

**Agenda**  
**Finance and Administration Committee**  
**West Olive Administration Building**  
**12220 Fillmore, West Olive, MI 49460**  
**Tuesday, April 19, 2011**  
**9:30 a.m.**

**Consent Items:**

1. Approval of the Agenda
2. Approval of Minutes from the March 15, 2011 Meeting.

**Action Items:**

3. Budget Adjustments Greater than \$50,000  
Suggested Motion:  
To approve budget adjustments #133, #184, #185, #212 and #213.
4. Monthly Budget Adjustments  
Suggested Motion:  
To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of March 2011.
5. Statement of Review  
Suggested Motion:  
To approve the Statement of Review for the month of March 2011.
6. Purchase of DocRouter Software  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Agreement to purchase DocRouter software for the Register of Deeds Office at a cost of \$15,000.00.
7. Purchase of Fidler Technologies e-Return Module  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Agreement to purchase the Fidler Technologies e-Return module for the Register of Deeds Office at a cost of \$5,000.00.
8. Purchase of Fidler Technologies Intelligent Data Recognition (IDR) Deliberate Learning Module  
Suggested Motion:  
To approve and forward to the Board of Commissioners the Agreement to purchase the Fidler Technologies Intelligent Data Recognition (IDR) Deliberate Learning module for the Register of Deeds office at a cost of \$12,000.
9. Fiscal Services-CMH Personnel Request to Create a Cost Analyst  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from Fiscal Services to create one (1) FTE Cost Analyst (Group T, Paygrade 13, C Step) in Community Mental Health at a cost of \$63,300.00. Funding to come from Medicaid Funds.

10. Community Mental Health Personnel Request to Upgrade a Mental Health Specialist to a Mental Health Clinician  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from Community Mental health to upgrade one (1) FTE Mental Health Specialist (Group T Paygrade 12, C Step) to a one (1) FTE Mental Health Clinician (Group T, Paygrade 14, C Step) at a cost of \$6,462.00. Funding to come from Medicaid Funds.
  
11. County Clerk's Office Personnel Request to Downgrade an RPC III to a Vital Records Clerk  
Suggested Motion:  
To approve and forward to the Board of Commissioners the request from the Clerk's Office to downgrade one (1) FTE RPC III (Group T, Paygrade 7) to one (1) FTE Vital Records Clerk (Group T, Paygrade 6), at a savings of \$1,897.00.
  
12. Equalization Report  
Suggested Motion:  
To approve and forward to the Board of Commissioners the 2011 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.
  
13. Quarterly Treasurer's Investment Report  
Suggested Motion:  
To receive for information the Treasurer's Quarterly Investment Report as of March 2011.
  
14. Quarterly Financial Status Report  
Suggested Motion:  
To receive for information the Interim Financial Statement for the General Fund, Mental Health Fund and Public Health Fund as of March 31, 2011.
  
15. Resolution to Authorize "Qualifying Statements" for Bonding Purposes  
Suggested Motion:  
To approve and forward to the Board of Commissioners the resolution to authorize Certification of a "Qualifying Statement" for bonding purposes.
  
16. Allocation of 2010 Unreserved Undesignated Fund Balance  
Suggested Motion:  
To approve and recommend to the Board of Commissioners to designate \$689,063 of the 2010 General Fund year-end unreserved undesignated fund balance for the 2012 budget.
  
17. Northwest Ottawa County Water System 2011 Series B Improvements  
Suggested Motion:  
To approve and forward to the Board of Commissions the Resolution authorizing the County Road Commission to issue Act 342 Bonds not to exceed the amount of \$5,835,000 to finance the Northwest Ottawa Water System Series B Pumping System Project.
  
18. Purchase of MERS (Michigan Municipal Employees Retirement System) Military Service Credits for Bradley S. Nieboer  
Suggested Motion:  
To approve and forward to the Board of Commissioners the purchase of two (2) years of military service credits for Bradley S. Nieboer (Detective, Sheriff's Office)

County Cost:     \$26,163.36  
Employee Cost:   \$ 6,609.64  
Total Cost:       \$32,773.00

19. Brownfield Plan Amendment from Cedar Crest Dairy

Suggested Motion:

To approve and forward to the Board of Commissioners the resolution to support the Brownfield Plan amendment from Cedar Crest Dairy (R Becker Properties, LLC.) contingent upon the approval of the Hudsonville City Commission.

20. Countywide Wireless Broadband Initiative

Suggested Motion:

To approve and forward to the Board of Commissioners, contingent upon Robinson Township's land use approvals, construction of a new 199 foot communications tower for an estimated cost of \$200,000 to be located in the Southeast corner of the County's Johnson Street Forest/Open Space property, provided as follows:

a) The project budget shall not exceed \$200,000.

b) Design and construction management services shall be provided by Tele-rad, Inc. for a fee of 7% of actual construction cost. Tele-rad will solicit bids for all construction related work.

c) The Board Chairperson and Clerk are authorized to sign a "Marketing and Management agreement between Tele-rad, Inc. and the County of Ottawa." The management fee shall be 10% of the co-location revenue for any vendors that Tele-rad obtains contacts with, limited to the initial five year term of the lease.

d) Funding to come from the Public Improvement Fund.

**Discussion Items:**

21. Update - Passport Acceptance Process, Daniel Krueger, Clerk and Sherri Sayles, Deputy Clerk

**Adjournment**

**Comments on the day's business are to be limited to three (3) minutes.**

**FINANCE AND ADMINISTRATION COMMITTEE**

**Proposed Minutes**

DATE: March 15, 2011

TIME: 9:30 a.m.

PLACE: Fillmore Street Complex

PRESENT: Roger Rycenga, Joe Baumann, Robert Karsten, Donald Disselkoen,  
Dennis Swartout

STAFF: GUESTS: Alan Vandenberg, Administrator; Bob Spaman, Fiscal Services Director; Kelly Aylsworth, Trial Court Director; Kevin Bowling, Circuit Court Administrator; Dr. Michael Brashears, CMH Director; Sherri Sayles, Deputy Clerk; Marie Waalkes, Human Resources Director; Gary Scholten, Register of Deeds; Greg Rappleye, Corporate Counsel; Bradley Slagh, Treasurer; Keith VanBeek, Assistant Administrator; Loren Snippe and David Ziegler, Social Services Resources, LLC

**SUBJECT: CONSENT ITEMS**

FC 11-026 Motion: To approve the agenda of today as presented and amended adding Discussion Item #12 – Budget.  
Moved by: Disselkoen **UNANIMOUS**

Approve by consent the minutes of the February 15, 2011 meeting as presented.

**SUBJECT: MONTHLY BUDGET ADJUSTMENTS**

FC 11-027 Motion: To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of February 2011.  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: BUDGET ADJUSTMENTS GREATER THAN \$50,000**

FC 11-028 Motion: To approve budget adjustments #81, 82, 83, 84, 115, 116, 117 and 118.  
Moved by: Karsten **UNANIMOUS**

**SUBJECT: STATEMENT OF REVIEW FOR FEBRUARY**

FC 11-029 Motion: To approve the Statement of Review for the month of February 2011.  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: AGREEMENT FOR VETERANS SERVICES**

FC 11-030 Motion: To approve and forward to the Board of Commissioners the Agreement for Veterans Services with Social Services Resources LLC in the amount of \$18,749.97.  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: APPOINTMENT TO OTTAWA COUNTY TAX ALLOCATION BOARD**

FC 11-031 Motion: To approve and forward to the Board of Commissioners the name of Roger Cotner for appointment to the Ottawa County Tax Allocation Board, pursuant to MCL 211.205(e).  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: PURCHASING CARD POLICY**

FC 11-032 Motion: To approve and forward to the Board of Commissioners the Purchasing Card Policy for review and comment.  
Moved by: Disselkoen **UNANIMOUS**

**SUBJECT: 20<sup>TH</sup> CIRCUIT COURT PERSONNEL REQUEST TO CREATE ONE (1) FULL-TIME (1.0 FTE) FELONY COLLECTIONS CLERK**

FC 11-033 Motion: To approve and forward to the Board of Commissioners the request from the 20<sup>th</sup> Circuit Court/Trial Division to create one (1) full-time (1.0 FTE) Felony Collections Clerk (Group T, Paygrade 10) at a cost of \$51,264. Funding to come from the funds collected by this position (General Fund). Position to be sunsetted March 22, 2012, and reviewed at that time to determine if sufficient funds were collected to continue this position.  
Moved by: Rycenga **UNANIMOUS**

**SUBJECT: COMMUNITY MENTAL HEALTH PERSONNEL REQUEST TO RECLASSIFY A FULL-TIME PROGRAM SUPERVISOR TO A FULL-TIME PROGRAM COORDINATOR**

FC 11-034 Motion: To approve and forward to the Board of Commissioners the request to reclassify the position of full-time (1.0 FTE) Program Coordinator (Unclassified, Paygrade 07) to full-time (1.0 FTE) Program Supervisor (Unclassified, Paygrade 08) at a cost of \$7,190. Funding for this position to come from Medicaid funding.  
Moved by: Karsten UNANIMOUS

SUBJECT: DISCUSSION ITEMS

1. Treasurer's Financial Month End Update for February 2011 – The February 2011 financial month end update was presented by Bradley Slagh. There have been no significant changes since the last report.
2. 2012 Budget – Bob Spaman reviewed the 2012 budget principles with the Committee. At this time, the County is looking at a \$5.2 million budget deficit for 2012. Property tax values are projected to be down 2%. The full Board will be presented with the budget layout at a Work Session scheduled for April 12<sup>th</sup>.

SUBJECT: ADJOURNMENT

The meeting adjourned at 10:27 a.m.

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Budget Adjustments Greater than \$50,000

## SUGGESTED MOTION:

To approve budget adjustments #133, #184, #185, #212 and #213.

## SUMMARY OF REQUEST:

Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

Mandated action required by PA 621 of 1978, the Uniform Budget and Accounting Act.

Compliance with the Ottawa County Operating Budget Policy.

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

- 1: Advocate on legislative issues to maintain and improve the financial position of the County.
- 2: Implement processes and strategies to deal with operational budget deficits.
- 3: Reduce the negative impact of rising employee benefit costs on the budget.
- 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=Ottawa County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org  
Reason: I am approving this document  
Date: 2011.04.14 09:46:52 -0400

Committee/Governing/Advisory Board Approval Date:

## Budget Adjustments Over \$50,000

BA Number	Fund	Department	Explanation	Adjustment
133	General	Circuit Court Legal Self Help Center	Establish 2011 budget for the Legal Self-Help Center	\$ 64,423
184	Health	Various	Re-distribute budget.	\$ 65,000
185	Emergency Feeding	Various	To establish budget for in-kind value of commodities.	\$ 269,409
212	Health	Beach Grant	Establish budget for Great Lakes Restoration Initiative Grant - Year 1	\$ 83,656
213	Information Technology	Information Technology	Cover contractual employee for Justice System.	\$ 73,440

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Monthly Budget Adjustments

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the appropriation changes greater than \$50,000 and those approved by the Administrator and Fiscal Services Director for \$50,000 or less which changed the total appropriation from the amended budget for the month of March 2011.

## SUMMARY OF REQUEST:

Approve budget adjustments processed during the month for appropriation changes and line item adjustments.

Mandated action required by PA 621 of 1978, the Uniform Budget and Accounting Act.

Compliance with the Ottawa County Operating Budget Policy.

## FINANCIAL INFORMATION:

Total Cost: \$0.00 | General Fund Cost: \$0.00 | Included in Budget:  Yes |  No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

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- 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**  Recommended |  Not Recommended |  Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 09:48:27 -0400

Committee/Governing/Advisory Board Approval Date: Pick from list

County of Ottawa  
Fiscal Services Department  
Changes to Total Appropriations and Adjustments  
Budget Adjustments From Date: 3/01/2011 Thru 3/31/2011

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>COMBINE MH INCICATORS</u>							
BA 103	3/07/2011	2210	6310		6710.0000	Other Revenue	13,083.00-
BA 103	3/07/2011	2210	6310		7040.0000	Salaries - Regular	9,282.00
BA 103	3/07/2011	2210	6310		7150.0000	Social Security	728.00
BA 103	3/07/2011	2210	6310		7160.0000	Hospitalization	100.00
BA 103	3/07/2011	2210	6310		7170.0000	OPEB - Health Care	100.00
BA 103	3/07/2011	2210	6310		7180.0000	Life Insurance	21.00
BA 103	3/07/2011	2210	6310		7180.0000	Retirement & Sick Leave	828.00
BA 103	3/07/2011	2210	6310		7180.0010	457 Plan Contribution	130.00
BA 103	3/07/2011	2210	6310		7200.0000	Worker's Compensation	3.00
BA 103	3/07/2011	2210	6310		7220.0000	Unemployment	8.00
BA 103	3/07/2011	2210	6310		7240.0000	Disability Insurance	38.00
<u>EST VOICES FO ACTN GRT</u>							
BA 112	3/07/2011	2870	7490		5610.0000	State Of Mich - Welfare	3,000.00-
BA 112	3/07/2011	2870	7490		7390.0000	Operational Supplies	500.00
BA 112	3/07/2011	2870	7490		8080.0000	Service Contracts	2,400.00
<u>CVR BDGT EXCPIN 02/11</u>							
BA 114	3/07/2011	2890	7291		6760.0000	Reimbursements	3,000.00-
BA 114	3/07/2011	2890	7292		7330.0010	WX Mat-Ener.Optimization	3,000.00
BA 114	3/07/2011	2890	7296		7090.0000	Overtime	200.00
BA 114	3/07/2011	2890	7296		7130.0000	Vacation Payoff	500.00-
BA 114	3/07/2011	2890	7296		7160.0020	OPEB - Health Care	100.00
BA 114	3/07/2011	2890	7296		7180.0000	Retirement & Sick Leave	200.00
BA 114	3/07/2011	2890	7297		6760.0000	Reimbursements	25,000.00-
BA 114	3/07/2011	2890	7298		7150.0000	Social Security	2,000.00
BA 114	3/07/2011	2890	7298		7160.0000	Hospitalization	2,500.00-
BA 114	3/07/2011	2890	7298		7200.0000	Worker'S Compensation	300.00
BA 114	3/07/2011	2890	7298		7240.0000	Disability Insurance	200.00
BA 114	3/07/2011	2890	7298		7330.0010	WX Mat-Ener.Optimization	25,000.00
<u>CRYOVR UNSFNT 2010_BI</u>							
BA 115	3/15/2011	2081	7510		9740.0260	Bur Oak Improvements	65,000.00
BA 115	3/15/2011	2081	7510		9750.0000	Building & Improvements	30,000.00
<u>SCAO MH SVCS PROGRAM</u>							
BA 116	3/15/2011	2170	1374		5410.0040	State of MI - Judicial	91,500.00-
BA 116	3/15/2011	2170	1374		7390.0000	Operational Supplies	3,989.00
BA 116	3/15/2011	2170	1374		8080.0000	Service Contracts	87,511.00

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>SCAO MH SVCS PROGRAM</u>							
<u>ADJ FOR-HGHR OCRC PRJ</u>							
BA 117	3/15/2011	2271	5260		9670.0010	Landfill Clean-Up	80,100.00
BA 117	3/15/2011	2271	5260		9740.0000	Land Improvements	246,805.00
<u>TO ESTABLISH BUDGET F</u>							
BA 118	3/15/2011	2740	7431	0006	7040.0000	Salaries - Regular	40,536.00
BA 118	3/15/2011	2740	7431	0006	7150.0000	Social Security	3,361.00
BA 118	3/15/2011	2740	7431	0006	7160.0000	Hospitalization	9,000.00
BA 118	3/15/2011	2740	7431	0006	7160.0020	OPEB - Health Care	684.00
BA 118	3/15/2011	2740	7431	0006	7170.0000	Life Insurance	126.00
BA 118	3/15/2011	2740	7431	0006	7180.0000	Retirement & Sick Leave	5,773.00
BA 118	3/15/2011	2740	7431	0006	7180.0010	457 Plan Contribution	574.00
BA 118	3/15/2011	2740	7431	0006	7190.0000	Dental Insurance	580.00
BA 118	3/15/2011	2740	7431	0006	7200.0000	Worker's Compensation	10.00
BA 118	3/15/2011	2740	7431	0006	7220.0000	Unemployment	34.00
BA 118	3/15/2011	2740	7431	0006	7230.0000	Optical Insurance	133.00
BA 118	3/15/2011	2740	7431	0006	7240.0000	Disability Insurance	189.00
BA 118	3/15/2011	2740	7431	0006	7270.0000	Office Supplies	1,000.00
BA 118	3/15/2011	2740	7431	0006	7280.0000	Printing & Binding	1,000.00
BA 118	3/15/2011	2740	7431	0006	7300.0000	Postage	1,000.00
BA 118	3/15/2011	2740	7431	0006	7390.0000	Operational Supplies	3,000.00
BA 118	3/15/2011	2740	7431	0006	8080.0000	Service Contracts	90,000.00-
BA 118	3/15/2011	2740	7431	0006	8300.0000	Memberships & Dues	1,000.00
BA 118	3/15/2011	2740	7431	0006	8310.0000	Administrative Expense	5,000.00
BA 118	3/15/2011	2740	7431	0006	8310.0020	Data Processing Services	5,000.00
BA 118	3/15/2011	2740	7431	0006	8500.0000	Telephone	2,000.00
BA 118	3/15/2011	2740	7431	0006	8600.0000	Travel - Mileage	2,000.00
BA 118	3/15/2011	2740	7431	0006	8610.0000	Conferences & Othr Travel	3,000.00
BA 118	3/15/2011	2740	7431	0006	9010.0000	Advertising	2,000.00
BA 118	3/15/2011	2740	7431	0006	9390.0000	Building Rental	3,000.00
<u>GRANT NOT AWARDED</u>							
BA 123	3/14/2011	2081	7510		5050.0000	Fed. Grants-Public Safety	20,000.00
BA 123	3/14/2011	2081	7510		6760.0000	Reimbursements	8,167.00-
BA 123	3/14/2011	2081	7510		7390.0000	Operational Supplies	4,611.00
BA 123	3/14/2011	2081	7510		9400.0000	Equipment Rental	1,200.00-

INCORPORATE TRACKING

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>INCORPORATE TRACKING</u>							
BA 125	3/14/2011	2220	6493	3241	5550.0020	Community Program	13,083.00-
BA 125	3/14/2011	2220	6495	5022	8210.0000	Contractual - Other	13,083.00
<u>SETUP_SNMWBLE GRNT_BG</u>							
BA 126	3/14/2011	2609	3320		5430.0000	St Of MI-Public Safety	2,000.00-
BA 126	3/14/2011	2609	3320		7040.0000	Salaries - Regular	1,129.00
BA 126	3/14/2011	2609	3320		7050.0040	Temp. Salaries-Reserves	265.00
BA 126	3/14/2011	2609	3320		7150.0000	Social Security	69.00
BA 126	3/14/2011	2609	3320		7160.0000	Hospitalization	154.00
BA 126	3/14/2011	2609	3320		7160.0020	OPEB - Health Care	5.00
BA 126	3/14/2011	2609	3320		7170.0000	Life Insurance	1.00
BA 126	3/14/2011	2609	3320		7180.0000	Retirement & Sick Leave	97.00
BA 126	3/14/2011	2609	3320		7190.0000	Dental Insurance	9.00
BA 126	3/14/2011	2609	3320		7200.0000	Worker'S Compensation	4.00
BA 126	3/14/2011	2609	3320		7220.0000	Unemployment	3.00
BA 126	3/14/2011	2609	3320		7230.0000	Optical Insurance	3.00
BA 126	3/14/2011	2609	3320		7240.0000	Disability Insurance	3.00
BA 126	3/14/2011	2609	3320		7390.0000	Operational Supplies	225.00
BA 126	3/14/2011	2609	3320		8650.0000	Gas And Oil	33.00
<u>SETUP_ORV LAW ENFCOMN</u>							
BA 127	3/14/2011	2609	3321		5430.0000	St Of MI-Public Safety	2,550.00-
BA 127	3/14/2011	2609	3321		7040.0000	Salaries - Regular	1,351.00
BA 127	3/14/2011	2609	3321		7050.0040	Temp. Salaries-Reserves	852.00
BA 127	3/14/2011	2609	3321		7150.0000	Social Security	70.00
BA 127	3/14/2011	2609	3321		7160.0000	Hospitalization	145.00
BA 127	3/14/2011	2609	3321		7160.0020	OPEB - Health Care	6.00
BA 127	3/14/2011	2609	3321		7170.0000	Life Insurance	1.00
BA 127	3/14/2011	2609	3321		7180.0000	Retirement & Sick Leave	105.00
BA 127	3/14/2011	2609	3321		7190.0000	Dental Insurance	9.00
BA 127	3/14/2011	2609	3321		7200.0000	Worker'S Compensation	3.00
BA 127	3/14/2011	2609	3321		7220.0000	Unemployment	2.00
BA 127	3/14/2011	2609	3321		7230.0000	Optical Insurance	3.00
BA 127	3/14/2011	2609	3321		7240.0000	Disability Insurance	3.00
<u>DONATION FROM WALMART</u>							
BA 128	3/14/2011	2610	3114		6750.0010	Donations	1,500.00-
BA 128	3/14/2011	2610	3114		7390.0000	Operational Supplies	1,500.00

Date 4/11/11  
Time 15:38:25

County of Ottawa  
Fiscal Services Department  
Changes to Total Appropriations and Adjustments  
Budget Adjustments From Date: 3/01/2011 Thru 3/31/2011

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>PAY CC BAILIF JRY TRL</u>							
BA 134	3/22/2011	1010	1480		6760.0000	Reimbursements	260.00-
BA 134	3/22/2011	1010	1480		7050.0000	Salaries - Temporary	150.00
BA 134	3/22/2011	1010	1480		8030.0020	Juror Fees	1,000.00
BA 134	3/22/2011	1010	1480		8030.0021	Juror Fees - State Reimb.	260.00
BA 134	3/22/2011	1010	2010		6070.0090	Fees - Out County Housing	1,150.00-
<u>ADJ_PRT-TME STAFF_VAR</u>							
BA 138	3/22/2011	2210	6020		7210.0000	Longevity	8.00-
BA 138	3/22/2011	2210	6021		7210.0000	Longevity	8.00
BA 138	3/22/2011	2210	6031		7210.0000	Longevity	17.00-
BA 138	3/22/2011	2210	6041		7210.0000	Longevity	140.00
BA 138	3/22/2011	2210	6042		7210.0000	Longevity	991.00
BA 138	3/22/2011	2210	6044		7210.0000	Longevity	507.00
BA 138	3/22/2011	2210	6045		7210.0000	Longevity	16.00
BA 138	3/22/2011	2210	6059		7210.0000	Longevity	1,081.00-
BA 138	3/22/2011	2210	6310		7210.0000	Longevity	1.00-
BA 138	3/22/2011	2210	6311		7210.0000	Longevity	2.00
<u>ADJ_TO_CUR_FNDNG_LVLS</u>							
BA 140	3/22/2011	2210	6044		5550.0000	State Of MI - Health	27,998.00-
BA 140	3/22/2011	2210	6044		5550.0220	Immunization	202.00
BA 140	3/22/2011	2210	6044		7600.0020	Vaccines	27,796.00
<u>INC_IN_TRANSPRTN_COST</u>							
BA 143	3/22/2011	2210	6053		5170.0000	Medicaid	10,300.00
BA 143	3/22/2011	2210	6053		6070.0220	Insurance Fees	1,500.00-
BA 143	3/22/2011	2210	6053		6070.0260	Medicaid Health Plan	14,000.00-
BA 143	3/22/2011	2210	6053		7280.0000	Printing & Binding	200.00
BA 143	3/22/2011	2210	6053		8590.0000	Transportation Charges	5,000.00
<u>ADJ_BDG_FOR_EMER_RPRS</u>							
BA 153	3/22/2011	2744	7479		5610.0000	State Of Mich - Welfare	10,000.00-
BA 153	3/22/2011	2744	7479		9300.0000	Equipment Repairs	10,000.00
<u>COR_BDG_EXCPTN_3/2011</u>							
BA 161	3/22/2011	2890	7291		6760.0000	Reimbursements	2,000.00-
BA 161	3/22/2011	2890	7292		7330.0010	WX Mat-Emer.Optimization	2,000.00

Date 4/11/11  
Time 15:38:25

County of Ottawa  
Fiscal Services Department  
Changes to Total Appropriations and Adjustments  
Budget Adjustments From Date: 3/01/2011 Thru 3/31/2011

Page 5  
BUD101R  
BRADWUELL

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>COR BDG EXCPTN 3/2011</u>							
BA 161	3/22/2011	2890	7297		5720.0000	St Of MI-Energy Coordin.	10,000.00-
BA 161	3/22/2011	2890	7298		7330.0000	Weatherization Materials	10,000.00
<u>COR BDG EXCPTN 3/2011</u>							
BA 163	3/22/2011	2890	7291		6760.0000	Reimbursements	3,000.00-
BA 163	3/22/2011	2890	7291		8080.0000	Service Contracts	20.00
BA 163	3/22/2011	2890	7291		8500.0000	Telephone	20.00-
BA 163	3/22/2011	2890	7292		7330.0010	WX Mat-Ener.Optimization	3,000.00
BA 163	3/22/2011	2890	7298		7040.0000	Salaries - Regular	2,000.00-
BA 163	3/22/2011	2890	7298		7090.0000	Overtime	2,000.00
BA 163	3/22/2011	2890	7298		7160.0000	Hospitalization	1,000.00-
BA 163	3/22/2011	2890	7298		7180.0000	Retirement & Sick Leave	1,000.00
BA 163	3/22/2011	2890	7298		8500.0000	Telephone	1,500.00-
BA 163	3/22/2011	2890	7298		8600.0000	Travel - Mileage	1,500.00
<u>PRJCTD VET TEMP ASSTN</u>							
BA 164	3/22/2011	2941	6840		5610.0000	State Of Mich - Welfare	46,148.00-
BA 164	3/22/2011	2941	6840		9660.0000	Project Costs	46,148.00
<u>REMAINING JABG BUDGET</u>							
BA 165	3/29/2011	1010	1492		5050.0000	Fed. Grants-Public Safety	9,392.00-
BA 165	3/29/2011	1010	1492		7390.0000	Operational Supplies	3,000.00
BA 165	3/29/2011	1010	1492		8500.0000	Telephone	6,392.00
<u>NEW REV FRM ENFORCEMENT</u>							
BA 167	3/29/2011	2160	1410		6020.0020	Misc Court Costs - FOC	5,500.00-
BA 167	3/29/2011	2160	1410		7090.0000	Overtime	50.00
BA 167	3/29/2011	2160	1410		8210.0000	Contractual - Other	500.00
BA 167	3/29/2011	2160	1410		8610.0000	Conferences & Other Travel	1,000.00
BA 167	3/29/2011	2160	1410		9400.0000	Equipment Rental	3,950.00
<u>CBS CAFE PROG @JMS ST</u>							
BA 169	3/29/2011	2220	6491	1349	6710.0000	Other Revenue	5,340.00-
BA 169	3/29/2011	2220	6491	1349	7390.0000	Operational Supplies	5,340.00
<u>COR BDG EXCPTN 3/2011</u>							
BA 181	3/29/2011	2890	7297		5720.0000	St Of MI-Energy Coordin.	20,000.00-

Adjustment Number	G/L Date	Fund	Dept	Sub Dept	Account Number	Account Name	Adjustment Amount
<u>COR_BDG_EXCEPTN_3/2011</u>							
BA 181	3/29/2011	2890	7298		7330.0000	Weatherization Materials	20,000.00
<u>TO CVR ALL JOB TRNSFR</u>							
BA 182	3/29/2011	2890	7297		5720.0000	St Of MI-Energy Coordin.	40,000.00
BA 182	3/29/2011	2890	7298		7330.0000	Weatherization Materials	40,000.00
<u>EST BDG FOR CONTRACT</u>							
BA 186	3/31/2011	1010	6890		8010.0000	Consultants	18,750.00
<u>HPR_ENDED_8/31/10..T</u>							
BA 81	3/15/2011	2744	7486		5610.0000	State Of Mich - Welfare	100,000.00
BA 81	3/15/2011	2744	7486		7040.0000	Salaries - Regular	6,187.00
BA 81	3/15/2011	2744	7486		7150.0000	Social Security	477.00
BA 81	3/15/2011	2744	7486		7160.0000	Hospitalization	1,697.00
BA 81	3/15/2011	2744	7486		7160.0020	OPEB - Health Care	103.00
BA 81	3/15/2011	2744	7486		7170.0000	Life Insurance	14.00
BA 81	3/15/2011	2744	7486		7180.0000	Retirement & Sick Leave	573.00
BA 81	3/15/2011	2744	7486		7180.0010	457 Plan Contribution	72.00
BA 81	3/15/2011	2744	7486		7190.0000	Dental Insurance	87.00
BA 81	3/15/2011	2744	7486		7200.0000	Worker'S Compensation	1.00
BA 81	3/15/2011	2744	7486		7210.0000	Longevity	45.00
BA 81	3/15/2011	2744	7486		7220.0000	Unemployment	5.00
BA 81	3/15/2011	2744	7486		7230.0000	Optical Insurance	20.00
BA 81	3/15/2011	2744	7486		7240.0000	Disability Insurance	27.00
BA 81	3/15/2011	2744	7486		7270.0000	Office Supplies	85.00
BA 81	3/15/2011	2744	7486		7280.0000	Printing & Binding	126.00
BA 81	3/15/2011	2744	7486		7300.0000	Postage	80.00
BA 81	3/15/2011	2744	7486		7390.0000	Operational Supplies	535.00
BA 81	3/15/2011	2744	7486		8080.0000	Service Contracts	247.00
BA 81	3/15/2011	2744	7486		8300.0000	Memberships & Dues	51.00
BA 81	3/15/2011	2744	7486		8310.0000	Administrative Expense	916.00
BA 81	3/15/2011	2744	7486		8310.0020	Data Processing Services	701.00
BA 81	3/15/2011	2744	7486		8500.0000	Telephone	100.00
BA 81	3/15/2011	2744	7486		8600.0000	Travel - Mileage	215.00
BA 81	3/15/2011	2744	7486		8610.0000	Conferences & Othr Travel	181.00
BA 81	3/15/2011	2744	7486		9010.0000	Advertising	348.00
BA 81	3/15/2011	2744	7486		9100.0000	Insurance & Bonds	263.00
BA 81	3/15/2011	2744	7486		9370.0000	Building Repairs	86,584.00
BA 81	3/15/2011	2744	7486		9390.0000	Building Rental	254.00
BA 81	3/15/2011	2744	7486		9400.0000	Equipment Rental	6.00

Date 4/11/11  
Time 15:38:25

County of Ottawa  
Fiscal Services Department  
Changes to Total Appropriations and Adjustments  
Budget Adjustments From Date: 3/01/2011 Thru 3/31/2011

Page 7  
BUD101R  
BRADTMUELL

Adjustment Number	G/L Date	Fund	DEPT	Sub DEPT	Account Number	Account Name	Adjustment Amount
<u>HPR ENDED 8/31/10. T</u>							
<u>INCRS EDG TO CONTRACT</u>							
BA 82	3/15/2011	2750	2930		5050.0000	Fed. Grants-Public Safety	500,552.00-
BA 82	3/15/2011	2750	2930		8080.0000	Service Contracts	400,000.00-
BA 82	3/15/2011	2750	2930		9800.0000	Office Furniture & Equip.	900,552.00
<u>INCRS FOR ANTCPTD EXP</u>							
BA 83	3/15/2011	2890	7297		5720.0000	St Of MI-Energy Coordin.	90,000.00-
BA 83	3/15/2011	2890	7298		7330.0000	Weatherization Materials	90,000.00
<u>SWITCH REVENUE ACT.</u>							
BA 84	3/15/2011	2748	7446		5050.0000	Fed. Grants-Public Safety	750,000.00-
BA 84	3/15/2011	2748	7446		5610.0000	State Of Mich - Welfare	750,000.00

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Statement of Review

## SUGGESTED MOTION:

To approve the Statement of Review for the month of March 2011.

## SUMMARY OF REQUEST:

Per Diem and mileage payments to Commissioners per the Officers Compensation Commission

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: Maintain and Improve the Strong Financial Position of the County.

Objective:

- 1: Advocate on legislative issues to maintain and improve the financial position of the County.
- 2: Implement processes and strategies to deal with operational budget deficits.
- 3: Reduce the negative impact of rising employee benefit costs on the budget.
- 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, c=US, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 09:46:46 -0400

Committee/Governing/Advisory Board Approval Date:

**STATEMENT OF REVIEW FOR THE MONTH OF: March**

Baumann ✓

DeJong ✓

Disselkoen ✓

Holtrop ✓

Holtvluwer ✓

Karsten ✓

Kuyers ✓

Ruiter ✓

Rycenga ✓

Swartout ✓

Visser ✓

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Joseph Baumann** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/04/2011	08:30 AM - 10:30 AM	Legislative Work Session - mileage only	26.0	-
03/08/2011	01:30 PM - 03:00 PM	Board of Commissioners Meeting	26.0	\$40.00
03/15/2011	09:30 AM - 10:30 AM	Finance & Administration Committee	26.0	\$40.00
03/22/2011	01:30 PM - 02:30 PM	Board of Commissioners Meeting	26.0	\$40.00
-	-	-	-	-
			<b>Total Per Diem:</b>	\$120.00
			<b>Total Mileage:</b>	104.0
			<b>Total Voucher:</b>	\$173.04

04/11/2011

Revision History

Created by Joseph Baumann on 03/08/2011 07:30:21 PM  
Modified by Joseph Baumann on 03/15/2011 10:55:11 PM  
Modified by Joseph Baumann on 04/06/2011 09:22:46 PM  
Modified by Elizabeth Lyyski on 04/11/2011 11:08:33 AM

1010-1010

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Greg DeJong** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/02/2011	11:00 AM - 12:00 PM	Farm Bureau meeting in Allendale - mileage only	2.0	-
03/03/2011	11:15 AM - 12:15 PM	Polkton Board Meeting - mileage only	12.5	-
03/04/2011	11:15 AM - 12:15 PM	Meet with State Legislators at Fillmore - mileage only	21.5	-
03/08/2011	11:15 AM - 12:15 PM	Tallmadge Township Board Meeting - mileage only	19.2	-
-	01:30 PM - 02:45 PM	Board of Commissioners Meeting	32.0	\$40.00
03/09/2011	08:30 AM - 09:55 AM	Health & Human Services Committee	32.0	\$40.00
-	11:15 AM - 12:15 PM	Wright Board Meeting - mileage only	26.1	-
03/11/2011	10:15 AM - 12:15 PM	Legislators breakfast in Allendale - mileage only	2.0	-
03/14/2011	11:15 AM - 12:15 PM	Chester Township Board Meeting & Allendale Board Meeting - mileage only	30.1	-
03/17/2011	05:30 PM - 06:17 PM	Reapportionment Meeting - mileage only	32.0	-
03/18/2011	11:15 AM - 12:15 PM	Meet with Congressman Bill Huizenga at Fillmore - mileage only	21.5	-
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	32.0	\$40.00
03/24/2011	11:15 AM - 12:15 PM	Road Commission Meeting for bridge problem in Wright Township - mileage only	36.0	-
-	-	-	-	-
03/28/2011	11:15 AM - 12:15 PM	Coopersville Board Meeting - mileage only	15.6	-
-	-	-	-	-
<b>Total Per Diem:</b>				\$120.00
<b>Total Mileage:</b>			314.5	\$160.40
<b>Total Voucher:</b>				\$280.40

04/11/2011

1010-1010

Revision History

Created by Elizabeth Lyyski on 04/11/2011 11:07:57 AM

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Donald Disselkoen** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/02/2011	09:00 AM - 04:30 PM	MDOT Asset Management Council	.0	\$70.00
03/04/2011	09:00 AM - 10:30 AM	Lakeshore Coordinating Council	23.0	\$40.00
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	23.0	\$40.00
03/10/2011	03:15 PM - 04:45 PM	CMH Board Community Relations Committee	6.0	\$40.00
03/14/2011	11:30 AM - 12:45 PM	West Michigan Airport Authority (Tulip City Airport)	6.0	\$40.00
03/15/2011	09:30 AM - 10:27 AM	Finance & Administration Committee	23.0	\$40.00
03/18/2011	09:30 AM - 11:30 AM	West Michigan Regional Planning Committee	58.0	\$40.00
03/21/2011	02:00 PM - 03:15 PM	CMH Board Executive Committee	6.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	23.0	\$40.00
03/23/2011	07:30 AM - 09:00 AM	West Michigan Airport Authority (Tulip City Airport)	6.0	\$40.00
03/24/2011	10:30 AM - 11:00 AM	WHTC w/Joe Baumann - mileage only	6.0	-
03/28/2011	03:00 PM - 04:00 PM	Community Mental Health Board	6.0	\$40.00
03/29/2011	08:30 AM - 04:30 PM	Michigan Association of Counties - Conference	174.0	\$70.00
03/30/2011	08:30 AM - 03:30 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/31/2011	08:30 AM - 02:00 PM	MDOT Asset Management Council	.0	\$70.00
				-
			<b>Total Per Diem:</b>	\$680.00
			<b>Total Mileage:</b>	360.0 \$183.60
			<b>Total Voucher:</b>	\$863.60

04/11/2011

Revision History

Created by Elizabeth Lyyski on 04/11/2011 11:22:21 AM

Per diem  
 2220-6495-5020 \$60  
 - 5029 60  
 1010-1010 560  
 \$680

Mileage  
 9mi = 4.59  
 9mi = 4.59  
 342mi = 174.42  
 \$183.60

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **James Holtrop** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/02/2011	09:30 AM - 10:45 AM	GVMC Technical Committee	35.0	\$40.00
03/03/2011	08:30 AM - 09:45 AM	Grand Valley Metro Council	28.0	\$40.00
03/04/2011	08:30 AM - 10:00 AM	Legislative Forum - mileage only	37.0	-
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	37.0	\$40.00
03/09/2011	08:30 AM - 09:55 AM	Health & Human Services Committee	37.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	37.0	\$40.00
03/28/2011	06:30 PM - 08:00 PM	Drive to Lansing for MAC Legislative Conference - mileage only	79.0	-
03/29/2011	08:00 AM - 05:00 PM	Michigan Association of Counties - Conference	.0	\$70.00
03/30/2011	08:00 AM - 01:30 PM	Michigan Association of Counties - Conference	79.0	\$70.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$340.00
<b>Total Mileage:</b>			369.0	\$188.19
<b>Total Voucher:</b>				\$528.19

04/11/2011

1010-1010

Revision History

Created by James Holtrop on 03/02/2011 05:46:54 PM  
Modified by James Holtrop on 03/03/2011 11:18:13 AM  
Modified by James Holtrop on 03/04/2011 11:14:54 AM  
Modified by James Holtrop on 03/30/2011 07:27:15 PM  
Modified by Elizabeth Lyyski on 04/11/2011 11:38:27 AM

