINGS	164.65	
592-536.000-732.000-GENSUP	SUPPLIES	HD SUPPLY INC	HOSE CLAMP	7.13	
592-536.000-732.000-GENSUP	SUPPLIES	KUSTOM DEZINS LLC	OUTERWEAR WITH TOWNSHIP LOGO	62.50	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	3" MEASURING CHAMBERS	19,360.00	
592-536.000-732.000-METERS	SUPPLIES	ETNA SUPPLY COMPANY	3/4 INCH METERS	18,720.00	
592-536.000-732.000-TOOLSX	SUPPLIES	HD SUPPLY INC	DE-WATERING PUMP	755.82	
592-536.000-733.000	WATER COST	OTTAWA COUNTY PUBLIC UTI	WATER USE/SYSTEM MAINTENANCE - OCTOBE	104,542.62	
592-536.000-802.000-MULTIP	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	271.81	
592-536.000-803.000	Professional Services	MOORE & BRUGGINK INC	ENG'G SERVICES - GIS CLEAN UP - NOVEM	1,124.31	
592-536.000-926.000-ELECTR	UTILITIES	GREAT LAKES ENERGY COOPE	ELECTRIC USAGE - NOVEMBER	78.22	
592-536.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	4.87	
592-536.000-926.000-HEATME	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	81.32	
592-536.000-930.000	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	16.98	
592-536.000-930.000-SYSTEM	MAINTENANCE	MCDONALD PLUMBING INC	INSTALL EXPANSION TANK	488.00	
592-536.000-935.000	Truck Maintenance	AUTOZONE STORE	LIGHT BULB	22.27	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL CHANGE - 2013 FORD F250	54.33	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TPMS SENSOR - 2020 SILVERADO 1500	31.19	
592-536.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL CHANGE - 2019 IMPALA	41.55	
592-536.000-955.000	Miscellaneous	COREWELL HEALTH WEST OCC	MEDICAL TESTINGS/SCREENINGS - NEW EMP	29.50	
592-536.000-971.000	CAPITAL OUTLAY	RECO EQUIPMENT INC	LOADER FORKS	1,000.00	
592-536.000-971.000-NORTHS	CAPITAL OUTLAY	GEORGETOWN CONSTRUCTION	NORTH WATER MAIN LOOP @ 60TH AVENUE -	572,449.77	
		Total For Dept 536.000 WATER		720,025.39	
Dept 537.000 SEWER					
592-537.000-646.000	Utility Charges	EISEN, DANIEL	UB refund for account: 4395	245.95	
592-537.000-732.000-GENSUP	SUPPLIES	AUTOZONE STORE	CLEANING SUPPLIES	23.17	
592-537.000-732.000-GENSUP	SUPPLIES	HD SUPPLY INC	HOSE & COUPLINGS	164.64	
592-537.000-732.000-GENSUP	SUPPLIES	KENT RUBBER SUPPLY	SAMPLER TUBING	128.61	
592-537.000-732.000-GENSUP	SUPPLIES	KUSTOM DEZINS LLC	OUTERWEAR WITH TOWNSHIP LOGO	62.50	
592-537.000-732.000-LABSUP	SUPPLIES	HD SUPPLY INC	REPLACEMENT BOD PROBE	1,667.25	
592-537.000-732.000-LABSUP	SUPPLIES	HD SUPPLY INC	BOD PROBE CAP	448.40	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #
Fund 592 Water & Sewer					
Dept 537.000 SEWER					
592-537.000-732.000-LABSUP	SUPPLIES	NORTH CENTRAL LABORATORI	LAB CONSUMABLES	800.82	
592-537.000-802.000-MULTIP	Contracted Services	ALS GROUP USA CORPORATIO	EXTRA REQUIRED MONITORING	1,600.00	
592-537.000-802.000-MULTIP	Contracted Services	CINTAS CORPORATION #301	CONTRACT / UNIFORMS - OCTOBER	271.81	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL STUDY	1,374.87	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL STUDY	1,527.28	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL STUDY	1,374.87	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL STUDY	1,510.58	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	466.29	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	1,520.58	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	1,374.87	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	190.87	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	466.29	
592-537.000-802.000-MULTIP	Contracted Services	TRACE ANALYTICAL LABORAT	MAHL SAMPLES	1,520.58	
592-537.000-803.000	Professional Services	MOORE & BRUGGINK INC	ENG'G SERVICES - ASSET MGMT - NOVEMBE	323.67	
592-537.000-803.000	Professional Services	MOORE & BRUGGINK INC	ENG'G SERVICES - GIS CLEAN UP - NOVEM	1,124.31	
592-537.000-926.000-HEATFU	UTILITIES	DTE ENERGY	HEATING FUEL USAGE - NOVEMBER	153.71	
592-537.000-930.000-COLLEC	MAINTENANCE	ENERGY SYSTEMS MICHIGAN	LOAD BANK & MINOR PM INSPECTION	1,400.00	
592-537.000-930.000-GENMAI	MAINTENANCE	CARDMEMBER SERVICE	CREDIT CARD CHARGES - OCTOBER	16.97	
592-537.000-930.000-SANITA	MAINTENANCE	GFL ENVIRONMENTAL SERVIC	INSPECTION @ CITRUS DRIVE	267.90	
592-537.000-930.000-WRRFMA	MAINTENANCE	OUDBIER INSTRUMENT CO.	REPLACE CF METER	2,985.00	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL CHANGE - 2013 FORD F250	54.32	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	TPMS SENSOR - 2020 SILVERADO 1500	31.18	
592-537.000-935.000	Truck Maintenance	TOLMAN'S AUTO TECH GROUP	OIL CHANGE - 2019 IMPALA	41.55	
592-537.000-955.000	Miscellaneous	COREWELL HEALTH WEST OCC	MEDICAL TESTINGS/SCREENINGS - NEW EMP	29.50	
592-537.000-971.000	CAPITAL OUTLAY	RECO EQUIPMENT INC	LOADER FORKS	2,000.00	
592-537.000-971.000-GVSUTR	CAPITAL OUTLAY	SCHOLTEN FANT	ATTORNEY SERVICES - OCTOBER	105.00	
592-537.000-971.000-PIERCE	CAPITAL OUTLAY	F&V CONSTRUCTION MGMT IN	PIERCE STREET LIFT STATION IMPROVEMEN	9,593.00	
		Total For Dept 537.000 SEWER		34,866.34	
		Total For Fund 592 Water & Sewer		776,789.98	

INVOICE GL DISTRIBUTION REPORT FOR ALLENDALE CHARTER TOWNSHIP
EXP CHECK RUN DATES 11/11/2026 - 11/24/2026
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check #

Fund Totals:

Fund 101 General Fund	33,917.55
Fund 249 Building Depa	72,454.50
Fund 404 CAPITAL/ONE-T	120.00
Fund 494 Dda Developme	283,693.66
Fund 592 Water & Sewer	776,789.98
Total For All Funds:	1,166,975.69