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **James Holtvluwer** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	32.0	\$40.00
03/09/2011	08:30 AM - 09:55 AM	Health & Human Services Committee	32.0	\$40.00
03/10/2011	09:30 AM - 10:10 AM	Planning and Policy Committee	32.0	\$40.00
03/14/2011	03:30 PM - 05:15 PM	CMH Board Q/Planning/Program Committee	50.0	\$40.00
03/17/2011	05:30 PM - 08:30 PM	Reapportionment meeting - mileage only	32.0	-
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	32.0	\$40.00
03/23/2011	03:00 PM - 04:30 PM	Parks & Rec Public Relations Committee	32.0	\$40.00
03/28/2011	03:00 PM - 05:15 PM	Community Mental Health Board	50.0	\$40.00
			<b>Total Per Diem:</b>	\$280.00
			<b>Total Mileage:</b>	292.0 \$148.92
			<b>Total Voucher:</b>	\$428.92

04/11/2011

Revision History

Created by James Holtvluwer on 03/15/2011 05:30:07 PM  
Modified by James Holtvluwer on 03/23/2011 08:44:52 AM  
Modified by James Holtvluwer on 03/23/2011 04:52:12 PM  
Modified by James Holtvluwer on 03/29/2011 03:55:14 PM  
Modified by Elizabeth Lyyski on 04/11/2011 11:44:24 AM

Per diem

2220-6495-5020	\$40
- 5029	40
2081-7510	40
1010-1010	160
	\$280

Mileage

50mi =	\$25.50
50mi =	25.50
32mi =	16.32
160mi =	81.60
	\$148.92

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Robert Karsten** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/04/2011	09:00 AM - 10:30 AM	Lakeshore Coordinating Council	30.0	\$40.00
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	24.0	\$40.00
03/09/2011	08:30 AM - 09:55 AM	Health & Human Services Committee	24.0	\$40.00
03/15/2011	09:30 AM - 10:27 AM	Finance & Administration Committee	24.0	\$40.00
03/18/2011	09:45 AM - 11:15 AM	Meet with Rep. Huizenga - mileage only	24.0	-
03/21/2011	03:15 PM - 03:45 PM	CMH Board Administrative & Finance Committee	6.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	24.0	\$40.00
03/28/2011	03:00 PM - 04:45 PM	Community Mental Health Board	6.0	\$40.00
			<b>Total Per Diem:</b>	<b>\$280.00</b>
			<b>Total Mileage:</b>	<b>162.0</b>
			<b>Total Voucher:</b>	<b>\$362.62</b>

04/11/2011

Revision History

Created by Robert Karsten on 03/04/2011 11:56:39 AM  
Modified by Robert Karsten on 03/04/2011 11:59:50 AM  
Modified by Robert Karsten on 03/04/2011 12:00:33 PM  
Modified by Robert Karsten on 03/21/2011 11:10:40 PM  
Modified by Robert Karsten on 03/28/2011 05:02:17 PM  
Modified by Elizabeth Lyyski on 04/11/2011 11:46:53 AM

Per diem  
 2220-6495-5020 \$40  
           - 5029 40  
 1010-1010 200  
 \$280

Mileage  
 6mi = \$3.06  
 6mi = 3.06  
 150mi = 76.50  
 \$82.62

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Philip Kuyers** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/02/2011	04:00 PM - 05:45 PM	Parks & Recreation Commission	2.0	\$40.00
03/05/2011	08:00 AM - 05:00 PM	National Association of Counties - Conference	85.0	\$70.00
03/06/2011	09:00 AM - 05:00 PM	National Association of Counties - Conference	.0	\$70.00
03/07/2011	09:00 AM - 05:00 PM	National Association of Counties - Conference	.0	\$70.00
03/08/2011	08:30 AM - 05:30 PM	National Association of Counties - Conference	85.0	\$70.00
03/17/2011	12:00 PM - 01:15 PM	Hamilton Division luncheon - mileage only	43.0	-
-	05:30 PM - 06:17 PM	Reapportionment Meeting - mileage only	2.0	-
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	2.0	\$40.00
03/29/2011	08:00 AM - 07:00 PM	Michigan Association of Counties - Conference	100.0	\$70.00
03/30/2011	07:30 AM - 01:30 PM	Michigan Association of Counties - Conference	100.0	\$70.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$500.00
<b>Total Mileage:</b>			419.0	\$213.69
<b>Total Voucher:</b>				\$713.69

04/11/2011

Revision History

Created by Philip Kuyers on 03/08/2011 09:47:12 PM  
Modified by Philip Kuyers on 03/23/2011 10:23:02 PM  
Modified by Phillip Kuyers on 03/30/2011 08:36:34 PM  
Modified by Elizabeth Lyyski on 04/11/2011 11:48:43 AM

*Per diem*  
2081 - 7510 \$40  
1010 - 1010 460  
\$500

*Mileage*  
2 mi = \$1.02  
417 mi = 212.67  
\$213.69

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Jane Rulter** For the month beginning March 01, 2011  
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	30.0	\$40.00
03/10/2011	09:30 AM - 10:15 AM	Planning and Policy Committee	30.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	30.0	\$40.00
-	-	-	-	-
			<b>Total Per Diem:</b>	\$120.00
			<b>Total Mileage:</b>	90.0 \$45.90
			<b>Total Voucher:</b>	\$165.90

04/11/2011

Revision History

Created by Jane Rulter on 03/11/2011 09:08:48 AM  
 Modified by Elizabeth Lyyski on 04/11/2011 11:49:54 AM

1010-1010

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Roger Rycenga** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/04/2011	08:30 AM - 11:00 AM	legislative forum - mileage only	14.0	-
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	14.0	\$40.00
03/10/2011	09:30 AM - 10:45 AM	Planning and Policy Committee	14.0	\$40.00
03/11/2011	07:00 AM - 09:30 AM	farm bureau breakfast - mileage only	6.0	-
03/14/2011	09:00 AM - 10:15 AM	Veterans' Affairs Committee	14.0	\$40.00
03/15/2011	09:30 AM - 11:00 AM	Finance & Administration Committee	14.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	14.0	\$40.00
03/25/2011	02:30 PM - 04:30 PM	WEMET - mileage only	14.0	-
03/29/2011	08:00 AM - 05:00 PM	Michigan Association of Counties - Conference	180.0	\$70.00
03/30/2011	08:00 AM - 01:00 PM	Michigan Association of Counties - Conference	.0	\$70.00
-	-	-	-	-
<b>Total Per Diem:</b>				\$340.00
<b>Total Mileage:</b>			284.0	\$144.84
<b>Total Voucher:</b>				\$484.84

04/11/2011

Revision History

Created by Roger Rycenga on 03/31/2011 09:20:10 AM  
Modified by Elizabeth Lyyski on 04/11/2011 11:51:01 AM

1010-1010

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Dennis Swartout** For the month beginning March 01, 2011  
 Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/04/2011	08:30 AM - 10:30 AM	Legislative Work Session - GH to Fillmore - mileage only	26.0	-
03/08/2011	01:30 PM - 02:45 PM	Board of Commissioners Meeting	26.0	\$40.00
03/10/2011	09:30 AM - 10:00 AM	Planning and Policy Committee	26.0	\$40.00
03/11/2011	11:15 AM - 12:15 PM	Meeting with Allegan County & AI - GH to Fillmore & return - mileage only	26.0	-
03/15/2011	09:30 AM - 10:27 AM	Finance & Administration Committee	26.0	\$40.00
03/22/2011	01:30 PM - 01:55 PM	Board of Commissioners Meeting	26.0	\$40.00
03/28/2011	08:00 AM - 05:00 PM	Michigan Association of Counties - Conference	105.0	\$70.00
03/29/2011	11:15 AM - 12:15 PM	Return from MAC Conference - Lansing to GH - mileage only	105.0	-
			<b>Total Per Diem:</b>	\$230.00
			<b>Total Mileage:</b>	366.0
			<b>Total Voucher:</b>	\$416.66

04/12/2011

1010-1010

Revision History

Created by Elizabeth Lyyski on 04/12/2011 11:10:42 AM

**Board of Commissioners  
Per Diem and Mileage Voucher**

Commissioner: **Stu Visser** For the month beginning March 01, 2011  
Status: **Submitted to Fiscal Services**

Date	Time	Purpose	Mileage	Per Diem
03/08/2011	01:30 PM - 03:00 PM	Board of Commissioners Meeting	28.0	\$40.00
03/09/2011	08:30 AM - 10:00 AM	Health & Human Services Committee	28.0	\$40.00
03/10/2011	09:30 AM - 11:00 AM	Planning and Policy Committee	28.0	\$40.00
03/14/2011	09:00 AM - 10:00 AM	Veterans' Affairs Committee	28.0	\$40.00
03/22/2011	01:30 PM - 03:00 PM	Board of Commissioners Meeting	28.0	\$40.00
-	-	-	-	-
			<b>Total Per Diem:</b>	\$200.00
			<b>Total Mileage:</b>	140.0 \$71.40
			<b>Total Voucher:</b>	\$271.40

04/11/2011

Revision History

Created by Stu Visser on 03/30/2011 11:56:15 AM  
Modified by Elizabeth Lyyski on 04/11/2011 11:52:14 AM

1010-1010

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Register of Deeds

**Submitted By:** Bob Spaman

**Agenda Item:** Purchase of DocRouter Software

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the Agreement to purchase DocRouter software for the Register of Deeds Office at a cost of \$15,000.00.

## SUMMARY OF REQUEST:

This allows electronically recorded documents to be electronically routed from the Register of Deeds Office to the Treasurer's Office (for the review & electronic tax stamp), or to the Equalization Department (when further legal breakdowns are needed) and back to the Register of Deeds. One reason more companies don't electronically record documents is we have no way to accept warranty deeds and other docs that require the Treasurer's tax stamp. DocRouter will allow us to accept all documents. Funding to come from the Automation Fund.

## FINANCIAL INFORMATION:

Total Cost: \$15,000.00    General Fund Cost: \$0.00    Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated     Non-Mandated     New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

1: To Maintain and Improve the Strong Financial Position of the County.

4: To Continually Improve the County's Organization and Services.

Objective:

Goal 1:

1: Advocate on legislative issues to maintain and improve the financial position of the County.

Goal 4:

1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, cn=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org  
Reason: I am approving the document  
Date: 2011.04.14 10:01:27 -0400

Committee/Governing/Advisory Board Approval Date:

MEMORANDUM

To: Finance and Administration Committee  
Board of Commissioners

From: Gary Scholten 

Date: March 7, 2011

RE: Purchase of Software

I am requesting the Finance and Administration Committee forward to the Board of Commissioners for approval the following motion:

"To approve and forward to the Board of Commissioners the Resolution to purchase DocRouter software for the Register of Deeds office."

Rationale:

This allows electronically recorded documents to be electronically routed from the Register of Deeds office to the Treasurer's office (for the review & electronic tax stamp), or to the Equalization Department (when further legal breakdowns are needed) and back to the Register of Deeds. One reason more companies don't electronically record documents is we have no way to accept warranty deeds and other docs that require the Treasurer's tax stamp. DocRouter will allow us to accept all documents. Here is a statement from Sally Fosdick, Cunningham Dalman regarding e-recording:

From: Sally Fosdick <Sally@holland-law.com>  
To: "KHaiker@miottawa.org" <KHaiker@miottawa.org>  
Date: 02/24/2011 03:34 PM  
Subject: RE: Electronic Recording

Kathy,

That's a good question. While the attorneys have always shown interest in the e-recording, when it comes time to actually making the decision, nothing has happened. I believe one drawback is the fact that Warranty Deeds could not be recorded that way. Has that changed? If it's not too much trouble to forward the information, it certainly won't hurt to have it. One of these days I am sure they will go ahead with this. Thanks for thinking of us!

Sally

The purchase of DocRouter will save time and afford efficiencies in the Register of Deeds office, Treasurer's Office and the Equalization office.

Financial Information:

The cost for Doc Router is \$15,000 with an annual maintenance fee of \$3,300. The maintenance is required. This is third party software that works with our current

software. The funding will come from the Automation Fund 2560-2360. The current balance of the fund, as of March 7, 2011 is \$393,898.64.

The action is mandated:

MCL600.2568 Automation Fund. (1) Each county in this state shall establish an automation fund, and that fund shall receive money deposited by the register of deeds of the county in according with section 2567..... (2) The county register of deeds of each county shall expend the fees credited to the fund under section 2567 subject to an appropriation under the uniform budgeting and accounting act, 1968 PA2, MCL 141.421 to 141.440a, for upgrading technology in the register of deeds office, with priority given to search capabilities. Upgrading includes the design and purchase of equipment and supplies, and implementation of systems and procedures that allow the register of deeds to receive, enter, record, certify, index, store, search, retrieve, copy , and otherwise process by automated procedures and advanced technology documents, instruments, abstracts, maps, plats, and other items recorded and maintained by the register of deeds.

Strategic Plan:

Goal 1: To maintain and improve the strong financial position of the County.

Objective 1: Advocate to achieve full funding of mandates.

The Register of Deeds is mandated to expend the Automation Fund to implement systems and procedures that would allow the Register of Deeds to process documents by automated procedures and advanced technologies. We have the means and the collected fees to fully fund this mandate.

Goal 4: Objective 1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

This software will provide efficiencies with the Register of Deeds office, Treasurer's office and Equalization Department. This program provides the means for different county offices to work together and share information while enforcing work flow rules. This software is newly available through E-Recording Partners Network (EPN).

# County of Ottawa

## Equipment Requisition Form

<b>Status:</b> Submitted	<b>Date:</b> March 2, 2011
<b>Name:</b> Kathy Haiker	<b>Dept:</b> Register Of Deeds - 2560.2360
<b>Control #:</b> CY11-0019	<b>Budget:</b> Current Budget Year
<b>For Budget Year:</b> 2011 (YYYY)	<b>IT Equipment?</b> Yes

Select Equipment Request Approver: Kathy Haiker

Qty	Item	Account	%	Est. Cost Acquisition:	Budget Cost:
1	Electronical Document	2560.2360.9800.00	100	\$15,000.00	\$15,000.00
1	Rou... CountyCare Maintenance Re...	00; 2560.2360.8080.00 00	% 100 %	\$3,300.00	\$3,300.00

Describe and include quotes, proposals, model numbers, capacity requirements and any other supporting documentation

**Is request contingent upon approval of new employee?** No

**Purpose of request:**

To electronically route Warranty Deeds and other applicable documents to the Treasurer's office for a tax stamp. The routing program will allow the Treasurer to route documents they are unsure of to Equalization, back to the Treasurer and ultimately back to the Register of Deeds. It is an innocative, customizable workflow routing system for electronic documents. This program provides the opportunity for different county offices to work together and share information while enforcing workflow rules.

No

**Does the equipment replace existing equipment?**

**Will there be any savings (dollar or time) as a result of this purchase?** Yes

**Please explain in detail why your department needs this equipment and where the cost savings (if any) will occur:**

ROD staff won't be walking documents back and forth from the Treasurer's office. The Treasurer's staff won't be walking documents back and forth from Equalization. We will have an electronic date & time stamp for each stop the document makes (when it's received and when it leaves that station for the next leg in the documents journey).

**Attachments:**

# County of Ottawa

Equipment with a per unit price under \$5,000 will have the entire purchase price charged to account 7390.0000.

Equipment with a per unit price of \$5,000 or greater will be charged back to account 9400.0000 over the life of the asset.

Asset Cost divided by Asset Life \* - Annual Repayment Amount (Charge to Account 9400.000)

\* Asset Life Schedule:   3 Years - Sheriff Vehicles  
                                  5 Years - All Other Equipment

03/08/2011

County of Ottawa  
Purchase Order Requisition

Date: 02/28/11

Requesting Department: Register of Deeds

RECEIVED  
FISCAL SERVICES  
DEPARTMENT

Fund #: 2560 2360 8080 0000

Quote	Date:	Vendor	Price	Comments
Quote 1		2011 Vendor 1 FID 3 57 Fidlar Technologies		
Quote 2		Contract for Technology-Attached		
Quote 3				

Vendor

Fidlar Technologies  
4450 48th Av Ct  
Rock Island, IL 61201-6248

Ship to Department:  
Ottawa County Register of Deeds  
12220 Fillmore St, Room 146  
West Olive, MI 49460

If a 1099 vendor (unincorporated service provider) include their Federal ID# of SSN:

Good or Services Requisitioned	Software and Services

Quantity	Description	Unit Price	Amount
1	Each Electronic Document Router	\$15,000.00	\$15,000.00
1	Yearly County Care Maintenance - Required	\$3,300.00	\$3,300.00
	Total for 2011		\$18,300.00

Please attach additional information as appropriate: i.e. photocopies of supporting documents, written proposals/quotes, contract, agreements, letters of understanding, etc.  
(NO GOODS OR SERVICES MAY BE OBTAINED PRIOR TO RECEIPT OF A PURCHASED ORDER, FOR PURCHASES OF \$500 & OVER UNLESS SPECIFICALLY EXEMPT)

Is this request budgeted? NO If no, attach a copy of the budget adjustment form sent to the Finance Department.

Is this request separately authorized: Board Motion No.:

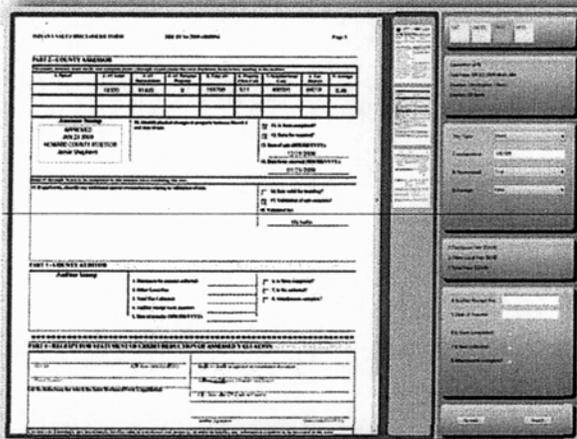
Authorized Signature:  Date: 02/28/2011



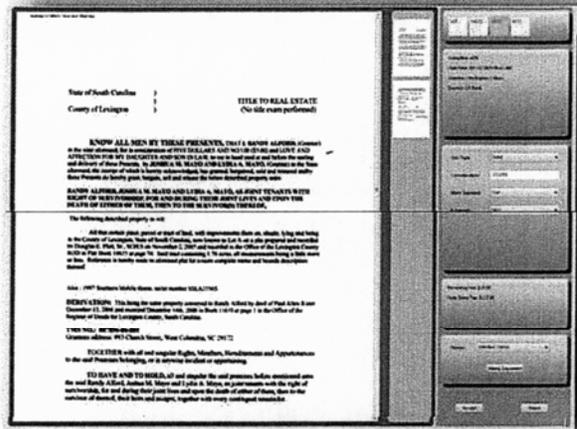
# DocRouter

DocRouter is an innovative, **customizable** workflow routing system for electronic documents. This program provides the opportunity for different county offices (Recorder, Assessor, and Auditor) to work together and share information while enforcing each county's unique workflow rules.

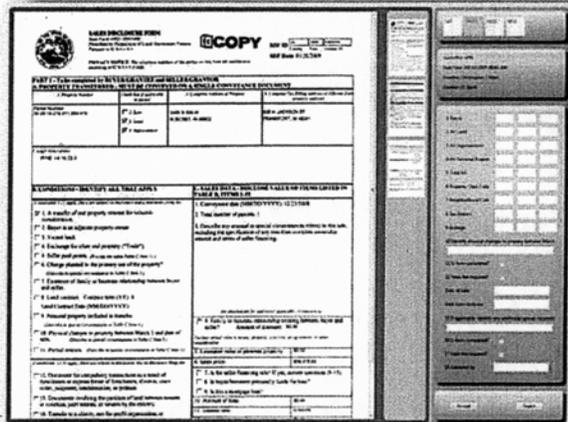
DocRouter **allows each office** to continue to review, index, calculate fees, and stamp information when necessary. Each office has the ability to "accept" or "reject" the document and communicate the reason why to the other offices.



A SALES DISCLOSURE BEING PROCESSED BY THE COUNTY AUDITOR



A DEED BEING PROCESSED BY THE COUNTY RECORDER



A SALES DISCLOSURE BEING PROCESSED BY THE COUNTY ASSESSOR

This easy-to-use application is **vendor neutral** and can be integrated into your county's workflow regardless of the unique software running in each office.

eRecording Partners Network (ePN) is a national leader in eRecording in both the commercial and government land records industries.





**FIDLAR TECHNOLOGIES SOFTWARE LICENSE SALES AGREEMENT**  
County Router eRecording Software

This Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2011, by and between FIDLAR TECHNOLOGIES, (FIDLAR) and the Ottawa County, Michigan Registers Office and County Commissioners (the "CLIENT").

**RECITALS**

- A. CLIENT desires to purchase from FIDLAR a electronic document router that connects department within the county to various county offices within the same county for electronic recordation of land records documents (*the "County Router"*).

**TERMS OF AGREEMENT**

In consideration of the facts mentioned above and the mutual promises set out below, the parties agree as follows:

**ARTICLE I - GENERAL TERMS**

- 1.1 **COMPUTER SYSTEM:** CLIENT agrees to lease from FIDLAR, and FIDLAR agrees to lease to CLIENT, the licensed program(s) described in SCHEDULE A, at the price quoted and subject to the terms of this Agreement. Article II describes the terms of this Agreement as it relates to the software.
- 1.2 **ACCEPTANCE BY CLIENT:** CLIENT agrees to accept the software at the conclusion of installation and testing of the software referenced in SCHEDULE A and completion of the training period, provided the software performs as presented to the Ottawa County Register. If CLIENT notifies FIDLAR of a material problem with the software within 30 days of installation and testing, FIDLAR will use its best efforts to correct such problems; otherwise, CLIENT will be conclusively presumed to have accepted the software upon completion of installation and testing. Final 50% of payment will be invoiced upon final acceptance by CLIENT.
- 1.3 **DELIVERY:** FIDLAR will deliver the Computer System to CLIENT at CLIENT'S facility located at:

Gary Scholten  
Ottawa County Register  
12220 Fillmore St  
West Olive, MI 49460



## ARTICLE II - SOFTWARE LICENSE

- 2.1 **PROPERTY RIGHTS:** CLIENT agrees that all program specifications, systems, design, applications, routines, subroutines, techniques, ideas and/or formula utilized or developed or provided by FIDLAR in connection with CLIENT's implementation of the software are and shall remain the sole property of FIDLAR.
- 2.2 **LICENSE:** FIDLAR hereby grants CLIENT the rights to a nonexclusive and nontransferable license for the possession and use of all software (Licensed Software) pursuant to the Agreement described in SCHEDULE A.
- A. CLIENT agrees not to copy the software covered by this Agreement in any manner, except in normal backup procedures, without the express written consent of FIDLAR.
- B. The use of any portion of the software for any purpose shall be for CLIENT use only and shall remain subject to all terms and conditions of this Agreement. In the event this license is terminated, the software will be completely removed from all CLIENT systems.
- C. CLIENT is exclusively responsible for the supervision, management, and control of its use of the Software. Except as provided otherwise in this Agreement, CLIENT agrees: (a) To not reveal any information contained in the Software, or any part thereof, or any copies thereof, in any form, to any third party except pursuant to a court order; (b) To take all reasonable precautions to hold in confidence the design and documentation of the Software; (c) To not encumber, assign, sublicense, or otherwise transfer same, by operation of law or otherwise, in whole or in part, directly or indirectly, to not exhibit, donate, barter, loan, or otherwise communicate said Software, to any other firm or person without the express written consent of FIDLAR; and (d) to take all reasonable action by instruction, agreement, or otherwise with its employees or other persons permitted access to the Software to satisfy its obligations under this Agreement with respect to use, protection and security of the Licensed Software.
- 2.3 **PROTECTION OF LICENSE:** FIDLAR and CLIENT agree to aid and assist one another in the protection of the trade secrets of the Software covered by this license.
- 2.4 **TRANSFER:** CLIENT agrees that it will not sell, give, encumber in any manner, or otherwise transfer to any other company, firm, person, corporation, or entity any of its rights in any Software, whether or not later modified by either party, developed pursuant of this Agreement, without the express written consent of FIDLAR.
- 2.5 **WARRANTY AS TO SOFTWARE PRODUCTS:** **The following warranties are in lieu of all warranties, express, implied, or statutory, including but not limited**



to, any implied warranties of merchantability and fitness for a particular purpose and of any other warranty obligation on the part of FIDLAR. There are no warranties that extend beyond the description on the face hereof.

- A. FIDLAR warrants that the software is properly licensed and that FIDLAR otherwise has the right to distribute the software in accordance with this Agreement.
  - B. FIDLAR further warrants that the media in which the software product is delivered to CLIENT is undamaged and free from mechanical defects.
  - C. FIDLAR warrants that the software will perform as described in the software documentation provided.
- 2.6 SOFTWARE MAINTENANCE: The annual cost, if any, and description of FIDLAR'S CountyCare<sup>®</sup> software maintenance service and support is attached as SCHEDULE B. CountyCare<sup>®</sup> software maintenance service is mandatory.
- 2.7 TERM AND TERMINATION: The license granted under this agreement, with regard to the Software, may be terminated by FIDLAR for material failure of CLIENT to comply with terms and conditions of this Agreement. Within thirty (30) days after CLIENT has discontinued the use of any License program, or within ten (10) days after FIDLAR has terminated any license, CLIENT will certify in writing to FIDLAR that through its best efforts and to the best of its knowledge, the original and all copies in whole or in part of the discontinued or terminated License program(s) have been destroyed, except that, upon prior written authorization from FIDLAR, CLIENT may retain a copy for archive purpose only. In the event of termination, the new vendor of choice will be supplied with index and image data in requested format.

### ARTICLE III

- 3.1 DEFINITIONS: The terms defined in this Section shall, for all purposes of this Agreement, have the meaning specified.
- A. **Computer System:** A combination of computer hardware and computer software organized to accomplish a set of specific functions.
  - B. **Program or Computer Program:** A schedule or plan that specifies actions that may or may not be taken, expressed in a form suitable for execution by a computer.
  - C. **Software or Computer Software:** Computer programs, procedures, rules and associated documentation concerned with the operation of a data processing computer system. As used in this Agreement, these terms include all software products sold or licensed by FIDLAR.
  - D. **Licensed Program:** Each program in computer readable form furnished by FIDLAR to CLIENT, including related supporting materials such as instruction manuals.



- E. **Designated Equipment:** Computer Equipment designated by a manufacturer's Sales Order Serial Number.
  - F. **Use:** The copying or duplication of any portion of any Licensed Program using any Licensed Program in the course of the operation of any computer hardware, or in support of any computer hardware program.
  - G. **Computer Hardware:** Physical equipment used in data processing, as opposed to computer programs, procedures, rules and associated documentation.
  - H. **Hardware Maintenance:** Any activity, such as tests, measurements, replacements, adjustments, and repairs, intended to eliminate faults or keep computer hardware functional at a certain level.
  - I. **Data:** A representation of facts, concepts, or instructions in a formalized manner suitable for communication, interpretation, or processing by humans or automatic means.
  - J. **Backup:** To copy files to a second medium (typically a tape) as a precaution in case the first medium fails. The data (and/or images) can then be retrieved (from the point the last backup finished) and restored to your system in the event any existing data (or images) is lost, destroyed or corrupted.
- 3.2 **CONFIDENTIAL INFORMATION:** FIDLAR and CLIENT agree that information designated in writing as proprietary by one party shall be held in confidence by the other party. Since unauthorized use or transfer of the Software or any information contained therein will diminish substantially the value to FIDLAR of the trade secrets and proprietary properties of the Software, if CLIENT breaches any of its obligations with respect to limited use or nondisclosure of the Software, or if such breach is likely to occur, FIDLAR shall be entitled to equitable relief, including orders for specific performance and injunctions. Likewise, if FIDLAR breaches any of its obligations with respect to limited use or nondisclosure of the Software, or if such breach is likely to occur, CLIENT shall be entitled to equitable relief, including orders for specific performance and injunctions. The rights and remedies of FIDLAR set forth in this Agreement are not exclusive and are in addition to any other rights or remedies provided by law or this Agreement, but are subject to the requirements imposed upon CLIENT by virtue of any and all public disclosure laws.
- 3.3 **EXCLUSIVE REMEDY:** CLIENT's exclusive remedy against FIDLAR for any breach of warranty under this Agreement is limited to repair, replacement or refund with respect to the item in question, at FIDLAR's option and subject to applicable law. CLIENT will only be entitled to the direct damages that CLIENT actually incurs in reasonable reliance, up to the amount of a refund of the price (plus sales tax) that CLIENT paid for the item. CLIENT will not be entitled to any incidental, consequential or other damages, including but not limited to damages for loss of profits or confidential or other information, for



business interruption, for personal injury, for loss of privacy for failure to meet any duty including of good faith or of reasonable care, for negligence or negligent misrepresentation, and for any other pecuniary or other loss whatsoever, even in the event of the fault of FIDLAR (or any supplier), of tort (including negligence), strict or product liability, breach of contract or breach of warranty, and even if FIDLAR or any supplier has been advised of the possibility of such damages. These limitations and exclusions regarding damages will apply even if any remedy fails.

- 3.4 **WAIVER:** Any waiver by either party of any provision of this Agreement shall not imply a subsequent waiver of that, or any other provision.
- 3.5 **NOTICES:** Any notices or demands required to be given herein shall be given to the parties in writing, and by mailing to the address hereinafter set forth, or to such other addresses as the parties may hereinafter substitute by written notice given in the manner prescribed in this Section.
- a. **Notice to FIDLAR:** Fidlar Technologies  
4450 48<sup>th</sup> Av Ct  
Rock Island, IL 61201-6248  
Attn: Ernest Rigger, Vice President
- b. **Notice to CLIENT:** Gary Scholten  
Ottawa County Register  
12220 Fillmore St  
West Olive, MI 49460
- 3.6 **ENTIRE AGREEMENT:** It is expressly agreed that this Agreement embodies the entire contractual agreement and that there is no other oral or written agreement or understanding between the parties at the time of the execution hereunder. Further, this Agreement cannot be modified except by written agreement of all parties hereto.
- 3.7 **GOVERNING LAW:** The parties agree that this Agreement shall be governed by the laws of the State of Michigan.
- 3.8 **BINDING EFFECT:** This Agreement shall ensure to the benefit of and bind the parties hereto, their successors and assigns.
- 3.9 **AUTHORITY:** FIDLAR and CLIENT each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement.
- 3.10 **SECTION HEADINGS:** All section headings contained herein are for convenience or reference only and are not intended to define or limit the scope of any provision of this Agreement.
- 3.11 **DEFERRED PAYMENT:** To the extent that this Agreement includes deferred payments, such payments will include an imputed interest factor based on a current market rate. Deferred payments are defined as payments which



extend beyond completion of the project installation and acceptance. Deferred payments are exempt from interest under the Installment Payment Agreement attached hereto and made a part hereof, except as may be provided for late charges as described in Section I of the Installment Payment Agreement.

This Agreement has been executed by the parties as of the aforementioned date.

**ACCEPTED:**

OTTAWA COUNTY, MI REGISTER

FIDLAR TECHNOLOGIES

BY \_\_\_\_\_

BY \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



**SCHEDULE A**

**COUNTY ROUTER DESCRIPTION:**

**County Router** is designed to allow flow of the Client's electronically recorded land documents received from submitters (i.e., title companies, banks, law offices, etc.) **County Router** provides electronic process access of received electronic land documents to be relayed electronically between the Register, Assessor, and the Auditor. Documents can be processed and accepted/rejected using **County Router**.

Each new **County Router** user will be presented with a unique log in and password to **County Router**. All documents processed by a user will then be identified and notated as being processed by this user. All information will be captured and stored for the system administrator.

It is notable that the unique user ID (username) and password defines each **County Router** user. This user ID can be used to access **County Router** data from any properly configured workstation; however, multiple users cannot log in with the same user ID at the same time.

**BILLING MILESTONES:**

\$15,000.00 - Software\Services\Installation\Integration

\*50% at signing and remaining 50% at implementation. This license covers all designated users determined by **Client** within the following offices: Register, Treasurer, etc.

**ANNUAL MAINTENANCE:**

\$3,300.00 - Annual Maintenance

\*First year invoiced up final acceptance of product, and invoiced annually on anniversary date of "live".

**Note:** Prices quoted herein are guaranteed for thirty (30) days. After that time, prices may change without notice.

BUYER REPRESENTS THAT THIS SCHEDULE 'A' HAS BEEN READ:

**ACCEPTED:**

OTTAWA COUNTY, MI REGISTER

FIDLAR TECHNOLOGIES

BY \_\_\_\_\_

BY \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



## SCHEDULE B

### CountyCare<sup>®</sup> Software Maintenance Services

#### COUNTYCARE<sup>®</sup> ANNUAL COST:

\$3,300.00

#### DESCRIPTION OF COUNTYCARE<sup>®</sup>

CountyCare<sup>®</sup> is a mandatory software support service which is required upon installation of the software purchased. Under the terms and conditions of this Agreement, CountyCare<sup>®</sup> includes:

- ◆ Software Maintenance to the currently licensed Fidlar developed/maintained Software Products
- ◆ Furnishing telephone support relative to the currently licensed Fidlar developed Software Products, either in their original or maintained form
- ◆ Providing legislative updates to the Fidlar developed Software Products as required by the State, except those updates that require fundamental modifications to the core design of the product
- ◆ Providing product enhancements on an ongoing basis, the frequency based on the age of the product and market requirements

Specifically excluded from software maintenance coverage are the following:

- ◆ Enhancements or modifications to software programs at user's request; such work would be considered a billable extra
- ◆ Support to new or existing Fidlar Technologies Products not covered by this contract
- ◆ Operating System versions or their support or installation
- ◆ Database Management System versions or their support or installation
- ◆ Diagnosis or correction of problems caused by operator negligence
- ◆ Diagnosis or correction of problems caused by hardware, data media, or 3<sup>rd</sup> party software or other systems not covered by this Agreement
- ◆ Diagnosis or correction of problems caused by some naturally occurring event such as storm, flood, etc.
- ◆ Conversion costs for changes to database structure, if needed

#### EFFECTIVE DATE:

Software maintenance coverage is effective from the date of contract signing through the term of the contract.



**BASIC MATERIALS:**

Software Maintenance to the Software Products licenses granted under this Agreement will govern any basic materials, in machine readable or printed form, provided to the Client by Fidlar. The Client is granted the right to locally reproduce additional copies of printed licensed material exclusively for his own use. All licensed material so locally reproduced shall be considered to be the same as the originally delivered material for all purposes under this Agreement.

**PROTECTION AND SECURITY:**

The Client agrees to not disclose the content of the Software Products materials to any person except those who need to know for purposes of operating the system for the Client. The Client further agrees to protect the secrecy of the content of the Software Products materials by using procedures at least as stringent as those used to protect his own proprietary or confidential information and materials. The Client specifically acknowledges that he has no right of ownership of the Software Products, and that he possesses the license to use said Software Products according to the provisions of this Agreement.

**ON-SITE SUPPORT:**

If on-site Software Maintenance to the Software Products is required, the Client will be charged for the time and materials at the then current rate.

Custom work required by Client outside of the scope of this agreement will be invoiced at \$150.00 per hour.

Services covered by your CountyCare<sup>®</sup> may change on occasion. 30 day notification will be provided should this happen.

BUYER REPRESENTS THAT THIS SCHEDULE 'B' HAS BEEN READ:

**ACCEPTED:**

OTTAWA COUNTY, MI REGISTER

FIDLAR TECHNOLOGIES

BY \_\_\_\_\_

BY \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_



**SCHEDULE C**

**Hardware Maintenance Services Provided by Fidlar Technologies**

**NOTE: SCHEDULE 'C' NOT APPLICABLE - THERE IS NO HARDWARE INCLUDED IN THIS CONTRACT**

**NEW AGREEMENT \*:** First-year hardware service cost: \$ N/A

**PRE-EXISTING AGREEMENT \*:** Hardware service cost will be prorated from date of installation to renewal date of existing Hardware Service Account.

**\* This amount will be billed upon completion of installation.**

The Client agrees to purchase, and Fidlar Technologies agrees to furnish at the installation location, specified hardware service on the equipment listed.

All equipment listed and its implied components (i.e., motherboard, power supplies, RAM, print heads, etc.), are covered by this Schedule C. Consumables (i.e., scanner cleaning kits, pm kits, cables, paper, ribbons, media, diskettes, etc.), are not covered under the terms of this Schedule C.

This hardware maintenance rate is applicable until the first anniversary date of this agreement or the anniversary date of your existing hardware maintenance agreements if so noted above. Future rates may be changed. You will be notified prior to new rates going into effect. This hardware maintenance agreement will auto-renew each year 30 days after we send you notice unless you notify us, within those 30 days, that termination is desired.

**Note: Prices quoted herein are guaranteed for thirty (30) days. After that time, prices may change without notice.**

BUYER REPRESENTS THAT THIS SCHEDULE 'C' HAS BEEN READ:

**ACCEPTED:**

OTTAWA COUNTY, MI REGISTER

FIDLAR TECHNOLOGIES

BY \_\_\_\_\_

BY \_\_\_\_\_



Date \_\_\_\_\_

Date \_\_\_\_\_

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Register of Deeds

**Submitted By:** Bob Spaman

**Agenda Item:** Purchase of Fidlar Technologies e-Return Module

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the Agreement to purchase the Fidlar Technologies e-Return module for the Register of Deeds Office at a cost of \$5,000.00.

## SUMMARY OF REQUEST:

This allows us to return documents, presented to our office in paper form, electronically via e-mail. With this module we will reach an even higher level of customer satisfaction by returning documents even faster. We anticipate potential cost savings regarding postage (staff labor and postage costs). Also companies who might not be ready to e-record with us can use this module as a stepping stone to e-recording. Funding to come from the Automation Fund.

## FINANCIAL INFORMATION:

Total Cost: \$5,000.00

General Fund Cost: \$0.00

Included in Budget:

Yes

No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated

Non-Mandated

New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

1: To Maintain and Improve the Strong Financial Position of the County.

3: To Contribute to a Healthy Physical, Economic, & Community Environment.

4: To Continually Improve the County's Organization and Services.

Objective:

Goal 1:

1: Reduce the negative impact of rising employee benefit costs on the budget.

Goal 3:

4: Continue initiatives to positively impact the community.

Goal 4:

1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

## ADMINISTRATION RECOMMENDATION:

Recommended

Not Recommended

Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=SE, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottwa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:04:48 -0400

Committee/Governing/Advisory Board Approval Date:

MEMORANDUM

To: Finance and Administration Committee  
Board of Commissioners

From: Gary Scholten



Date: March 7, 2011

RE: Purchase of Software

I am requesting the Finance and Administration Committee forward to the Board of Commissioners for approval the following motion:

"To approve and forward to the Board of Commissioners the Resolution to purchase the Fidlar Technologies e-return module for the Register of Deeds office."

Rationale:

This allows us to return documents, presented to our office in paper form, electronically via e-mail. With this module we will reach an even higher level of customer satisfaction by returning documents even faster. We anticipate potential cost saving regarding postage (staff labor and postage costs). Also companies who might not be ready to e-record with us can use this module as a stepping stone to e-recording.

Financial Information:

The cost for the e-Return module is \$5,000. The funding will come from the Automation Fund 2560-2360. The current balance of the fund, as of March 7, 2011 is \$393,898.64.