INTERIM PAYMENTS
Board Meeting: 11/23/26

DATE	CHECK #	AMOUNT	VENDOR	DESCRIPTION
11/9/2026	EFT	$ 22,875.27	EMPOWER	OCT EMPOWER CONTRIBUTIONS
11/12/2026	109786	$ 292.20	ARROWASTE INC	Trash Services @ WWTP - November
11/12/2026	109787	$ 7,781.13	MICH DEPT OF ENVIRON. QUALITY	NPDES Renewal Fee
11/12/2026	109788	$ 1,864.73	WEX BANK - EXXON MOBIL	Fuel Charges
11/17/2026	109790	$ 700.00	KODO KIDS	Early Learning Playspace & Program Tool
11/19/2026	EFT	$ 96,703.77	EMPLOYEES	Bi-Weekly Payroll
11/19/2026	EFT	$ 27,314.52	FEDERAL GOV'T	Payroll IRS Tax Payment
		$ 157,531.62		

DISTRICT 6



DISTRICT 3



DISTRICT 4



OTTAWA COUNTY SHERIFF'S OFFICE

OCTOBER REPORT



SHERIFF
ERIC DEBOER

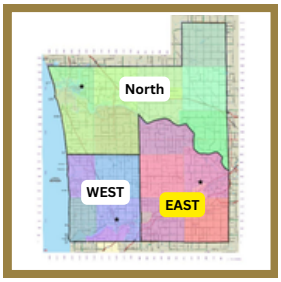
October was filled with fall fun and great moments with our community! We started the month by attending the Royal Technologies Family Event, which was especially fun when one of the kids dressed up as our "supervisor". We then had the pleasure of joining the Bowerman's Fall Event, where we spent a beautiful fall day hanging out with families and enjoying everything the season has to offer. To close out the month, we hosted a School Resource Officer and kids kickball tournament, where our SRO's faced off against students from a class at Spring Lake Elementary School in a friendly game of kickball. It was a great way to build connections and share some laughs. October was a reminder of how much we love getting out and connecting with the people we serve, and we cannot wait to see what November has in store!

OTTAWA COUNTY SHERIFF'S OFFICE

12220 Fillmore St West Olive, MI 49460

Eric J. DeBoer | Sheriff **David Kok** | Undersheriff

October 2026



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

Georgetown Township	Sept. 26	Oct. 26
Calls	851	788
Enforcement	328	276
Crashes	91	105
Medicals	118	127

City of Hudsonville	Sept. 26	Oct. 26
Calls	202	185
Enforcement	89	62
Crashes	12	15
Medicals	35	19

Zeeland Township	Sept. 26	Oct. 26
Calls	252	238
Enforcement	41	55
Crashes	47	38
Medicals	13	27

Allendale Township	Sept. 26	Oct. 26
Calls	545	589
Enforcement	169	131
Crashes	59	50
Medicals	67	64

Blendon Township	Sept. 26	Oct. 26
Calls	94	135
Enforcement	13	28
Crashes	6	21
Medicals	15	9

Jamestown Township	Sept. 26	Oct. 26
Calls	158	178
Enforcement	56	63
Crashes	23	27
Medicals	16	19

ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING

October 5, 2026
7:00 p.m.
Allendale Township Public Meeting Room

1. Call the Meeting to Order: 7:00 PM
2. Roll Call:
   Present: Mark Adams, Tom Zuniga, Ray Nadda, Rick Westerling, Bruce Zeinstra, Joe Jacquot
   Absent: Todd Bronson
   Staff and Guests Present: Greg Ransford, Corey Kaminski, Lisa Moorhouse, Gary Zeinstra, Zach Boeve with VK Civil
3. Communications and Correspondence: None
4. Approval of the Agenda. Motion to approve agenda as is by Mark Adams, Seconded by Bruce Zeinstra, **Approved 6-0**
5. Motion to Approve September 8, 2026 Planning Commission minutes by Joe Jacquot, Seconded by Bruce Zeinstra, **Approved 6-0**
6. Public Comments for *non-public hearing item*: None
7. Public Hearings:
   A. Zoning Map Amendment Application
      - Gary Zeinstra – 8783 Lake Michigan Drive
        - Seeking rezoning from AG Agricultural and Rural Zoning District to the C-3 Service Commercial Zoning District
        - Bruce Zeinstra recused himself; The Chairperson opened the public hearing. There being no comments, the Chairperson closed the public hearing. Motion to recommend adoption to the Board of Trustees pursuant to the Rezoning Evaluation Factors provided by Section 470-29.01D by Rick Westerling, Seconded by Tom Zuniga, **Approved 5-0**; Bruce Zeinstra re-entered the chamber
8. Site Plan Review: None
9. New Business:
   A. Special Use Application
      - Great Lakes Excavating Service – 11907 40th Avenue & 11963 40th Avenue
        - Seeking mining permit; five years of dry extraction and will be reclaimed back to AG use; ground water is approximately ten feet below where the mining will stop
          a. Requesting deferment on the sidewalk – until something is built next door
          b. Requesting only half landscaping on 40th Ave, specifically the south side of the project, as the north side has a driveway, house and barn as frontage along 40th Avenue
          c. Requesting internal drive at 190’ from the existing residence, instead of the 250’ required per the ordinance. Proposing a berm with a sheet metal fence on top for approximately a 20’ barrier from the haul route/driveway. There is a signed and notarized letter from the neighbor agreeing to this request.

d. From the Township: could the site contact information sign be larger? – yes, the sign/contact information can be larger, visible from the road

   How will the 35' stockpile be kept from blowing into the neighbor's? – water wagon kept on site will help reduce dust

   Do we have these requests in writing? – We can get it in writing.

e. Public hearing could be scheduled for Nov 2.

B. Annual Reports

- JMM Mining Site
  - The Warner St mine is wrapping up, mineral extraction has concluded and the restoration portion remains and will be completed in a couple weeks. As far as complaints, there have been five calls to the Township over the course of the year
- 46th Avenue Mining Site
- The Planning Commission acknowledges the annual reports and accepts their status

10. Old Business: None
11. Public Comment: None
12. Township Board Reports: The 2027 Budget process has begun. We've passed the operating millage resolution. The Sewer Ordinance changes and Emerald Springs Phase 2 streetlight agreement were created. The Town Center Next Steps Work Group was established. Dewpointe West Phase 5 Tentative Preliminary Plat approval, and Joal Street sidewalk installation
13. Commissioner and Staff Comments: Tom Zuniga will be gone for 4-5 weeks for work
14. Adjourn: 7:49 PM

Next meeting October 19, 2026 at 7:00 p.m.

Minutes respectfully submitted by Katie Glynn

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ALLENDALE CHARTER TOWNSHIP
PLANNING COMMISSION MEETING

November 2, 2026
7:00 p.m.
Allendale Township Library Meeting Room

1. Call the Meeting to Order: 7:00 PM
2. Roll Call:
   Present: Ray Nadda, Rick Westerling, Bruce Zeinstra, Joe Jacquot, Todd Bronson
   Absent: Mark Adams, Tom Zuniga,
   Staff and Guests Present: Greg Ransford, Zach Boeve with VK Civil, Don Vander Wal, Deanna & Mike Hunter, Sue Snow, Jay Knoper, Anthony & Danielle Arrasmith, Al Helbling, Kaitlyn Walters, Mike Stein, Debbie Popma, Ken Rosema, and Zac Converse
3. Communications and Correspondence: Email from Boulder Ridge regarding the Public Hearing
4. Approval of the Agenda. Motion to approve agenda as is by Joe Jacquot, Seconded by Bruce Zeinstra, **Approved 5-0**
5. Motion to Table the Approval of October 5, 2026 Planning Commission minutes by Rick Westerling, Seconded by Joe Jacquot, **Approved 5-0**
6. Public Comments for *non-public hearing item*: Deanna Hunter spoke regarding the 46th Ave mine
7. Public Hearings:
   - Special Use Application - Great Lakes Excavating Service – 11907 40th Avenue & 11963 40th Avenue
     - Seeking mining permit; five years of dry extraction and will be reclaimed back to AG use; ground water is approximately ten feet below where the mining will stop

   - Zach Boeve with VK Civil gave a summary of the project and highlighted the changes made to the plan since last meeting with the Planning Commission.
   - Mike Hunter spoke highlighting the company (Great Lakes Excavating Service)'s history of disregarding the rules
   - Jay Knoper spoke regarding the safety concerns that are present at the Warner St mine and that will potentially be an issue for the new location
   - Don Vander Wal spoke regarding the horrible condition of 40th Ave and asked that measures be taken to fix the current state and address dust control
   - Deanna Hunter requested the Planning Commission look into the setback minimums and noise violations, as well as the queuing of trucks on 40th ave.
   - Mike, a resident of Boulder Ridge and an employee of Curtis Moran, mentioned the company "could do a better job"
   - Mike Stein, the community manager for Boulder Ridge, asked several questions in hopes to learn more about the standards, regulations, and procedures for protecting resident's quality of life
   - Kaitlyn Walters is concerned about the air quality and had questions about how much of the access road is paved
   - Ken Rosema spoke about the dust control measures and the direction of the flow of storm water on the mining site, and how the company was mandated to return the flow of storm

water drainage to its original patterns on the earlier mining site(s). He requested a hydrological survey be completed before the project is initiated

- Zac Converse spoke more on the importance of the previously mentioned hydrological study, an established dust control plan, larger setbacks, and that the migratory patterns of wildlife be taken into consideration
- Bruce Zeinstra asked Curtis Moran if the berms could be set to 8-10 feet in the areas where mining is occurring, and that metal fencing be added to the south property line for more privacy for the future phase of Boulder Ridge. The suggestions will need to be agreed upon in writing before the Planning Commission brings it to a vote.
- Ray Nadda made a motion to table the vote to give the applicant the opportunity to address privacy along the entire south property line and to provide a plan for truck stacking entering the site, Seconded by Rick Westerling, **Approved 5-0**

8. Site Plan Review: None
9. New Business: None
10. Old Business: None
11. Public Comment: Mike Hunter thanked the Planning Commission for their time and attention to the quality of life of the impacted residents
12. Township Board Reports: The 2027 Budget process is wrapping up. The Town Center Next Steps Work Group was established.
13. Commissioner and Staff Comments:
14. Adjourn: 8:43 PM

Next meeting November 16, 2026 at 7:00 p.m.

Minutes respectfully submitted by Katie Glynn

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7

ALLENDALE CHARTER TOWNSHIP
BUDGET RESOLUTION 2026-19 FOR ADOPTION
BY THE ALLENDALE CHARTER TOWNSHIP BOARD
OF THE 2027 FISCAL YEAR BUDGET

A resolution to establish the general appropriations act of the Charter Township of Allendale for the Fiscal Year 2027, a resolution to make appropriations; to provide for the expenditure of appropriations; to provide for the disposition of income received by the Township; to define the powers and duties of Township officers in relation to the administration of the budget; and, to provide remedies for refusal or neglect to comply with the requirements of this resolution.

The Board of Trustees of Allendale Charter Township resolves:

SECTION 1: TITLE

This resolution shall be known as the 2027 Allendale Charter Township Appropriations Act.

SECTION 2: CHIEF ADMINISTRATIVE OFFICER

The Township Supervisor, pursuant to state law, shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this resolution.

SECTION 3: FISCAL OFFICER

The Township Finance Director shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this resolution.

SECTION 4: PUBLIC HEARING ON THE BUDGET

Pursuant to MCLA 42.26, notice of a public hearing on the proposed budget was published in the Grand Rapids Press, a newspaper of general circulation on November 1, 2026 and a public hearing on the Fiscal Year 2027 proposed budget was held on November 09, 2026 at 6:00 p.m. at the Allendale Township Hall.

SECTION 5: ESTIMATED REVENUES AND EXPENDITURES OF VARIOUS FUNDS

SUBSECTION A: GENERAL FUND

The total revenues and unreserved fund balance estimated to be available for appropriations in the **GENERAL FUND** of Allendale Charter Township, including an allocated millage of 2.7422 mills; voter authorized millage of 0.0 mills, and various other revenues for the Fiscal Year 2027 are as follows:

REVENUE		NOTES
General Fund Revenues	**$6,297,141**	
Fund Balance on 01/01/27	**$9,618,694**	
Total Available Funds	**$15,915,835**	

That $7,068,138 of the total available to appropriate in the **GENERAL FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURE		NOTES
General Fund Expenditures	**$7,068,138**	
Fund Balance on 12/31/27	**$8,847,697**	

SUBSECTION B: BUILDING INSPECTION FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **BUILDING INSPECTION FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Building Inspection Fund Revenues	**$390,720**	
Fund Balance on 01/01/27	**$207,574**	
Total Available Funds	**$598,294**	

That $364,450 of the total available to appropriate in the **BUILDING INSPECTION FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Building Inspection Fund Expenditures	**$364,450**	
Fund Balance on 12/31/27	**$233,844**	

SUBSECTION C: LIBRARY IMPROVEMENT FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriation in the **LIBRARY IMPROVEMENT FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Library Imp Fund Revenues	**$19,500**	
Fund Balance on 01/01/27	**$159,942**	
Total Available Funds	**$179,442**	

That $0 of the total available to appropriate in the **LIBRARY IMPROVEMENT FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Library Imp Fund Expenditures	**$0**	
Fund Balance on 12/31/27	**$179,442**	

SUBSECTION D: CEMETERY IMPROVEMENT FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **CEMETERY IMPOVEMENT FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Cemetery Imp Fund Revenues	**$20,010**	
Fund Balance on 01/01/27	**$188,983**	
Total Available Funds	**$208,993**	

That $16,220 of the total available to appropriate in the **CEMETERY IMPROVEMENT FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Cemetery Imp Fund Expenditures	**$16,220**	
Fund Balance on 12/31/27	**$192,773**	

SUBSECTION E: HISTORICAL SOCIETY FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **HISTORICAL SOCIETY FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Historical Society Fund Revenues	**$45**	
Fund Balance on 01/01/27	**$6,430**	
Total Available Funds	**$6,475**	

That $0 of the total available to appropriate in the **HISTORICAL SOCIETY FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Historical Society Fund Expenditures	**$0**	
Fund Balance on 12/31/27	**$6,475**	

SUBSECTION F: AMERICAN RESCUE PLAN ACT FUND (Closed at the end of 2026)

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **AMERICAN RESCUE PLAN ACT FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
American Rescue Plan Act Fund Revenues	**$0**	
Fund Balance on 01/01/27	**$0**	
Total Available Funds	**$0**	

That $0 of the total available to appropriate in the **AMERICAN RESCULE PLAN ACT FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
American Rescue Plan Act Fund Expenditures	**$0**	
Fund Balance on 12/31/27	**$0**	