The action is mandated:

MCL600.2568 Automation Fund. (1) Each county in this state shall establish an automation fund, and that fund shall receive money deposited by the register of deeds of the county in according with section 2567..... (2) The county register of deeds of each county shall expend the fees credited to the fund under section 2567 subject to an appropriation under the uniform budgeting and accounting act, 1968 PA2, MCL 141.421 to 141.440a, for upgrading technology in the register of deeds office, with priority given to search capabilities. Upgrading includes the design and purchase of equipment and supplies, and implementation of systems and procedures that allow the register of deeds to receive, enter, record, certify, index, store, search, retrieve, copy , and otherwise process by automated procedures and advanced technology documents, instruments, abstracts, maps, plats, and other items recorded and maintained by the register of deeds.

Strategic Plan:

Goal 1: To maintain and improve the strong financial position of the County.

Objective 1: Advocate to achieve full funding of mandates.

The Register of Deeds is mandated to expend the Automation Fund to implement systems and procedures that would allow the Register of Deeds to process documents by automated procedures and advanced technologies. We have the means and the collected fees to fully fund this mandate.

Goal 3: To contribute to a healthy physical, economic, & community environment.

Objective 4: Continue initiatives to positively impact the community.

Documents that are returned electronically have less chance of being lost or misfiled. Potential cost savings involved with staff labor and postage costs.

Goal 4: Objective 1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

This software will provide efficiencies with the Register of Deeds office.

# County of Ottawa

## Equipment Requisition Form

<b>Status:</b> Submitted	<b>Date:</b> March 2, 2011
<b>Name:</b> Kathy Haiker	<b>Dept:</b> Register Of Deeds - 2560.2360
<b>Control #:</b> CY11-0021	<b>Budget:</b> Current Budget Year
<b>For Budget Year:</b> 2011 (YYYY)	<b>IT Equipment?</b> Yes

Select Equipment Request Approver: Kathy Haiker

Qty	Item	Account	%	Est. Cost Acquisition:	Budget Cost:
1	eReturn Module	2560.2360.9800.00 00	100 %	\$5,000.00	\$5,000.00

Describe and include quotes, proposals, model numbers, capacity requirements and any other supporting documentation

**Is request contingent upon approval of new employee?** No

**Purpose of request:**

The eReturn module will allow us to return documents that come into our office in paper form electronically via email. Customers will "opt in" and sign a contract with Ottawa County agreeing to receive their documents that way.

No

**Does the equipment replace existing equipment?**

**Will there be any savings (dollar or time) as a result of this purchase?** Yes

**Please explain in detail why your department needs this equipment and where the cost savings (if any) will occur:**

Potential cost savingsd by not having to pay for postage. Ability to reach a higher level of customer service by getting documents back to customers in a quicker fashion. Companies who might not be ready to e-record with us might use this module as a stepping stone to e-recording.

**Attachments:**

# County of Ottawa

Equipment with a per unit price under \$5,000 will have the entire purchase price charged to account 7390.0000.

Equipment with a per unit price of \$5,000 or greater will be charged back to account 9400.0000 over the life of the asset.

Asset Cost divided by Asset Life \* - Annual Repayment Amount (Charge to Account 9400.000)

\* Asset Life Schedule:   3 Years - Sheriff Vehicles  
                                  5 Years - All Other Equipment

03/02/2011

County of Ottawa  
Purchase Order Requisition

Date: 02/28/11

Requesting Department: Register of Deeds

RECEIVED  
FISCAL SERVICES  
DEPARTMENT

Fund #: 2560 2360 8080 0000

Quote	Date:	Vendor	Price	Comments
Quote 1		Fidlar Technologies		
Quote 2		Contract for Technology-Attached		
Quote 3				

Vendor

Fidlar Technologies  
4450 48th Av Ct  
Rock Island, IL 61201-6248

Ship to Department:  
Ottawa County Register of Deeds  
12220 Fillmore St, Room 146  
West Olive, MI 49460

If a 1099 vendor (unincorporated service provider) include their Federal ID# of SSN:

Good or Services Requisitioned	Software and Services

Quantity	Description	Unit Price	Amount
1	Each Electronic Return of Paper Documents	\$5,000.00	\$5,000.00
	Total for 2011		\$5,000.00

Please attach additional information as appropriate: i.e. photocopies of supporting documents, written proposals/quotes, contract, agreements, letters of understanding, etc.  
(NO GOODS OR SERVICES MAY BE OBTAINED PRIOR TO RECEIPT OF A PURCHASED ORDER, FOR PURCHASES OF \$500 & OVER UNLESS SPECIFICALLY EXEMPT)

Is this request budgeted? NO If no, attach a copy of the budget adjustment form sent to the Finance Department.

Is this requested separately authorized: Board Motion No.:

Authorized Signature: 

Date: 02/28/2011





February 28, 2011

Gary Scholten  
12220 Fillmore St  
West Olive, MI 49460

Re: IDR Deliberate Learning Module and eReturn

Dear Mr. Scholten,

Please find below a price quote the IDR Deliberate Learning Module and eReturn

The IDR Learning module will allow you to assist and teach Intelligent Data Recognition (IDR) in order to increase the speed of AVID Processing. By teaching IDR, you will be able to change commonly located data elements into the exact information you are looking for.

For example, when the system finds 'MERS', you can instruct it to automatically change it to 'MORTGAGE ELECTRONICS REGISTRATION SYSTEM'. Or, as another example, if you always abbreviate 'BANK' to 'BK', you will be able to instruct the system to do that as well.

The eReturn module will allow you to return documents that came into your office in paper form electronically via email. Customers will 'Opt In' and sign a contract with Ottawa County agreeing to receive their paper documents back electronically. By eReturning documents, Ottawa county has the potential cost savings by not having to pay for postage and the ability to reach a higher level of customer service by getting documents back to customers in a quicker fashion.

<b>Cost for IDR:</b>	<b>\$12,000.00</b>
<b>Cost for eRetrun:</b>	<b>\$5,000.00</b>
<b>TOTAL</b>	<b>\$17,000.00</b>

If accepted, please print, sign, and fax this document back at 309-794-3201.

**FIDLAR TECHNOLOGIES**

Adam Watkins  
Director of Production

**ACCEPTED:**

Ottawa County, MI

FIDLAR Technologies

BY \_\_\_\_\_

BY \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Register of Deeds

**Submitted By:** Bob Spaman

**Agenda Item:** Purchase of Fidlar Technologies Intelligent Data Recognition (IDR) Deliberate Learning Module

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the Agreement to purchase the Fidlar Technologies Intelligent Data Recognition (IDR) Deliberate Learning module for the Register of Deeds office at a cost of \$12,000.

## SUMMARY OF REQUEST:

This program teaches Intelligent Data Recognition in order to increase the speed and accuracy of AVID processing. We use the module to teach IDR; "if you see 53, 5/3, FifthThird or Fifth Third you will always return Fifth Third Bank to the index." This will be beneficial in indexing and auditing. Funding to come from the Automation Fund.

## FINANCIAL INFORMATION:

Total Cost: \$12,000.00    General Fund Cost: \$0.00    Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated     Non-Mandated     New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

1: To Maintain and Improve the Strong Financial Position of the County.

4: To Continually Improve the County's Organization and Services.

Objective:

Goal 1:

1: Advocate on legislative issues to maintain and improve the financial position of the County.

Goal 4:

1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, cn=IDR, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org  
Reason: I am approving this document.  
Date: 2011.04.14 11:09:44 -0500

Committee/Governing/Advisory Board Approval Date:

MEMORANDUM

To: Finance and Administration Committee  
Board of Commissioners

From: Gary Scholten



Date: March 7, 2011

RE: Purchase of Software

I am requesting the Finance and Administration Committee forward to the Board of Commissioners for approval the following motion:

"To approve and forward to the Board of Commissioners the Resolution to purchase the Fidar Technologies Intelligent Data Recognition (IDR) Deliberate Learning module for the Register of Deeds office."

Rationale:

This program teaches Intelligent Data Recognition in order to increase the speed and accuracy of AVID processing. We use the module to teach IDR; "if you see 53, 5/3, FifthThird or Fifth Third you will always return Fifth Third Bank to the index." This will be beneficial in indexing and auditing.

Financial Information:

The cost for IDR Deliberate Learning is \$12,000. The funding will come from the Automation Fund 2560-2360. The current balance of the fund, as of March 7, 2011, is \$393,898.64.

The action is mandated:

MCL600.2568 Automation Fund. (1) Each county in this state shall establish an automation fund, and that fund shall receive money deposited by the register of deeds of the county in according with section 2567..... (2) The county register of deeds of each county shall expend the fees credited to the fund under section 2567 subject to an appropriation under the uniform budgeting and accounting act, 1968 PA2, MCL 141.421 to 141.440a, for upgrading technology in the register of deeds office, with priority given to search capabilities. Upgrading includes the design and purchase of equipment and supplies, and implementation of systems and procedures that allow the register of deeds to receive, enter, record, certify, index, store, search, retrieve, copy , and otherwise process by automated procedures and advanced technology documents, instruments, abstracts, maps, plats, and other items recorded and maintained by the register of deeds.

Strategic Plan:

Goal 1: To maintain and improve the strong financial position of the County.

Objective 1: Advocate to achieve full funding of mandates.

The Register of Deeds is mandated to expend the Automation Fund to implement systems and procedures that would allow the Register of Deeds to process documents by automated procedures and advanced technologies. We have the means and collected fees to fully fund this mandate.

Goal 4: Objective 1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

Staff will realize fewer discrepancies between the names on the document and the electronic index providing efficiencies when we audit. Teaching our IDR will result in common customer name recognition when processing documents.

# County of Ottawa

## Equipment Requisition Form

<b>Status:</b> Submitted	<b>Date:</b> March 2, 2011
<b>Name:</b> Kathy Haiker	<b>Dept:</b> Register Of Deeds - 2560.2360
<b>Control #:</b> CY11-0020	<b>Budget:</b> Current Budget Year
<b>For Budget Year:</b> 2011 (YYYY)	<b>IT Equipment?</b> Yes

Select Equipment Request Approver: Kathy Haiker

Qty	Item	Account	%	Est. Cost Acquisition:	Budget Cost:
1	IDR Deliberate Learning M...	2560.2360.9800.00 00	100 %	\$12,000.00	\$12,000.00

Describe and include quotes, proposals, model numbers, capacity requirements and any other supporting documentation

**Is request contingent upon approval of new employee?** No

**Purpose of request:**

The IDR Learning module will allow you to assist and teach Intelligent Data Recognition in order to increase the speed of AVID Processing. By teaching IDR, you will be able to change commonly located data elements into the exact information you are looking for.

No

**Does the equipment replace existing equipment?**

**Will there be any savings (dollar or time) as a result of this purchase?** Yes

**Please explain in detail why your department needs this equipment and where the cost savings (if any) will occur:**

Teaching IDR will cut down on index time. We will have the same amount of audit time.

**Attachments:**

# County of Ottawa

Equipment with a per unit price under \$5,000 will have the entire purchase price charged to account 7390.0000.

Equipment with a per unit price of \$5,000 or greater will be charged back to account 9400.0000 over the life of the asset.

Asset Cost divided by Asset Life \* - Annual Repayment Amount (Charge to Account 9400.000)

\* Asset Life Schedule:   3 Years - Sheriff Vehicles  
                                  5 Years - All Other Equipment

03/02/2011

County of Ottawa  
Purchase Order Requisition

Date: 02/28/11

RECEIVED  
FISCAL SERVICES  
DEPARTMENT

Requesting Department: Register of Deeds

Fund #: 2560 2360 8080 0000

Quote	Date:	Vendor	Price	Comments
Quote 1		2011 Vendor # 357 Fidlar Technologies		
Quote 2		Contract for Technology-Attached		
Quote 3				

Vendor

Fidlar Technologies  
4450 48th Av Ct  
Rock Island, IL 61201-6248

Ship to Department:  
Ottawa County Register of Deeds  
12220 Fillmore St, Room 146  
West Olive, MI 49460

If a 1099 vendor (unincorporated service provider) include their Federal ID# of SSN:

Good or Services Requisitioned	Software and Services

Quantity	Description	Unit Price	Amount
1	Each IDR Deliberate Learning Module	\$12,000.00	\$12,000.00
	Total for 2011		\$12,000.00

Please attach additional information as appropriate: i.e. photocopies of supporting documents, written proposals/quotes, contract, agreements, letters of understanding, etc.  
(NO GOODS OR SERVICES MAY BE OBTAINED PRIOR TO RECEIPT OF A PURCHASED ORDER, FOR PURCHASES OF \$500 & OVER UNLESS SPECIFICALLY EXEMPT)

Is this request budgeted? NO If no, attach a copy of the budget adjustment form sent to the Finance Department.

Is this request separately authorized: Board Motion No.:

Authorized Signature:  Date: 02/28/2011





February 28, 2011

Gary Scholten  
12220 Fillmore St  
West Olive, MI 49460

Re: IDR Deliberate Learning Module and eReturn

Dear Mr. Scholten,

Please find below a price quote the IDR Deliberate Learning Module and eReturn

The IDR Learning module will allow you to assist and teach Intelligent Data Recognition (IDR) in order to increase the speed of AVID Processing. By teaching IDR, you will be able to change commonly located data elements into the exact information you are looking for.

For example, when the system finds 'MERS', you can instruct it to automatically change it to 'MORTGAGE ELECTRONICS REGISTRATION SYSTEM'. Or, as another example, if you always abbreviate 'BANK' to 'BK', you will be able to instruct the system to do that as well.

The eReturn module will allow you to return documents that came into your office in paper form electronically via email. Customers will 'Opt In' and sign a contract with Ottawa County agreeing to receive their paper documents back electronically. By eReturning documents, Ottawa county has the potential cost savings by not having to pay for postage and the ability to reach a higher level of customer service by getting documents back to customers in a quicker fashion.

<b>Cost for IDR:</b>	<b>\$12,000.00</b>
<b>Cost for eRetrun:</b>	<b>\$5,000.00</b>
<b>TOTAL</b>	<b>\$17,000.00</b>

If accepted, please print, sign, and fax this document back at 309-794-3201.

**FIDLAR TECHNOLOGIES**

Adam Watkins  
Director of Production

**ACCEPTED:**

Ottawa County, MI

FIDLAR Technologies

BY \_\_\_\_\_

BY \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Marie Waalkes

**Agenda Item:** Fiscal Services-CMH Personnel Request to Create a Cost Analyst

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the request from Fiscal Services to create one (1) FTE Cost Analyst (Group T, Paygrade 13, C Step) in Community Mental Health at a cost of \$63,300.00. Funding to come from Medicaid Funds.

## SUMMARY OF REQUEST:

This position will provide analytical support to Community Mental Health. Responsibilities will include calculating costs of services, monitor contract and internal cost structures and provide analysis of costs at the department, sub department, consumer and service code level. This position will also assist CMH in evaluating costs and expenditures as the State is developing new financial goals and objectives for CMH Service Providers in order to maintain a local CMH agency.

## FINANCIAL INFORMATION:

Total Cost: \$63,300.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source: Medicaid Funds

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

3: To Contribute to a Health Physical, Economic, & Community Environment.

4: To Continually Improve the County's Organization and Services.

Objective:

Goal 3:

4: Continue initiatives to positively impact the community.

Goal 4:

1: Review and evaluate the organization, contracts, programs and services for potential efficiencies.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:44:47 -0400

Committee/Governing/Advisory Board Approval Date: Pick from list

**COUNTY OF OTTAWA**  
**2011 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION**  
**REQUEST FORM**

**Please Print Form and Return to the Fiscal Services Department**

**POSITION TITLE:** Cost Analyst  
2220.6495.5026

**FUND/DEPARTMENT NUMBER:**

**CHECK ONE:**       New Position:                      Number of hours per week requested: 40  
 Expansion of Existing Hours:      From: \_\_\_\_\_ To: \_\_\_\_\_ per week

**GENERAL INFORMATION:**

1. Bargaining Unit:

2. Proposed Pay Grade:

3. Briefly describe the functions of this position:  
Provide analytical support to Mental Health. Responsibilities to include calculating cost of services, monitor contract and internal cost structures, provide analysis of costs at the department, sub department, consumer, and service code level. Monitor administrative costs and allocations.
4. Describe the justification for this position (Provide supporting documentation if appropriate.)  
Current economic conditions in the State of Michigan require our agency to constantly evaluate the costs of services and the administrative costs to provide these services. The ability to immediately evaluate the impact of CMH Leadership proposed changes in service delivery will assist CMH Leadership in evaluating the budget impact along with the clinical outcomes as decisions are formulated.
5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.  
This position will assist Mental Health in evaluating costs and expenditures as the State is developing new financial goals and objectives for Community Mental Health Service Providers in order to maintain a local CMH agency.
6. Will the job functions of this position be for mandated or discretionary functions of the department?  
Administrative function to help maintain a viable CMH agency in Ottawa County.
7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?  
This position will be evaluated on the timeliness of reports and the agencies ability to adjust to State changes in financial goals and objectives.

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

**COST INFORMATION:**

ESTIMATED SALARY COST FOR THE BUDGET YEAR:

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR:

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION:   
*(If equipment is required, please complete an equipment request form and indicate it is for a new position.)*

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**BUDGET DATA:** \_\_\_\_\_  
Fiscal Services Department Use Only

**CONTROL #:** \_\_\_\_\_  
Fiscal Services Department Use Only

**Job Title:** Cost Analyst

Under the supervision of the Business Manager performs duties associated with providing financial analysis and support to all programs within Mental Health: Prepares cost estimates, rate settings, develops and maintains service codes for tracking program activity, contract analysis, works on projects to develop processes for implementation of contracts, participates in work groups for special projects, and maintains a basic understanding of all job functions within the Mental Health Agency.

**RESPONSIBILITIES:** Includes the following essential functions – other duties may be assigned by the Business Manager.

- Develops, maintains, and performs analysis on processes for establishing billing and monetary rates for all programs within Mental Health. Billing rates are recalculated annually. Some rates may be reviewed more frequently. Monetary rates are reviewed as required by the Business Manager.
- Gathers, compiles, develops and analyzes all service activity codes and definitions for all programs based on the Department of Community Health's standards.
- Gathers, compiles, and analyzes cost data by programs, consumer, service activity code, guarantor, etc. Provides supporting documentation every two years for the completion of the actuarial study used to establish the agency's internal service fund.
- Gathers, analyzes, and compiles all contract expenditures to be included in the annual budget.
- Develops and maintains process for gathering data for the Self Determination program. Work directly with the outside Fiscal Intermediaries to establish the data for compiling the necessary financial information to maintain this program, as required by the Department of Community Health.
- Gather, analyze, and compile rates for service contracts.
- Create documentation/forms to be utilized by contract agencies for reporting service activity as specified in the contract. This includes providing assistance to outside agencies for completing the required forms.
- Develop, maintain, and complete the processing of claims received from outside contract agencies. This includes communicating with outside agencies regarding the claim payment process.
- Develop and modify the database for tracking HUD grants payments on behalf of the agency's consumers.
- Provide backup assistance to Payee/Respite Administration program.

**MINIMUM QUALIFICATIONS:**

- Bachelor's degree from a four-year college or university in Finance, Accounting, or a related field (Master's degree preferred).
- Three to four years of work experience in a Mental Health Agency.
- Above average knowledge of Microsoft Excel.
- Above average knowledge of software packages and data extraction methods available to assist in report writing and data collection. Examples: Microsoft Access, Lotus Approach, Monarch, AS 400 query, etc.

County of Ottawa  
 Estimated Personnel Costs  
 Mental Health

Union code	W/C code	FTE	Salaries *	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Total Salaries & fringes
13	8833	1.0000	\$45,053	\$3,447	\$10,163	\$650	\$92	\$4,199	\$650	\$73	\$131	\$115	\$140	\$19,660	\$64,713
13	8833	1.0000	\$39,574	\$3,027	\$10,163	\$650	\$81	\$3,688	\$650	\$65	\$115	\$115	\$123	\$18,677	\$58,251
			\$5,479	\$420	\$0	\$0	\$11	\$511	\$0	\$8	\$16	\$0	\$17	\$983	\$6,462

7040.0000 7150.0000 7160.0000 7190.0000 7200.0000 7220.0000 7230.0000 7240.0000

County of Ottawa  
 Estimated Personnel Costs  
 Mental Health/Fiscal Services

Union code	W/C code	FTE	Salaries *	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Total Salaries & fringes
13	8833	1.0000	\$42,374	\$3,242	\$10,163	\$650	\$86	\$3,949	\$650	\$69	\$123	\$115	\$131	\$19,178	\$61,552
			7040.0000	7150.0000	7160.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000					

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Mental Health

**Submitted By:** Marie Waalkes

**Agenda Item:** Community Mental Health Personnel Request to Upgrade a Mental Health Specialist to a Mental Health Clinician

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the request from Community Mental health to upgrade one (1) FTE Mental Health Specialist (Group T Paygrade 12, C Step) to a one (1) FTE Mental Health Clinician (Group T, Paygrade 14, C Step) at a cost of \$6,462.00. Funding to come from Medicaid Funds.

## SUMMARY OF REQUEST:

This position will provide direct service to severely mentally ill and/or co-occurring mentally ill/substance dependent adult consumers. Provides the assessment, treatment planning, individual and group therapy, treatment plan monitoring and work direction to other team members. This position will work as part of a multidisciplinary treatment team and function as the clinical point person the care of individuals found to be eligible for CMH level services.

## FINANCIAL INFORMATION:

Total Cost: \$6,462.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source: Medicaid Funds

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

3: To Contribute to a Health Physical, Economic, & Community Environment.

4: To Continually Improve the County's Organization and Services.

Objective:

Goal 3:

4: Continue initiatives to positively impact the community.

Goal 4:

1: Review and evaluate the organization, contracts, programs and services for potential efficiencies.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, c=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:47:42 -0400

Committee/Governing/Advisory Board Approval Date: Pick from list

**COUNTY OF OTTAWA**  
**2011 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION**  
**REQUEST FORM**

Please Print Form and Return to the Fiscal Services Department

**POSITION TITLE:** Mental Health Clinician

**FUND/DEPARTMENT NUMBER:** 6493.3244

**CHECK ONE:**       New Position:                      Number of hours per week requested: 40

PLEASE NOTE: This position to be created by upgrading existing vacant Mental Health Specialist position

Expansion of Existing Hours: From: \_\_\_\_\_ To: \_\_\_\_\_ per week

**GENERAL INFORMATION:**

1. Bargaining Unit:

2. Proposed Pay Grade:

3. Briefly describe the functions of this position:

Direct service to severely mentally ill and/or co-occurring mentally ill/substance dependent adult consumers. Provides assessment, treatment planning, individual and group therapy, treatment plan monitoring, and work direction to other team members (e.g., case managers). Works as part of a multidisciplinary treatment team and functions as the clinical point person in the care of individuals found to be eligible for CMH level services.

4. Describe the justification for this position (Provide supporting documentation if appropriate.)

CMHOC has developed a multidisciplinary team approach which blends clinical services (therapeutic contacts) with targeted case management (monitoring psychiatric status, linking consumers to needed resources, coordinating with other providers). Previously, clinical and case management functions were rigidly separated, which prevented optimal seamless delivery of services. Master's prepared clinicians can deliver all required services (including Evidence Based Practices that are required by the Department of Community Health), whereas bachelor's prepared specialists cannot. Therefore, upgrading vacant specialist position to a clinician position will allow the team to adhere to the philosophy of integrated, efficient, evidence-based services, thereby increasing the effectiveness of treatment and resulting in better consumer outcomes.

5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.

To contribute to a healthy physical, economic, and community environment. To continually improve the county's organization and services.

6. Will the job functions of this position be for mandated or discretionary functions of the department?

Mandated

7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?

CMHOC increasingly is required to offer mandated evidence based practices which are heavily dependent on professional, clinical services (e.g., Infant Mental Health, Dialectical Behavior Therapy, trauma-informed therapy). At the same time, CMHOC has developed a sophisticated outcomes system. Upgrading this position from a specialist to a clinician will enable the multidisciplinary team to focus more precisely on achieving the clinical outcomes as identified by the agency while positioning CMHOC to maintain its relevance in the evolving public mental health system.

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

**COST INFORMATION:**

ESTIMATED SALARY COST FOR THE BUDGET YEAR:

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR:

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION:  
*(If equipment is required, please complete an equipment request form and indicate it is for a new position.)*

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**BUDGET DATA:** \_\_\_\_\_  
Fiscal Services Department Use Only

**CONTROL #:** \_\_\_\_\_  
Fiscal Services Department Use Only

County of Ottawa  
 Estimated Personnel Costs  
 Mental Health

Union code	W/C code	FTE	Salaries *	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Total Salaries & fringes
13	8833	1.0000	\$45,053	\$3,447	\$10,163	\$650	\$92	\$4,199	\$650	\$73	\$131	\$115	\$140	\$19,660	\$64,713
13	8833	1.0000	\$39,574	\$3,027	\$10,163	\$650	\$81	\$3,688	\$650	\$65	\$115	\$115	\$123	\$18,677	\$58,251
			\$5,479	\$420	\$0	\$0	\$11	\$511	\$0	\$8	\$16	\$0	\$17	\$983	\$6,462

7040.0000 7150.0000 7160.0000 7190.0000 7200.0000 7220.0000 7230.0000 7240.0000

County of Ottawa  
 Estimated Personnel Costs  
 Mental Health/Fiscal Services

Union code	W/C code	FTE	Salaries *	FICA	Hospi- talization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Total Salaries & fringes
13	8833	1.0000	\$42,374	\$3,242	\$10,163	\$650	\$86	\$3,949	\$650	\$69	\$123	\$115	\$131	\$19,178	\$61,552
			7040.0000	7150.0000	7160.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000					

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Clerk's Office

**Submitted By:** Marie Waalkes

**Agenda Item:** County Clerk's Office Personnel Request to Downgrade an RPC III to a Vital Records Clerk

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the request from the Clerk's Office to downgrade one (1) FTE RPC III (Group T, Paygrade 7) to one (1) FTE Vital Records Clerk (Group T, Paygrade 6), at a savings of \$1,897.00.

## SUMMARY OF REQUEST:

This position will operate under the supervision of the Vital Records Supervisor, to perform a variety of clerical support tasks to process county vital records and provide customer service to the public and other staff. This position is needed to adequately cover all vital records for meeting the Federal requirements to process passports and numerous CCW permits that are processed monthly.

## FINANCIAL INFORMATION:

Total Cost: (\$1,897.00) | General Fund Cost: (\$1,897.00) | Included in Budget:  Yes |  No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal:

- 1: To Maintain and Improve the Strong Financial Position of the County.
- 4: To Continually Improve the County's Organization and Services.

Objective:

Goal 1:

- 2: Implement processes and strategies to deal with operational budget deficits.

Goal 4:

- 1: Review and evaluate the organization, contracts, programs, and services for potential efficiencies.

**ADMINISTRATION RECOMMENDATION:**  Recommended |  Not Recommended |  Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:50:37 -0400

Committee/Governing/Advisory Board Approval Date: Pick from list

**COUNTY OF OTTAWA**  
**2011 REGULAR FULL-TIME OR PART-TIME (BENEFITED) POSITION**  
**REQUEST FORM**

*Please Print Form and Return to the Fiscal Services Department*

**POSITION TITLE:** Vital Records Clerk I

**FUND/DEPARTMENT NUMBER:** 2150

**CHECK ONE:**       New Position:                      Number of hours per week requested: 40  
 Expansion of Existing Hours:      From: \_\_\_\_\_ To: \_\_\_\_\_ per week

**GENERAL INFORMATION:**

1. Bargaining Unit: Group T

2. Proposed Pay Grade: Paygrade 6 (Downgrade from a Paygrade 7, savings of \$1,897.00)

3. Briefly describe the functions of this position:  
This position operates under the supervision of the Vital Records Supervisor. Performs a variety of clerical support tasks to process county vital records. Provides customer service to the public and clerical support to other staff.
4. Describe the justification for this position (Provide supporting documentation if appropriate.)  
The possibility of not having enough staff to adequately cover all the Vital Records offices for meeting the Federal requirements to process passports as well as vital records which could result in losing approximately \$600,00 a year in revenue for the County. This would also have a major effect in processing the numerous CCW permits that are processed monthly.
5. Please identify the goals in the Board of Commissioners' Strategic Plan that this position will help to fulfill.  
#1 - To Maintain and Improve the Strong Financial Position of the County - to continue covering all Vital Records offices to be able to process and collect revenue for passports and other vital records.  
#4 - To Continually Improve the County's Organization and Services - will allow the Clerk's Office to continue providing quality and efficient service to the public.
6. Will the job functions of this position be for mandated or discretionary functions of the department?  
Mandated except for passports which brings in a large amount of revenue for the county.
7. How will this position specifically impact the department's performance measurements and what process will be used to measure the outcomes?  
This position will assure the Clerk's office can continue to accept passports as well as assists the Elections Coordinator as the backup in programming elections.

(If the position being requested does not have an existing job description, please attach a description of anticipated duties.)

**COST INFORMATION:**

ESTIMATED SALARY COST FOR THE BUDGET YEAR: \$27,312.00

ESTIMATED FRINGE BENEFIT COSTS FOR THE BUDGET YEAR: \$15,785.00

ESTIMATED COST OF EQUIPMENT NEEDED IN CONJUNCTION WITH POSITION: 0  
*(If equipment is required, please complete an equipment request form and indicate it is for a new position.)*

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**BUDGET DATA:** \_\_\_\_\_  
Fiscal Services Department Use Only

**CONTROL #:** \_\_\_\_\_  
Fiscal Services Department Use Only

County of Ottawa  
 Estimated Personnel Costs  
 County Clerk

Employee Name	Union code	W/C code	FTE	Salaries Permanent	FICA	Hospitalization	OPEB	Life	Retirement	Dental	W/C	Unemployment	Optical	Disability	Total Fringes	Total Salaries & fringes
RPC III	12	8810	1.0000	\$28,926	\$2,213	\$9,302	\$974	\$57	\$2,615	\$628	\$7	\$101	\$93	\$78	\$16,068	\$44,994
Vital Records Clerk	12	8810	1.0000	\$27,312	\$2,089	\$9,302	\$974	\$54	\$2,469	\$628	\$6	\$96	\$93	\$74	\$15,785	\$43,097
Difference				-\$1,614	-\$124	\$0	\$0	-\$3	-\$146	\$0	-\$1	-\$5	\$0	-\$4	-\$283	-\$1,897
				7040.0000	7150.0000	7160.0000	7160.0020	7170.0000	7180.0000	7190.0000	7200.0000	7220.0000	7230.0000	7240.0000		

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Equalization Report

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the 2011 Equalization Report and to appoint the Equalization Director to represent Ottawa County at State Equalization hearings.

## SUMMARY OF REQUEST:

State law requires the County Board of Commissioners to ensure that assessments are fair and equitable throughout the County. The department determines the total equalized value for each class of property. The Board of Commissioners must approve the Equalization report prior to the first Monday of May.

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: 2: Implement processes and strategies to deal with operational budget deficits.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ciottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:53:22 -0400

Committee/Governing/Advisory Board Approval Date:



# County of Ottawa

## Equalization Department

**Michael R. Galligan**  
Director  
**James J. Bush**  
Deputy Director

12220 Fillmore Street \* Room 110 \* West Olive Michigan 49460  
email Director: [mgalligan@miottawa.org](mailto:mgalligan@miottawa.org)

(616) 738-4826  
Fax (616) 738-4009

April 26, 2011

Board of Commissioners  
Ottawa County, Michigan

Ladies and Gentlemen:

*The Ottawa County Equalization Department has prepared this report as required by statute to report our findings to the Board of Commissioners in culmination of our equalization activities for the year. An Equalization Study was conducted in every real property class plus the aggregate personal class in each of the 23 primary assessment units of Ottawa County for 2011, the results of which are incorporated into this report.*

*This book begins with the required "Certification of Recommended County Equalized Valuations by Equalization Director" followed by an unsigned copy of the "L4024" report to be approved by the Board of Commissioners. Third is the familiar Ottawa County Equalization Summary, showing the Assessed Value, Equalized Value, Recommended Factor, and the Taxable Value for each class in each unit.*

*The remainder of the book presents statistical data setting forth the major class comparisons for the entire county and the individual units. Charts and graphs near the front show the percent change by local unit and the total county by class. Also included are school district valuations by units and unit valuations by school districts. Amounts under Act 198 (Industrial Facilities Exemptions), DNR lands and neighborhood enterprise zones are not included in these computations but are separately reported at the back of the book.*

*Please note that any class of property with a ratio between 49.00% and 50.00% will be considered to be at 50.00% according to Michigan State Tax Commission guidelines. Each class of real property plus the aggregate of personal property is separately equalized in each local unit of government. All County Equalization values are subject to review and change by the Michigan State Tax Commission through the process of State Equalization in May.*

*We are again pleased to report that all classes in all units are being equalized as assessed. The last time the County Equalization Report recommended added value to a unit was in 1998.*

*Establishing property values in these volatile times has been particularly challenging for local unit assessors and Equalization staff. I would like to thank the local unit assessors and the Equalization staff for their commitment, dedication and cooperation.*

Respectfully submitted,

Michael R. Galligan, M.M.A.O., Director



## Certification of Recommended County Equalized Valuations by Equalization Director

This form is issued under the authority of MCL 211.148. Filing is mandatory.

TO: State Tax Commission  
FROM: Equalization Director of Ottawa County  
RE: State Assessor Certification of Preparer of the required Recommended County Equalized Valuations  
for Ottawa County for year 2011

The Recommended County Equalized Valuations for the above referenced county and year were prepared under my direct supervision and control in my role as Equalization Director.

I am certified as an assessor at the level required for the county by Michigan Compiled Laws 211.10d and the rules of the State Tax Commission.

The State Tax Commission requires a Level M.M.A.O (IV) State Assessor Certification for this county.

I am certified as a Level M.M.A.O (IV) State Certified Assessing Officer by the State Tax Commission.

The following are my total Recommended County Equalized Valuations for each separately equalized class of property in Ottawa County:

Agricultural	<u>563,655,394</u>	Timber-Cutover	<u>0</u>
Commercial	<u>1,193,516,550</u>	Developmental	<u>2,137,500</u>
Industrial	<u>788,299,700</u>	Total Real Property	<u>9,896,457,794</u>
Residential	<u>7,348,848,650</u>	Personal Property	<u>595,252,010</u>
		Total Real and Personal Property	<u>10,491,709,804</u>

Please mail this form to the address below within fifteen days of submission of the Recommended County Equalized Valuations to the County Board of Commissioners.

Michigan Department of Treasury  
Assessment and Certification Division  
Local Assessment Review  
P.O. Box 30790  
Lansing, Michigan 48909

Signature of Equalization Director <i>Michael R. Galligan</i>	Date <i>April 12, 2011</i>
--	-------------------------------

**Personal and Real Property - TOTALS**

The instructions for completing this form are on the reverse side of page 3.

**Ottawa County**

Statement of acreage and valuation in the year 2011 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Township or City	Number of Acres Assessed (Col. 1)	Total Real Property Valuations (Totals from pages 2 and 3)		Personal Property Valuations		Total Real Plus Personal Property	
		(Col. 2) Assessed	(Col. 3) Equalized Valuations	(Col. 4) Assessed	(Col. 5) Equalized Valuations	(Col. 6) Assessed	(Col. 7) Equalized Valuations
Allendale	16,892	422,099,750	422,099,750	25,852,000	25,852,000	447,951,750	447,951,750
Blendon	22,148	238,910,500	238,910,500	7,421,400	7,421,400	246,331,900	246,331,900
Chester	21,814	100,701,500	100,701,500	7,502,000	7,502,000	108,203,500	108,203,500
Crockery	18,989	147,511,300	147,511,300	5,980,500	5,980,500	153,491,800	153,491,800
Georgetown	16,979	1,385,606,200	1,385,606,200	40,408,400	40,408,400	1,426,014,600	1,426,014,600
Grand Haven	14,916	725,647,600	725,647,600	31,549,900	31,549,900	757,197,500	757,197,500
Holland	13,336	1,001,479,700	1,001,479,700	107,378,500	107,378,500	1,108,858,200	1,108,858,200
Jamestown	20,631	285,296,700	285,296,700	23,472,200	23,472,200	308,768,900	308,768,900
Olive	21,030	168,944,900	168,944,900	13,654,800	13,654,800	182,599,700	182,599,700
Park	9,392	1,028,123,400	1,028,123,400	8,450,800	8,450,800	1,036,574,200	1,036,574,200
Polkton	23,330	131,187,500	131,187,500	5,344,200	5,344,200	136,531,700	136,531,700
Port Sheldon	11,613	747,275,200	747,275,200	24,681,100	24,681,100	771,956,300	771,956,300
Robinson	23,025	222,401,800	222,401,800	6,776,600	6,776,600	229,178,400	229,178,400
Spring Lake	8,043	689,584,500	689,584,500	31,070,200	31,070,200	720,654,700	720,654,700
Tallmadge	18,767	271,551,800	271,551,800	24,554,760	24,554,760	296,106,560	296,106,560
Wright	21,499	131,335,944	131,335,944	7,983,400	7,983,400	139,319,344	139,319,344
Zeeland	18,942	348,181,900	348,181,900	20,869,100	20,869,100	369,051,000	369,051,000
Ferensburg	1,372	181,898,000	181,898,000	4,032,500	4,032,500	185,930,500	185,930,500
Grand Haven	1,883	535,385,700	535,385,700	53,688,050	53,688,050	589,073,750	589,073,750
Holland	3,200	625,883,600	625,883,600	56,665,100	56,665,100	682,548,700	682,548,700
Hudsonville	1,702	203,842,100	203,842,100	17,233,200	17,233,200	221,075,300	221,075,300
Zeeland	1,454	205,591,500	205,591,500	61,406,500	61,406,500	266,998,000	266,998,000
Coopersville	2,531	98,016,700	98,016,700	9,276,800	9,276,800	107,293,500	107,293,500
<b>Totals for County</b>	<b>313,488</b>	<b>9,896,457,794</b>	<b>9,896,457,794</b>	<b>595,252,010</b>	<b>595,252,010</b>	<b>10,491,709,804</b>	<b>10,491,709,804</b>

**OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY**

WE HEREBY CERTIFY that the foregoing is a true statement of the number of acres of land in each township and city in the County of Ottawa and of the value of the real property and of the personal property in each township and city in said county as assessed in the year 2011 and of the aggregate valuation of the real property and personal property in each township and city in said county as equalized by the Board of Commissioners of said county on the 26th day of April 2011, at a meeting of said board held in pursuant to the provisions of Sections 209.1 - 209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 26th day of April, 2011.

Equalization  
Michael R. Galligan

Clerk of the Board of Commissioners  
Daniel C. Krueger

Chairperson of Board of Commissioners  
Philip D. Kuyers

**Equalized Valuations - REAL**

The instructions for completing this form are on the reverse side of page 3.