SUBSECTION G: CAPITAL/ONE-TIME PROJECTS FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **CAPITAL/ONE-TIME PROJECTS FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Cap/One-Time-Proj Fund Revenues	**$1,058,500**	
Fund Balance on 01/01/27	**$2,762,322**	
Total Available Funds	**$3,820,822**	

That $457,600 of the total available to appropriate in the **CAPITAL/ONE-TIME PROJECTS FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
Cap/One-Time Proj Fund Expenditures	**$457,600**	
Fund Balance on 12/31/27	**$3,363,222**	

SUBSECTION H: DOWNTOWN DEVELOPMENT AUTHORITY FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **DOWNTOWN DEVELOPMENT AUTHORITY FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
DDA Fund Revenues	**$2,902,900**	
Unassigned Fund Balance on 01/01/27	**$4,572,474**	**Assigned Fund Balance on 01/01/27 is $1,950,000**
Total Available Funds	**$7,475,374**	

That $1,924,600 of the total available to appropriate in the **DOWNTOWN DEVELOPMENT AUTHORITY FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
DDA Fund Expenditures	**$1,924,600**	
Unassigned Fund Balance on 12/31/27	**$4,150,774**	**Assigned Fund Balance on 12/31/27 is $3,350,000**

SUBSECTION I: ROAD IMPROVEMENT FUND

That the total revenues and unappropriated cash balance estimated to be available for appropriations in the **ROAD IMPROVEMENT FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Road Imp Fund Revenues	**$85,900**	
Fund Balance on 01/01/27	**$704,725**	
Total Available Funds	**$790,625**	

That $6,500 of the total available to appropriate in the **ROAD IMP FUND** is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES		NOTES
Road Imp Fund Expenditures	**$6,500**	
Fund Balance on 12/31/27	**$784,125**	

SUBSECTION J: WATER/SEWER FUND

That the total revenues and unappropriated cash balance estimated to be available for the appropriations in the **WATER/SEWER FUND** of the Charter Township of Allendale for the Fiscal Year 2027 is as follows:

REVENUES		NOTES
Water/Sewer Fund Revenues	**$11,053,059**	
Estimated Cash Reserves on 01/01/27	**$10,070,817**	
Total Available Revenues	**$21,123,876**	

That $10,376,011 of the total available to appropriate in the **WATER/SEWER FUND** is hereby appropriated in the amount and for the purposes set forth below:

EXPENDITURES		NOTES
Water/Sewer Fund Expenditures	**$10,376,011**	
Estimated Cash Reserves on 12/31/27	**$10,747,865**	

SUBSECTION K:

A *2027 Budget Year Worksheet* is made part of this resolution, by reference, to provide for greater line item detail of the 2027 Fiscal Year budget and serve as a basis for future fiscal year budgeting.

SECTION 6: ADOPTION OF BUDGET BY REFERENCE

The 2027 Fiscal Year budget of Allendale Charter Township is hereby adopted by reference, with the revenues and activity expenditures as indicated in Section 5 of this resolution.

SECTION 7: ADOPTION OF BUDGET BY ACTIVITY

The Allendale Charter Township Board of Trustees adopts the 2027 Fiscal Year budget by activity. The Township Chief Administrative Officer, who is responsible for the expenditures authorized in the budget, may expend Township funds up to, but not to exceed, the total appropriation authorized in each activity; however, salary/benefits line items within an activity shall not be decreased in order to increase another non-salary/benefits line item.

SECTION 8: INSURANCE BENEFITS

Monies for the following insurances are included within the budget:

Renewal of Blue Care Network High Deductible HSA insurance policy. The Township will cover the full annual premium, plus a seed deposit to each eligible employees HSA account in January 2027:

Blue Care Network High Deductible HSA Policy Premium $719,000
Health Savings Account Seed Deposits for employees: $24,200 total for 2027

1. In-lieu of Health Ins –
   - Hired before 12/31/19
     i. Single - $ 247.00/month
     ii. Double - $ 533.00/month
     iii. Family (4) - $ 695.50/month
   - Hired after 12/31/19
     i. All (5) - $ 216.67/month
2. Dental Insurance – Mutual of Omaha (*for full-time staff*)
3. Short Term Disability – Self-funded (*for full-time staff*)
4. Long Term Disability - Mutual of Omaha (*for full-time staff*)
5. Workers Compensation – Michigan Municipal League (*for full-time and part-time staff*)
6. Life and AD&D Insurance – Mutual of Omaha
   - $20,000 (*for full-time staff*)
   - $50,000 (*for fire/rescue staff and trustees*)
7. Liability & Vehicle Insurance – Par Plan

SECTION 9: STAFFING

Monies for the following staffing levels are included within the budget:

Township Board

Position Title	# Positions	# Filled	# Vacant
Trustees (4)	4	4	0

Supervisor

Position Title	# Positions	# Filled	# Vacant
Supervisor	1	1	0
Administrative Operations Lead	1	1	0

Finance/Accounting

Position Title	# Positions	# Filled	# Vacant
Finance/Acct Director	1	1	0
Accounting Assistant (part-time)	1	1	0

Clerk

Position Title	# Positions	# Filled	# Vacant
Clerk	1	1	0
Deputy Clerk	1	1	0

Board of Review

Position Title	# Positions	# Filled	# Vacant
Board of Review members (as needed)	4	4	0

Administration

Position Title	# Positions	# Filled	# Vacant
HR Admin Assist (50%)	1	1	0
P&Z Admin Assist (50%)	1	1	0

Treasurer

Position Title	# Positions	# Filled	# Vacant
Treasurer	1	1	0

Assessing

Position Title	# Positions	# Filled	# Vacant
Head Assessor	1	1	0
Field Appraiser	1	0	1

Elections

Position Title	# Positions	# Filled	# Vacant
Election Inspectors	70	0	70

Building & Grounds

Position Title	# Positions	# Filled	# Vacant
Facilities Supervisor	1	1	0
Custodian (75%)	1	1	0

Human Resources

Position Title	# Positions	# Filled	# Vacant
Human Resources Director (50%)	1	1	0
HR Admin Assist (50%)	1	1	0

Fire Department

Position Title	# Positions	# Filled	# Vacant
Fire Chief	1	1	0
Deputy Chief	1	1	0
Captain	1	1	0
Lieutenant Full Time	2	2	0
Lieutenant Paid-on-Call	3	3	0
Sergeant Paid-on-Call	6	6	1
Paid-on-call	30	26	4
Inspection Coordinator Full Time	1	1	0

Highway M-45

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #2	1	1	0
Maintenance Operator #3	1	1	0

Cemetery

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #1 (50%)	1	1	0
Summer Help	1	0	1

Planning & Zoning

Position Title	# Positions	# Filled	# Vacant
P&Z Admin Assist (50%)	1	1	0

Zoning Board of Appeals

Position Title	# Positions	# Filled	# Vacant
Zoning Board of Appeals members (as needed)	4	4	0

Planning Commission

Position Title	# Positions	# Filled	# Vacant
Planning Commission members (as needed)	7	7	0

Recreation & Parks

Position Title	# Positions	# Filled	# Vacant
Maintenance Operator #1 (50%)	1	1	0
Maintenance Assistant	1	1	0
Park Advisory Board	6	6	0
Summer Help	1	0	1

Community Promotions Coordinator

Position Title	# Positions	# Filled	# Vacant
Community Promotions Coordinator	1	1	0