**Ottawa County**

Statement of acreage and valuation in the year 2011 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Equalized by County Board of Commissioners							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Allendale	32,459,450	107,953,700	12,172,500	269,514,100	0	0	422,099,750
Blendon	52,171,900	3,942,300	3,181,100	179,615,200	0	0	238,910,500
Chester	58,282,400	1,431,600	1,544,800	39,442,700	0	0	100,701,500
Crockery	21,581,900	10,287,600	4,464,300	111,177,500	0	0	147,511,300
Georgetown	6,785,500	131,663,300	26,536,100	1,220,621,300	0	0	1,385,606,200
Grand Haven	16,733,800	56,471,500	17,139,600	635,302,700	0	0	725,647,600
Holland	17,055,900	257,713,600	108,513,600	618,196,600	0	0	1,001,479,700
Jamestown	53,627,100	12,624,400	8,735,600	210,309,600	0	0	285,296,700
Olive	58,954,200	12,358,500	17,240,200	78,472,000	0	1,920,000	168,944,900
Park	11,073,900	28,215,200	0	988,834,300	0	0	1,028,123,400
Polkton	57,916,900	3,420,200	3,037,400	66,813,000	0	0	131,187,500
Port Sheldon	14,329,600	10,073,100	349,652,500	373,220,000	0	0	747,275,200
Robinson	33,178,300	4,008,900	3,769,000	181,445,600	0	0	222,401,800
Spring Lake	2,650,700	43,285,200	30,365,800	613,282,800	0	0	689,584,500
Tallmadge	26,585,100	15,511,800	13,702,500	215,752,400	0	0	271,551,800
Wright	47,876,144	8,784,400	5,650,800	69,024,600	0	0	131,335,944
Zeeland	45,175,800	53,017,200	16,788,000	233,200,900	0	0	348,181,900
Ferrysburg	0	13,268,000	8,573,000	160,057,000	0	0	181,898,000
Grand Haven	0	132,414,650	38,224,800	364,746,250	0	0	535,385,700
Holland	1,786,300	171,066,400	30,851,400	421,962,000	0	217,500	625,883,600
Hudsonville	354,800	56,825,200	12,246,300	134,415,800	0	0	203,842,100
Zeeland	682,000	33,299,400	65,619,900	105,990,200	0	0	205,591,500
Coopersville	4,393,700	25,880,400	10,290,500	57,452,100	0	0	98,016,700
<b>Total for County</b>	<b>563,655,394</b>	<b>1,193,516,550</b>	<b>788,299,700</b>	<b>7,348,848,650</b>	<b>0</b>	<b>2,137,500</b>	<b>9,896,457,794</b>

**OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY**

WE HEREBY CERTIFY that the foregoing is a true statement of the equalized valuations of real property classifications in each township and city in the County of Ottawa in the year 2011, as determined by the Board of Commissioners of said county on the 26th day of April 2011, at a meeting of said board held in pursuant to the provisions of Sections 209.1-209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 26th day of April, 2011.

Equalization  
Michael R. Galligan

Clerk of the Board of Commissioners  
Daniel C. Krueger

Chairperson of Board of Commissioners  
Philip D. Kuyers

**Assessed Valuations - REAL**

The instructions for completing this form are on the reverse side of page 3.

**Ottawa County**

Statement of acreage and valuation in the year 2011 made in accordance with Sections 209.1 - 209.8 of the Michigan Compiled Laws.

Real Property Assessed Valuations Approved by Boards of Review							
Township or City	(Col. 1) Agricultural	(Col. 2) Commercial	(Col. 3) Industrial	(Col. 4) Residential	(Col. 5) Timber-Cutover	(Col. 6) Developmental	(Col. 7) Total Real Property
Allendale	32,459,450	107,953,700	12,172,500	269,514,100	0	0	422,099,750
Blendon	52,171,900	3,942,300	3,181,100	179,615,200	0	0	238,910,500
Chester	58,282,400	1,431,600	1,544,800	39,442,700	0	0	100,701,500
Crockery	21,581,900	10,287,600	4,464,300	111,177,500	0	0	147,511,300
Georgetown	6,785,500	131,663,300	26,536,100	1,220,621,300	0	0	1,385,606,200
Grand Haven	16,733,800	56,471,500	17,139,600	635,302,700	0	0	725,647,600
Holland	17,055,900	257,713,600	108,513,600	618,196,600	0	0	1,001,479,700
Jamestown	53,627,100	12,624,400	8,735,600	210,309,600	0	0	285,296,700
Olive	58,954,200	12,358,500	17,240,200	78,472,000	0	1,920,000	168,944,900
Park	11,073,900	28,215,200	0	988,834,300	0	0	1,028,123,400
Polkton	57,916,900	3,420,200	3,037,400	66,813,000	0	0	131,187,500
Port Sheldon	14,329,600	10,073,100	349,652,500	373,220,000	0	0	747,275,200
Robinson	33,178,300	4,008,900	3,769,000	181,445,600	0	0	222,401,800
Spring Lake	2,650,700	43,285,200	30,365,800	613,282,800	0	0	689,584,500
Tallmadge	26,585,100	15,511,800	13,702,500	215,752,400	0	0	271,551,800
Wright	47,876,144	8,784,400	5,650,800	69,024,600	0	0	131,335,944
Zeeland	45,175,800	53,017,200	16,788,000	233,200,900	0	0	348,181,900
Ferrysburg	0	13,268,000	8,573,000	160,057,000	0	0	181,898,000
Grand Haven	0	132,414,650	38,224,800	364,746,250	0	0	535,385,700
Holland	1,786,300	171,066,400	30,851,400	421,962,000	0	217,500	625,883,600
Hudsonville	354,800	56,825,200	12,246,300	134,415,800	0	0	203,842,100
Zeeland	682,000	33,299,400	65,619,900	105,990,200	0	0	205,591,500
Coopersville	4,393,700	25,880,400	10,290,500	57,452,100	0	0	98,016,700
<b>Total for County</b>	<b>563,655,394</b>	<b>1,193,516,550</b>	<b>788,299,700</b>	<b>7,348,848,650</b>	<b>0</b>	<b>2,137,500</b>	<b>9,896,457,794</b>

**OFFICE OF THE COUNTY BOARD OF COMMISSIONERS OF OTTAWA COUNTY**

WE HEREBY CERTIFY that the foregoing is a true statement of the assessed valuations of real property classifications in each township and city in the County of Ottawa in the year 2011, as determined by the Board of Commissioners of said county on the 26th day of April 2011, at a meeting of said board held in pursuant to the provisions of Sections 09.1 -209.8, MCL. We further certify that said statement does not embrace any property taxed under P.A. 77 of 1951; P.A. 68 of 1963; P.A. 198 of 1974; P.A. 255 of 1978; P.A. 385 of 1984; P.A. 224 of 1985; P.A. 147 of 1992 or Section 5 of Article IX of the Constitution of the State.

Dated at West Olive, Michigan this 26th day of April, 2011.

Equalization  
Michael R. Galligan

Clerk of the Board of Commissioners  
Daniel C. Krueger

Chairperson of Board of Commissioners  
Philip D. Kuyers

2011 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 1)

Unit	Agricultural Real Property			Commercial Real Property			Industrial Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
TOWNSHIPS												
Allendale Ch	32,459,450	32,459,450	1.00000	12,894,737	107,953,700	107,953,700	1.00000	93,224,542	12,172,500	12,172,500	1.00000	11,118,432
Blendon	52,171,900	52,171,900	1.00000	27,267,061	3,942,300	3,942,300	1.00000	3,551,403	3,181,100	3,181,100	1.00000	1,756,898
Chester	58,282,400	58,282,400	1.00000	29,619,758	1,431,600	1,431,600	1.00000	1,358,031	1,544,800	1,544,800	1.00000	784,399
Crockery	21,581,900	21,581,900	1.00000	10,680,646	10,287,600	10,287,600	1.00000	7,928,606	4,464,300	4,464,300	1.00000	3,521,423
Georgetown Ch	6,785,500	6,785,500	1.00000	6,629,760	131,663,300	131,663,300	1.00000	129,272,833	26,536,100	26,536,100	1.00000	25,742,822
Grand Haven Ch	16,733,800	16,733,800	1.00000	8,013,098	56,471,500	56,471,500	1.00000	52,532,449	17,139,600	17,139,600	1.00000	16,318,561
Holland Ch	17,055,900	17,055,900	1.00000	9,352,739	257,713,600	257,713,600	1.00000	253,460,893	108,513,600	108,513,600	1.00000	106,707,354
Jamestown Ch	53,627,100	53,627,100	1.00000	25,103,815	12,624,400	12,624,400	1.00000	12,021,618	8,735,600	8,735,600	1.00000	7,514,674
Olive	58,954,200	58,954,200	1.00000	30,067,862	12,358,500	12,358,500	1.00000	11,399,960	17,240,200	17,240,200	1.00000	15,338,117
Park	11,073,900	11,073,900	1.00000	5,723,456	28,215,200	28,215,200	1.00000	26,171,620	0	0	NA	0
Polkton Ch	57,916,900	57,916,900	1.00000	28,155,504	3,420,200	3,420,200	1.00000	2,956,055	3,037,400	3,037,400	1.00000	2,665,175
Port Sheldon	14,329,600	14,329,600	1.00000	6,800,389	10,073,100	10,073,100	1.00000	9,377,709	349,652,500	349,652,500	1.00000	339,025,593
Robinson	33,178,300	33,178,300	1.00000	16,188,708	4,008,900	4,008,900	1.00000	3,499,031	3,769,000	3,769,000	1.00000	1,748,362
Spring Lake	2,650,700	2,650,700	1.00000	1,594,791	43,285,200	43,285,200	1.00000	40,735,938	30,365,800	30,365,800	1.00000	29,507,430
Tallmadge Ch	26,585,100	26,585,100	1.00000	11,817,506	15,511,800	15,511,800	1.00000	13,492,849	13,702,500	13,702,500	1.00000	11,050,420
Wright	47,876,144	47,876,144	1.00000	23,433,344	8,784,400	8,784,400	1.00000	6,669,689	5,650,800	5,650,800	1.00000	4,022,750
Zeeland Ch	45,175,800	45,175,800	1.00000	22,003,340	53,017,200	53,017,200	1.00000	48,720,860	16,788,000	16,788,000	1.00000	12,867,522
CITIES												
Coopersville	4,393,700	4,393,700	1.00000	1,611,007	25,880,400	25,880,400	1.00000	24,007,459	10,290,500	10,290,500	1.00000	9,178,988
Ferrysburg	0	0	NA	0	13,268,000	13,268,000	1.00000	11,605,687	8,573,000	8,573,000	1.00000	7,679,301
Grand Haven	0	0	NA	0	132,414,650	132,414,650	1.00000	125,249,184	38,224,800	38,224,800	1.00000	38,170,012
Holland	1,786,300	1,786,300	1.00000	834,561	171,066,400	171,066,400	1.00000	161,015,846	30,851,400	30,851,400	1.00000	30,350,285
Hudsonville	354,800	354,800	1.00000	297,563	56,825,200	56,825,200	1.00000	53,938,773	12,246,300	12,246,300	1.00000	11,936,262
Zeeland	682,000	682,000	1.00000	48,215	33,299,400	33,299,400	1.00000	32,061,676	65,619,900	65,619,900	1.00000	64,741,345
COUNTY TOTALS	563,655,394	563,655,394		278,137,860	1,193,516,550	1,193,516,550		1,124,252,711	788,299,700	788,299,700		751,746,105

## 2011 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 2)

Unit	Residential Real Property			Timber-Cutover Real Property			Developmental Real Property					
	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Equalization Factor	Taxable
<b>TOWNSHIPS</b>												
Allendale Ch	269,514,100	269,514,100	1.00000	233,470,675	0	0	NA	0	0	0	NA	0
Blendon	179,615,200	179,615,200	1.00000	164,475,357	0	0	NA	0	0	0	NA	0
Chester	39,442,700	39,442,700	1.00000	35,480,027	0	0	NA	0	0	0	NA	0
Crockery	111,177,500	111,177,500	1.00000	95,221,659	0	0	NA	0	0	0	NA	0
Georgetown Ch	1,220,621,300	1,220,621,300	1.00000	1,194,132,763	0	0	NA	0	0	0	NA	0
Grand Haven Ch	635,302,700	635,302,700	1.00000	532,956,373	0	0	NA	0	0	0	NA	0
Holland Ch	618,196,600	618,196,600	1.00000	607,032,640	0	0	NA	0	0	0	NA	0
Jamestown Ch	210,309,600	210,309,600	1.00000	199,145,908	0	0	NA	0	0	0	NA	0
Olive	78,472,000	78,472,000	1.00000	72,429,031	0	0	NA	0	1,920,000	1,920,000	1.00000	905,603
Park	988,834,300	988,834,300	1.00000	841,370,326	0	0	NA	0	0	0	NA	0
Polkton Ch	66,813,000	66,813,000	1.00000	57,583,644	0	0	NA	0	0	0	NA	0
Port Sheldon	373,220,000	373,220,000	1.00000	266,372,983	0	0	NA	0	0	0	NA	0
Robinson	181,445,600	181,445,600	1.00000	167,151,310	0	0	NA	0	0	0	NA	0
Spring Lake	613,282,800	613,282,800	1.00000	554,951,502	0	0	NA	0	0	0	NA	0
Tallmadge Ch	215,752,400	215,752,400	1.00000	198,752,015	0	0	NA	0	0	0	NA	0
Wright	69,024,600	69,024,600	1.00000	63,681,020	0	0	NA	0	0	0	NA	0
Zeeland Ch	233,200,900	233,200,900	1.00000	220,525,724	0	0	NA	0	0	0	NA	0
<b>CITIES</b>												
Coopersville	57,452,100	57,452,100	1.00000	56,355,333	0	0	NA	0	0	0	NA	0
Ferrysburg	160,057,000	160,057,000	1.00000	134,067,508	0	0	NA	0	0	0	NA	0
Grand Haven	364,746,250	364,746,250	1.00000	322,691,069	0	0	NA	0	0	0	NA	0
Holland	421,962,000	421,962,000	1.00000	403,857,709	0	0	NA	0	217,500	217,500	1.00000	123,743
Hudsonville	134,415,800	134,415,800	1.00000	131,032,374	0	0	NA	0	0	0	NA	0
Zeeland	105,990,200	105,990,200	1.00000	104,283,256	0	0	NA	0	0	0	NA	0
<b>COUNTY TOTALS</b>	<b>7,348,848,650</b>	<b>7,348,848,650</b>		<b>6,657,020,206</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>2,137,500</b>	<b>2,137,500</b>		<b>1,029,346</b>

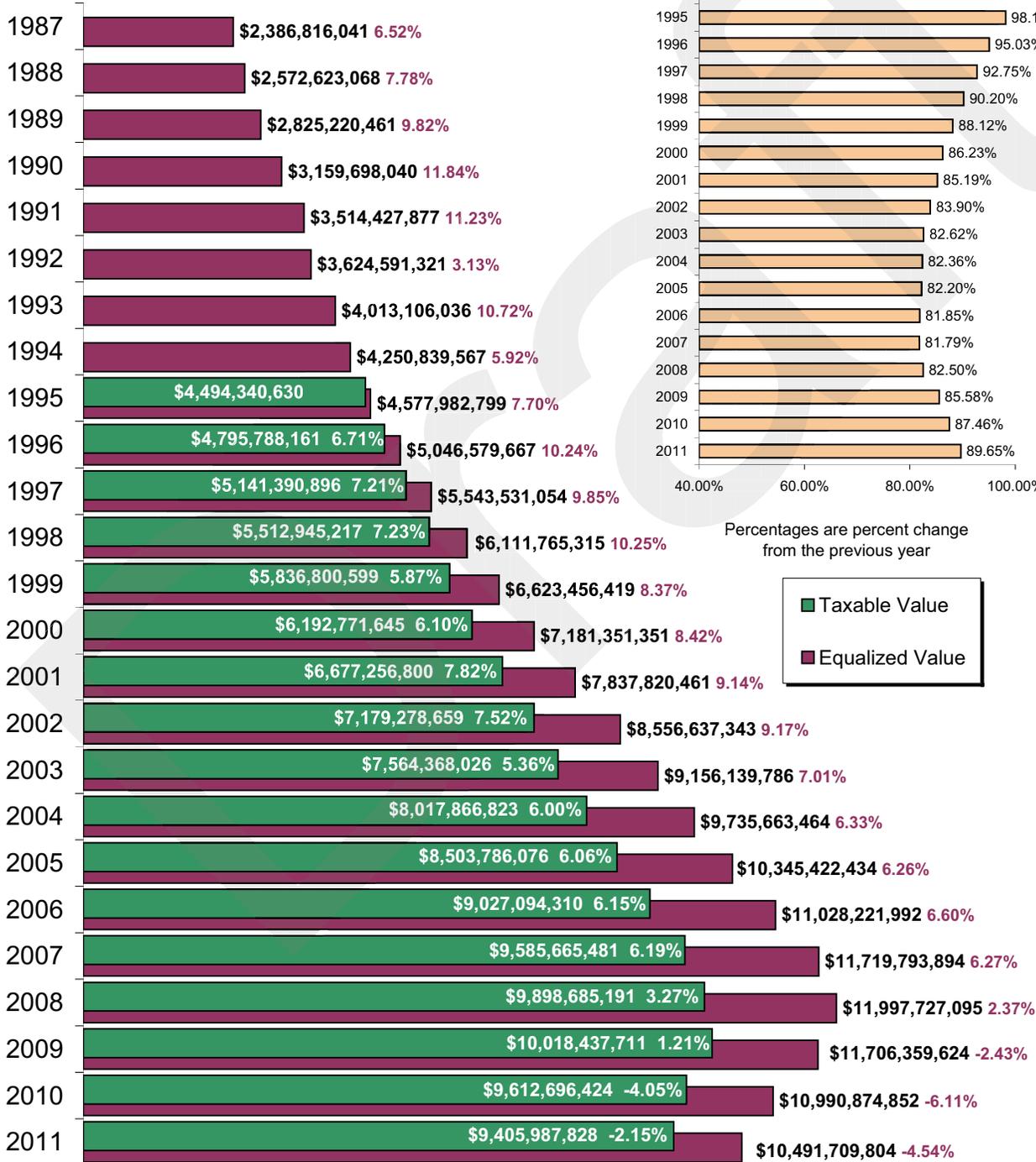
**2011 OTTAWA COUNTY EQUALIZATION SUMMARY (PAGE 3)**

Unit	Total Real			Personal Property			Total Real and Personal			Percent of County Total		
	Assessed	Equalized	Taxable	Assessed	Equalized	Equalization Factor	Taxable	Assessed	Equalized	Taxable	Equalized	Taxable
<b>TOWNSHIPS</b>												
Allendale Ch	422,099,750	422,099,750	350,708,386	25,852,000	25,852,000	1.00000	25,852,000	447,951,750	447,951,750	376,560,386	4.27%	4.00%
Blendon	238,910,500	238,910,500	197,050,719	7,421,400	7,421,400	1.00000	7,421,400	246,331,900	246,331,900	204,472,119	2.35%	2.17%
Chester	100,701,500	100,701,500	67,242,215	7,502,000	7,502,000	1.00000	7,502,000	108,203,500	108,203,500	74,744,215	1.03%	0.79%
Crockery	147,511,300	147,511,300	117,352,334	5,980,500	5,980,500	1.00000	5,919,682	153,491,800	153,491,800	123,272,016	1.46%	1.31%
Georgetown Ch	1,385,606,200	1,385,606,200	1,355,778,178	40,408,400	40,408,400	1.00000	40,408,400	1,426,014,600	1,426,014,600	1,396,186,578	13.60%	14.85%
Grand Haven Ch	725,647,600	725,647,600	609,820,481	31,549,900	31,549,900	1.00000	31,549,900	757,197,500	757,197,500	641,370,381	7.22%	6.82%
Holland Ch	1,001,479,700	1,001,479,700	976,553,626	107,378,500	107,378,500	1.00000	106,318,842	1,108,858,200	1,108,858,200	1,082,872,468	10.57%	11.52%
Jamestown Ch	285,296,700	285,296,700	243,786,015	23,472,200	23,472,200	1.00000	23,472,200	308,768,900	308,768,900	267,258,215	2.94%	2.84%
Olive	168,944,900	168,944,900	130,140,573	13,654,800	13,654,800	1.00000	13,363,670	182,599,700	182,599,700	143,504,243	1.74%	1.53%
Park	1,028,123,400	1,028,123,400	873,265,402	8,450,800	8,450,800	1.00000	8,450,800	1,036,574,200	1,036,574,200	881,716,202	9.88%	9.37%
Polkton Ch	131,187,500	131,187,500	91,360,378	5,344,200	5,344,200	1.00000	5,344,200	136,531,700	136,531,700	96,704,578	1.30%	1.03%
Port Sheldon	747,275,200	747,275,200	621,576,674	24,681,100	24,681,100	1.00000	24,666,398	771,956,300	771,956,300	646,243,072	7.36%	6.87%
Robinson	222,401,800	222,401,800	188,587,411	6,776,600	6,776,600	1.00000	6,750,548	229,178,400	229,178,400	195,337,959	2.18%	2.08%
Spring Lake	689,584,500	689,584,500	626,789,661	31,070,200	31,070,200	1.00000	31,071,328	720,654,700	720,654,700	657,860,989	6.87%	6.99%
Tallmadge Ch	271,551,800	271,551,800	235,112,790	24,554,760	24,554,760	1.00000	24,554,760	296,106,560	296,106,560	259,667,550	2.82%	2.76%
Wright	131,335,944	131,335,944	97,806,803	7,983,400	7,983,400	1.00000	7,983,400	139,319,344	139,319,344	105,790,203	1.33%	1.12%
Zealand Ch	348,181,900	348,181,900	304,117,446	20,869,100	20,869,100	1.00000	20,869,100	369,051,000	369,051,000	324,986,546	3.52%	3.46%
<b>CITIES</b>												
Coopersville	98,016,700	98,016,700	91,152,767	9,276,800	9,276,800	1.00000	9,276,800	107,293,500	107,293,500	100,429,567	1.02%	1.07%
Ferrysburg	181,898,000	181,898,000	153,352,496	4,032,500	4,032,500	1.00000	4,032,500	185,930,500	185,930,500	157,384,996	1.77%	1.67%
Grand Haven	535,385,700	535,385,700	486,110,265	53,688,050	53,688,050	1.00000	53,688,050	589,073,750	589,073,750	539,798,315	5.61%	5.74%
Holland	625,883,600	625,883,600	596,182,144	56,665,100	56,665,100	1.00000	56,666,500	682,548,700	682,548,700	652,848,644	6.51%	6.94%
Hudsonville	203,842,100	203,842,100	197,204,972	17,233,200	17,233,200	1.00000	17,230,322	221,075,300	221,075,300	214,435,294	2.11%	2.28%
Zeeland	205,591,500	205,591,500	201,134,492	61,406,500	61,406,500	1.00000	61,408,800	266,998,000	266,998,000	262,543,292	2.54%	2.79%
<b>COUNTY TOTALS</b>	9,896,457,794	9,896,457,794	8,812,186,228	595,252,010	595,252,010		593,801,600	10,491,709,804	10,491,709,804	9,405,987,828	100.00%	100.00%

# County of Ottawa

## County Equalized and Taxable Values By Year

### Dollars as Equalized (County)



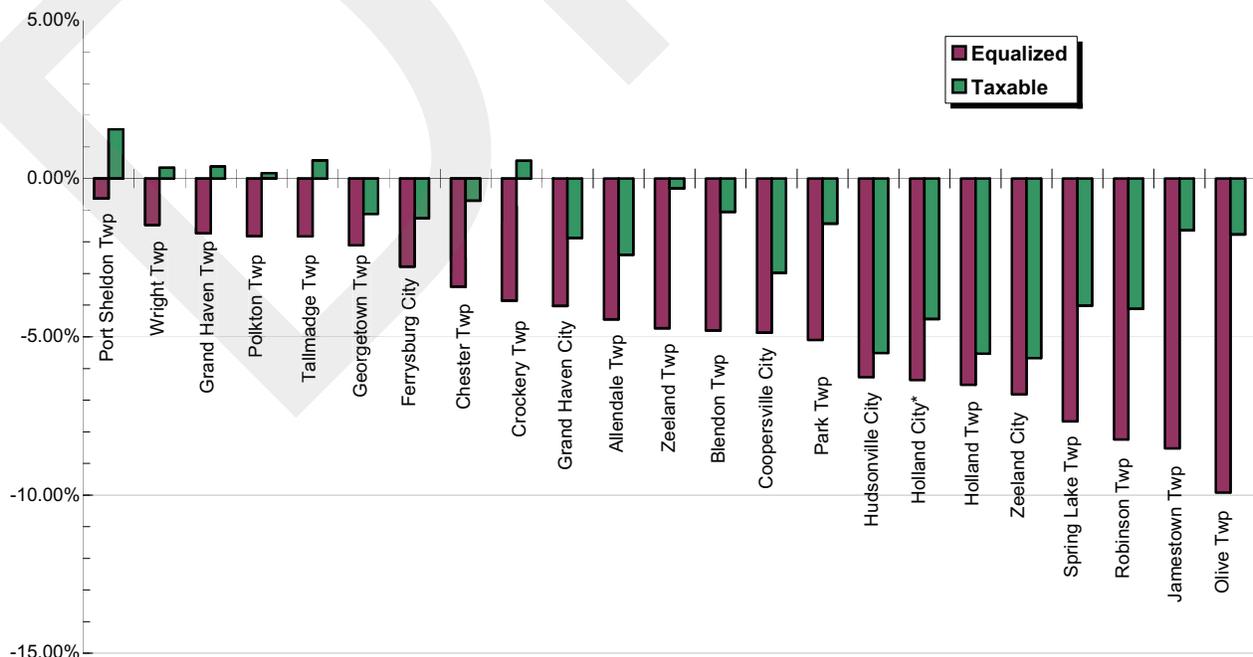
# OTTAWA COUNTY PERCENT CHANGE - 2010 TO 2011

Includes New, Loss and Adjustment  
By Local Unit

Township / City	2010 Equalized Value	2011 Equalized Value	C.E.V. % Change	2010 Taxable Value	2011 Taxable Value	Taxable % Change
Allendale Twp	468,817,957	447,951,750	-4.45%	385,866,933	376,560,386	-2.41%
Blendon Twp	258,745,000	246,331,900	-4.80%	206,651,995	204,472,119	-1.05%
Chester Twp	112,024,100	108,203,500	-3.41%	75,270,654	74,744,215	-0.70%
Crockery Twp	159,649,400	153,491,800	-3.86%	122,581,374	123,272,016	0.56%
Georgetown Twp	1,456,737,600	1,426,014,600	-2.11%	1,411,947,218	1,396,186,578	-1.12%
Grand Haven Twp	770,490,769	757,197,500	-1.73%	638,895,965	641,370,381	0.39%
Holland Twp	1,186,142,400	1,108,858,200	-6.52%	1,146,236,399	1,082,872,468	-5.53%
Jamestown Twp	337,562,300	308,768,900	-8.53%	271,705,508	267,258,215	-1.64%
Olive Twp	202,712,800	182,599,700	-9.92%	146,082,470	143,504,243	-1.76%
Park Twp	1,092,240,300	1,036,574,200	-5.10%	894,424,041	881,716,202	-1.42%
Polkton Twp	139,060,800	136,531,700	-1.82%	96,530,582	96,704,578	0.18%
Port Sheldon Twp	776,877,300	771,956,300	-0.63%	636,322,456	646,243,072	1.56%
Robinson Twp	249,770,900	229,178,400	-8.24%	203,713,151	195,337,959	-4.11%
Spring Lake Twp	780,546,041	720,654,700	-7.67%	685,391,920	657,860,989	-4.02%
Tallmadge Twp	301,599,885	296,106,560	-1.82%	258,189,776	259,667,550	0.57%
Wright Twp	141,389,450	139,319,344	-1.46%	105,424,966	105,790,203	0.35%
Zeeland Twp	387,375,600	369,051,000	-4.73%	326,003,261	324,986,546	-0.31%
Coopersville City	112,786,000	107,293,500	-4.87%	103,514,587	100,429,567	-2.98%
Ferrysburg City	191,239,700	185,930,500	-2.78%	159,385,549	157,384,996	-1.26%
Grand Haven City	613,751,250	589,073,750	-4.02%	550,086,534	539,798,315	-1.87%
Holland City*	728,949,300	682,548,700	-6.37%	683,186,665	652,848,644	-4.44%
Hudsonville City	235,885,000	221,075,300	-6.28%	226,943,939	214,435,294	-5.51%
Zeeland City	286,521,000	266,998,000	-6.81%	278,341,718	262,543,292	-5.68%
<b>Total County</b>	<b>10,990,874,852</b>	<b>10,491,709,804</b>	<b>-4.54%</b>	<b>9,612,697,661</b>	<b>9,405,987,828</b>	<b>-2.15%</b>

\*Holland City - Ottawa County Portion Only

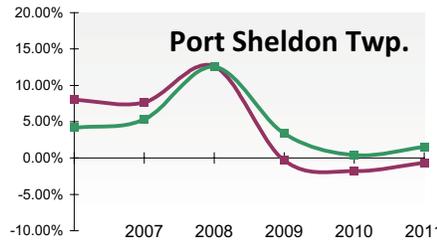
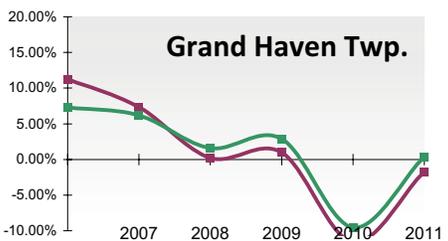
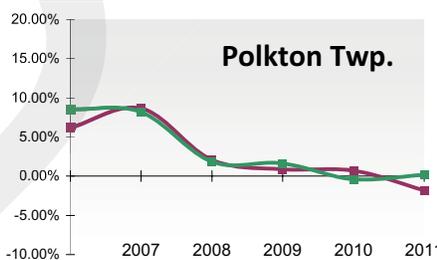
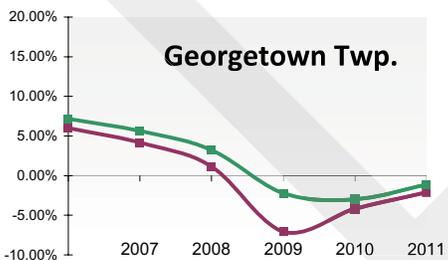
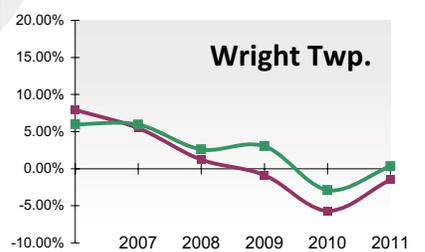
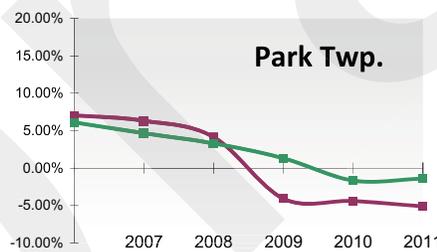
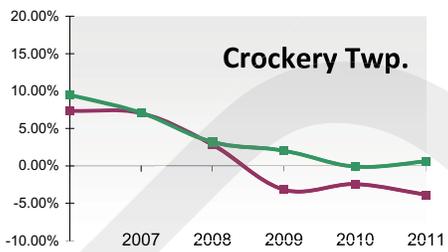
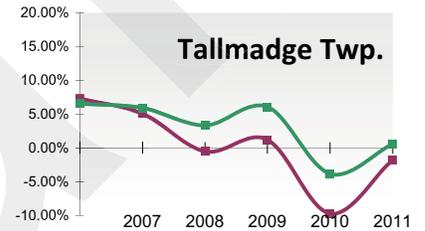
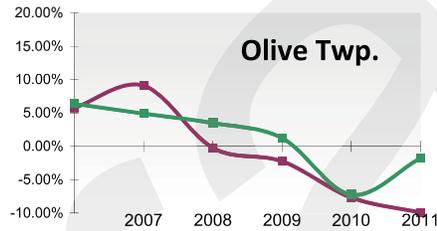
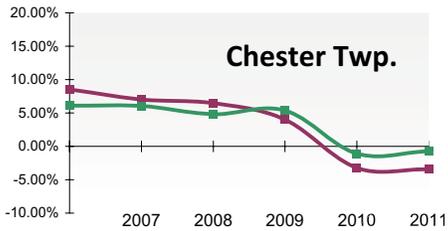
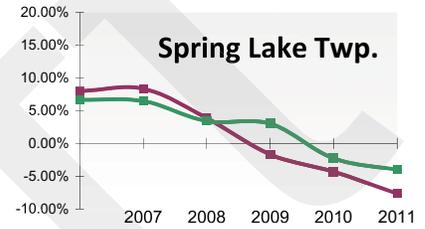
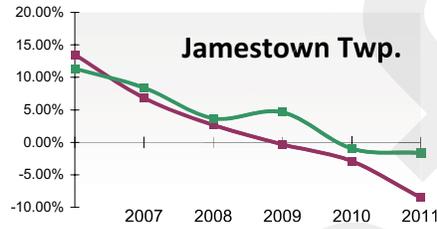
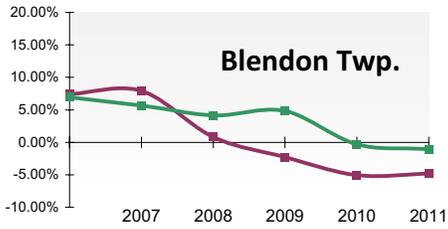
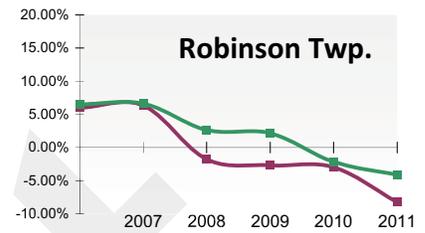
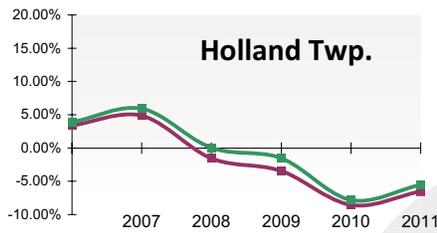
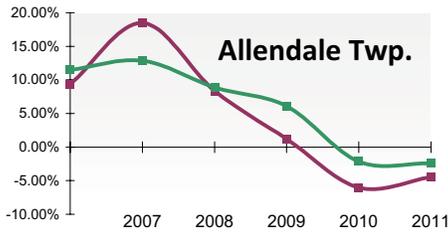
**Arranged by Local Unit Equalized Value Change**



# OTTAWA COUNTY

## PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT

Includes New, Loss and Adjustment

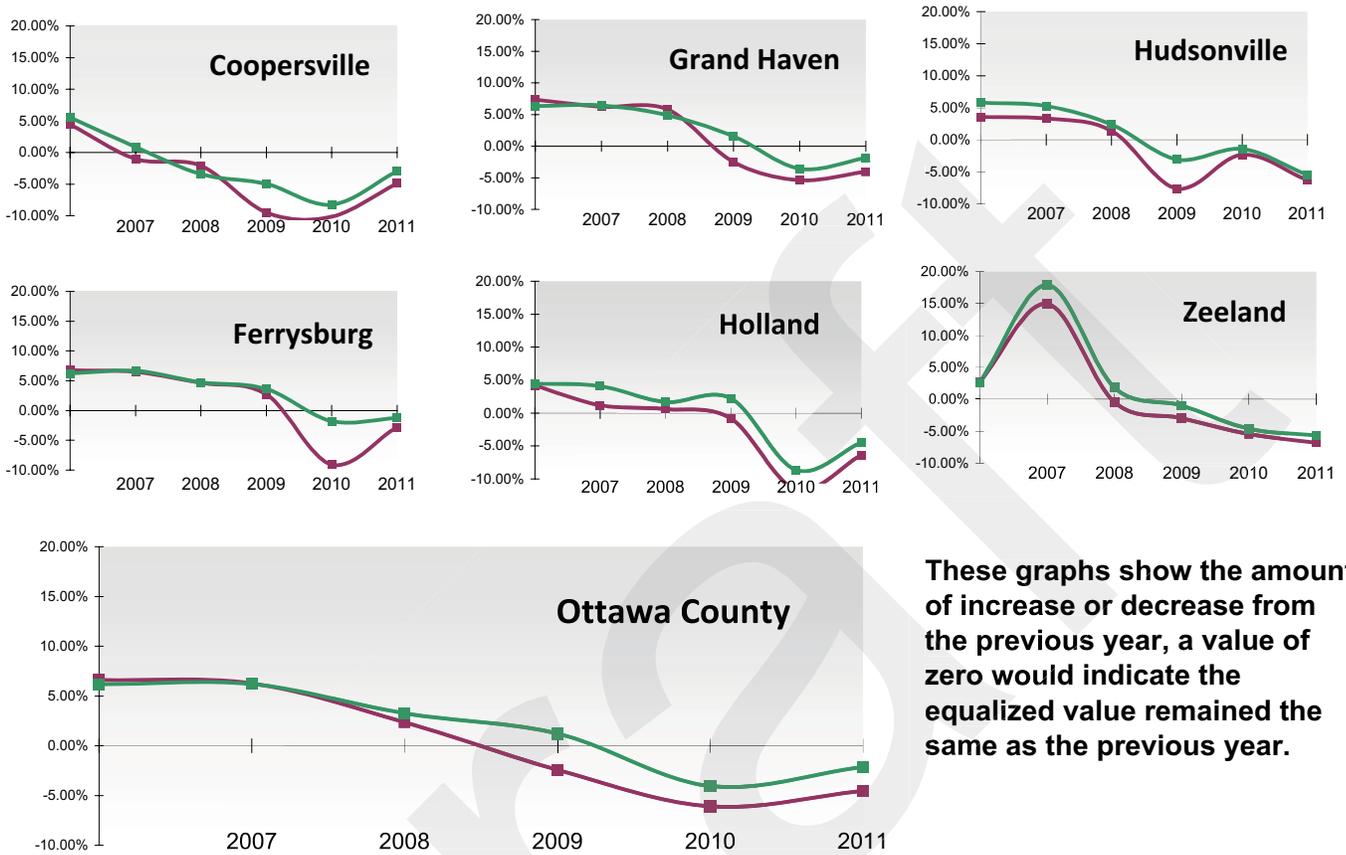


■ Equalized Value Change  
■ Taxable Value Change

# OTTAWA COUNTY

## PERCENT CHANGE IN VALUE FROM YEAR TO YEAR BY LOCAL UNIT

Includes New, Loss and Adjustment



These graphs show the amount of increase or decrease from the previous year, a value of zero would indicate the equalized value remained the same as the previous year.

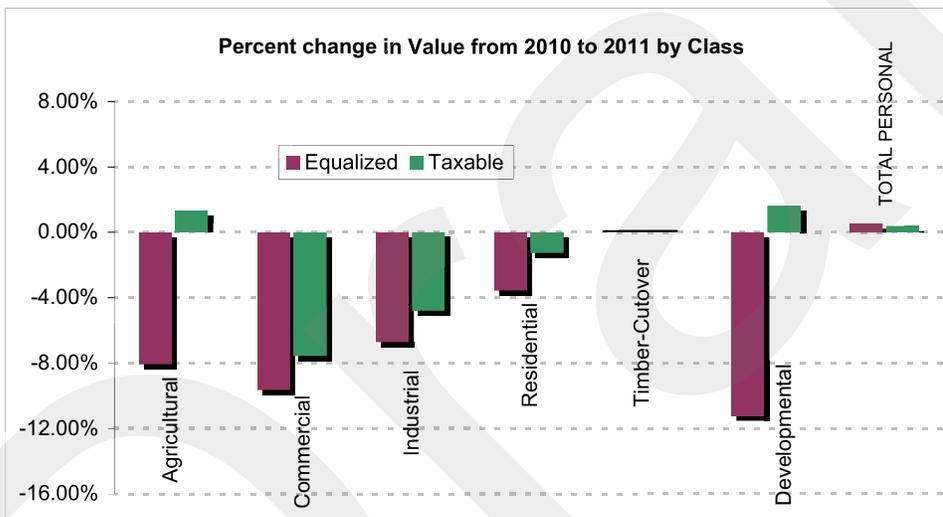
Unit	County Equalized Value					Taxable Value				
	2006-07	2007-08	2008-09	2009-10	2010-11	2006-07	2007-08	2008-09	2009-10	2010-11
Allendale Twp	18.48%	8.35%	1.20%	-6.01%	-4.45%	12.86%	8.86%	6.08%	-2.15%	-2.41%
Blendon Twp	7.92%	0.80%	-2.27%	-5.05%	-4.80%	5.64%	4.14%	4.82%	-0.31%	-1.05%
Chester Twp	7.01%	6.48%	4.02%	-3.26%	-3.41%	6.02%	4.82%	5.38%	-1.08%	-0.70%
Crockery Twp	7.06%	2.82%	-3.20%	-2.43%	-3.86%	7.10%	3.18%	2.05%	-0.11%	0.56%
Georgetown Twp	4.17%	1.14%	-7.06%	-4.19%	-2.11%	5.65%	3.22%	-2.21%	-3.00%	-1.12%
Grand Haven Twp	7.35%	0.19%	0.97%	-11.61%	-1.73%	6.18%	1.59%	2.87%	-9.55%	0.39%
Holland Twp	4.84%	-1.54%	-3.44%	-8.59%	-6.52%	5.90%	0.02%	-1.56%	-7.81%	-5.53%
Jamestown Twp	6.85%	2.68%	-0.30%	-2.88%	-8.53%	8.39%	3.68%	4.62%	-0.93%	-1.64%
Olive Twp	9.11%	-0.22%	-2.22%	-7.69%	-9.92%	4.89%	3.47%	1.24%	-7.23%	-1.76%
Park Twp	6.31%	4.15%	-4.11%	-4.37%	-5.10%	4.66%	3.31%	1.30%	-1.68%	-1.42%
Polkton Twp	8.64%	2.07%	0.88%	0.70%	-1.82%	8.14%	1.83%	1.65%	-0.40%	0.18%
Port Sheldon Twp	7.67%	12.59%	-0.31%	-1.78%	-0.63%	5.33%	12.58%	3.39%	0.41%	1.56%
Robinson Twp	6.33%	-1.75%	-2.66%	-2.94%	-8.24%	6.61%	2.66%	2.19%	-2.13%	-4.11%
Spring Lake Twp	8.35%	3.90%	-1.70%	-4.33%	-7.67%	6.47%	3.40%	3.01%	-2.28%	-4.02%
Tallmadge Twp	5.07%	-0.55%	1.19%	-9.76%	-1.82%	5.90%	3.33%	6.06%	-3.81%	0.57%
Wright Twp	5.49%	1.24%	-0.85%	-5.69%	-1.46%	5.92%	2.59%	3.04%	-2.87%	0.35%
Zeeland Twp	4.83%	0.83%	-0.31%	-7.08%	-4.73%	4.14%	2.05%	2.42%	-3.76%	-0.31%
Coopersville City	-1.02%	-2.13%	-9.52%	-10.13%	-4.87%	0.85%	-3.40%	-4.95%	-8.26%	-2.98%
Ferrysburg City	6.50%	4.62%	2.71%	-9.11%	-2.78%	6.67%	4.71%	3.59%	-1.76%	-1.26%
Grand Haven City	6.22%	5.78%	-2.52%	-5.36%	-4.02%	6.44%	4.87%	1.56%	-3.56%	-1.87%
Holland City	1.18%	0.63%	-0.83%	-11.58%	-6.37%	4.09%	1.66%	2.22%	-8.65%	-4.44%
Hudsonville City	3.36%	1.43%	-7.63%	-2.31%	-6.28%	5.25%	2.41%	-3.04%	-1.42%	-5.51%
Zeeland City	14.96%	-0.43%	-2.96%	-5.45%	-6.81%	17.93%	1.85%	-1.00%	-4.60%	-5.68%
<b>Ottawa County</b>	<b>6.27%</b>	<b>2.37%</b>	<b>-2.43%</b>	<b>-6.11%</b>	<b>-4.54%</b>	<b>6.19%</b>	<b>3.27%</b>	<b>1.21%</b>	<b>-4.05%</b>	<b>-2.15%</b>

# OTTAWA COUNTY

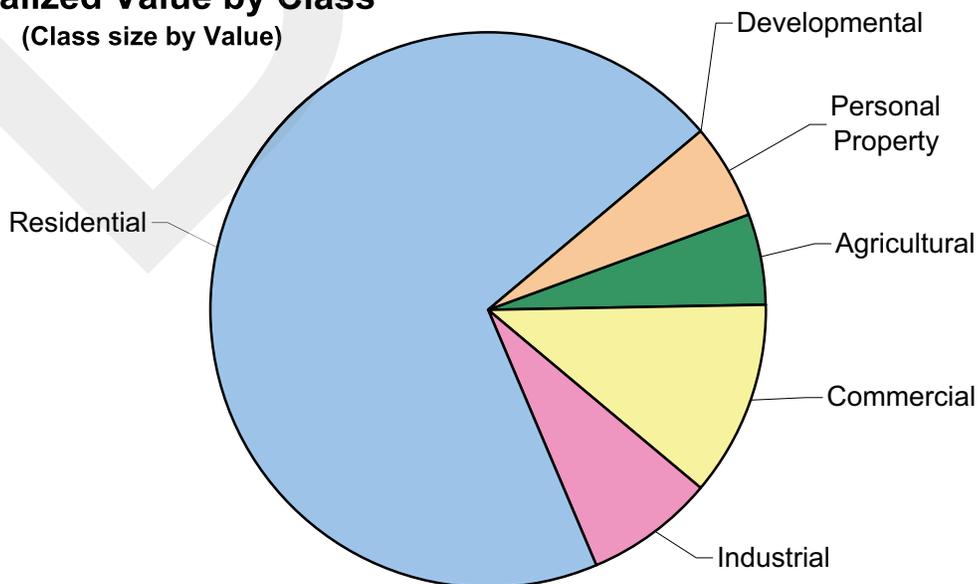
## PERCENT CHANGE - 2010 TO 2011

Includes New, Loss and Adjustment  
Total County by Class of Property

Class	2010 County Equalized Value	2011 County Equalized Value	C. E. V. % Change	2010 Taxable Value	2011 Taxable Value	Taxable % Change
Agricultural	612,995,867	563,655,394	-8.05%	274,527,947	278,137,860	1.32%
Commercial	1,320,574,090	1,193,516,550	-9.62%	1,215,997,901	1,124,252,711	-7.55%
Industrial	844,725,800	788,299,700	-6.68%	789,475,937	751,746,105	-4.78%
Residential	7,618,003,419	7,348,848,650	-3.53%	6,740,043,812	6,657,020,206	-1.23%
Timber-Cutover	0	0	N.A.	0	0	N.A.
Developmental	2,406,800	2,137,500	-11.19%	1,012,888	1,029,346	1.63%
<b>TOTAL REAL</b>	<b>10,398,705,976</b>	<b>9,896,457,794</b>	<b>-4.83%</b>	<b>9,021,058,485</b>	<b>8,812,186,228</b>	<b>-2.32%</b>
<b>TOTAL PERSONAL</b>	<b>592,168,876</b>	<b>595,252,010</b>	<b>0.52%</b>	<b>591,639,176</b>	<b>593,801,600</b>	<b>0.37%</b>
<b>GRAND TOTAL</b>	<b>10,990,874,852</b>	<b>10,491,709,804</b>	<b>-4.54%</b>	<b>9,612,697,661</b>	<b>9,405,987,828</b>	<b>-2.15%</b>



**Equalized Value by Class**  
(Class size by Value)

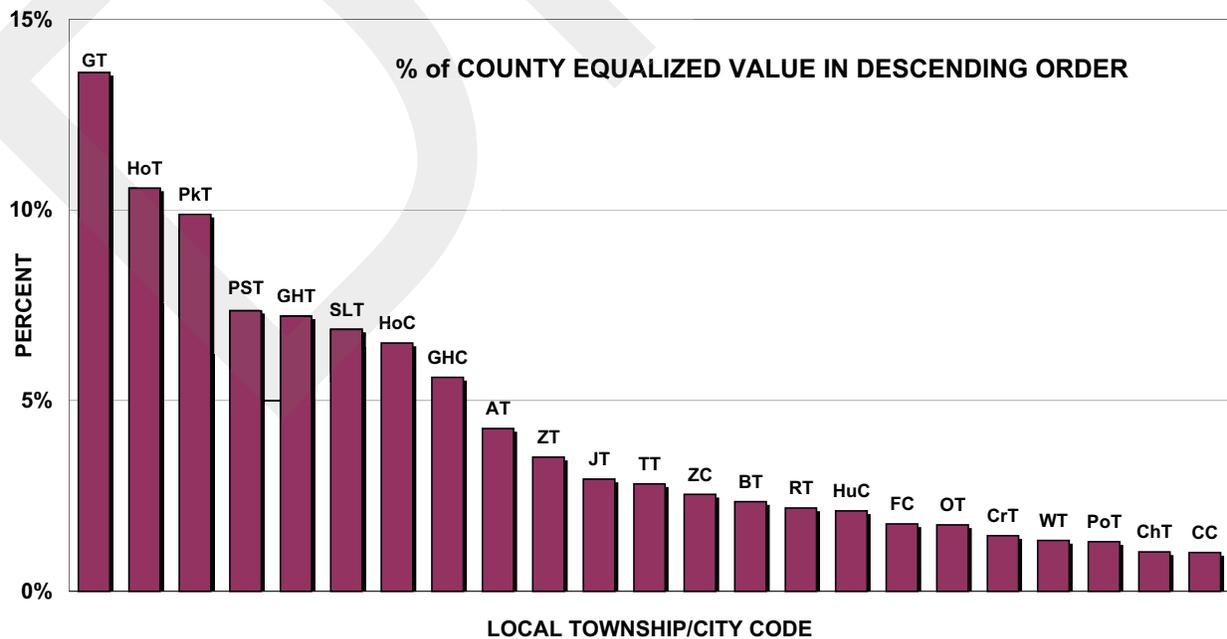


# OTTAWA COUNTY PERCENT OF COUNTY SHARE

(COUNTY EQUALIZED VALUES - 2011)

TOWNSHIP/CITY NAME	CODE	RANK BY VALUE	PERCENT
ALLENDALE TWP.	AT	9	4.27%
BLENDON TWP.	BT	14	2.35%
CHESTER TWP.	ChT	22	1.03%
CROCKERY TWP.	CrT	19	1.46%
GEORGETOWN TWP.	GT	1	13.60%
GRAND HAVEN TWP.	GHT	5	7.22%
HOLLAND TWP.	HoT	2	10.57%
JAMESTOWN TWP.	JT	11	2.94%
OLIVE TWP.	OT	18	1.74%
PARK TWP.	PkT	3	9.88%
POLKTON TWP.	PoT	21	1.30%
PORT SHELTON TWP.	PST	4	7.36%
ROBINSON TWP.	RT	15	2.18%
SPRING LAKE TWP.	SLT	6	6.87%
TALLMADGE TWP.	TT	12	2.82%
WRIGHT TWP.	WT	20	1.33%
ZEELAND TWP.	ZT	10	3.52%
COOPERSVILLE CITY	CC	23	1.02%
FERRYSBURG CITY	FC	17	1.77%
GRAND HAVEN CITY	GHC	8	5.61%
HOLLAND CITY*	HoC	7	6.51%
HUDSONVILLE CITY	HuC	16	2.11%
ZEELAND CITY	ZC	13	2.54%
			100.00%

\* Ottawa County portion only. Holland City is also partially in Allegan County.



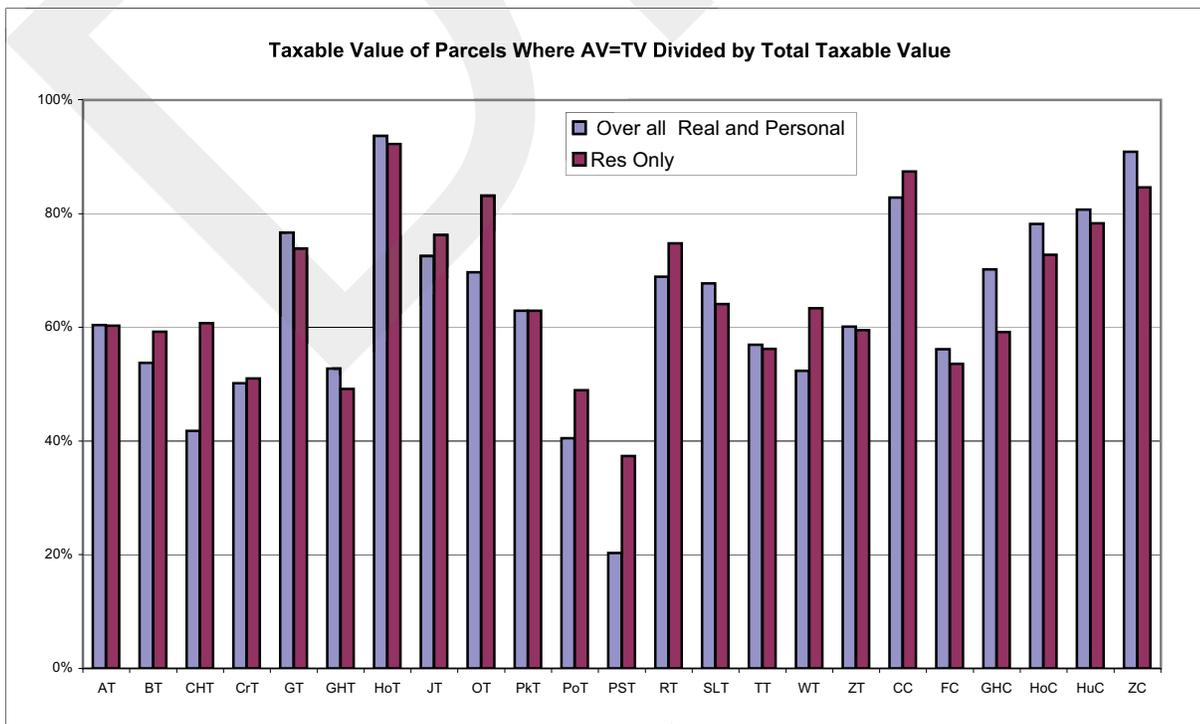
# OTTAWA COUNTY

## THE DECLINING EFFECT OF PROPOSAL A

### Taxable Value For Those Parcels Where Assessed Value Equals Taxable Value

TOWNSHIP/CITY NAME	Code	Over all Real and Personal			Res Only		
		Total Taxable	AV=TV Only	% of Total	Total Taxable	AV=TV Only	% of Total
Allendale Twp	AT	376,560,386	227,398,450	60%	233,470,675	140,815,400	60%
Blendon Twp	BT	204,472,119	109,902,000	54%	164,475,357	97,408,500	59%
Chester Twp	CHT	74,744,215	31,219,400	42%	35,480,027	21,559,000	61%
Crockery Twp	CrT	123,272,016	61,856,800	50%	95,221,659	48,596,300	51%
Georgetown Twp	GT	1,396,186,578	1,070,246,400	77%	1,194,132,763	882,513,000	74%
Grand Haven Twp	GHT	641,370,381	338,273,800	53%	532,956,373	261,957,400	49%
Holland Twp	HoT	1,082,872,468	1,014,374,700	94%	607,032,640	560,189,200	92%
Jamestown Twp	JT	267,258,215	193,879,200	73%	199,145,908	151,789,300	76%
Olive Twp	OT	143,504,243	99,975,300	70%	72,429,031	60,225,300	83%
Park Twp	PkT	881,716,202	554,726,600	63%	841,370,326	529,566,500	63%
Polkton Twp	PoT	96,704,578	39,164,900	41%	57,583,644	28,171,200	49%
Port Sheldon Twp	PST	646,243,072	131,276,998	20%	266,372,983	99,552,200	37%
Robinson Twp	RT	195,337,959	134,618,928	69%	167,151,310	124,980,800	75%
Spring Lake Twp	SLT	657,860,989	445,420,700	68%	554,951,502	355,591,100	64%
Tallmadge Twp	TT	259,667,550	147,917,660	57%	198,752,015	111,730,900	56%
Wright Twp	WT	105,790,203	55,375,744	52%	63,681,020	40,349,100	63%
Zeeland Twp	ZT	324,986,546	195,360,200	60%	220,525,724	131,217,200	60%
Coopersville City	CC	100,429,567	83,195,700	83%	56,355,333	49,249,400	87%
Ferrysburg City	FC	157,384,996	88,342,500	56%	134,067,508	71,834,400	54%
Grand Haven City	GHC	539,798,315	378,753,450	70%	322,691,069	190,960,350	59%
Holland City*	HoC	652,848,644	510,387,100	78%	403,857,709	293,983,600	73%
Hudsonville City	HuC	214,435,294	173,002,200	81%	131,032,374	102,610,400	78%
Zeeland City	ZC	262,543,292	238,565,300	91%	104,283,256	88,250,600	85%
Total County		9,405,987,828	6,323,234,030	67%	6,657,020,206	4,443,101,150	67%

Total County (Res. Only) - % for 2010 59%  
 Total County (Res. Only) - % for 2009 54%  
 Total County (Res. Only) - % for 2008 36%  
 Total County (Res. Only) - % for 2007 28%  
 Total County (Res. Only) - % for 2006 19%



**ICHIGAN RENAISSANCE ZONE ACT Act 376 of 1996**  
**OTTAWA COUNTY EQUALIZATION DEPARTMENT**  
 Addendum to 2011 Equalization Report

All Figures listed below are included in figures listed elsewhere in this report.

211.77f Real and personal property located in renaissance zone.

(1) For taxes levied after 1996, except as otherwise provided in subsections (2) and (3) and except as limited in subsections (4), (5), and (6), real property in a renaissance zone and personal property located in a renaissance zone is exempt from taxes collected under this act to the extent and for the duration provided pursuant to the Michigan renaissance zone act, 1996 PA 376, MCL 125.2681 to 125.2696.

(2) Real and personal property in a renaissance zone is not exempt from collection of the following:

(a) A special assessment levied by the local tax collecting unit in which the property is located.

(b) Ad valorem property taxes specifically levied for the payment of principal and interest of obligations approved by the electors or obligations pledging the unlimited taxing power of the local governmental unit

(c) A tax levied under section 705, 1211c, or 1212 of the revised school code, 1976 PA 451, MCL 380.705, 380.1211c, and 380.1212.

380.705 ...a regional enhancement property tax may be levied by an intermediate school district at a rate not to exceed 3 mills

380.1211c ...a school district may levy, in addition to the millage authorized under section 1211, not more than 3 additional mills for enhancing operating revenue

380.1212 ...the board of a school district may levy a tax of not to exceed 5 mills on the state equalized valuation of the school district ...for the purpose of creating a sinking fund

UNIT ZONE TYPE SCHOOL DISTRICT	Ad- alorem Included in Equalized values			IFT Included in IFT values			Ad- alorem IFT TOTAL	
	REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL		TOTAL
<b>11 Allendale Twp</b>								
Agricultural 70040 Allendale	1,397,400	832,600	2,230,000	6,665,900	18,410,600	25,076,500	5	27,306,500
	1,397,400	832,600	2,230,000	6,665,900	18,410,600	25,076,500	2	27,306,500
Tool/Die 70040 Allendale	29,800	35,500	65,300	0	0	0	0	65,300
	4,279	35,500	39,779	0	0	0	0	39,779
SubTotal	1,427,200	868,100	2,295,300	6,665,900	18,410,600	25,076,500	7	27,371,800
	1,401,679	868,100	2,269,779	6,665,900	18,410,600	25,076,500	2	27,346,279
<b>16 GrandHaven Twp</b>								
Tool/Die 70010 Grand Haven	353,500	76,100	429,600	0	0	0	0	429,600
	353,500	76,100	429,600	0	0	0	0	429,600
<b>17 Holland Twp</b>								
Agricultural 70070 West Ottawa	1,135,700	0	1,135,700	0	0	0	0	1,135,700
	1,135,700	0	1,135,700	0	0	0	0	1,135,700
Renewable Energy 70070 West Ottawa	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
SubTotal	1,135,700	0	1,135,700	0	0	0	0	1,135,700
	1,135,700	0	1,135,700	0	0	0	0	1,135,700
<b>24 Spring Lake Twp</b>								
Tool/Die 70300 Spring Lake	272,700	91,800	364,500	24,300	141,300	165,600	3	530,100
	272,700	91,800	364,500	24,300	141,300	165,600	5	530,100

ICHIGAN RENAISSANCE ZONE ACT Act 376 of 1996  
 OTTAWA COUNTY E VALIZATION DEPART ENT  
 Addendum to 2011 Equalization Report

UNIT ZONE TYPE SCHOOL DISTRICT	Ad- aloreom Included in Equalized alues			IFT Included in IFT alues			Ad- aloreom IFT	
	REAL	PERSONAL	TOTAL	REAL	PERSONAL	TOTAL	REAL	TOTAL
<b>25 Tallmadge Twp</b>								
Tool/Die 41145 Kenowa Hills								
Assessed Taxable	78,700	220,577	299,277	0	0	0	0	299,277
	1	1	2	0	0	0	0	2
Tool/Die 41130 Grandville								
Assessed Taxable	2,199,400	2,013,436	4,212,836	673,200	5,057,030	5,730,230	5,730,230	9,943,066
	9	2	11	3	6	9	9	20
Assessed Taxable	2,278,100	2,234,013	4,512,113	673,200	5,057,030	5,730,230	5,730,230	10,242,343
SubTotal	2,030,781	2,234,013	4,264,794	673,200	5,057,030	5,730,230	5,730,230	9,995,024
	10	3	13	3	6	9	9	22
<b>26 Wright Twp</b>								
Tool/Die 41145 Kenowa Hills								
Assessed Taxable	466,900	1,047,900	1,514,800	137,500	0	137,500	137,500	1,652,300
	2	2	4	1	0	1	1	5
<b>27 Zeeland Twp</b>								
Agricultural 70350 Zeeland								
Assessed Taxable	521,200	1,791,700	2,312,900	0	0	0	0	2,312,900
	2	1	3	0	0	0	0	3
Tool/Die 70350 Zeeland								
Assessed Taxable	119,000	460,400	579,400	543,400	240,000	783,400	783,400	1,362,800
	2	1	3	4	4	8	8	11
Assessed Taxable	111,717	460,400	572,117	543,400	240,000	783,400	783,400	1,355,517
	4	2	6	4	4	8	8	14
SubTotal	640,200	2,252,100	2,892,300	543,400	240,000	783,400	783,400	3,675,700
	4	2	6	4	4	8	8	14
<b>44 Coopersville City</b>								
Tool/Die 70120 Coopersville								
Assessed Taxable	431,300	687,300	1,118,600	1,135,000	354,800	1,489,800	1,489,800	2,608,400
	4	6	10	2	5	7	7	17
<b>65 Holland City</b>								
Tool/Die 70020 Holland								
Assessed Taxable	1,227,000	1,600,000	2,827,000	84,000	600,000	684,000	684,000	3,511,000
	1	1	2	1	1	2	2	4
<b>72 Hudsonville City</b>								
Tool/Die 70190 Hudsonville								
Assessed Taxable	241,000	183,800	424,800	0	35,500	35,500	35,500	460,300
	2	2	4	0	1	1	1	5
Assessed Taxable	8,473,600	9,041,113	17,514,713	9,263,300	24,839,230	34,102,530	34,102,530	51,617,243
County Total	8,109,733	9,041,113	17,150,846	9,263,300	24,839,230	34,102,530	34,102,530	51,253,376
	29	21	50	13	20	33	33	83

**INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)**  
**OTTAWA COUNTY EQUALIZATION DEPT.**  
 Addendum to 2011 Equalization Report

**Equivalent State Equalized Values**  
 as of December 31, 2010  
 NOT INCLUDED IN EQUALIZED VALUES

TOWNSHIPS	Act 198 Active Cert.		Act 198 New Facility				Act 198 Rehabilitated Facility				TOTAL				New Certificates for 2011		
	Parcels	Eq. S.E.V.	Real		Personal		Parcels	Eq. S.E.V.	Real		Personal		Parcels	Eq. S.E.V.	#	True Cash Value of Exemption Granted	
			Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.			Parcels	Eq. S.E.V.	Parcels	Eq. S.E.V.				Real	Personal
Allendale Ch.	18	10,794,000	14	20,053,500	0	0	0	0	0	0	0	29	30,847,500	1	300,000	175,000	
Blendon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Chester	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Crockery	1	0	1	85,400	0	0	0	0	0	0	0	1	85,400	0	0	0	
Georgetown Ch.	19	2,884,300	18	3,200,200	0	0	0	0	0	0	0	27	6,084,500	0	0	0	
Grand Haven Ch.	17	4,186,900	11	4,286,400	0	0	0	0	0	0	23	8,473,300	2	7,175	1,228,004		
Holland Ch.	271	21,339,900	208	73,602,600	3	1,626,500	0	0	0	0	321	96,569,000	11	475,570	9,702,151		
Jamestown Ch.	10	10,105,600	10	4,460,200	0	0	0	0	0	0	18	14,565,800	0	0	0		
Olive	16	521,400	14	23,393,700	1	217,300	0	0	0	0	18	24,132,400	1	0	3,410,000		
Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Polkton	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Port Sheldon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Robinson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Spring Lake	54	3,564,000	52	18,357,600	1	36,000	0	0	0	0	83	21,957,600	4	825,458	8,742,250		
Tallmadge Ch.	16	3,003,600	19	7,020,871	0	0	0	0	0	0	32	10,024,471	0	0	0		
Wright	7	1,713,500	5	763,400	0	0	0	0	0	0	10	2,476,900	1	0	1,520,000		
Zeeland Ch.	57	9,055,300	47	8,115,900	0	0	0	0	0	0	79	17,171,200	1	1,014,320	0		
<b>CITIES</b>																	
Coopersville	18	7,514,700	19	9,411,500	0	0	0	0	0	0	33	16,926,200	1	0	564,531		
Ferrysburg	2	37,000	1	29,100	0	0	0	0	0	0	2	66,100	0	0	0		
Grand Haven	29	5,528,500	27	8,045,950	0	0	0	0	0	0	56	13,574,450	2	2,469,000	9,350,353		
Holland	26	1,398,900	21	10,083,800	1	244,900	0	0	0	0	29	11,727,600	0	0	0		
Hudsonville	17	4,440,600	18	4,334,000	0	0	0	0	0	0	27	8,774,600	1	0	3,400,000		
Zeeland	125	253,384,500	114	110,171,300	1	354,100	0	0	0	0	169	363,909,900	9	5,999,900	33,221,069		
<b>TOTAL COUNTY</b>	<b>703</b>	<b>339,472,700</b>	<b>599</b>	<b>305,415,421</b>	<b>7</b>	<b>2,478,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>957</b>	<b>647,366,921</b>	<b>34</b>	<b>11,091,423</b>	<b>71,313,358</b>		

**INDUSTRIAL FACILITIES EXEMPTIONS (Act 198 of 1974)**  
**OTTAWA COUNTY EQUALIZATION DEPT.**  
 Addendum to 2011 Equalization Report

**Equivalent Taxable Values**

as of December 31, 2010

NOT INCLUDED IN MAJOR CLASS COMPARISON TAXABLE VALUES

TOWNSHIPS	Act 198 Active Cert.	Act 198 New Facility			Act 198 Rehabilitated Facility			TOTAL			
		Parcels	Real Taxable	Personal Parcels	Personal Taxable	Parcels	Real Taxable	Personal Parcels	Personal Taxable	Parcels	New & Rehab Taxable
Allendale Ch.	18	15	10,789,351	14	20,053,500	0	0	0	0	29	30,842,851
Blendon	0	0	0	0	0	0	0	0	0	0	0
Chester	0	0	0	0	0	0	0	0	0	0	0
Crockery	1	0	0	1	85,400	0	0	0	0	1	85,400
Georgetown Ch.	19	9	2,839,463	18	3,200,200	0	0	0	0	27	6,039,663
Grand Haven Ch.	17	12	4,186,900	11	4,286,400	0	0	0	0	23	8,473,300
Holland Ch.	271	110	21,331,843	208	73,602,600	3	1,626,500	0	0	321	96,560,943
Jamestown Ch.	10	8	10,105,600	10	4,460,200	0	0	0	0	18	14,565,800
Olive	16	3	521,400	14	23,393,700	1	217,100	0	0	18	24,132,200
Park	0	0	0	0	0	0	0	0	0	0	0
Polkton	0	0	0	0	0	0	0	0	0	0	0
Port Sheldon	0	0	0	0	0	0	0	0	0	0	0
Robinson	0	0	0	0	0	0	0	0	0	0	0
Spring Lake	54	30	3,558,630	52	18,357,600	1	36,000	0	0	83	21,952,230
Tallmadge Ch.	16	13	3,003,600	19	7,020,871	0	0	0	0	32	10,024,471
Wright	7	5	1,710,309	5	763,400	0	0	0	0	10	2,473,709
Zeeland Ch.	57	32	9,055,300	47	8,115,900	0	0	0	0	79	17,171,200
<b>CITIES</b>											
Coopersville	18	14	7,493,430	19	9,411,500	0	0	0	0	33	16,904,930
Ferrysburg	2	1	37,000	1	29,100	0	0	0	0	2	66,100
Grand Haven	29	29	5,526,278	27	8,045,950	0	0	0	0	56	13,572,228
Holland	26	7	1,398,900	21	10,083,800	1	244,900	0	0	29	11,727,600
Hudsonville	17	9	4,406,496	18	4,334,000	0	0	0	0	27	8,740,496
Zeeland	125	54	253,384,500	114	110,171,300	1	354,100	0	0	169	363,909,900
<b>TOTAL COUNTY</b>	<b>703</b>	<b>351</b>	<b>339,349,000</b>	<b>599</b>	<b>305,415,421</b>	<b>7</b>	<b>2,478,600</b>	<b>0</b>	<b>0</b>	<b>957</b>	<b>647,243,021</b>

Last Year 665,112,511

# Additional Rolls

Addendum to 2011 Ottawa County Equalization Report as of December 31, 2010  
NOT INCLUDED IN MAJOR CLASS COMPARISON

## DNR-PILT Rolls

TOWNSHIP	SCHOOL DISTRICT	# of Parcels	SE V REAL	TAXABLE REAL
ALLENDALE	70-040 Allendale	9	3,582,900	1,867,043
	<b>Total</b>		<b>3,582,900</b>	<b>1,867,043</b>
BLENDON	70-350 Zeeland	4	572,000	86,211
	<b>Total</b>		<b>572,000</b>	<b>86,211</b>
CHESTER	61-210 Ravenna	1	25,000	8,358
	70-120 Coopersville	4	54,800	15,794
	<b>Total</b>		<b>79,800</b>	<b>24,152</b>
CROCKERY	70-300 Spring Lake	5	469,900	84,706
	<b>Total</b>		<b>469,900</b>	<b>84,706</b>
GRAND HAVEN TWP	70-010 Grand Haven	2	4,186,900	43,621
	<b>Total</b>		<b>4,186,900</b>	<b>43,621</b>
OLIVE	70-070 West Ottawa	2	689,900	119,423
	<b>Total</b>		<b>689,900</b>	<b>119,423</b>
PARK	70-070 West Ottawa	7	3,518,700	1,875,365
	<b>Total</b>		<b>3,518,700</b>	<b>1,875,365</b>
ROBINSON	70-010 Grand Haven	7	3,292,300	353,269
	<b>Total</b>		<b>3,292,300</b>	<b>353,269</b>
SPRING LAKE	70-010 Grand Haven	3	10,578,500	1,388,920
	70-300 Spring Lake	4	1,006,700	178,830
	<b>Total</b>		<b>11,585,200</b>	<b>1,567,750</b>
WRIGHT	70-120 Coopersville	9	162,800	51,786
	41-145 Kenowa Hills	2	27,200	8,722
	<b>Total</b>		<b>190,000</b>	<b>60,508</b>
GRAND HAVEN CITY	70-010 Grand Haven	3	821,200	166,517
	<b>Total</b>		<b>821,200</b>	<b>166,517</b>
<b>GRAND TOTALS</b>			<b>28,988,800</b>	<b>6,248,565</b>

## Neighborhood Enterprise Zone Roll

Buildings only - Land on Ad Valorem Roll

LOCAL UNIT	SCHOOL DISTRICT	# of Parcels	SE V REAL	FROZEN TAXABLE REAL
HOLLAND CITY				
Baker Loft (Re-hab)	70-91-32-279-701 Through 70-91-32-279-804	100	\$ 267,500	\$ 263,116
		70-020 Holland		
Scrap Yard Lofts ( Re-Hab)	70-91-29-176-701 Through 70-91-29-176-723	23	\$ 32,100	\$ 27,975
		70-020 Holland		
<b>GRAND TOTAL HOLLAND CITY</b>			<b>299,600</b>	<b>291,091</b>

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Treasurer

**Submitted By:** Bob Spaman

**Agenda Item:** Quarterly Treasurer's Investment Report

## SUGGESTED MOTION:

To receive for information the Treasurer's Quarterly Investment Report as of March 31, 2011.

## SUMMARY OF REQUEST:

The Treasurer provides a variety of quarterly investment reports. They include:

- Open Investments Report
- Earnings and Yields Summary
- GASB31 Compliance - Unamortized Book Value
- GASB40 Compliance - Unamortized Book Value
- Interest Yield
- Current Portfolio
- OPEB Trust

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

- 1: Advocate on legislative issues to maintain and improve the financial position of the County.
- 2: Implement processes and strategies to deal with operational budget deficits.
- 3: Reduce the negative impact of rising employee benefit costs on the budget.
- 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=City of Ottawa, ou=Administrator's Office, email=vanderberg@micttwa.org  
Reason: I am approving this document  
Date: 2011.04.14 11:58:07 -0400

Committee/Governing/Advisory Board Approval Date:



# County of Ottawa

## Office of the Treasurer

**Bradley J. Slagh**  
County Treasurer

**Cheryl Clark**  
Chief Deputy Treasurer

**Steven Brower**  
Deputy Treasurer

12220 Fillmore St., Room 155, West Olive, MI 49460

Phone: (616) 994-4501  
1-800-764-4111, ext. 4501  
Fax: (616) 994-4509

Web Site: [www.miOttawa.org](http://www.miOttawa.org)

Report To: Ottawa County Finance & Administration Committee  
From: Bradley Slagh  
Date: April 8, 2011  
Re: Financial update for month & quarter end March 31, 2011

Attached are graphs representing the status of the General Fund portfolio for Ottawa County as of March 31, 2011. The asset distribution of the General Pooled Funds by maturity, and diversity continues to meet the requirements of the County's Investment Policy.

Quarterly, the Treasurer's report provides a copy of GASB 31 listing open investments of the general pooled funds as of quarter end; detailing the type of investment, coupon interest rate, maturity date, purchase date, yield to maturity along with a lot of other information. Highlighted information from this report includes:

\$ 87,485,687.52	Par Value (6 <sup>th</sup> column from right)
\$ 87,959,594.07	Fair Market Value (4 <sup>th</sup> column from right)
\$ 238,920.80	Interest earned YTD (2 <sup>nd</sup> column from right)

The net change in fair market value for the year of 2011 shows a gain of \$ -144,016.20 (3<sup>rd</sup> column from the right), this includes unrealized capital gains/losses. The yield earned YTD including unrealized gains/losses was .46220% (7<sup>th</sup> column from left).

Yield excluding the unrealized gains / losses and the yield for the benchmark that we use as a County is demonstrated on the graph on page two of Quarter End March 31.

### **Settlement with the Local Units of Government (Delinquent Taxes)**

We have settled with the local municipal units and as of April 11 will cut checks to them and buy in all of the delinquent tax parcels from across the County. The total delinquent parcels this year are 5,891 with a total dollar amount of \$11,796,046.10 Interestingly our total delinquent parcel count and total delinquent dollar amounts are down significantly for the second year in a row. (See top graph of document titled Quarter End March 31) The actual amount to be paid out to the local units is \$9,161,052.17.

**Forfeiture & Foreclosure**

As the dust settles it appears that I have foreclosed on 40 properties this year, along with providing the protection of Financial Hardship Extensions to 119 other parcels. (This information is depicted on the second graph of the document titled Quarter End March 31.)

**Other Post Employee Benefits**

Year to date returns for the OPEB Trust account including unrealized gains & losses stands at \$94,360.55 which equates to a 3.28% return.

I plan to be at the Finance Committee meeting to answer questions. Please feel free to contact me before or after the meeting if you have any questions during your review of this material.