Library

Position Title	# Positions	# Filled	# Vacant
Library Director	1	1	0
Youth Services Librarian	1	1	0
Head of Circulation	1	1	0
Part-time employees	7	6	1
Library Advisory Board	8	7	1
Circulation Assistant/Para Librarian	1	1	0

Water/Sewer Fund

Position Title	# Positions	# Filled	# Vacant
Public Utilities Superintendent	1	1	0
Water Supervisor	1	1	0
Waste Water Supervisor	1	1	0
Public Utilities Operator	6	5	1
Inspector	1	1	0
Lab Tech	1	1	0
Custodian #1	1	1	0
Custodian #2	0	0	0
Seasonal	1	0	1
Public Utilities Clerk	1	1	0
Human Resources Director (50%)	1	1	0
Safety Coordinator (40%)	1	1	0

Contracted Professional Service Agreements

Professional Service Provided
Legal Services (Scholten Fant) (Dickinson Wright)
Engineering Services (Fleis & VandenBrink)
Financial Audit Services (Vredeveld Haefner LLC)
Planning Services (Fresh Coast Planning)
IT Services (VC3)
Building, Electrical, Plumbing and Mechanical Inspections (Professional Code Inspections)
Ottawa County Sheriff's Department (4.33 FTEs or portion of 5)

SECTION 10: TRANSFER AUTHORITY

The Chief Administrative Officer shall have the authority to make transfers among various line items within an activity.

The line item amounts for salaries and wages, FICA, 401a, and employee insurance within and between the General Fund, Building Dept Fund, Rental Administration Fund, and Water/Sewer Fund may be increased or reduced by the Chief Administrative Officer as necessary, if the net effect of the amendment will not exceed the amounts for salary and wages rates established by the Board (*as found in the line item detail*) for the staff positions these line items fund.

SECTION 11: ASSIGNED FUND BALANCES

GENERAL FUND

The assigned fund balance of the General Fund is less than 1% of its' fund balance and is considered immaterial.

DOWNTOWN DEVELOPMENT AUTHORITY FUND

$300,000 – 60th Ave /Lake Michigan Dr intersection
$650,000 – 60th Ave pathway (Idema Trail)
$1,000,000 – Sewer Lift Station (2027)
$1,800,000 – Town Center Allocation

SECTION 12: PERIODIC FISCAL REPORTS

The Fiscal Officer shall transmit to the Board at the end of each month a report of financial operations for the previous month (*e.g., prior to the end of July, a report for the month of June shall be sent to the Board*), including, but not limited to:

A. A summary statement of the actual financial condition of the various funds;

B. A summary statement showing the revenues and expenditures for the previous month and for the current Fiscal Year;

C. A summary statement showing the revenues and expenditures for the previous Fiscal Year year-to-date compared to the current Fiscal Year year-to-date.

SECTION 13: LIMIT OF OBLIGATIONS AND PAYMENTS

No obligation shall be incurred against and no payment shall be made from any appropriation activity unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation. Department heads shall not consider appropriations contained in this resolution as a mandate to expend Township funds.

Prior to completing any single equipment or capital purchase exceeding $25,000, which has been approved by this resolution, the Chief Administrative Officer shall inform the Board by written memorandum of the proposed expenditure. If the Board does not object to the proposed purchase at its next scheduled meeting, the Chief Administrative Officer shall have the authority to complete the transaction.

SECTION 14: BUDGET MONITORING

Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or both.

SECTION 15: VIOLATIONS OF THIS RESOLUTION

Any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible officials or employees to disciplinary action as outlined in Act 621 of the Public Acts of 1978, as amended, and the Allendale Charter Township Personnel Manual.

SECTION 16: BOARD ADOPTION

Motion made by xxxxx, supported by xxxxxx to adopt the foregoing resolution.

Upon roll call vote the following voted:
Ayes:
Nays:
Absent:

RESOLUTION DECLARED ADOPTED.
Dated:

_____
Township Clerk
Jody Hansen

_____
Township Supervisor
Adam Elenbaas

CERTIFICATE

I, the undersigned, the duly qualified and acting Township Clerk of the Charter Township of Allendale, Ottawa County, Michigan, certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board at a regular meeting of the Township Board held on the 24th day of November, 2026. I further certify that public notice of the meeting was given pursuant to and in full compliance with Michigan Act 267 of 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

_____

Township Clerk
Jody Hansen

Resolution 2026-

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~~ January 1, 202~~6~~7

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 2027~~6~~

For SEWER

Meter Size	Ready to Serve Charge
5/8”	$~~62.50~~ 63.50
3/4”	$~~86.50~~87.50
1”	$~~146.00~~148.50
1-1/2”	$~~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

(i) Residential - $6.~~80~~ 90 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~~ 90per 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 2026-20

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: January 1, 2027

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 2027

For SEWER

Meter Size	Ready to Serve Charge
5/8”	$ 63.50
3/4”	$87.50
1”	$148.50
1-1/2”	$268.00
2”	$352.00
3”	$630.00
4”	$1,025.00
6”	$1,750.00
8”	$1,900.00

(i) Residential - $6.90 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 - $6.90 per 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-

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~~ January 1, 202~~6~~7

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 - Actual cost plus incidentals

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 202~~6~~7

For WATER

Meter Size	Ready to Serve Charge
5/8”	$~~29.75~~ 32.75
3/4”	$~~41.75~~ 46.00
1”	$~~67.00~~ 73.75
1-1/2”	$~~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

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

Resolution 2026-21

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: January 1, 2027

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 - Actual cost plus incidentals

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 2027

For WATER

Meter Size	Ready to Serve Charge
5/8”	$ 32.75
3/4”	$ 46.00
1”	$ 73.75
1-1/2”	$ 151.25
2”	$ 204.50
3”	$ 324.50
4”	$ 497.50
6”	$ 635.25
8”	$ 790.50

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

STATE OF MICHIGAN
JOCELYN BENSON, SECRETARY OF STATE
DEPARTMENT OF STATE
LANSING

ALLENDALE CHARTER TOWNSHIP
6676 LAKE MICHIGAN DR
ALLENDALE MI 49401-9257

Issued: 09-22-2026
Letter ID: L0206334582

MICHIGAN DEPARTMENT OF STATE

AGREEMENT RENEWAL NOTICE

Dear ALLENDALE CHARTER TOWNSHIP:

Pursuant to Clause 22 of the Agreement, this is to serve notice that it is 90 days until the end of this initial term. If you wish to renegotiate the terms of this agreement and/or extend the term for an additional 5 years, please contact MDOS Business and Internal Services Division at CommercialServices@michigan.gov, for Direct Access and Subscription Services, or ListSales@michigan.gov for List Sales/Bulk Sales agreements. Otherwise, this agreement will end on 21-Dec-2026 as specified in the Agreement, and your organization account will be terminated and will no longer have access to MDOS data.

Thank you,

Business and Internal Services Division
Michigan Department of State

CC: Chief Legal Director

CASE DSA #: _____

DATA SHARING AGREEMENT
BETWEEN
MICHIGAN DEPARTMENT OF STATE
AND
[ALLENDALE CHARTER TOWNSHIP]
FOR
EMPLOYER SUBSCRIPTION

1. Introduction

This Data Sharing Agreement (DSA) is between the Michigan Department of State (MDOS) and the Allendale Charter Township (Receiving Entity). MDOS and Receiving Entity are collectively referred to as the parties.

MDOS is the party that is disclosing data under this DSA. The Receiving Entity is the party that is receiving data from MDOS under this DSA.

This DSA establishes the conditions under which MDOS agrees to disclose the selected data to the Receiving Entity and it provides for the protection of that data. It also identifies the responsibilities of each party and establishes terms governing the use, disclosure, and disposition of the data.

2. Purpose

The data will be used by the Receiving Entity only as is expressly stated below and agreed to by the parties under this DSA. Access to the data by any party or for any purpose not identified in this DSA is strictly forbidden. Data provided by MDOS remains the property of MDOS.

Receiving Entity will use the data to utilize subscription services to maintain/comply as needed with internal employment regulations.

3. Data To Be Shared

MDOS will provide Receiving Entity with the data described in **Schedule A**. The Data provided by MDOS remains the sole and exclusive property of the MDOS. Furthermore, the MDOS covenants that required notice, consents, and authorizations have been and will continue to be obtained from the individuals and entities the data concerns.

4. Service(s) Requested (check all that apply)

☐ Direct Access
☒ Subscription Service
☐ Delayed Lookups
☐ List Sales/Bulk Information
  ☐ Driver/Personal ID
  ☐ Vehicle
  ☐ Lienholder
  ☐ Watercraft
  ☐ Snowmobile
  ☐ Mobile Home
  ☐ Plate Match
☐ Government Research
☐ Special Statutory Law
☐ Other: (describe) _____

5. Method of Transfer

The data will be shared by the following means (select as applicable):
Online Access
☐ Other: (describe) _____

MDOS policy requires that all data should be encrypted at rest and in transit in compliance with DTMB standards.

6. Frequency of Transfer

The data to be shared under this DSA will be transferred only at a frequency and for a period of time as is necessary to meet the purpose stated in §2 above. The frequency is expected to be Weekly.

7. Availability of Data

MDOS reserves the right to schedule the time and duration of the availability of electronic access to the data. MDOS does not guarantee continuous availability during scheduled times, but will use reasonable efforts to make the data available as agreed under this DSA.

8. Legal Authority

MDOS. MDOS shall adhere to all federal and state laws and regulations pertaining to sharing the requested data, including but not limited to: the Federal Driver Privacy Protection Act of 1994 (DPPA),18 U.S. Code § 2721; Michigan Driver Protection Act, MCL §257.208c; the Michigan Identity Theft Protection Act, MCL §

445.61 *et. seq.*, Fair Credit Reporting Act, 15 U.S. Code § 1681 *et seq.*, and the Michigan Social Security Number Privacy Act, MCL § 445.81 *et. seq.*

Receiving Entity. The authority for Receiving Entity to obtain the data is with the federal Driver Privacy Protection Act of 1994, as amended (18 USC §2721-2725 *et seq.*) and related Michigan driver privacy protection laws (e.g., MCL 28.292, 257.208c, 257.232, 257.307, 257.310, 324.80130c, 324.80315c, 324.81114c, and 324.82156c). Specifically, Agency Functions - For use by a federal, state, or local government agency in carrying out the agency's functions.

If Other, please insert statutory citation and relevant language here:

If a Private Investigator or Detective, please include your occupational license number here: _____

Receiving Entity shall also adhere to the Federal Driver Privacy Protection Act, Michigan Identity Theft Protection Act, Fair Credit Reporting Act, and the Michigan Social Security Number Privacy Act, as applicable.

9. Notices and Consents

To the extent required by law, regulations, or rules, MDOS covenants that appropriate notices, consents, and authorizations have been and will continue to be obtained from the individuals and entities the data concerns.

10. Data Classification

The MDOS has classified the data using DTMB Technical Standard No. 1340.00.14, *Information Technology Information Security*.

The data classification level for the data shared under this DSA is **confidential**.
The security categorization is **moderate**.

The minimum security controls and control enhancements derive from the National Institute of Standards and Technology (NIST) SP 800-53, *Recommended Security Controls for Federal Information Systems*. The minimum baseline security controls are the starting point for the security control selection process, and are the basis from which controls and control enhancements may be removed, added or customized to achieve the level of security protection required for the data or information system.

Additional security controls that are not addressed in the NIST SP 800-53 Security Controls may be required based on regulatory compliance or by contractual

obligation. The MDOS considers all non-publicly available data to be considered a minimal classification of confidential with a potential moderate data impact level. The additional security controls associated with the data include: _____.

11. MDOS' Responsibilities

MDOS must:

a. Provide Receiving Entity with access to the data consistent with law, regulations, rules, and contractual obligations, and the terms and conditions of this DSA.

b. If necessary, work with Receiving Entity and the Department of Technology, Management, and Budget (DTMB) to facilitate the sharing of data under this DSA.

c. Perform access reviews to ensure that Receiving Entity has established and uses adequate administrative, technical, and physical safeguards to protect data from unauthorized disclosure.

d. Perform annual reviews to ensure each person with access to MDOS' data: (1) needs and uses the data in connection with their State work duties and (2) understands their responsibility in protecting the data. MDOS may perform onsite inspections of Receiving Entity's premises to ensure compliance with this DSA.

12. Receiving Entity's Responsibilities

Receiving Entity must:

a. **Protect the data.** Receiving Entity must establish and use appropriate administrative, technical, and physical safeguards to protect the data from being accessed, used, disclosed, or stored in a manner other than as provided in this DSA, and must be listed in **Schedule C**. Protocols must be in writing and provided to the MDOS upon request.

    i. **Administrative safeguards** include policies, procedures, training, and other measures designed to carry out security requirements. For example, appointing a security officer or implementing an incident response plan.

    ii. **Physical safeguards** include limitation of access to physical areas of information systems. For example, implementing a clean-desk

policy, requiring locked file cabinets, or use of identification cards to access certain areas.

iii. **Technical safeguards** include automated processes used to protect and control access to data on information systems. Examples include encryption, use of passwords, and data loss prevention tools.

b. **Create a security policy pertaining to the data.** A security policy is a written document describing the system in terms of categories of data processed, users allowed access, and access rules between the users and the data. It describes procedures to prevent unauthorized access by clearing all protected data on storage objects before they are allocated or reallocated out of or into each system. Further security protocols using password protection and authentication must be provided where the computer system contains information for more than one program, project, office, or Entity so that personnel do not have unauthorized or unlimited access. Receiving Entity must provide MDOS with a copy of the security policy upon request.

c. **Maintain a log of the data received from MDOS.** The log must contain the data requested; purpose of request; date data received; name of Entity/division/unit/employee making the request; name of other employees who may have access; date destroyed; and method of destruction. MDOS may require Receiving Entity to include categories of information in addition to those listed in this subsection. The log must be retained by the Receiving Entity for 8 years from the date this Agreement is executed. Receiving Entity must provide MDOS with a copy of the log upon request.

d. **Use the data only for the stated purpose.** Receiving Entity will use the data provided under this DSA solely for the purpose identified in §2 above.

e. **Limit access** to the data provided under this DSA to those specifically listed in **Schedule B**.

f. **Limit access** to the data provided under this DSA to the agents, contractors, and subcontractors who require access to the data to perform the intended activities on behalf of Receiving Entity, upon review and written permission by MDOS. Agents, contractors, and subcontractors must agree in writing to the same or more stringent terms and conditions of this DSA and must be listed in **Schedule D**. The Receiving Entity must provide a copy of the written agreements referenced here upon the request of MDOS.