**GASB 31 Compliance**  
**Ottawa County Treasurer**  
**Effective Interest - Actual Life**  
**Receipts for Period**  
**01/01/11 - 03/31/11**

Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Sources	Beginning Unit Price	Par Value On 01/01/11	Reported Value 01/01/11	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 03/31/11	Price Source 03/31/11	Reported Value 03/31/11	Change in Fair Value	Interest	Net Investment Income
10-0154-01	C.D. 365 0.38 01/13/11	09/09/10	01/13/11	Amort Value	0.3800	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	31.23	31.23
10-0155-01	C.D. 365 0.30 01/13/11	09/09/10	01/13/11	Amort Value	0.3000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	24.66	24.66
10-0156-01	C.D. 365 0.60 01/13/11	09/09/10	01/13/11	Amort Value	0.6010	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	49.40	49.40
10-0157-01	C.D. 0.45 01/13/11	09/09/10	01/13/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	37.50	37.50
10-0158-01	C.D. 0.40 01/13/11	09/09/10	01/13/11	Amort Value	0.4000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	33.33	33.33
10-0159-01	C.D. 1.37 01/13/11	09/09/10	01/13/11	Amort Value	1.3700	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	114.17	114.17
10-0160-01	C.D. 0.30 01/13/11	09/09/10	01/13/11	Amort Value	0.3000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	25.00	25.00
10-0161-01	C.D. 365 0.35 01/27/11	09/09/10	01/27/11	Amort Value	0.3504	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	28.80	28.80
10-0163-01	C.D. 365 0.35 01/27/11	10/01/10	01/27/11	Amort Value	0.3500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	62.33	62.33
10-0164-01	C.D. 365 0.55 01/27/11	10/01/10	01/27/11	Amort Value	0.5507	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	98.08	98.08
10-0165-01	C.D. 0.45 01/27/11	10/01/10	01/27/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	81.25	81.25
10-0166-01	C.D. 0.20 01/27/11	10/01/10	01/27/11	Amort Value	0.2001	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	36.12	36.12
10-0167-01	C.D. 365 0.19 01/27/11	10/01/10	01/27/11	Amort Value	0.1900	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	33.84	33.84
10-0168-01	C.D. 0.30 01/27/11	10/01/10	01/27/11	Amort Value	0.3000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	54.17	54.17
10-0169-01	C.D. 0.30 01/27/11	10/01/10	01/27/11	Amort Value	0.3000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	54.17	54.17
10-0170-01	C.D. 0.25 01/27/11	10/01/10	01/27/11	Amort Value	0.2500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	45.14	45.14
10-0171-01	C.D. 365 0.45 02/10/11	10/01/10	02/10/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	123.29	123.29
10-0172-01	C.D. 365 0.40 02/10/11	10/01/10	02/10/11	Amort Value	0.4004	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	109.71	109.71
10-0173-01	C.D. 0.45 02/10/11	10/01/10	02/10/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	125.00	125.00
10-0174-01	C.D. 365 0.20 02/10/11	10/01/10	02/10/11	Amort Value	0.2000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	55.56	55.56
10-0175-01	C.D. 0.20 02/10/11	10/01/10	02/10/11	Amort Value	0.2000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	55.56	55.56
10-0176-01	C.D. 0.30 02/10/11	10/01/10	02/10/11	Amort Value	0.3000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	83.33	83.33
10-0177-01	C.D. 0.40 02/10/11	10/01/10	02/10/11	Amort Value	0.4000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	111.11	111.11
10-0178-01	C.D. 0.35 02/10/11	10/01/10	02/10/11	Amort Value	0.3500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	97.22	97.22
10-0179-01	C.D. 365 0.35 03/10/11	10/06/10	03/10/11	Amort Value	0.3500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	163.01	163.01
10-0180-01	C.D. 365 0.60 03/10/11	10/06/10	03/10/11	Amort Value	0.6000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	279.45	279.45
10-0181-01	C.D. 365 0.55 03/10/11	10/06/10	03/10/11	Amort Value	0.5509	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	256.57	256.57
10-0182-01	C.D. 1.42 03/10/11	10/06/10	03/10/11	Amort Value	1.4200	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	212.50	212.50
10-0183-01	C.D. 0.40 03/10/11	10/06/10	03/10/11	Amort Value	0.4000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	188.89	188.89
10-0184-01	C.D. 0.45 03/10/11	10/06/10	03/10/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	670.56	670.56
10-0185-01	C.D. 0.45 03/10/11	10/06/10	03/10/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	212.50	212.50
10-0186-01	C.D. 365 0.35 03/10/11	10/06/10	03/10/11	Amort Value	0.3504	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	163.18	163.18
10-0187-01	C.D. 365 0.40 03/24/11	10/06/10	03/24/11	Amort Value	0.4000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	224.66	224.66
10-0188-01	C.D. 365 0.60 03/24/11	10/06/10	03/24/11	Amort Value	0.6000	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	336.99	336.99
10-0189-01	C.D. 365 0.55 03/24/11	10/06/10	03/24/11	Amort Value	0.5509	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	308.43	308.43
10-0190-01	C.D. 0.45 03/24/11	10/06/10	03/24/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	256.25	256.25
10-0191-01	C.D. 0.45 03/24/11	10/06/10	03/24/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	256.25	256.25
10-0192-01	C.D. 1.42 03/24/11	10/06/10	03/24/11	Amort Value	1.4200	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	808.61	808.61
10-0193-01	C.D. 0.45 03/24/11	10/06/10	03/24/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	256.25	256.25
10-0194-01	C.D. 0.45 03/24/11	10/06/10	03/24/11	Amort Value	0.4500	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	256.25	256.25
10-0195-01	C.D. 365 0.35 03/24/11	10/06/10	03/24/11	Amort Value	0.3504	1.000000	1.000000	250,000.00	250,000.00	0.00	250,000.00	0.000000	0.00	0.00	0.00	0.00	196.79	196.79
10-0209	C.D. 0.45 04/21/11	10/15/10	03/24/11	Open Amort Value	0.4500	1.000000	1.000000	250,487.50	250,487.50	0.00	250,000.00	0.000000	250,487.50	0.00	0.00	0.00	281.80	281.80
10-0210	C.D. 365 0.40 05/05/11	11/03/10	05/05/11	Open Amort Value	0.4000	1.000000	1.000000	250,000.00	250,000.00	0.00	0.00	0.000000	250,000.00	0.00	0.00	0.00	246.58	246.58
10-0211	C.D. 365 0.50 04/21/11	11/03/10	04/21/11	Open Amort Value	0.5000	1.000000	1.000000	250,000.00	250,000.00	0.00	0.00	0.000000	250,000.00	0.00	0.00	0.00	308.22	308.22
10-0212	C.D. 365 0.60 05/05/11	11/03/10	05/05/11	Open Amort Value	0.6009	1.000000	1.000000	250,000.00	250,000.00	0.00	0.00	0.000000	250,000.00	0.00	0.00	0.00	370.40	370.40
10-0213	C.D. 365 0.25 04/21/11	11/03/10	04/21/11	Open Amort Value	0.2500	1.000000	1.000000	275,000.00	275,000.00	0.00	0.00	0.000000	275,000.00	0.00	0.00	0.00	169.52	169.52
10-0214																		

# GASB 31 Compliance

## Ottawa County Treasurer

### Effective Interest - Actual Life

#### Receipts for Period

#### 01/01/11 - 03/31/11

Invest Number	Security Description	Purchase Date	Sale Valuation Date Method	Yield Earned	Price Sources	Beginning Unit Price	Par Value On 01/01/11	Reported Value 01/01/11	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 03/31/11	Price Source 03/31/11	Reported Value 03/31/11	Change in Fair Value	Interest	Net Investment Income
10-0216	C.D. 365 0.40 05/05/11	11/03/10	Open Amort Value	0.4000	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	250.00	250.00
10-0218	C.D. 365 0.50 05/05/11	11/04/10	Open Amort Value	0.5000	01/01/11	1.000000	250,003.42	250,003.42	0.00	0.00	1.000000	250,003.42	03/31/11	250,003.42	0.00	308.22	308.22
10-0219	C.D. 365 0.65 06/27/11	11/12/10	Open Amort Value	0.6500	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	401.25	401.25
10-0220	C.D. 365 0.40 06/30/11	11/23/10	Open Amort Value	0.4000	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	246.58	246.58
10-0221	C.D. 0.30 06/30/11	11/23/10	Open Amort Value	0.3000	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	187.50	187.50
10-0222	C.D. 365 0.35 06/30/11	11/23/10	Open Amort Value	0.3500	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	215.75	215.75
10-0223	C.D. 365 0.50 06/30/11	11/23/10	Open Amort Value	0.5005	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	308.51	308.51
10-0225	C.D. 365 0.65 06/30/11	12/02/10	Open Amort Value	0.6507	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	401.11	401.11
10-0226	C.D. 365 0.30 06/30/11	12/02/10	Open Amort Value	0.3000	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	184.93	184.93
10-0227	C.D. 0.55 06/30/11	12/02/10	Open Amort Value	0.5500	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	343.75	343.75
10-0228	C.D. 0.40 06/30/11	12/02/10	Open Amort Value	0.4000	01/01/11	1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00	03/31/11	250,000.00	0.00	250.00	250.00
11-0006	C.D. 365 0.50 06/30/11	01/07/11	Open Amort Value	0.5000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	287.67	287.67
11-0007	C.D. 365 0.55 06/30/11	01/07/11	Open Amort Value	0.5502	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	316.57	316.57
11-0008	C.D. 0.45 06/30/11	01/07/11	Open Amort Value	0.4500	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	262.50	262.50
11-0009	C.D. 365 0.45 06/30/11	01/07/11	Open Amort Value	0.4500	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	262.50	262.50
11-0010	C.D. 365 0.60 12/29/11	01/07/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	345.21	345.21
11-0011	C.D. 365 0.60 12/29/11	01/07/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	345.21	345.21
11-0012	C.D. 365 0.65 12/29/11	01/07/11	Open Amort Value	0.6505	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	489.35	489.35
11-0013	C.D. 365 0.60 12/29/11	01/07/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	345.21	345.21
11-0014	C.D. 365 0.40 07/14/11	01/13/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	345.21	345.21
11-0015	C.D. 365 0.60 07/14/11	01/13/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,258.90	0.00	0.000000	250,258.90	03/31/11	250,258.90	0.00	320.88	320.88
11-0016	C.D. 365 0.55 07/14/11	01/13/11	Open Amort Value	0.5502	01/01/11	0.000000	0.00	0.00	250,518.22	0.00	0.000000	250,518.22	03/31/11	250,518.22	0.00	294.55	294.55
11-0017	C.D. 0.30 07/14/11	01/13/11	Open Amort Value	0.3000	01/01/11	0.000000	0.00	0.00	250,393.75	0.00	0.000000	250,393.75	03/31/11	250,393.75	0.00	162.76	162.76
11-0018	C.D. 0.55 07/14/11	01/13/11	Open Amort Value	0.5500	01/01/11	0.000000	0.00	0.00	250,350.00	0.00	0.000000	250,350.00	03/31/11	250,350.00	0.00	298.33	298.33
11-0019	C.D. 0.69 07/14/11	01/13/11	Open Amort Value	0.6900	01/01/11	0.000000	0.00	0.00	251,198.75	0.00	0.000000	251,198.75	03/31/11	251,198.75	0.00	375.54	375.54
11-0020	C.D. 0.40 07/14/11	01/13/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,262.50	0.00	0.000000	250,262.50	03/31/11	250,262.50	0.00	216.89	216.89
11-0021	C.D. 365 0.35 07/14/11	01/13/11	Open Amort Value	0.3501	01/01/11	0.000000	0.00	0.00	250,302.20	0.00	0.000000	250,302.20	03/31/11	250,302.20	0.00	187.26	187.26
11-0022	C.D. 365 0.35 07/28/11	01/27/11	Open Amort Value	0.3500	01/01/11	0.000000	0.00	0.00	250,282.88	0.00	0.000000	250,282.88	03/31/11	250,282.88	0.00	153.60	153.60
11-0023	C.D. 365 0.55 07/28/11	01/27/11	Open Amort Value	0.5501	01/01/11	0.000000	0.00	0.00	250,444.82	0.00	0.000000	250,444.82	03/31/11	250,444.82	0.00	241.59	241.59
11-0024	C.D. 0.30 07/28/11	01/27/11	Open Amort Value	0.3000	01/01/11	0.000000	0.00	0.00	250,368.75	0.00	0.000000	250,368.75	03/31/11	250,368.75	0.00	133.53	133.53
11-0025	C.D. 365 0.20 07/28/11	01/27/11	Open Amort Value	0.2000	01/01/11	0.000000	0.00	0.00	250,153.56	0.00	0.000000	250,153.56	03/31/11	250,153.56	0.00	87.73	87.73
11-0026	C.D. 0.50 07/28/11	01/27/11	Open Amort Value	0.5000	01/01/11	0.000000	0.00	0.00	250,245.83	0.00	0.000000	250,245.83	03/31/11	250,245.83	0.00	222.44	222.44
11-0027	C.D. 0.30 07/28/11	01/27/11	Open Amort Value	0.3000	01/01/11	0.000000	0.00	0.00	250,245.83	0.00	0.000000	250,245.83	03/31/11	250,245.83	0.00	133.46	133.46
11-0028	C.D. 0.40 07/28/11	01/27/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,204.86	0.00	0.000000	250,204.86	03/31/11	250,204.86	0.00	177.92	177.92
11-0029	C.D. 365 0.35 07/28/11	01/27/11	Open Amort Value	0.3500	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	153.42	153.42
11-0033	C.D. 365 0.40 07/28/11	02/07/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	145.21	145.21
11-0034	C.D. 365 0.60 07/28/11	02/07/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	217.81	217.81
11-0035	C.D. 365 0.55 07/28/11	02/07/11	Open Amort Value	0.5501	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	199.69	199.69
11-0036	C.D. 365 0.25 07/28/11	02/07/11	Open Amort Value	0.2500	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	92.01	92.01
11-0037	C.D. 365 0.28 07/28/11	02/07/11	Open Amort Value	0.2800	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	101.64	101.64
11-0038	C.D. 365 0.30 07/28/11	02/07/11	Open Amort Value	0.3000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	108.90	108.90
11-0039	C.D. 365 0.40 07/28/11	02/07/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	147.22	147.22
11-0040	C.D. 365 0.30 07/28/11	02/07/11	Open Amort Value	0.3000	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	108.90	108.90
11-0043	C.D. 365 0.50 06/27/11	02/14/11	Open Amort Value	0.5001	01/01/11	0.000000	0.00	0.00	250,000.00	0.00	0.000000	250,000.00	03/31/11	250,000.00	0.00	157.55	157.55
11-0045	C.D. 365 0.50 12/15/11	03/10/11	Open Amort Value	0.5000	01/01/11	0.000000	0.00	0.00	250,371.58	0.00	0.000000	250,371.58	03/31/11	250,371.58	0.00	75.45	75.45
11-0046	C.D. 365 0.60 12/15/11	03/10/11	Open Amort Value	0.6000	01/01/11	0.000000	0.00	0.00	250,636.99	0.00	0.000000	250,636.99	03/31/11	250,636.99	0.00	90.64	90.64
11-0047	C.D. 365 0.65 12/15/11	03/10/11	Open Amort Value	0.6500	01/01/11	0.000000	0.00	0.00	250,584.45	0.00	0.000000	250,584.45	03/31/11	250,584.45	0.00	98.17	98.17
11-0048	C.D. 0.40 12/15/11	03/10/11	Open Amort Value	0.4000	01/01/11	0.000000	0.00	0.00	250,484.38	0.00	0.						

# GASB 31 Compliance

## Ottawa County Treasurer

### Effective Interest - Actual Life

#### Receipts for Period

#### 01/01/11 - 03/31/11

Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Sources	Beginning Unit Price	Par Value On 01/01/11	Reported Value 01/01/11	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 03/31/11	Price Source 03/31/11	Reported Value 03/31/11	Change in Fair Value	Interest	Net Investment Income
11-0049	C.D. 0.31 12/15/11	03/10/11		Open Amort Value	0.3100		0.000000	0.00	0.00	250,430.55	0.00	1.000000	250,430.55		250,430.55	0.00	47.44	47.44
11-0050	C.D. 0.74 12/15/11	03/10/11		Open Amort Value	0.7400		0.000000	0.00	0.00	251,528.47	0.00	1.000000	251,528.47		251,528.47	0.00	113.75	113.75
11-0051	C.D. 0.50 12/15/11	03/10/11		Open Amort Value	0.5000		0.000000	0.00	0.00	250,484.38	0.00	1.000000	250,484.38		250,484.38	0.00	76.54	76.54
11-0052	C.D. 3.65 0.35 12/15/11	03/10/11		Open Amort Value	0.3500		0.000000	0.00	0.00	250,371.80	0.00	1.000000	250,371.80		250,371.80	0.00	52.82	52.82
11-0053	C.D. 3.65 0.40 12/29/11	03/16/11		Open Amort Value	0.4000		0.000000	0.00	0.00	250,000.00	0.00	1.000000	250,000.00		250,000.00	0.00	44.44	44.44
11-0054	C.D. 0.40 12/29/11	03/16/11		Open Amort Value	0.4000		0.000000	0.00	0.00	250,000.00	0.00	1.000000	250,000.00		250,000.00	0.00	44.44	44.44
11-0055	C.D. 0.55 12/29/11	03/16/11		Open Amort Value	0.5500		0.000000	0.00	0.00	250,000.00	0.00	1.000000	250,000.00		250,000.00	0.00	61.11	61.11
11-0056	C.D. 0.55 12/29/11	03/16/11		Open Amort Value	0.5500		0.000000	0.00	0.00	250,000.00	0.00	1.000000	250,000.00		250,000.00	0.00	61.11	61.11
11-0057	C.D. 3.65 0.50 12/01/11	03/24/11		Open Amort Value	0.5000		0.000000	0.00	0.00	250,463.01	0.00	1.000000	250,463.01		250,463.01	0.00	27.45	27.45
11-0058	C.D. 3.65 0.60 12/01/11	03/24/11		Open Amort Value	0.6000		0.000000	0.00	0.00	250,694.52	0.00	1.000000	250,694.52		250,694.52	0.00	32.97	32.97
11-0059	C.D. 3.65 0.65 12/01/11	03/24/11		Open Amort Value	0.6499		0.000000	0.00	0.00	250,637.32	0.00	1.000000	250,637.32		250,637.32	0.00	35.70	35.70
11-0060	C.D. 0.35 12/01/11	03/24/11		Open Amort Value	0.3500		0.000000	0.00	0.00	250,528.13	0.00	1.000000	250,528.13		250,528.13	0.00	16.70	16.70
11-0061	C.D. 0.30 12/01/11	03/24/11		Open Amort Value	0.3000		0.000000	0.00	0.00	250,528.12	0.00	1.000000	250,528.12		250,528.12	0.00	16.70	16.70
11-0062	C.D. 0.69 12/01/11	03/24/11		Open Amort Value	0.6900		0.000000	0.00	0.00	251,666.53	0.00	1.000000	251,666.53		251,666.53	0.00	38.59	38.59
11-0063	C.D. 0.40 12/01/11	03/24/11		Open Amort Value	0.4000		0.000000	0.00	0.00	250,528.13	0.00	1.000000	250,528.13		250,528.13	0.00	22.27	22.27
11-0064	C.D. 3.65 0.35 12/01/11	03/24/11		Open Amort Value	0.3500		0.000000	0.00	0.00	250,405.41	0.00	1.000000	250,405.41		250,405.41	0.00	19.21	19.21
10-0065	C.D. 3.65 0.55 05/12/11	05/14/10		Open Amort Value	0.5500		1.000000	1,521,000.00	1,521,000.00	0.00	0.00	1.000000	1,521,000.00		1,521,000.00	0.00	2,091.38	2,091.38
10-0075	C.D. 0.55 06/02/11	06/11/10		Open Amort Value	0.5500		1.000000	1,000,000.00	1,000,000.00	0.00	0.00	1.000000	1,000,000.00		1,000,000.00	0.00	1,375.00	1,375.00
10-0141	C.D. 3.65 0.60 04/12/11	08/27/10		Open Amort Value	0.6000		1.000000	1,000,000.00	1,000,000.00	0.00	0.00	1.000000	1,000,000.00		1,000,000.00	0.00	1,479.45	1,479.45
10-0142	C.D. 3.65 0.47 04/12/11	08/27/10		Open Amort Value	0.4700		1.000000	1,000,000.00	1,000,000.00	0.00	0.00	1.000000	1,000,000.00		1,000,000.00	0.00	1,158.90	1,158.90
10-0144	C.D. 3.65 0.65 04/12/11	08/30/10		Open Amort Value	0.6518		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	803.57	803.57
10-0145	C.D. 0.50 04/12/11	08/30/10		Open Amort Value	0.5000		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	739.73	739.73
10-0146	C.D. 3.65 0.60 04/12/11	08/30/10		Open Amort Value	0.6000		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	687.50	687.50
10-0147	C.D. 0.55 04/12/11	08/30/10		Open Amort Value	0.5500		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	687.50	687.50
10-0148	C.D. 0.50 04/12/11	08/30/10		Open Amort Value	0.5000		1.000000	225,000.00	225,000.00	0.00	0.00	1.000000	225,000.00		225,000.00	0.00	281.25	281.25
10-0149	C.D. 1.47 04/12/11	08/30/10		Open Amort Value	1.4700		1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00		250,000.00	0.00	918.75	918.75
10-0150	C.D. 3.65 0.75 04/12/11	08/30/10		Open Amort Value	0.7500		1.000000	225,000.00	225,000.00	0.00	0.00	1.000000	225,000.00		225,000.00	0.00	416.10	416.10
10-0151	C.D. 0.50 04/12/11	08/30/10		Open Amort Value	0.5000		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	625.00	625.00
10-0152	C.D. 3.65 0.50 04/12/11	08/30/10		Open Amort Value	0.5011		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	617.74	617.74
10-0153	C.D. 3.65 0.55 04/12/11	08/30/10		Open Amort Value	0.5500		1.000000	500,000.00	500,000.00	0.00	0.00	1.000000	500,000.00		500,000.00	0.00	678.08	678.08
10-0156	C.D. 1.47 04/07/11	10/08/10		Open Amort Value	1.4700		1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00		250,000.00	0.00	918.75	918.75
10-0197	C.D. 0.50 04/07/11	10/08/10		Open Amort Value	0.5000		1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00		250,000.00	0.00	312.50	312.50
10-0198	C.D. 3.65 0.60 04/07/11	10/08/10		Open Amort Value	0.6000		1.000000	250,420.09	250,420.09	0.00	0.00	1.000000	250,420.09		250,420.09	0.00	370.48	370.48
10-0199	C.D. 3.65 0.55 04/07/11	10/08/10		Open Amort Value	0.5510		1.000000	250,484.59	250,484.59	0.00	0.00	1.000000	250,484.59		250,484.59	0.00	340.29	340.29
10-0200	C.D. 0.40 04/07/11	10/08/10		Open Amort Value	0.4000		1.000000	250,455.90	250,455.90	0.00	0.00	1.000000	250,455.90		250,455.90	0.00	250.46	250.46
10-0201	C.D. 3.65 0.40 04/07/11	10/08/10		Open Amort Value	0.4000		1.000000	250,345.89	250,345.89	0.00	0.00	1.000000	250,345.89		250,345.89	0.00	246.92	246.92
10-0202	C.D. 3.65 0.60 04/12/11	10/14/10		Open Amort Value	0.6000		1.000000	275,000.00	275,000.00	0.00	0.00	1.000000	275,000.00		275,000.00	0.00	406.85	406.85
10-0203	C.D. 3.65 0.55 04/12/11	10/14/10		Open Amort Value	0.5509		1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00		250,000.00	0.00	339.60	339.60
10-0204	C.D. 0.57 04/21/11	10/14/10		Open Amort Value	0.5700		1.000000	225,000.00	225,000.00	0.00	0.00	1.000000	225,000.00		225,000.00	0.00	320.63	320.63
10-0205	C.D. 3.65 0.50 04/12/11	10/14/10		Open Amort Value	0.5007		1.000000	250,000.00	250,000.00	0.00	0.00	1.000000	250,000.00		250,000.00	0.00	308.68	308.68
10-0206	C.D. 3.65 0.60 04/12/11	10/15/10		Open Amort Value	0.6000		1.000000	250,449.36	250,449.36	0.00	0.00	1.000000	250,449.36		250,449.36	0.00	370.53	370.53
10-0207	C.D. 3.65 0.55 04/12/11	10/15/10		Open Amort Value	0.5509		1.000000	250,518.21	250,518.21	0.00	0.00	1.000000	250,518.21		250,518.21	0.00	340.30	340.30
10-0208	C.D. 0.45 04/21/11	10/15/10		Open Amort Value	0.4500		1.000000	250,375.00	250,375.00	0.00	0.00	1.000000	250,375.00		250,375.00	0.00	281.67	281.67
<b>Certificate of Deposit Total</b>																		
AR-0079	GR Ctg Class 280000010300	07/28/10		Open Fair Value	0.0000	Manual	1.000000	-1,072,893.71	-1,072,893.71	0.00	-421,838.72	1.000000	-551,054.99	Manual	-651,054.99	0.00	0.00	0.00
<b>Checking Total</b>																		
<b>Checking Total</b>																		

<b>Certificate of Deposit Total</b>																		
															<b>30,040,442.53</b>	<b>0.00</b>	<b>37,284.52</b>	<b>37,284.52</b>
<b>Checking</b>																		
															<b>-651,054.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Checking Total</b>																		
															<b>-651,054.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# GASB 31 Compliance Ottawa County Treasurer Effective Interest - Actual Life Receipts for Period 01/01/11 - 03/31/11

Invest Number	Security Description	Purchase Date	Sale Valuation Date Method	Yield Earned	Price Sources	Beginning Unit Price	Par Value On 01/01/11	Reported Value 01/01/11	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 03/31/11	Price Source 03/31/11	Reported Value 03/31/11	Change in Fair Value	Interest	Net Investment Income
11-0031	Agency-FRB 2.10 02/02/15	02/03/11	Open Fair Value	0.0021	01/01/11	0.00	0.00	0.00	2,130,000.00	0.00	0.99620	2,130,000.00	FTI	2,122,800.60	-7,199.40	7,206.50	7.10
11-0030	Agency-FRB 1.70 12/15/14	01/28/11	Open Fair Value	-5.3150	01/01/11	0.00	0.00	0.00	1,986,500.00	0.00	0.98990	2,000,000.00	FTI	1,971,800.00	-24,520.00	5,950.00	-18,570.00
	<b>FCB Total</b>			<b>-2.6904</b>		<b>0.00000</b>	<b>0.00</b>	<b>0.00</b>	<b>4,116,500.00</b>	<b>0.00</b>	<b>0.99472</b>	<b>4,130,000.00</b>		<b>4,094,780.60</b>	<b>-30,719.40</b>	<b>13,156.50</b>	<b>-18,562.90</b>
	<b>FHB</b>																
09-0014-01	Agency - FHB 2.625 02/11/13	02/13/09	02/11/11 Fair Value	0.7620	01/01/11	0.00	2,004,140.00	0.00	0.00	2,000,000.00	1.00000	0.00	0.00	0.00	-4,140.00	5,833.33	1,693.33
08-0016-01	Agency-FHB 2.875 03/11/11	02/19/08	03/11/11 Fair Value	0.3449	01/01/11	1.004920	1,200,000.00	0.00	0.00	1,200,000.00	0.00000	0.00	0.00	0.00	-5,904.00	6,708.34	804.34
10-0140	Agency-FHB 1.00 08/26/15	08/26/10	Open Fair Value	3.1040	01/01/11	0.983700	2,000,000.00	0.00	0.00	0.00	0.98960	2,000,000.00	FTI	1,997,820.00	10,520.00	5,000.00	15,520.00
11-0042	Agency-FHB 2.00 02/23/18	02/23/11	Open Fair Value	4.6242	01/01/11	0.000000	0.00	0.00	2,000,000.00	0.00	1.002770	2,000,000.00	FTI	2,005,540.00	5,540.00	4,222.22	9,762.22
11-0065	Agency-FHB 1.15 03/30/16	03/30/11	Open Fair Value	-54.230	01/01/11	0.000000	0.00	0.00	1,200,000.00	0.00	0.998460	1,200,000.00	FTI	1,199,152.00	-1,848.00	-38.33	-1,886.67
	<b>FHB Total</b>			<b>2.1299</b>		<b>0.99508</b>	<b>5,200,000.00</b>	<b>0.00</b>	<b>3,200,000.00</b>	<b>3,200,000.00</b>	<b>1.000310</b>	<b>5,200,000.00</b>		<b>5,201,612.00</b>	<b>4,168.00</b>	<b>21,802.22</b>	<b>15,970.22</b>
	<b>FHMC</b>																
04-0036	Agency-FHMC 4.00 04/08/11	04/08/04	Open Fair Value	0.4160	01/01/11	1.009700	1,500,000.00	0.00	0.00	0.00	1.000740	1,500,000.00	FTI	1,501,110.00	-13,440.00	15,000.00	1,560.00
04-0037	Agency-FHMC 4.00 04/08/11	04/08/04	Open Fair Value	0.4160	01/01/11	1.009700	1,500,000.00	0.00	0.00	0.00	1.000740	1,500,000.00	FTI	1,501,110.00	-13,440.00	15,000.00	1,560.00
	<b>FHMC Total</b>			<b>0.4160</b>		<b>1.009700</b>	<b>3,000,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.000740</b>	<b>3,000,000.00</b>		<b>3,002,220.00</b>	<b>-26,880.00</b>	<b>30,000.00</b>	<b>3,120.00</b>
	<b>FHA</b>																
10-0087-01	Agency-FHA 1.85 01/14/14	07/14/10	01/14/11 Fair Value	0.9085	01/01/11	1.000340	2,000,000.00	0.00	0.00	2,000,000.00	0.00000	0.00	0.00	0.00	-680.00	1,336.11	656.11
10-0086	Agency-FHA 2.00 07/14/15	07/14/10	Open Fair Value	2.0840	01/01/11	1.000530	2,000,000.00	0.00	0.00	0.00	1.000740	2,000,000.00	FTI	2,001,460.00	420.00	10,000.00	10,420.00
10-0088	Agency-FHA 2.50 01/28/16	07/28/10	Open Fair Value	0.7560	01/01/11	1.001390	2,000,000.00	0.00	0.00	0.00	0.997030	2,000,000.00	FTI	1,994,860.00	-8,720.00	12,500.00	3,780.00
08-0099	Agency - FHA 4.00 04/15/13	12/05/08	Open Fair Value	0.5909	01/01/11	1.007250	2,135,000.00	0.00	0.00	0.00	1.062770	2,135,000.00	FTI	2,269,013.95	-19,084.00	21,350.00	3,245.20
	<b>FHA Total</b>			<b>1.1164</b>		<b>1.019255</b>	<b>8,135,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000,000.00</b>	<b>1.021117</b>	<b>6,135,000.00</b>		<b>6,264,553.95</b>	<b>-27,084.60</b>	<b>45,186.11</b>	<b>18,101.31</b>
	<b>FHA Market</b>																
AR-0002	FFB4-GF (BET) Chase 4.9800 1335	01/31/08	Open Fair Value	0.0541	Manual	1.000000	201,739.64	201,739.64	0.00	72,321.99	1.000000	128,817.65	Manual	128,817.65	0.00	44.44	44.44
AR-0003	FFB4-GF (BET) M&T-01-004-0001	12/31/08	Open Fair Value	0.1160	Manual	1.000000	500,998.68	500,998.68	0.00	-143.34	1.000000	501,142.02	Manual	501,142.02	0.00	143.34	143.34
AR-0004	FFB4-GF (BET) M&T-01-004-0002	08/04/00	Open Fair Value	0.1158	Manual	1.000000	249,804.83	249,804.83	0.00	39,828.50	1.000000	210,376.33	Manual	210,376.33	0.00	67.28	67.28
AR-0027	FFB4-GF Chase 2.800000100005	03/28/05	Open Fair Value	0.0545	Manual	1.000000	6,745,844.76	6,745,844.76	0.00	2,328,133.72	1.000000	4,417,111.04	Manual	4,417,111.04	0.00	809.52	809.52
AR-0040	FF B5-GF ALM/BS 10729	10/06/08	Open Fair Value	0.0199	Manual	1.000000	1,026,451.33	1,026,451.33	0.00	-50.40	1.000000	1,026,501.73	Manual	1,026,501.73	0.00	50.40	50.40
AR-0065	FFB4-GF BOK 801.402027	12/04/09	Open Fair Value	0.5322	Manual	1.000000	260,400.15	260,400.15	0.00	-380.44	1.000000	260,780.59	Manual	260,780.59	0.00	380.44	380.44
AR-0068	FFB4-GF CCI 10.0037697	01/08/10	Open Fair Value	0.2000	Manual	1.000000	1,995,257.19	1,995,257.19	0.00	-984.12	1.000000	1,996,241.31	Manual	1,996,241.31	0.00	984.12	984.12
AR-0069	FFB4-GF BOK 166179-566	01/08/10	Open Fair Value	0.3485	Manual	1.000000	253,313.23	253,313.23	0.00	-217.71	1.000000	253,530.94	Manual	253,530.94	0.00	217.71	217.71
AR-0114	FFB4-GF Chemical 24.90150824	09/17/10	Open Fair Value	0.2500	Manual	1.000000	4,004,330.39	4,004,330.39	0.00	-2,468.93	1.000000	4,006,799.32	Manual	4,006,799.32	0.00	2,468.93	2,468.93
AR-0116	FFB4-GF ChaseOne 51.006163	03/16/11	Open Fair Value	0.5000	Manual	1.000000	0.00	0.00	1,000,000.00	0.00	1.000000	1,000,000.00	Manual	1,000,000.00	0.00	219.18	219.18
	<b>FHA Market Total</b>			<b>0.1475</b>		<b>1.000000</b>	<b>15,238,140.20</b>	<b>15,238,140.20</b>	<b>1,000,000.00</b>	<b>-2,436,820.09</b>	<b>1.000000</b>	<b>13,801,520.11</b>		<b>13,801,520.11</b>	<b>0.00</b>	<b>5,385.36</b>	<b>5,385.36</b>
	<b>FHA Fund - Money Market</b>																
AR-0041	GF Ambassador 11258018	06/14/04	Open Fair Value	0.0625	Manual	1.000000	2,360,835.29	2,360,835.29	0.00	-363.94	1.000000	2,361,199.23	Manual	2,361,199.23	0.00	363.94	363.94
	<b>FHA Fund - Money Market Total</b>			<b>0.0625</b>		<b>1.000000</b>	<b>2,360,835.29</b>	<b>2,360,835.29</b>	<b>0.00</b>	<b>-363.94</b>	<b>1.000000</b>	<b>2,361,199.23</b>		<b>2,361,199.23</b>	<b>0.00</b>	<b>363.94</b>	<b>363.94</b>
	<b>Savings</b>																
AR-0045	GF Svgs 2 Bb 1153001324	11/19/04	Open Fair Value	0.4097	Manual	1.000000	7,460,813.33	7,460,813.33	0.00	-2,007,742.31	1.000000	9,468,555.64	Manual	9,468,555.64	0.00	7,742.31	7,742.31
AR-0064	GF Svgs Private Bnk BOK 224228	12/02/09	Open Fair Value	0.0000	Manual	0.000000	0.00	0.00	0.00	0.00	0.000000	0.00	Manual	0.00	0.00	0.00	0.00
AR-0067	GF Svgs CCI 9110037689	01/08/10	Open Fair Value	0.0861	Manual	1.000000	25.00	25.00	0.00	0.00	1.000000	25.00	Manual	25.00	0.00	0.01	0.01
	<b>Savings Total</b>			<b>0.4977</b>		<b>1.000000</b>	<b>7,460,838.33</b>	<b>7,460,838.33</b>	<b>0.00</b>	<b>-2,007,742.31</b>	<b>1.000000</b>	<b>9,468,580.64</b>		<b>9,468,580.64</b>	<b>0.00</b>	<b>7,742.32</b>	<b>7,742.32</b>
	<b>Treasury Note</b>																
07-0050-01	Treasury Note 4.25 01/15/11	09/17/07	01/15/11 Fair Value	0.9557	FTI	1.001250	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0.000000	0.00	0.00	0.00	-2,500.00	3,233.70	733.70
07-0081	Treasury Note 3.875 02/15/13	11/27/07	Open Fair Value	0.1669	FTI	1.006520	1,000,000.00	1,066,520.00	0.00	0.00	1.009380	1,000,000.00	FTI	1,059,380.00	-9,140.00	9,555.44	415.44
10-0162	Treasury Note 1.875 04/30/14	09/21/10	Open Fair Value	-0.3136	FTI	1.027310	2,000,000.00	2,045,460.00	0.00	0.00	1.017270	2,000,000.00	FTI	2,054,500.00	-10,920.00	9,323.20	-1,596.80
07-0039	Treasury Note 4.00 11/15/12	08/27/07	Open Fair Value	-0.0662	FTI	1.064610	2,000,000.00	2,129,220.00	0.00	0.00	1.054650	2,000,000.00	FTI	2,109,500.00	-19,920.00	19,889.50	-30.50
08-0068	Treasury Note 2.50 03/31/13	09/22/08	Open Fair Value	-0.1551	FTI	1.040940	3,000,000.00	3,122,820.00	0.00	0.00	1.034380	3,000,000.00	FTI	3,103,140.00	-19,680.00	18,542.83	-1,137.17
09-0003	Treasury Note 1.125 01/15/12	01/29/09	Open Fair Value	0.6087	FTI	1.008010	2,000,000.00	2,016,820.00	0.00	0.00	1.006720	2,000,000.00	FTI	2,013,440.00	-2,580.00	5,379.74	2,999.74

**GASB 31 Compliance**  
**Ottawa County Treasurer**  
**Effective Interest - Actual Life**  
**Receipts for Period**  
**01/01/11 - 03/31/11**

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Source	Beginning Unit Price	Par Value On 01/01/11	Reported Value 01/01/11	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 03/31/11	Price Source 03/31/11	Reported Value 03/31/11	Change in Fair Value	Interest	Net Investment Income
91282809	11-0041	Treasury Note 1.875 04/30/14	02/11/11	Open	Fair Value	4.2075	01/01/11	0.000000	0.00	0.00	2,028,160.00	0.00	1.012770	2,000,000.00	FTI	2,034,940.00	6,380.00	5,075.97	11,455.97
91282805	09-0049	Treasury Note 1.375 04/15/12	07/16/09	Open	Fair Value	0.5395	01/01/11	1.022770	2,025,540.00	2,025,540.00	0.00	0.00	1.010700	2,000,000.00	FTI	2,021,400.00	-4,140.00	6,799.45	2,659.45
		<b>Treasury Note Total</b>				<b>0.4672</b>		<b>1.029291</b>	<b>14,410,000.00</b>	<b>14,410,000.00</b>	<b>2,028,160.00</b>	<b>2,000,000.00</b>	<b>1.026839</b>	<b>14,000,000.00</b>		<b>14,375,740.00</b>	<b>-62,500.00</b>	<b>77,999.83</b>	<b>15,499.83</b>
		<b>Investment Total</b>				<b>0.4622</b>		<b>1.007316</b>	<b>81,096,460.07</b>	<b>81,689,722.82</b>	<b>23,620,562.57</b>	<b>17,266,875.12</b>	<b>1.005417</b>	<b>87,485,687.52</b>		<b>87,959,394.07</b>	<b>-344,036.20</b>	<b>298,920.80</b>	<b>94,904.80</b>