g. **Minimize data requests, usage, and disclosures.** Receiving Entity will request, use, and disclose only the minimum amount of data necessary to fulfill the purposes of this DSA.

h. **Not disclose the data except as expressly permitted in this DSA or as required by law**. Except as otherwise provided in this DSA, Receiving Entity will not disclose the data to others.

i. **Exempt data from disclosure under FOIA when permitted**. Receiving Entity will not disclose the data in response to a request under the Freedom of Information Act (FOIA), MCL 15.231, *et seq*. unless the law requires (and not merely permits) disclosure. Receiving Party must exempt the data from disclosure under FOIA when permitted by law.]. If Receiving Entity determines the law requires disclosure of the data under FOIA, Receiving Entity will notify MDOS prior to making any disclosures of data not intended under this DSA. Exceptions to this subsection include:

    i. data that was already in Receiving Entity's possession without an obligation of confidentiality;

    ii. data that was developed independently by the Receiving Entity;

    iii. data that was obtained from a source other than MDOS without an obligation of confidentiality; or

    iv. data that was or is publicly available when received, or thereafter became publicly available (other than through any unauthorized disclosure by the Receiving Entity).

j. **Comply with retention and disposal schedules**. Receiving Entity's must destroy the data, including copies of the data, upon completion of the purpose stated in §2, consistent with applicable law and State record retention and disposal schedules. Receiving Entity must provide written certification of data destruction if requested by MDOS.

13. Training

By executing this DSA, Receiving Entity certifies that the driver, and vehicle, and related records obtained by Receiving Entity will be used in compliance with the federal Driver Privacy Protection Act and related Michigan driver privacy legislation. Receiving Entity understands that the willful, unauthorized use or improper re-disclosure of personal information or highly restricted personal information obtained under this DSA could subject an individual to criminal penalties imposed by law. DOS will provide, and Receiving Entity will mandate, Driver Privacy Protection Act training to all persons that will access DOS data.

Failure to comply with this section is a material breach and grounds for termination of this DSA.

14. Costs and Damages

Government Entity: A surety bond is not required.

Commercial or non-profit customer: A commercial or non-profit ORGANIZATION agrees to furnish and maintain an Information Purchaser's Surety Bond in the amount of $25,000. A surety bond company licensed to do business in Michigan shall execute the bond. The bond shall indemnify or reimburse the department or any person whose personal information is accessed or obtained under this agreement for any damage caused by the use of that personal information in a manner contrary to this agreement or federal or Michigan law.

The ORGANIZATION agrees to indemnify or reimburse the department or any person whose personal information is accessed or obtained whether the improper use was made by the ORGANIZATION, by a subsidiary, affiliate agent, employee, or subcontractor of the ORGANIZATION, or by a person who acquired the information through the ORGANIZATION. The bond shall also indemnify or reimburse the department for any payment due the DEPARTMENT for information obtained under this agreement.

Subscription Service Only Customers: The requirement for a surety bond is waived for customers who are only enrolled in the Subscription Service Program.

Receiving Entity agrees to reimburse MDOS for all documented costs incurred to implement this DSA, including but not limited to, hardware, storage, and communication charges, as well as DTMB staff costs. Receiving Entity will be charged for necessary programming changes at the applicable DTMB rates.

Receiving Entity further agrees that they shall be responsible for all database administration functions, including database backup, and that they shall pay all costs related to operating and maintaining the data supplied by MDOS. Receiving Entity further agrees that they will not impose, or seek to impose, any audit requirement or audit cost upon MDOS as a result of this DSA.

15. Security Breach Notification

Receiving Entity must adhere to DTMB Technical Procedure No. 1340.00.01.02, *How to Handle a Breach of Personal Identifiable/Sensitive Information Incidents*. Receiving Entity must implement internal policies and procedures for reporting data security incidents and provide MDOS a copy upon request. Receiving Entity's internal policies and procedures for data security incidents must be as stringent as or more stringent than MDOS's.

Notwithstanding any internal policy to the contrary, if Receiving Entity discovers any "suspected or actual" use or disclosure of MDOS's data not provided for under this DSA, the Receiving Entity must report it to MDOS within one business day of the breach or suspected breach being identified. The parties will cooperate with one another to investigate, mitigate, and remedy unauthorized access, use, or disclosure of the data.

Receiving Entity must identify through audits or other available means entities or persons who improperly access, use, or disclose the data.

If any act, error, omission, negligence, misconduct, or breach by Receiving Entity or its contractor compromises the security, confidentiality, or integrity of the data, Receiving Entity will take all reasonable actions required to comply with applicable law as a result of such security incident and assumes full responsibility for any associated costs and duties, including notification of affected individuals and entities, and if requested by MDOS, will provide credit and identity monitoring services for 24 months to affected individuals.

16. Accuracy

MDOS will use reasonable efforts to ensure the completeness, accuracy, and timeliness of the data provided under this DSA. However, MDOS cannot guarantee data accuracy and will therefore not be held responsible for any damage to Receiving Entity resulting from the disclosure or use of data that is inaccurate, incomplete, or outdated.

17. Cooperation; Execution of Additional Agreements

The parties will execute such documents as may be necessary to realize the intentions of this DSA or comply with law. The parties will also require third parties to execute such documents as may be necessary to realize the intentions of this DSA or comply with law, prior to granting the third-party access to the data. Examples include business associate and non-disclosure agreements.

18. Issue Resolution

The parties will work collectively to resolve system issues relative to Receiving Entity's access to the data. Additionally, upon the request of either party, the parties will convene as reasonably necessary for the purpose of resolving problems that may arise in the administration or enforcement of this DSA. The parties will exchange documentation as reasonably necessary to identify and explain issues and positions. Any portion of this DSA that may be subject to interpretation will be addressed at these meetings.

19. Notices

Notices and other written communications must be addressed to the individuals below or their successors. Parties may amend contact information by providing written notice of the change to the other party. Notices or other written communications required or related to this DSA must be in writing and delivered in person or by email.

For MDOS: Melissa Smiley, Chief of Staff Michigan Department of State 430 W. Allegan St. Lansing, MI 48918 SmileyM1@michigan.gov With copy to: Michael J. Brady, Chief Legal Director Michigan Department of State 430 W. Allegan St. Lansing, MI 48918 bradym@michigan.gov 517-599-7343	**For Receiving Entity:** Jody Hansen, Clerk] [Allendale Charter Township, Clerk] [616-892-3111] [clerk@allendale-twp.org]

20. Compliance Monitoring

On at least an annual basis, the parties will review the practices and procedures outlined in this DSA to ensure compliance with the terms of the DSA and the law. The parties will provide the results of such reviews to the other party upon written request. The parties will also ensure that they take appropriate measures to ensure that information about the DSA is kept up-to-date. The parties have designated the individuals listed in §18 above as responsible for this section.

The parties also recognize that this DSA is subject to compliance audits, investigations, and reviews as provided by law. Primary point of contact for this agreement is: **MDOS**: Dawn VanAken, Director

ORGANIZATION: Jody Hansen, Clerk

21. Amendments

This DSA may be amended by written agreement of the parties. If amendment to this DSA is required to comply with federal or State laws, rules, or

regulations, the parties will promptly enter into negotiations to meet those legal requirements.

22. Effective Date and Term

This DSA is effective when signed by both parties. The effective date is the latest of the two that accompany the signatures. Unless terminated under §22, this DSA will expire five (5) years from effective date. The DSA may be renewed for additional terms by amending the DSA. Parties will meet no less than **90** days prior to the end of this term to begin renewal process.

23. Termination

This DSA may be terminated for any reason by either party upon 30 days prior written notice to the other party.

24. Survival

The rights, obligations, and conditions set forth in §10, MDOS's Responsibilities; §11, Receiving Entity's Responsibilities; and any right, obligation, or condition that, by its express terms or nature and context is intended to survive the termination or expiration of this DSA, survives any such termination or expiration.

25. Entire Agreement

This DSA replaces and supersedes all prior agreements between the parties relating to the subject matter of this DSA.

26. Execution

This DSA may be executed in counterparts, each of which is deemed to be an original, and all of which taken together constitutes one and the same instrument. The signature of any party transmitted by email is binding.

27. Successors; Assignment

This DSA insures to the benefit of and is binding upon the parties, their respective successors-in-interest by way of reorganization, operation of law, or otherwise, and their permitted assigns. Neither party may assign this DSA to any other party without the prior approval of the other party.

28. No Third-Party Beneficiaries

This DSA does not confer any rights or remedies upon any person or entity other than the parties and their respective successors-in-interest by way of reorganization, operation of law, or otherwise, and their permitted assigns.

29. Authority to Bind

Each person signing this DSA represents that he or she is duly authorized to execute this DSA on behalf of the responsible Entity.

For MDOS:

Dawn K. VanAken — 12/21/2021

Dawn VanAken, Director — Date
Office of Business and Internal Services,
Michigan Department of State

For Receiving Entity:

Jody Hansen

[Jody Hansen, Clerk] — 11-17-2021
[Allendale Charter Township, Clerk]

Schedule A
Data To Be Shared and File Formats of the Data

- **Driver Record (Insurance)**
- Request
    - **Search Criteria (DLN or Name/DOB)**
        - DLN
        - First Name
        - Last Name
        - DOB
- Response
    - **Driver Information**
        - DLN
        - Full Name
        - Date of Birth
        - Sex
        - Eye Color
        - Height
        - Weight
    - **Addresses**
        - Residential
        - Mailing Address
        - Previous/AKA Names
        - Previous/AKA DLNs
    - **License**
        - Original License Issued
        - Original CDL Issues
        - GDL Level
        - Credential
        - License
        - CDL
        - Issued
        - Issue Type
        - Real ID
        - Expire
        - Cancelled
        - Cancel Reason
        - Endorsement
        - Restrictions
    - **Standings**
        - Non-Commercial License
        - Non-Commercial License Permit
        - State ID
        - Commercial License

        - Commercial License Permit
    - **Status**
    - **Record**
        - Convictions
        - Suspensions
        - Violations
        - Accidents
        - Points
        - Verdict

Schedule B
Individuals with Data Access Privileges

Penalties for Misuse: Under Michigan law, a person who makes a false representation or a false certification to obtain personal information or who uses personal information for a purpose other than a permissible purpose identified in law is guilty of a felony, which may be punishable by imprisonment for up to 5 years and/or a fine of up to $5,000. Subsequent convictions may result in imprisonment for up to 15 years and/or a fine of up to $15,000.

Please provide a listing of individuals that includes title and number of individuals that will have access to Michigan Department of State Data.

Human Resource Director- 1
Clerk- 1

Schedule C
Security Procedures for Receiving Entity

I certify that the information and statements made with this account are true, correct, and comply with the provisions of state and federal laws. I certify that I am the individual registered under this account. I certify that I am authorized to perform required tasks associated with information that is accessible via this account. I understand that the willful unauthorized disclosure of information obtained by accessing this account for a purpose other than what is permitted usage related to this account, or the sale or other redisclosure of personal information to a person or organization not identified in this request, is prohibited and may result in criminal and civil penalties imposed under the provisions of state and federal laws. I understand that I am accessing a State of Michigan information system and that usage may be monitored, recorded and subject to audit. Use of the system indicates consent to monitoring and recording.

Schedule D

Third-Party with Data Access Privileges

Please list any third parties that will receive data through or from your organization If none exist leave blank.

Wage Movement & Annual Wage Evaluation Policy
Wage Range Adjustments
Prepared by Lydale Weaver
9/25/2026

Board of Trustees,

On October 13th, 2025, the Allendale Charter Township Board of Trustees adopted resolution 2025-9 Wage Movement & Annual Wage Evaluation Policy. The following items were adopted.

1. Wage Study- A comprehensive wage study shall be conducted no later than the year 2028.
2. Wage Range Adjustments- Each year, the top and bottom of each wage range may be adjusted based on recommendations from the Human Resources Director and Finance Director in order to maintain alignment with market ranges.
3. Annual Wage Increases- The Board of Trustees shall evaluate and determine on an annual basis whether a wage increase will be implemented for eligible Township employees.
4. Policy Review- This policy shall be reviewed annually by the Finance Director and Human Resources Director. Based on their review, they shall provide recommendations to the Township regarding the continued viability of the policy or any modifications required due to extraordinary circumstances.

The Allendale Township Board of Trustees approved end-of-year wage adjustments of 4% for employees for the 2026 fiscal year. This was implemented at the September 22nd, 2025, board meeting.

Recommendation

The Human Resources Director and Finance Director are recommending a 3.5% increase to the top and bottom of the wage scales for all positions within Allendale Charter Township for 2027. With a comprehensive wage study planned for 2027, the goal is to gain an accurate assessment of the appropriate wage ranges for all positions. This adjustment will provide an increase while allowing the Township to complete the wage study and evaluate the wage scales based on current market conditions.

Respectfully,
Mollie Bonter
Finance Director
Lydale Weaver
Human Resources Director


4926
400-077
11230
300-076
4303
400-003
11234
300-020
5425
300-090
4477
300-075
11162
100-112
11127
100-024
4332
200-008
4100
200-009
10899
200-072
11007
226-016
10694
100-004
4498
100-006
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100-003
10897
200-073
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100-114
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400-045
10745
400-046
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300-051
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400-060
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200-007
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200-008
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100-039
10324
100-037
10259
100-016
5050
200-002
10295
233-001
4650
100-002
10290
100-030
4520
100-021
4450
200-047
200-020
10246
200-009
10202
200-024
4000
100-001
5846
200-035
10225
200-015
10144
4th Ave
Pierce St
Marigold Dr
Meadowlark Dr
Sunshine Dr
Jordan Dr
Edgewater Dr
Connaught Ave
Bel Air Dr
Melanie Dr
Ellis Ave
Fairfield Dr
Ralston Dr
Wadsworth Blvd
45


11230
300-076
4303
400-003
11234
300-020
4926
400-077
5425
300-090
4477
300-075
11162
100-112
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100-024
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200-009
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200-072
11007
226-016
10694
100-004
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100-006
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400-005
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10681
300-051
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4190
400-006
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300-004
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400-059
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400-058
10507
400-035
10600
300-001
4967
400-051
10452
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400-031
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100-030
4520
100-021
4450
200-047
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10202
200-024
Estate Rd
Jordan Ln
Sunshine Ln
Meadowlark Dr
Margot Ln
Pierce St
West Campus Dr
48th Ave