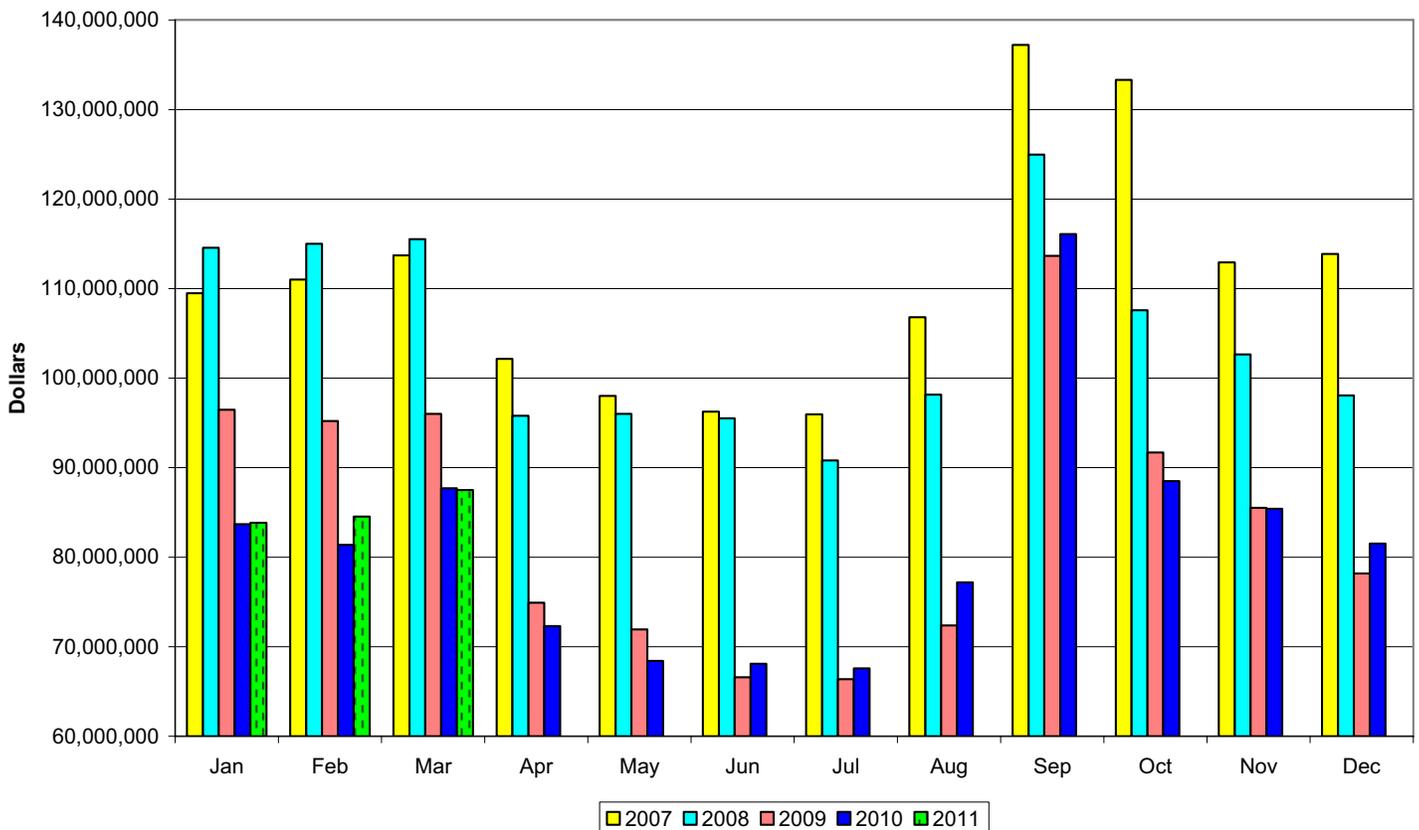
# Ottawa County General Pooled Funds

## Current Portfolio Size

March 31, 2011

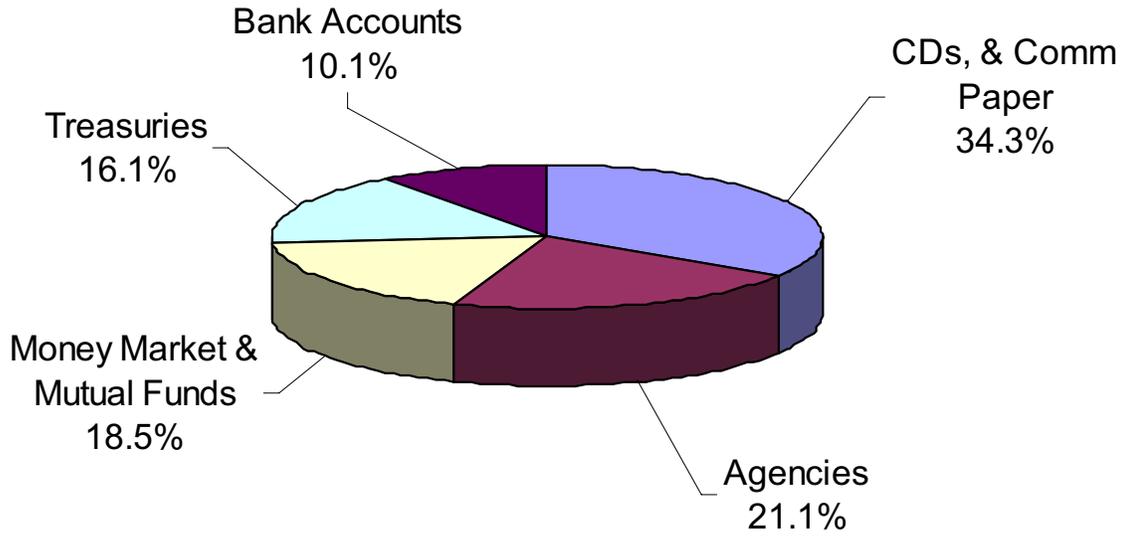
<i>CDs, &amp; Comm Paper</i>	\$30,040,442.53
<i>Agencies</i>	\$18,512,510.64
<i>Money Market &amp; Mutual Funds</i>	\$16,162,719.34
<i>Treasuries</i>	\$14,062,869.38
<i>Bank Accounts</i>	\$8,817,525.65
<i><b>Total</b></i>	<b>\$87,596,067.54</b>

### Historical Comparison By Month

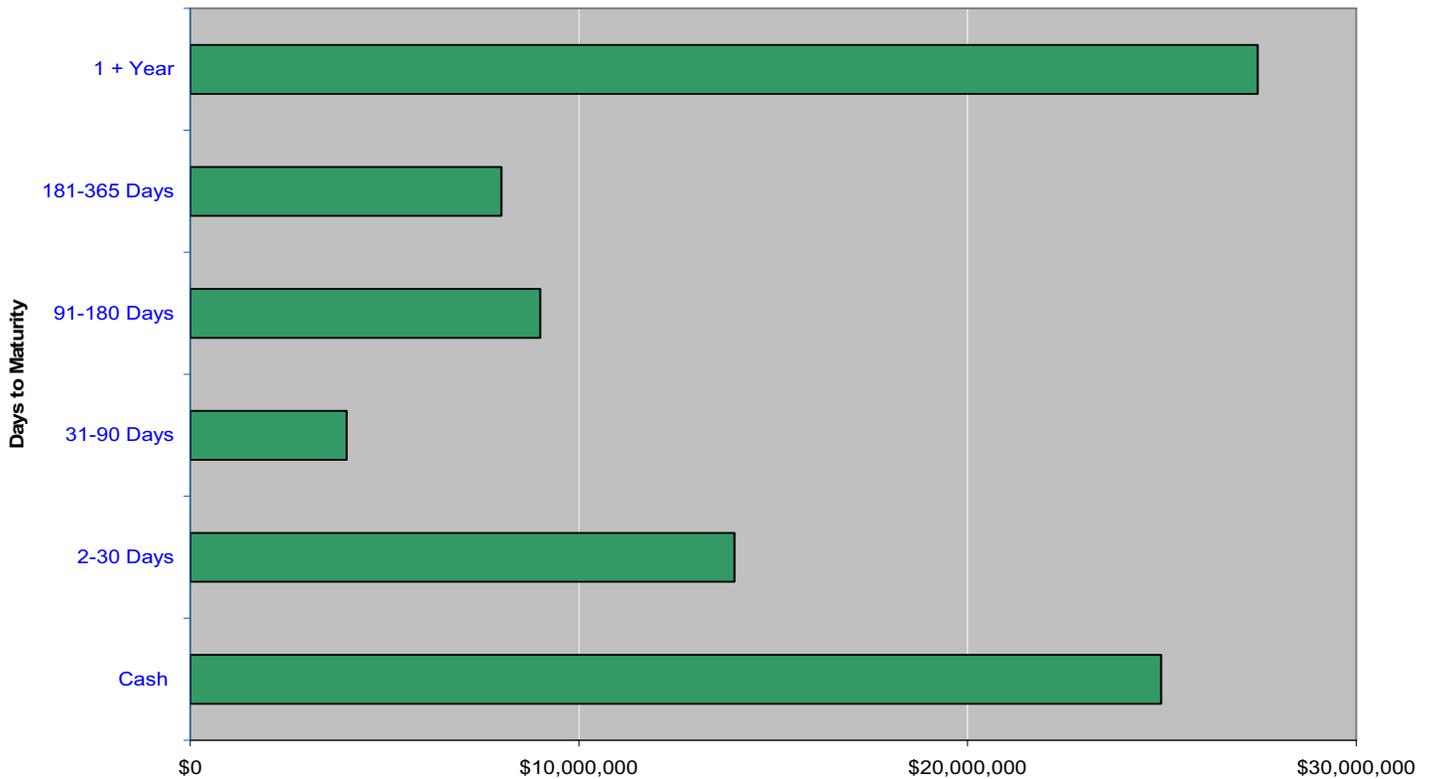


# Ottawa County General Pooled Funds

## Diversification by Investment March 31, 2011

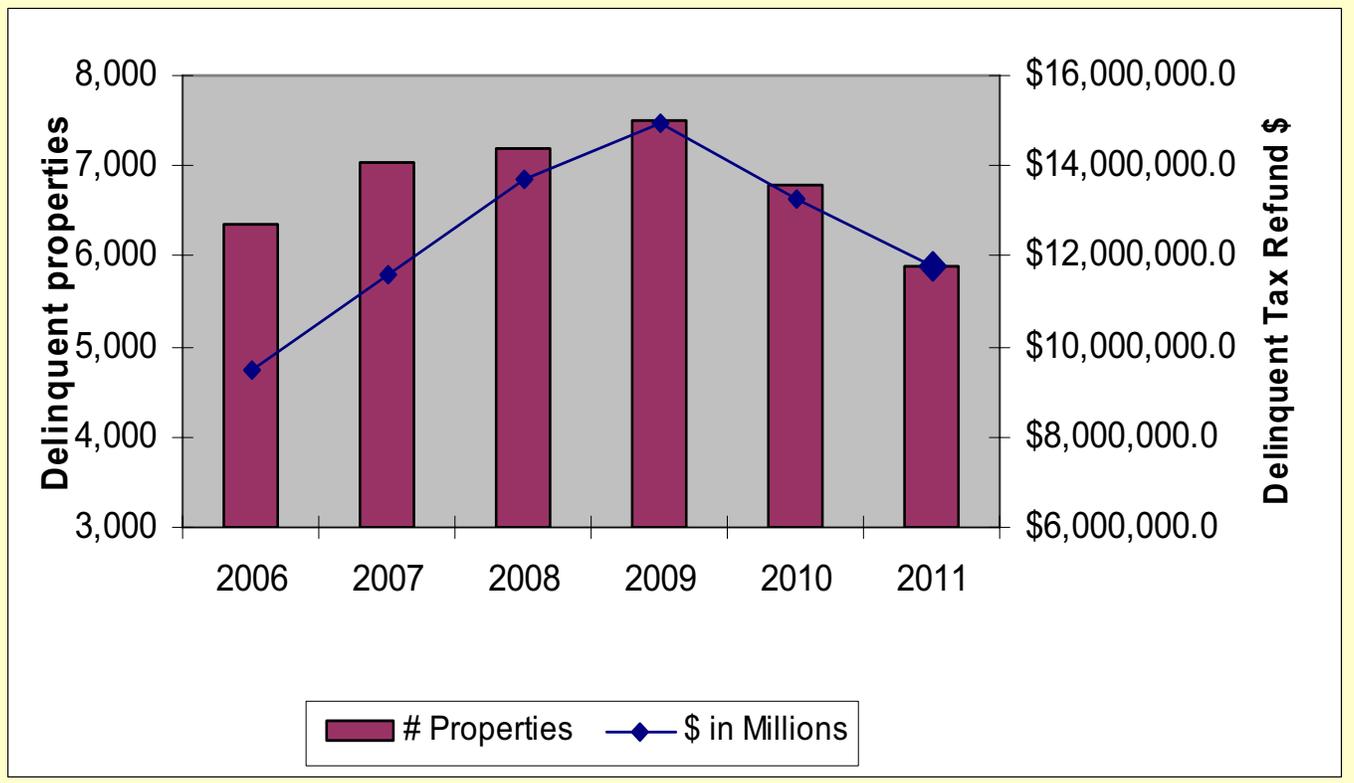


## Diversification By Maturity Date - March 31, 2011

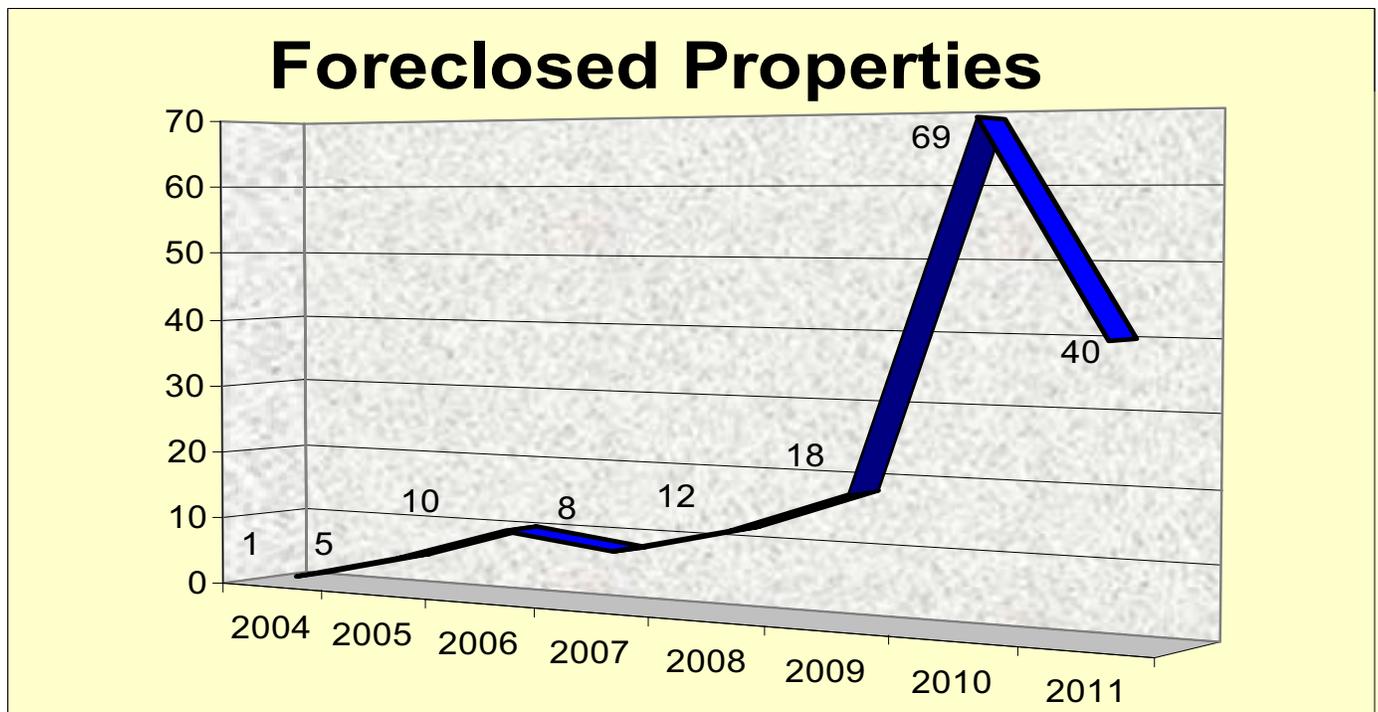


## Quarter End March 31, 2011 Treasurer's Report

March 1, 2011 Delinquent – Parcels and Dollars

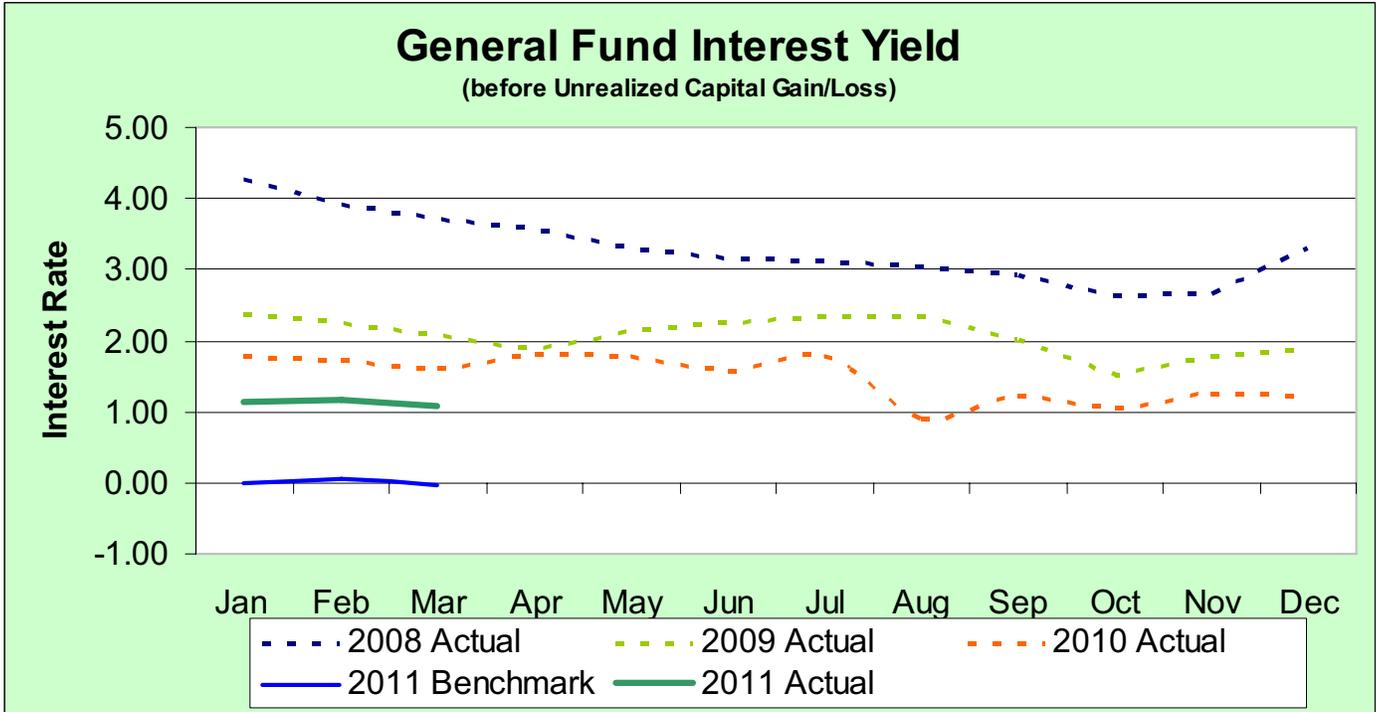


March 31, 2011 Foreclosures



# Quarter End March 31, 2011 Treasurer's Report

Yield Graph including Benchmark



# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Quarterly Financial Status Report

## SUGGESTED MOTION:

To receive for information the Interim Financial Statement for General Fund, Mental Health and Public Health as of March 31, 2011.

## SUMMARY OF REQUEST:

The reports are distributed in department level detail for the quarterly revenue and expenditure budgets and actual activity. The activity is summarized at the end of each report to reflect the total revenues, total expenditures, and fund balance.

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

## Objective:

- 1: Advocate on legislative issues to maintain and improve the financial position of the County.
- 2: Implement processes and strategies to deal with operational budget deficits.
- 3: Reduce the negative impact of rising employee benefit costs on the budget.
- 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 16:16:55 -0400

Committee/Governing/Advisory Board Approval Date:

**GENERAL FUND (1010) - INTERIM STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL**

For the Quarter Ended March 31, 2011

(with comparative actual amounts for the quarter ended March 31, 2010 and year ended December 31, 2010)

	2011					2010 Total at 3/31/2010	2010 Actual
	Original Budget	Amended Budget	Actual	Actual as a % of Budget	Variance		
<b>Revenues:</b>							
Taxes	\$37,870,625	\$37,870,625	\$4,343,869	11.5%	(\$33,526,756)	\$4,518,370	\$39,169,886
Intergovernmental	8,359,486	8,368,878	1,726,490	20.6%	(6,642,388)	147,085	4,740,048
Charges for services	10,336,666	10,342,816	2,124,377	20.5%	(8,218,439)	2,227,468	6,413,243
Fines and forfeits	1,053,500	1,053,500	261,747	24.8%	(791,753)	265,009	1,051,277
Interest on investments	469,160	469,160	(18,826)	-4.0%	(487,986)	37,629	367,273
Licenses and permits	410,000	410,000	106,009	25.9%	(303,991)	122,886	222,794
Rental income	3,053,368	3,053,368	666,257	21.8%	(2,387,111)	592,275	2,916,852
Other	560,429	561,689	29,108	5.2%	(532,581)	89,266	569,966
<b>Total revenues</b>	<b>62,113,234</b>	<b>62,130,036</b>	<b>9,239,031</b>	<b>14.9%</b>	<b>(52,891,005)</b>	<b>7,999,989</b>	<b>55,451,339</b>
<b>Expenditures:</b>							
Current operations:							
Legislative	471,519	471,519	136,474	28.9%	335,045	155,750	486,009
Judicial	10,319,818	10,333,306	2,186,615	21.2%	8,146,691	2,239,864	9,732,554
General government	15,218,097	15,213,097	3,051,459	20.1%	12,161,638	3,516,767	12,264,139
Public safety	24,238,528	24,248,355	4,161,120	17.2%	20,087,235	4,423,499	23,752,730
Public works	461,000	461,000	313	0.1%	460,688	42,795	344,229
Health and welfare	775,957	816,802	90,883	11.1%	725,919	284,240	1,533,676
Community and economic development	689,098	689,098	123,962	18.0%	565,136	136,571	575,050
Other governmental functions	846,298	844,612	67,930	8.0%	776,682	35,085	225,829
<b>Total expenditures</b>	<b>53,020,315</b>	<b>53,077,789</b>	<b>9,818,754</b>	<b>18.5%</b>	<b>43,259,035</b>	<b>10,834,571</b>	<b>48,914,216</b>
<b>Revenues over expenditures</b>	<b>9,092,919</b>	<b>9,052,247</b>	<b>(579,723)</b>		<b>(9,631,970)</b>	<b>(2,834,582)</b>	<b>6,537,123</b>
<b>Other Financing Sources (Uses):</b>							
Transfers from other funds	442,351	442,351	0	0.0%	(442,351)	0	4,904,581
Transfers to other funds	(10,479,864)	(10,479,864)	(3,332,819)	31.8%	7,147,045	(3,382,339)	(10,175,164)
<b>Total other financing sources (uses)</b>	<b>(10,037,513)</b>	<b>(10,037,513)</b>	<b>(3,332,819)</b>	<b>33.2%</b>	<b>6,704,694</b>	<b>(3,382,339)</b>	<b>(5,270,583)</b>
<b>Net change in fund balance</b>	<b>(944,594)</b>	<b>(985,266)</b>	<b>(3,912,543)</b>		<b>(2,927,277)</b>	<b>(6,216,921)</b>	<b>1,266,540</b>
<b>Fund balance, beginning of year</b>	<b>17,979,497</b>	<b>17,979,497</b>	<b>17,979,497</b>		<b>0</b>	<b>16,712,957</b>	<b>16,712,957</b>
<b>Fund balance, end of year</b>	<b>\$17,034,903</b>	<b>\$16,994,231</b>	<b>\$14,066,954</b>		<b>(\$2,927,277)</b>	<b>\$10,496,036</b>	<b>\$17,979,497</b>

*This schedule does not include accruals and other adjustments compliant with Generally Accepted Accounting Principals. Consequently, the fund balance may be overstated or understated.*

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<b>Reconciliation:</b>							
Total Revenues (above)	62,113,234	62,130,036	9,239,031			7,999,989	Bal to CAFR
Transfers from Other Funds (above)	442,351	442,351	0			0	OCCDA &
Account 2010.6999.3900 (designated fund balance)		deleted from data					
Account 2120.6999.3900 (designated fund balance)		deleted from data				0	Indir Serv Rev
Total Revenues	62,555,585	62,572,387	9,239,031			7,999,989	incl in BP Rept
	ok	ok	ok			ok	(Statement of Rev,
Total expenditures (above)	53,020,315	53,077,789	9,818,754			10,834,571	Exp, Chang in FB)
Transfers to other funds (above)	(10,479,864)	(10,479,864)	(3,332,819)			(3,382,339)	Govt Funds
Total Expenditures	63,500,179	63,557,653	13,151,573			14,216,910	when CAFR done
	ok	ok	ok			ok	
Fund Balance (Use)	(944,594)	(985,266)	(3,912,543)			(6,216,921)	1,266,540

COUNTY OF OTTAWA  
 GENERAL FUND REVENUES - 1010  
 THREE MONTHS ENDED MARCH 31, 2011

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DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJMTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
1310	CIRCUIT COURT	\$244,731	\$249,350	\$0	\$249,350	\$70,807	28.40%	\$178,543
1360	DISTRICT COURT	\$3,260,024	\$3,558,600	\$0	\$3,558,600	\$828,150	23.27%	\$2,730,450
1361	DISTRICT COURT SCOA DRUG CT GRT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1370	DRUG COURT	\$8,309	\$0	\$1,000	\$1,000	\$2,057	205.65%	(\$1,057)
1371	SCAO ADULT DRUG COURT GRANT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1373	STATE JUSTICE INSTITUTE	\$4,500	\$0	\$0	\$0	\$0	N/A	\$0
1380	CC-STRATEGIC PLAN INITIATIVE	\$32,340	\$0	\$0	\$0	\$0	N/A	\$0
1480	PROBATE COURT	\$63,987	\$62,100	\$260	\$62,360	\$13,560	21.75%	\$48,800
1490	FAMILY COURT-JUVENILE SERVICES	\$173,873	\$158,496	\$0	\$158,496	\$15,858	10.01%	\$142,638
1492	JUVENILE ACCOUNT. INCENT.	\$9,472	\$0	\$9,392	\$9,392	\$1,189	12.66%	\$8,203
1660	FAMILY COUNSELING SERVICE	\$24,263	\$23,000	\$0	\$23,000	\$2,640	11.48%	\$20,360
1910	ELECTIONS	\$25,245	\$23,150	\$0	\$23,150	\$0	0.00%	\$23,150
1920	CANVASSING BOARD	\$1,266	\$100	\$0	\$100	\$0	0.00%	\$100
2010	FISCAL SERVICES	\$3,725,708	\$4,346,594	\$1,150	\$4,347,744	\$784,942	18.05%	\$3,562,802
2150	COUNTY CLERK	\$548,087	\$644,245	\$0	\$644,245	\$143,895	22.34%	\$500,350
2250	EQUALIZATION	\$314	\$600	\$0	\$600	\$24	4.00%	\$576
2290	PROSECUTING ATTORNEY	\$170,843	\$198,640	\$0	\$198,640	\$4,221	2.13%	\$194,419
2330	ADMINISTRATIVE SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2360	REGISTER OF DEEDS	\$1,787,783	\$1,521,500	\$0	\$1,521,500	\$336,081	22.09%	\$1,185,419
2430	PROPERTY DES/MAPPING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2450	SURVEY & REMONUMENTATION	\$86,346	\$68,000	\$0	\$68,000	(\$94,191)	-138.52%	\$162,191
2530	COUNTY TREASURER	\$36,943,900	\$40,155,300	\$0	\$40,155,300	\$1,961,183	4.88%	\$38,194,117
2570	COOPERATIVE EXTENSION	\$21,813	\$22,868	\$0	\$22,868	\$141	0.62%	\$22,727
2590	GEOGRAPHIC INFORM. SYSTEM	\$96,688	\$104,450	\$0	\$104,450	\$68,200	65.29%	\$36,250
2651	B/G HUD. HUMAN SERVICE	\$60,934	\$66,359	\$0	\$66,359	\$14,885	22.43%	\$51,474
2652	B/G HOLLAND HUMAN SERVICE	\$193,104	\$210,673	\$0	\$210,673	\$51,973	24.67%	\$158,700
2653	B/G FULTON STREET	\$63,757	\$74,908	\$0	\$74,908	\$15,327	20.46%	\$59,581
2654	B/G GRAND HAVEN	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2655	B/G HOLLAND HEALTH FACILITY	\$167,562	\$191,652	\$0	\$191,652	\$44,244	23.09%	\$147,408
2658	B/G GH HEALTH FACILITY	\$142,563	\$146,334	\$0	\$146,334	\$36,349	24.84%	\$109,985
2659	B/G COMM. MH FACILITY	\$220,584	\$242,095	\$0	\$242,095	\$58,538	24.18%	\$183,557
2660	B/G COOPERSVILLE HUMAN SERVICE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2665	B/G JUVENILE SERV COMPLEX	\$1,465,736	\$1,515,800	\$0	\$1,515,800	\$309,751	20.43%	\$1,206,049
2667	B/G ADMIN. ANNEX	\$339,662	\$342,830	\$0	\$342,830	\$83,081	24.23%	\$259,749
2668	B/G FIA	\$265,493	\$264,867	\$0	\$264,867	\$52,830	19.95%	\$212,037
2750	DRAIN COMMISSION	\$36,294	\$31,600	\$0	\$31,600	\$4,375	13.84%	\$27,225
3020	SHERIFF	\$241,832	\$239,000	\$5,000	\$244,000	\$50,221	20.58%	\$193,779
3100	WEMET OPERATIONS	\$1,295	\$14,935	\$0	\$14,935	\$0	0.00%	\$14,935
3110	C.O.P.S. GEARGE TWN/JAMESTOWN	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3112	C.O.P.S. GEORGETOWN TWP	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3113	C.O.P.S. HOLLAND/ W OTTAWA	\$62,597	\$67,439	\$0	\$67,439	\$5,998	8.89%	\$61,441
3119	CITY OF COOPERSVILLE	\$508,450	\$519,106	\$0	\$519,106	\$76,233	14.69%	\$442,873
3120	CITY OF HUDSONVILLE	\$632,384	\$623,379	\$0	\$623,379	\$51,198	8.21%	\$572,181
3130	ZONING ENFORCMT COMM POLICING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3160	S.C.A.T.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3170	BLENDON/HOLL/ROBINSON/ZEELAND	\$43,266	\$44,804	\$0	\$44,804	\$11,200	25.00%	\$33,604
3200	SHERIFF TRAINING	\$20,466	\$30,000	\$0	\$30,000	\$0	0.00%	\$30,000
3250	CENTRAL DISPATCH	\$4,409,879	\$4,234,630	\$0	\$4,234,630	\$4,223,247	99.73%	\$11,383
3310	MARINE SAFETY	\$146,526	\$151,565	\$0	\$151,565	\$0	0.00%	\$151,565
3510	JAIL	\$673,895	\$841,939	\$0	\$841,939	\$112,406	13.35%	\$729,533
3540	LOCAL CORR ACADEMY GRANT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3550	EXCELLING - CORR ENVIRONMENT GR	\$0	\$0	\$0	\$0	\$0	N/A	\$0
4260	EMERGENCY SERVICES	\$41,839	\$40,141	\$0	\$40,141	(\$11,970)	-29.82%	\$52,111
4261	SHSGP - EXERCISE GRANT	\$256,459	\$0	\$0	\$0	\$0	N/A	\$0
4262	SOLUTION AREA PLANNER GRANT	\$20,875	\$0	\$0	\$0	\$0	N/A	\$0
4263	HAZ-MAT RESPONSE TEAM	\$29,575	\$34,175	\$0	\$34,175	(\$167)	-0.49%	\$34,342
4264	TRAINING GRANT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
4265	HOMELAND SECURITY EQUIPMT GRANT	\$80,264	\$60,000	\$0	\$60,000	(\$78,196)	-130.33%	\$138,196
6039	JAIL HEALTH SERVICES	\$9,777	\$0	\$0	\$0	(\$18,912)	N/A	\$18,912
6300	SUBSTANCE ABUSE	\$972,813	\$956,755	\$0	\$956,755	\$0	0.00%	\$956,755
6480	MEDICAL EXAMINERS	\$23,217	\$31,225	\$0	\$31,225	\$7,662	24.54%	\$23,563
7210	PLANNING & TRANSPORTATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
7211	PLANNER - GRANTS	\$17,552	\$30	\$0	\$30	\$0	0.00%	\$30
7212	PROJECT IMPACT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
9300	TRANSFERS IN CONTROL	\$4,904,581	\$442,351	\$0	\$442,351	\$0	0.00%	\$442,351
TOTAL REVENUES		\$63,282,720	\$62,555,585	\$16,802	\$62,572,387	\$9,239,031	14.77%	\$53,333,356

DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJMTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
1010	COMMISSIONERS	\$484,717	\$463,493	\$0	\$463,493	\$136,062	29.36%	\$327,431
1290	REAPPORTIONMENT/TAX ALLOC.	\$1,292	\$8,026	\$0	\$8,026	\$412	5.13%	\$7,614
	<b>TOTAL LEGISLATIVE</b>	<b>\$486,009</b>	<b>\$471,519</b>	<b>\$0</b>	<b>\$471,519</b>	<b>\$136,474</b>	<b>28.94%</b>	<b>\$335,045</b>
1310	CIRCUIT COURT	\$2,049,847	\$2,448,013	\$0	\$2,448,013	\$538,624	22.00%	\$1,909,389
1360	DISTRICT COURT	\$5,983,705	\$6,118,516	\$0	\$6,118,516	\$1,267,101	20.71%	\$4,851,415
1361	DISTRICT COURT SCOA DRUG CT GRT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
1370	DRUG TREATMT CRT PLAN GRANT	\$28,309	\$0	\$1,000	\$1,000	\$4,288	428.80%	(\$3,288)
1373	STATE JUSTICE INSTITUE	\$4,500	\$0	\$0	\$0	\$450	N/A	(\$450)
1380	CC - STRATEGIC PLAN INITIATIVE	\$34,551	\$0	\$0	\$0	\$0	N/A	\$0
1480	PROBATE COURT	\$760,190	\$759,840	\$3,096	\$762,936	\$165,830	21.74%	\$597,106
1490	FAMILY COURT-JUVENILE SERVICES	\$768,428	\$828,799	\$0	\$828,799	\$175,515	21.18%	\$653,284
1492	JUVENILE ACCOUNT. INCENT.	\$10,525	\$0	\$9,392	\$9,392	\$1,962	20.89%	\$7,430
1520	ADULT PROBATION	\$66,539	\$132,924	\$0	\$132,924	\$31,458	23.67%	\$101,466
1660	FAMILY COUNSELING SERVICE	\$18,096	\$27,086	\$0	\$27,086	\$1,386	5.12%	\$25,700
1670	JURY BOARD	\$7,865	\$4,640	\$0	\$4,640	\$0	0.00%	\$4,640
	<b>TOTAL JUDICIAL</b>	<b>\$9,732,555</b>	<b>\$10,319,818</b>	<b>\$13,488</b>	<b>\$10,333,306</b>	<b>\$2,186,614</b>	<b>21.16%</b>	<b>\$8,146,692</b>
1910	ELECTIONS	\$266,264	\$106,413	\$0	\$106,413	\$15,574	14.64%	\$90,839
1920	CANVASSING BOARD	\$6,233	\$960	\$0	\$960	\$0	0.00%	\$960
2010	FISCAL SERVICES	\$1,222,863	\$1,270,623	\$0	\$1,270,623	\$252,423	19.87%	\$1,018,200
2020	AUDITING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2100	CORPORATE COUNSEL	\$214,454	\$211,646	\$0	\$211,646	\$44,475	21.01%	\$167,171
2120	BUDGET	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2150	COUNTY CLERK	\$1,624,980	\$1,626,259	\$0	\$1,626,259	\$345,102	21.22%	\$1,281,157
2230	ADMINISTRATOR	\$401,337	\$414,781	\$0	\$414,781	\$83,434	20.12%	\$331,347
2250	EQUALIZATION	\$1,018,345	\$1,018,458	\$0	\$1,018,458	\$213,543	20.97%	\$804,915
2260	HUMAN RESOURCES	\$538,414	\$518,321	\$0	\$518,321	\$88,009	16.98%	\$430,312
2290	PROSECUTING ATTORNEY	\$3,250,768	\$3,295,099	\$0	\$3,295,099	\$685,831	20.81%	\$2,609,268
2330	ADMINISTRATIVE SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2360	REGISTER OF DEEDS	\$671,716	\$656,011	\$0	\$656,011	\$133,282	20.32%	\$522,729
2430	PROPERTY DES/MAPPING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2450	SURVEY & REMONUMENTATION	\$79,603	\$68,027	\$0	\$68,027	\$4,899	7.20%	\$63,128
2470	PLAT BOARD	\$1,176	\$2,368	\$0	\$2,368	\$266	11.23%	\$2,102
2530	COUNTY TREASURER	\$834,622	\$839,948	(\$5,000)	\$834,948	\$162,206	19.43%	\$672,742
2570	COOPERATIVE EXTENSION	\$365,680	\$369,242	\$0	\$369,242	\$51,666	13.99%	\$317,576
2590	GEOGRAPHIC INFORMATION SYSTEMS	\$498,939	\$496,224	\$0	\$496,224	\$109,748	22.12%	\$386,476
2610	BUILDING AUTHORITY-ADMIN.	\$50	\$1,460	\$0	\$1,460	\$0	0.00%	\$1,460
2651	B/G HUD. HUMAN SERVICE	\$156,264	\$169,189	\$0	\$169,189	\$39,228	23.19%	\$129,961
2652	B/G HOLLAND HUMAN SERVICE	\$171,541	\$186,529	\$0	\$186,529	\$45,937	24.63%	\$140,592
2653	B/G FULTON STREET	\$57,615	\$66,568	\$0	\$66,568	\$13,242	19.89%	\$53,326
2654	B/G GRAND HAVEN	\$606,253	\$608,236	\$0	\$608,236	\$120,752	19.85%	\$487,484
2655	B/G HOLLAND HEALTH FACILITY	\$168,190	\$188,094	\$0	\$188,094	\$44,016	23.40%	\$144,078
2656	B/G HOLLAND DIST CT	\$190,148	\$206,322	\$0	\$206,322	\$42,125	20.42%	\$164,197
2657	B/G JAIL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2658	B/G GH HEALTH FACILITY	\$70,370	\$132,116	\$0	\$132,116	\$17,857	13.52%	\$114,259
2659	B/G COMM. MH FACILITY	\$170,122	\$187,675	\$0	\$187,675	\$44,933	23.94%	\$142,742
2660	B/G COOPERSVILLE	\$19,690	\$25,580	\$0	\$25,580	\$5,105	19.96%	\$20,475
2661	B/G EMERG SERV	\$1,527	\$4,500	\$0	\$4,500	\$207	4.60%	\$4,293
2662	B/G COMM. HAVEN	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2664	B/G 4TH & CLINTON	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2665	B/G JUVENILE SERV COMPLEX	\$896,637	\$901,277	\$0	\$901,277	\$155,350	17.24%	\$745,927
2666	B/G 434 FRANKLIN	\$0	\$0	\$0	\$0	\$0	N/A	\$0
2667	B/G ADMIN. ANNEX	\$668,418	\$686,730	\$0	\$686,730	\$128,224	18.67%	\$558,506
2668	B/G FIA	\$314,708	\$303,746	\$0	\$303,746	\$60,585	19.95%	\$243,161
2750	DRAIN COMMISSION	\$674,094	\$634,929	\$0	\$634,929	\$143,440	22.59%	\$491,489
2800	SOIL & WATER CONSERV	\$29,916	\$20,766	\$0	\$20,766	\$0	0.00%	\$20,766
	<b>TOTAL GENERAL GOVERNMENT</b>	<b>\$15,190,937</b>	<b>\$15,218,097</b>	<b>(\$5,000)</b>	<b>\$15,213,097</b>	<b>\$3,051,459</b>	<b>20.06%</b>	<b>\$12,161,638</b>

COUNTY OF OTTAWA  
 GENERAL FUND EXPENDITURES - 1010  
 THREE MONTHS ENDED MARCH 31, 2011

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DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJMTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
3020	SHERIFF	\$8,165,320	\$8,230,169	\$9,827	\$8,239,996	\$1,740,776	21.13%	\$6,499,220
3100	WEMET OPERATIONS	\$621,165	\$646,078	\$0	\$646,078	\$145,756	22.56%	\$500,322
3112	C.O.P.S. GEORGETOWN TWP	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3113	C.O.P.S. HOLLAND/ W OTTAWA	\$93,428	\$100,329	\$0	\$100,329	\$19,107	19.04%	\$81,222
3119	CITY OF COOPERSVILLE	\$508,450	\$519,106	\$0	\$519,106	\$101,399	19.53%	\$417,707
3120	CITY OF HUDSONVILLE	\$632,384	\$623,379	\$0	\$623,379	\$128,272	20.58%	\$495,107
3130	ZONING ENFORCEMT COMM POLICING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3160	S.C.A.T.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
3170	BLENDON/HOLL/ROBINSON/ZEELAND	\$88,487	\$91,835	\$0	\$91,835	\$18,561	20.21%	\$73,274
3200	SHERIFF TRAINING	\$20,961	\$30,000	\$0	\$30,000	\$2,435	8.12%	\$27,565
3250	CENTRAL DISPATCH	\$4,403,718	\$4,235,780	\$0	\$4,235,780	\$0	0.00%	\$4,235,780
3310	MARINE SAFETY	\$220,928	\$221,782	\$0	\$221,782	\$28,260	12.74%	\$193,522
3510	JAIL	\$7,878,578	\$8,723,501	\$0	\$8,723,501	\$1,803,385	20.67%	\$6,920,116
3540	LOCAL CORR ACADEMY GRANT	\$724	\$0	\$0	\$0	\$0	N/A	\$0
3550	EXCELLING - CORR ENVIRONMENT GR	\$0	\$0	\$0	\$0	\$0	N/A	\$0
4260	EMERGENCY SERVICES	\$318,694	\$284,842	\$0	\$284,842	\$78,733	27.64%	\$206,109
4261	HLS EQUIPMENT GRANT	\$256,459	\$0	\$0	\$0	\$0	N/A	\$0
4262	SOLUTION AREA PLANNER GRANT	\$19,249	\$0	\$0	\$0	\$0	N/A	\$0
4263	HAZ-MAT RESPONSE TEAM	\$58,649	\$68,349	\$0	\$68,349	\$11,248	16.46%	\$57,101
4265	HOMELAND SECURITY EQUIPMENT GR	\$84,428	\$60,000	\$0	\$60,000	\$6,941	11.57%	\$53,059
4300	ANIMAL CONTROL	\$381,104	\$403,378	\$0	\$403,378	\$76,248	18.90%	\$327,130
	<b>TOTAL PUBLIC SAFETY</b>	<b>\$23,752,726</b>	<b>\$24,238,528</b>	<b>\$9,827</b>	<b>\$24,248,355</b>	<b>\$4,161,121</b>	<b>17.16%</b>	<b>\$20,087,234</b>
4450	DRAIN ASSESSMENTS	\$344,228	\$461,000	\$0	\$461,000	\$313	0.07%	\$460,687
	<b>TOTAL PUBLIC WORKS</b>	<b>\$344,228</b>	<b>\$461,000</b>	<b>\$0</b>	<b>\$461,000</b>	<b>\$313</b>	<b>0.07%</b>	<b>\$460,687</b>
6039	JAIL HEALTH SERVICES	\$781,005	\$0	\$0	\$0	\$0	N/A	\$0
6300	SUBSTANCE ABUSE	\$414,953	\$413,378	\$22,095	\$435,473	\$13,700	3.15%	\$421,773
6480	MEDICAL EXAMINERS	\$276,321	\$257,439	\$0	\$257,439	\$51,446	19.98%	\$205,993
6810	VETERANS BURIAL	\$61,395	\$63,000	\$0	\$63,000	\$14,961	23.75%	\$48,039
6890	SOILDERS & SAILORS RELIEF	\$0	\$42,140	\$18,750	\$60,890	\$10,776	17.70%	\$50,114
	<b>TOTAL HEALTH AND WELFARE</b>	<b>\$1,533,674</b>	<b>\$775,957</b>	<b>\$40,845</b>	<b>\$816,802</b>	<b>\$90,383</b>	<b>11.13%</b>	<b>\$725,919</b>
7210	PLANNING & TRANSPORTATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
7211	PLANNER - GRANTS	\$575,048	\$683,165	\$0	\$683,165	\$123,962	18.15%	\$559,203
7212	ROAD SALT MANAGEMENT PLAN	\$0	\$5,933	\$0	\$5,933	\$0	0.00%	\$5,933
	<b>TOTAL COMMUNITY &amp; ECON DEV</b>	<b>\$575,048</b>	<b>\$689,098</b>	<b>\$0</b>	<b>\$689,098</b>	<b>\$123,962</b>	<b>17.99%</b>	<b>\$565,136</b>
8650	INSURANCE	\$225,829	\$165,815	\$12,539	\$178,354	\$67,930	38.09%	\$110,424
8900	CONTINGENCY	\$0	\$660,483	(\$12,539)	\$647,944	\$0	0.00%	\$647,944
9010	EQUIPMENT POOL	\$0	\$20,000	(\$1,686)	\$18,314	\$0	0.00%	\$18,314
	<b>TOTAL OTHER</b>	<b>\$225,829</b>	<b>\$846,298</b>	<b>(\$1,686)</b>	<b>\$844,612</b>	<b>\$67,930</b>	<b>8.04%</b>	<b>\$776,682</b>
9650	OPERATING TRANS OUT-INTERNAL	\$10,175,164	\$10,479,864	\$0	\$10,479,864	\$3,332,819	31.80%	\$7,147,045
	<b>TOTAL EXPENDITURES</b>	<b>\$62,016,170</b>	<b>\$63,500,179</b>	<b>\$57,474</b>	<b>\$63,557,653</b>	<b>\$13,151,575</b>	<b>20.69%</b>	<b>\$50,406,078</b>
	<b>TOTAL REVENUES</b>	<b>\$63,282,720</b>	<b>\$62,555,585</b>	<b>\$16,802</b>	<b>\$62,572,387</b>	<b>\$9,239,031</b>	<b>14.77%</b>	<b>\$53,333,356</b>
	<b>FUND BALANCE &lt;USE&gt;</b>	<b>\$1,266,550</b>	<b>(\$944,594)</b>	<b>(\$40,672)</b>	<b>(\$985,266)</b>	<b>(\$3,912,544)</b>		<b>\$2,927,278</b>

DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6010	AGENCY SUPPORT	\$4,648,283	\$5,169,805	\$20,075	\$5,189,880	\$1,894,347	36.50%	\$3,295,533
6011	PUBLIC HLTH PREPAREDNESS	\$181,195	\$175,880	\$0	\$175,880	\$87,940	50.00%	\$87,940
6012	FISCAL SERVICES/ IT	\$0	\$0	\$0	\$0	\$94	N/A	(\$94)
6013	PHP - SURVEILLANCE	\$20,498	\$6,888	\$0	\$6,888	\$14,489	210.36%	(\$7,601)
6016	PHP - SURVEILLANCE	\$194,247	\$0	\$55,600	\$55,600	\$0	0.00%	\$55,600
6017	PANDEMIC INFLUENZA	\$238,619	\$0	\$2,249	\$2,249	\$0	0.00%	\$2,249
6020	ENVIRONMENTAL HLTH FIELD SERV	\$380,876	\$504,910	\$0	\$504,910	\$164,002	32.48%	\$340,908
6021	ENVIRONMENTAL FOOD SERVICE	\$359,628	\$351,171	\$0	\$351,171	\$58,382	16.62%	\$292,789
6031	HEARING/ VISION	\$17,640	\$27,040	\$0	\$27,040	\$10,648	39.38%	\$16,392
6032	SAFE ROUTES TO SCHOOL	\$9,606	\$0	\$4,875	\$4,875	\$5,200	106.67%	(\$325)
6033	COMMUNITY HEALTH PROMOTION	\$57,042	\$0	\$75,105	\$75,105	\$20,752	27.63%	\$54,353
6034	TOBACCO REDUCTION	\$25,000	\$0	\$25,000	\$25,000	\$12,498	49.99%	\$12,502
6041	CLINIC CLERICAL	\$0	\$0	\$0	\$0	\$10,345	N/A	(\$10,345)
6042	FAMILY PLANNING	\$462,800	\$526,538	(\$15,471)	\$511,067	\$184,263	36.05%	\$326,804
6043	DENTAL GRANT	\$42,240	\$49,694	\$0	\$49,694	\$29,331	59.02%	\$20,363
6044	IMMUNIZATION CLINIC	\$1,340,194	\$1,101,355	\$27,811	\$1,129,166	\$573,271	50.77%	\$555,895
6045	HEALTHY CHILDREN'S CONTRACT	\$216,724	\$188,377	(\$14,110)	\$174,267	\$71,683	41.13%	\$102,584
6046	LCC -CHOOSE	\$19,108	\$0	\$0	\$0	\$0	N/A	\$0
6047	EPSDT SCREENING-WELL CHILD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6048	TOBACCO COMMUNITY/ AWARE	\$41,340	\$40,318	(\$4,721)	\$35,597	\$12,325	34.62%	\$23,272
6049	SUBSTANCE ABUSE PREVENTION	\$55,560	\$65,638	(\$6,429)	\$59,209	\$18,295	30.90%	\$40,914
6050	CHILDRN'S SPECIAL HEALTH	\$271,391	\$271,060	\$3,700	\$274,760	\$89,790	32.68%	\$184,970
6052	EARLY ON	\$40,638	\$0	\$0	\$0	\$0	N/A	\$0
6053	MATERNAL/INFANT SUPPT SERV	\$462,543	\$469,131	\$19,200	\$488,331	\$235,637	48.25%	\$252,694
6055	AIDS/STD	\$18,386	\$26,775	\$1,471	\$28,246	\$8,833	31.27%	\$19,413
6058	PNC ENROLL/COORDINATION	\$85,261	\$65,000	\$0	\$65,000	\$0	0.00%	\$65,000
6059	COMMUNICABLE DISEASE	\$191	\$900	\$15	\$915	\$202	22.08%	\$713
6060	PRENATAL EDUCATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6061	RESTRICTED DONATIONS	\$2,774	\$1,685	\$1,051	\$2,736	\$2,723	99.54%	\$13
6310	HEALTH EDUCATION	\$51,060	\$37,133	\$14,303	\$51,436	\$32,668	63.51%	\$18,768
6311	WELLNESS PROGRAM	\$185	\$0	\$0	\$0	\$5	N/A	(\$5)
TOTAL REVENUE		\$9,243,028	\$9,079,298	\$209,724	\$9,289,022	\$3,537,722	38.08%	\$5,751,300

DEPT	DEPARTMENT NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6010	AGENCY SUPPORT	\$932,967	\$988,626	\$19,433	\$1,008,059	\$491,286	48.74%	\$516,773
6011	PUBLIC HEALTH PREPAREDNESS	\$115,678	\$111,785	\$0	\$111,785	\$48,150	43.07%	\$63,635
6012	ACCOUNTING/ MIS	\$922,259	\$862,141	\$0	\$862,141	\$424,158	49.20%	\$437,983
6013	PHP - SURVIELLANCE	\$20,498	\$16,126	\$0	\$16,126	\$7,015	43.50%	\$9,111
6014	PHP - COMMUNICATION & IT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6015	PHP - RISK COMMUNICATION	\$21,074	\$20,754	\$0	\$20,754	\$0	0.00%	\$20,754
6016	PHP - EDUCATION & TRAINING	\$169,370	\$0	\$55,600	\$55,600	\$10,041	18.06%	\$45,559
6017	PANDEMIC INFLUENZA	\$193,714	\$0	\$1,655	\$1,655	\$22	1.35%	\$1,633
6020	ENVIRONMENTAL HLTH FIELD SERV	\$575,128	\$648,600	(\$7,895)	\$640,705	\$264,456	41.28%	\$376,249
6021	ENVIRONMENTAL FOOD SERVICE	\$567,830	\$591,676	\$8	\$591,684	\$260,408	44.01%	\$331,276
6030	DENTAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6031	VISION	\$273,613	\$308,994	\$539	\$309,533	\$148,632	48.02%	\$160,901
6032	HEARING	\$10,601	\$0	\$4,875	\$4,875	\$1,085	22.25%	\$3,790
6033	COMMUNITY HEALTH PROMOTION	\$57,555	\$0	\$75,105	\$75,105	\$20,016	26.65%	\$55,089
6034	TOBACCO REDUCTION	\$24,762	\$0	\$25,000	\$25,000	\$11,164	44.65%	\$13,836
6035	EPIDEMIOLOGY	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6039	JAIL HEALTH SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6040	SCOLIOSIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6041	NURSING SUPERVISION	\$631,009	\$686,965	\$1,908	\$688,873	\$280,346	40.70%	\$408,527
6042	FAMILY PLANNING	\$723,728	\$802,803	(\$1,762)	\$801,041	\$342,169	42.72%	\$458,872
6043	DENTAL GRANT	\$32,626	\$43,855	\$0	\$43,855	\$20,658	47.10%	\$23,197
6044	IMMUNIZATION CLINIC	\$1,353,501	\$1,306,815	\$28,267	\$1,335,082	\$594,049	44.50%	\$741,033
6045	HEALTH CHILDREN'S CONTRACT	\$360,158	\$383,978	(\$14,094)	\$369,884	\$172,499	46.64%	\$197,385
6046	LCC - CHOOSE	\$18,357	\$0	\$0	\$0	\$0	N/A	\$0
6047	EPSDT SCREENING - WELL CHILD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6048	TOBACCO COMMUNITY/AWARENESS	\$41,189	\$40,281	(\$4,621)	\$35,660	\$14,508	40.68%	\$21,152
6049	SUBSTANCE ABUSE PREVENTION	\$52,993	\$65,584	(\$6,275)	\$59,309	\$20,165	34.00%	\$39,144
6050	CHILDRENS SPECIAL HEALTH CARE	\$346,252	\$402,699	\$3,978	\$406,677	\$181,613	44.66%	\$225,064
6052	EARLY ON	\$59,324	\$0	\$0	\$0	\$0	N/A	\$0
6053	MATERNAL/INFANT SUPPORT	\$741,998	\$758,598	\$4,886	\$763,484	\$356,942	46.75%	\$406,542
6055	AIDS/STD	\$275,388	\$312,009	(\$237)	\$311,772	\$125,634	40.30%	\$186,138
6058	PNC-ENROLL/COORDINATION	\$50,168	\$12,749	(\$8,797)	\$3,952	\$1,691	42.78%	\$2,261
6059	COMMUNICABLE DISEASE	\$323,355	\$353,471	(\$62)	\$353,409	\$124,699	35.28%	\$228,710
6060	PRENATAL EDUCATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6061	RESTRICTED DONATIONS	\$2,773	\$1,685	\$1,051	\$2,736	\$707	25.83%	\$2,029
6310	HEALTH EDUCATION	\$195,663	\$194,989	\$11,957	\$206,946	\$92,264	44.58%	\$114,682
6311	WELLNESS PROGRAM	\$149,497	\$164,115	\$2	\$164,117	\$72,046	43.90%	\$92,071
TOTAL EXPENDITURES		\$9,243,028	\$9,079,298	\$190,521	\$9,269,819	\$4,086,420	44.08%	\$5,183,399
TOTAL REVENUES		\$9,243,028	\$9,079,298	\$209,724	\$9,289,022	\$3,537,722	38.08%	\$5,751,300
FUND BALANCE <USE>		(\$0)	\$0	\$19,203	\$19,203	(\$548,698)		\$567,901

DEPT	SUB-DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6491	0363	MT. PLEASANT CENTER	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1240	DD CLINICAL SUPPORT	\$848,031	\$896,747	\$0	\$896,747	\$352,109	39.27%	\$544,638
6491	1245	DD OBRA SCREENING	\$73,828	\$67,032	\$0	\$67,032	\$26,328	39.28%	\$40,704
6491	1347	DD WORK ACTIVITIES	\$2,553,036	\$2,530,261	\$0	\$2,530,261	\$832,047	32.88%	\$1,698,214
6491	1349	DD SUPPORTED EMPLOYMENT	\$1,613,760	\$1,735,826	\$5,340	\$1,741,166	\$728,114	41.82%	\$1,013,052
6491	1357	DD COMMUN. BASED EXPERIENC	\$2,471,713	\$2,537,392	\$0	\$2,537,392	\$959,300	37.81%	\$1,578,092
6491	1358	DD KANDU SUPP EMPLOYMENT	\$21,748	\$21,539	\$0	\$21,539	\$8,963	41.61%	\$12,576
6491	1440	DD RESPITE CARE	\$267,487	\$343,558	\$0	\$343,558	\$65,768	19.14%	\$277,790
6491	1441	DD RES FOSTER CARE-CHILD	\$931	\$3,192	\$0	\$3,192	\$150	4.70%	\$3,042
6491	1442	DD CHILDREN'S WAIVER	\$865,064	\$862,089	\$0	\$862,089	\$365,299	42.37%	\$496,791
6491	1443	DD RES.SERV. - S.I.L.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1451	DD RES. SERV-FELCH AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1452	DD RES. SERV-PIERCE AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1453	DD RES. SERV-WAVERLY AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1454	DD RES. SERV-40TH ST CLF	\$1,067,601	\$1,122,604	\$0	\$1,122,604	\$311,835	27.78%	\$810,769
6491	1455	DD RES. SERV-OTHER RESIDENT	\$694,366	\$752,796	\$0	\$752,796	\$233,639	31.04%	\$519,157
6491	1456	DD RES. SERV. LEGION CT. AIS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1457	DD RES. SERV-SETTLERS ROAD	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1459	DD RES. SERV-MAGNOLIA DRIVE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1460	DD WAIVER RESIDENTIAL	\$8,337,176	\$9,055,420	\$0	\$9,055,420	\$3,141,419	34.69%	\$5,914,001
6491	1462	NON-WAIVER RESIDENTIAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	5400	TRAINING	\$639	\$0	\$0	\$0	\$280	N/A	(\$280)
6491	5401	GROUP HOME TRAINING	\$202,525	\$209,749	\$0	\$209,749	\$2,000	0.95%	\$207,749
6491	5510	DD CLIENT SVC MANAGEMENT	\$1,444,500	\$1,040,710	\$0	\$1,040,710	\$935,294	89.87%	\$105,416
6491	5514	RES. CLIENT SERV MGT-CLF	\$40,361	\$28,758	\$0	\$28,758	\$17,257	60.01%	\$11,501
6491	5522	CHILD CASE MANAGEMENT	\$279,073	\$909,917	\$0	\$909,917	\$181,911	19.99%	\$728,006
6492	5511	CHILD CASE MANAGEMENT	\$78,752	\$96,996	\$0	\$96,996	\$33,295	34.33%	\$63,701
6492	5540	NURSING HOME REVIEW	\$11,125	\$17,585	\$0	\$17,585	\$5,265	29.94%	\$12,320
6492	5541	HUD LEASING ASSISTANCE GRAN	\$210,443	\$218,943	\$0	\$218,943	\$83,296	38.04%	\$135,647
6492	5610	HUD GRANT 4	\$0	\$0	\$15,787	\$15,787	\$597	3.78%	\$15,190
6493	0361	KALAMAZOO PSYCH HOSPITAL	\$1,482	\$36,279	\$0	\$36,279	\$0	0.00%	\$36,279
6493	3240	MI ADULT EMERGENCY SERVICES	\$788,323	\$769,324	\$0	\$769,324	\$309,012	40.17%	\$460,312
6493	3241	MI ADULT ACCESS CENTER	\$199,461	\$11,705	\$74,977	\$86,682	\$83,191	95.97%	\$3,491
6493	3242	MEDICATION CLINIC	\$59,647	\$3,521	\$14,760	\$18,281	\$3,865	21.14%	\$14,416
6493	3243	MI ADULT OUTPATIENT	\$91,611	\$102,721	\$0	\$102,721	\$2,880	2.80%	\$99,841
6493	3244	MI ADULT GRAND HAVEN - MDT	\$1,527,763	\$1,533,819	\$100	\$1,533,919	\$508,312	33.14%	\$1,025,607
6493	3245	MI ADLT OUTPT COMM SUPPORT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3246	MI ADLT OLDER ADULTS	\$213,875	\$295,930	(\$14,760)	\$281,170	\$102,726	36.54%	\$178,444
6493	3247	MI ADLT VOC.REHABILITATION	\$93,964	\$95,400	\$0	\$95,400	\$0	0.00%	\$95,400
6493	3248	MI ADULT-SPANISH OUTREACH	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3249	ASSERTV COMM TREATMT-SOUT	\$872,946	\$994,454	\$0	\$994,454	\$340,703	34.26%	\$653,751
6493	3252	ASSERTV COMM TREATMT-NORT	\$11,470	\$16,689	\$0	\$16,689	\$925	5.54%	\$15,764
6493	3254	MI ADULT-MDT HOLLAND	\$1,826,965	\$1,865,098	\$0	\$1,865,098	\$895,595	48.02%	\$969,503
6493	3255	OBRA ACTIVE TREATMENT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3256	MDT MI/DD	\$0	\$696,938	\$0	\$696,938	\$0	0.00%	\$696,938
6493	3343	NEW HOPE HOUSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3344	SOUTH COUNTY CLUBHOUSE	\$607,721	\$638,167	\$0	\$638,167	\$277,741	43.52%	\$360,426
6493	3345	MI DAY TREATMENT/KANDU	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3346	MI PEER OPERATED SERVICES	\$70,368	\$77,554	\$0	\$77,554	\$0	0.00%	\$77,554
6493	3347	MI SUPPORTED IND. LIVING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3348	MI KANDU SUPPORTED EMPLOY	\$157,414	\$142,392	\$0	\$142,392	\$45,435	31.91%	\$96,957
6493	3349	MI ADULT SUPPORTED EMPLOY	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3450	MI RIVER VIEW RTC	(\$0)	\$0	\$0	\$0	\$0	N/A	\$0
6493	3451	MI HOSPITALS	\$276,792	\$227,742	\$0	\$227,742	\$56,518	24.82%	\$171,224
6493	3452	MI ROBERT BROWN CENTER	(\$136)	\$0	\$0	\$0	\$0	N/A	\$0
6493	3453	OTHER CRISIS RESIDENTIAL	\$716,187	\$722,173	\$0	\$722,173	\$201,765	27.94%	\$520,408
6493	3456	OTHER HOSPITALS-MI ADULT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3457	HACKELY HOSPITAL	\$1,063,214	\$1,045,772	\$0	\$1,045,772	\$221,200	21.15%	\$824,572
6493	3458	PINE REST	\$0	\$0	\$0	\$0	\$0	N/A	\$0

COUNTY OF OTTAWA  
 MENTAL HEALTH REVENUE - 2220  
 SIX MONTHS ENDING MARCH 31, 2011

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DEPT	SUB-DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6493	3459	ADULT ALTERNATIVE RESIDENT	\$1,051,703	\$1,177,733	\$0	\$1,177,733	\$353,639	30.03%	\$824,094
6493	5515	COMM SUPPORT CASE MGT	(\$39)	\$0	\$0	\$0	\$0	N/A	\$0
6493	5516	CASE MGMT - OLDER ADULTS	\$51,046	\$43,670	\$0	\$43,670	\$14,797	33.88%	\$28,873
6493	5519	MINORITY SERVICES-CASE MGT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6494	4243	MI CHILD OUTPATIENT	\$158,160	\$161,926	\$0	\$161,926	\$56,460	34.87%	\$105,466
6494	4244	HOME BASED SERVICES	\$336,185	\$422,905	\$0	\$422,905	\$102,905	24.33%	\$320,000
6494	4245	EL CENTRO	\$479,868	\$722,279	\$0	\$722,279	\$178,429	24.70%	\$543,850
6494	4247	EMOTIONAL IMPAIRED	\$307	\$484	\$0	\$484	\$51	10.47%	\$433
6494	4450	MI CRISIS RESIDENTIAL	\$5,184	\$3,511	\$0	\$3,511	\$2,484	70.75%	\$1,027
6494	4451	MI CHILD RESPITE SERVICES	\$106,933	\$130,480	\$0	\$130,480	\$38,656	29.63%	\$91,824
6494	4472	LOCAL INPATIENT	\$213,738	\$215,428	\$0	\$215,428	\$41,562	19.29%	\$173,866
6494	5800	PREVENTION-INDIRECT	\$16,771	\$0	\$0	\$0	\$0	N/A	\$0
6494	5801	PREVENTION-DIRECT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5020	MH ADMINISTRATION	\$912,688	\$607,410	\$0	\$607,410	\$284,629	46.86%	\$322,781
6495	5022	QUALITY IMPROVEMENT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5024	OFFICE-COMM RELATIONS	\$0	\$0	\$0	\$0	\$100	N/A	(\$100)
6495	5025	RECEIVABLES/BILLING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5026	FINANCE	\$18	\$0	\$0	\$0	\$16	N/A	(\$16)
6495	5027	ALLOCATED COSTS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5028	DIVISION DIRECTORS	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5029	MCO ADMINISTRATION	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5030	MEDICAL RECORDS	\$3,866	\$3,830	\$0	\$3,830	\$2,305	60.19%	\$1,525
TOTAL REVENUES			\$32,997,652	\$35,216,448	\$96,204	\$35,312,652	\$12,410,063	35.14%	\$22,902,589

COUNTY OF OTTAWA  
 MENTAL HEALTH EXPENDITURES - 2220  
 SIX MONTHS ENDING MARCH 31, 2011

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DEPT	SUB-DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
6491	0363	MT. PLEASANT CENTER	\$8,861	\$0	\$0	\$0	(\$2,694)	N/A	\$2,694
6491	1240	DD CLINICAL SUPPORT	\$651,683	\$694,683	\$1,000	\$695,683	\$271,820	39.07%	\$423,863
6491	1245	DD OBRA SCREENING	\$69,906	\$62,414	\$0	\$62,414	\$30,480	48.83%	\$31,934
6491	1347	DD WORK ACTIVITIES	\$2,368,260	\$2,316,705	\$0	\$2,316,705	\$978,678	42.24%	\$1,338,027
6491	1349	DD SUPPORTED EMPLOYMENT	\$1,220,343	\$1,332,677	\$5,340	\$1,338,017	\$574,472	42.93%	\$763,545
6491	1357	DD COMMUNITY BASED EXPERIENCE	\$1,897,439	\$1,976,401	\$0	\$1,976,401	\$896,352	45.35%	\$1,080,049
6491	1358	DD KANDU SUPPORTED EMPLOYMT	\$20,462	\$20,004	\$0	\$20,004	\$7,119	35.59%	\$12,885
6491	1440	DD RESPITE CARE	\$253,561	\$265,445	\$0	\$265,445	\$112,952	42.55%	\$152,493
6491	1441	DD RES FOSTER CARE-CHILD	\$876	\$2,500	\$2,660	\$5,160	\$2,842	55.08%	\$2,318
6491	1442	DD CHILDREN'S WAIVER	\$813,903	\$800,669	\$0	\$800,669	\$262,734	32.81%	\$537,935
6491	1443	DD RES.SERV.- S.I.L.	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	1454	DD RES. SERV-40TH ST CLF	\$1,004,944	\$1,042,623	\$0	\$1,042,623	\$375,423	36.01%	\$667,200
6491	1455	DD RES. SERV-OTHER RES SETTING	\$653,300	\$699,162	\$0	\$699,162	\$281,188	40.22%	\$417,974
6491	1460	DD WAIVER RESIDENTIAL	\$7,821,524	\$8,387,969	(\$2,660)	\$8,385,309	\$3,534,659	42.15%	\$4,850,650
6491	1462	NON-WAIVER RESIDENTIAL	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6491	5400	TRAINING	\$43,171	\$54,076	(\$500)	\$53,576	\$23,731	44.29%	\$29,845
6491	5401	GROUP HOME TRAINING	\$196,182	\$200,200	\$500	\$200,700	\$75,062	37.40%	\$125,638
6491	5510	DD CLIENT SVC MANAGEMENT	\$1,101,320	\$804,842	\$23,300	\$828,142	\$418,803	50.57%	\$409,339
6491	5514	DD RESID CLIENT SVC MGT-CLF	\$37,996	\$26,709	\$0	\$26,709	\$16,053	60.10%	\$10,656
6491	5522	CHILD CASE MANAGEMENT	\$211,354	\$698,360	\$100	\$698,460	\$217,765	31.18%	\$480,695
6492	5511	HUD LEASING GRANT 3	\$80,311	\$97,087	\$0	\$97,087	\$45,967	47.35%	\$51,120
6492	5540	NUSING HOME REVIEW	\$11,069	\$17,401	\$0	\$17,401	\$7,027	40.38%	\$10,374
6492	5541	HUD LEASING ASSISTANCE	\$213,117	\$219,766	\$0	\$219,766	\$120,255	54.72%	\$99,511
6492	5610	HUD GRANT 4	\$0	\$0	\$15,787	\$15,787	\$5,397	34.19%	\$10,390
6493	0361	KALAMAZOO PSYCH HOSPITAL	\$7,626	\$56,295	\$0	\$56,295	\$15	0.03%	\$56,280
6493	0362	FORENSIC CENTER	\$38,102	\$37,892	\$0	\$37,892	(\$174)	-0.46%	\$38,066
6493	3240	MI ADULT EMERGENCY SERVICES	\$607,114	\$674,344	(\$4,500)	\$669,844	\$286,953	42.84%	\$382,891
6493	3241	MI ADULT ACCESS CENTER	\$708,276	\$798,652	\$0	\$798,652	\$327,618	41.02%	\$471,034
6493	3242	MEDICATION CLINIC	\$187,597	\$181,179	\$16,760	\$197,939	\$61,660	31.15%	\$136,279
6493	3243	MI ADULT OUTPATIENT	\$95,735	\$105,848	\$5,500	\$111,348	\$25,615	23.00%	\$85,733
6493	3244	MI ADULT GRAND HAVEN - MDT	\$1,146,521	\$1,137,973	(\$24,116)	\$1,113,857	\$473,101	42.47%	\$640,756
6493	3245	MI ADLT OUTPT COMM SUPPORT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3246	MI ADLT OLDER ADULTS	\$207,814	\$281,536	(\$16,760)	\$264,776	\$98,512	37.21%	\$166,264
6493	3247	MI ADULT VOCATIONAL REHAB	\$98,229	\$98,448	\$0	\$98,448	\$46,100	46.83%	\$52,348
6493	3248	MI ADULT-SPANISH OUTREACH	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3249	ASSERTIVE COMM TREATMT - SOUTH	\$645,728	\$733,386	(\$15,500)	\$717,886	\$287,821	40.09%	\$430,065
6493	3252	ASSERTIVE COMM TREATMT - NORTH	\$10,792	\$15,500	\$0	\$15,500	\$4,770	30.77%	\$10,730
6493	3254	MI ADULT MDT-HOLLAND	\$1,364,113	\$1,367,397	\$54,716	\$1,422,113	\$695,082	48.88%	\$727,031
6493	3256	MDT - MI/DD	\$0	\$468,377	(\$31,200)	\$437,177	\$733	0.17%	\$436,444
6493	3343	NEW HOPE HOUSE	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3344	SOUTH COUNTY CLUBHOUSE	\$449,960	\$477,574	\$0	\$477,574	\$213,248	44.65%	\$264,326
6493	3346	MI PEER OPERATED SERVICES	\$71,281	\$77,550	\$0	\$77,550	\$38,775	50.00%	\$38,775
6493	3348	MI KANDU SUPPORTED EMPLOY	\$148,343	\$132,354	\$0	\$132,354	\$65,027	49.13%	\$67,327
6493	3349	MI ADULT SUPP. EMPLOYMENT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6493	3450	MI RIVER VIEW RTC	\$0	\$0	\$0	\$0	\$0	N/A	(\$0)
6493	3451	MI HOSPITALS	\$260,532	\$211,540	\$0	\$211,540	\$65,499	30.96%	\$146,041
6493	3452	MI ROBERT BROWN CENTER	(\$103)	\$0	\$0	\$0	\$0	N/A	\$0
6493	3453	OTHER CRISIS RESIDENTIAL	\$673,831	\$670,721	(\$5,000)	\$665,721	\$242,155	36.37%	\$423,566
6493	3457	HACKLEY HOSPITAL	\$1,032,007	\$1,000,000	\$0	\$1,000,000	\$227,543	22.75%	\$772,457
6493	3459	ADULT ALTERNATIVE RESIDENTIAL	\$989,481	\$1,093,823	\$0	\$1,093,823	\$416,788	38.10%	\$677,035
6493	5515	COMM SUPPORT CASE MGT	\$0	\$0	\$0	\$0	\$100	N/A	(\$100)
6493	5516	CASE MGT-OLDER ADULTS	\$48,167	\$40,559	\$0	\$40,559	\$21,814	53.78%	\$18,745
6494	4243	MI CHILD OUTPATIENT	\$149,702	\$150,610	\$0	\$150,610	\$94,311	62.62%	\$56,299
6494	4244	HOME BASED SERVICES	\$246,638	\$306,088	(\$23)	\$306,065	\$120,476	39.36%	\$185,589
6494	4245	EL CENTRO	\$352,853	\$533,453	\$23	\$533,476	\$176,997	33.18%	\$356,479
6494	4247	EMOTIONALLY IMPAIRED PROGRAM	\$321	\$500	\$0	\$500	\$51	10.13%	\$449
6494	4450	MI CHILD CRISIS RESIDENTIAL	\$4,877	\$3,261	\$5,000	\$8,261	\$2,543	30.79%	\$5,718
6494	4451	MI CHILD RESPITE SERVICES	\$101,143	\$100,479	\$0	\$100,479	\$56,607	56.34%	\$43,872
6494	4472	LOCAL INPATIENT	\$201,670	\$200,000	\$0	\$200,000	\$45,752	22.88%	\$154,248
6494	5800	PREVENTION - INDIRECT	\$14,084	\$0	\$0	\$0	\$247	N/A	(\$247)
6494	5801	PREVENTION - DIRECT	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5020	MH ADMINISTRATION	\$2,268,880	\$2,042,706	(\$356)	\$2,042,350	\$1,003,559	49.14%	\$1,038,791
6495	5021	ADMIN. LIFE SUPPORT SERVICES	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5022	QUALITY IMPROVEMENT	\$226,165	\$245,625	\$62,633	\$308,258	\$167,947	54.48%	\$140,311
6495	5023	RECIPIENT RIGHTS	\$137,690	\$142,017	\$0	\$142,017	\$46,308	32.61%	\$95,709
6495	5024	OFFICE-COMM. RELATIONS/ED	\$164,084	\$176,628	\$0	\$176,628	\$32,673	18.50%	\$143,955
6495	5025	RECEIVABLES/BILLING	\$0	\$0	\$0	\$0	\$0	N/A	\$0
6495	5026	FINANCE	\$441,493	\$521,599	(\$1,000)	\$520,599	\$237,380	45.60%	\$283,219
6495	5027	ALLOCATED COSTS	\$0	\$75,401	\$6,600	\$82,001	\$19,316	23.56%	\$62,685
6495	5028	DIVISION DIRECTORS	\$0	\$0	\$0	\$0	\$30	N/A	(\$30)
6495	5029	MCO ADMINISTRATION	\$1,106,403	\$1,189,003	(\$3,600)	\$1,185,403	\$493,315	41.62%	\$692,088
6495	5030	MEDICAL RECORDS	\$153,547	\$148,437	\$1,500	\$149,937	\$68,548	45.72%	\$81,389

COUNTY OF OTTAWA  
 MENTAL HEALTH EXPENDITURES - 2220  
 SIX MONTHS ENDING MARCH 31, 2011

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DEPT	SUB-DEPT	NAME	ACTUAL 2009	ORIGINAL BUDGET 2010	BUDGET ADJUSTMENTS 2010	AMENDED BUDGET 2010	YTD ACTUAL 2010	% OF BUDGET COLLECTED/ USED	YTD ACTUAL (OVER) UNDER AMENDED BUDGET
TOTAL EXPENDITURES			\$33,040,278	\$35,216,448	\$96,204	\$35,312,652	\$14,420,903	40.84%	\$20,891,749
TOTAL REVENUE			\$32,997,652	\$35,216,448	\$96,204	\$35,312,652	\$12,410,063	35.14%	\$22,902,589
FUND BALANCE (USE)			(\$42,625)	\$0	\$0	\$0	(\$2,010,840)		\$2,010,840

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Resolution to Authorize "Qualifying Statements" for Bonding Purposes

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the resolution to authorize certification of a "Qualifying Statement" for bonding purposes.

## SUMMARY OF REQUEST:

Pursuant to the requirements of the Uniform Budgeting and Accounting Act, the Chief Administrative Officers of the County must certify and file a "qualifying statement" with the Michigan Department of Treasury. This qualifies the County to issue securities.

## FINANCIAL INFORMATION:

Total Cost: \$0.00 | General Fund Cost: \$0.00 | Included in Budget:  Yes |  No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective: 4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**  Recommended |  Not Recommended |  Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@mottaw.org  
Reason: I am approving this document  
Date: 2011.04.14 13:54:43 -0400

Committee/Governing/Advisory Board Approval Date:

## MEMORANDUM

TO: Ottawa County Administration & Finance Committee

FROM: Gregory Rappleye, Ottawa County Corporation Counsel

DATE: April 12, 2011

RE: Resolution to Authorize Certification of a “Qualifying Statement”  
For Bonding Purposes

Each year that Ottawa County contemplates selling municipal bonds, it must authorize the County Administrator, as Chief Administrative Officer of the County, to certify and file a “qualifying statement” with the Michigan Department of Treasury. A Resolution to accomplish this is attached.

cc: Alan Vanderberg, Ottawa County Administrator  
Robert Spaman, Ottawa County Fiscal Services Director  
Brad Slagh, Ottawa County Treasurer

**COUNTY OF OTTAWA**

**STATE OF MICHIGAN**

At a regular meeting of the Board of Commissioners of the County of Ottawa, Michigan, held at the Fillmore Street Complex in the Township of Olive, Michigan on the \_\_\_ day of \_\_\_\_\_, 2011 at \_\_\_\_\_ o'clock p.m. local time.

PRESENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It was moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Ottawa County Board of Commissioners is required, by the Revised Municipal Finance Act, Act 34 of the Public Acts of 2001, as amended, MCLA 141.2101 et seq., to authorize the County Administrator, as Chief Administrative Officer of Ottawa County pursuant to the requirements of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of 1968, as amended, MCLA 141.421 et seq., to certify and file a “qualifying statement” with the Michigan Department of Treasury, as provided for in Section 303 of Act 34, MCLA 141.2303, so that Ottawa County will be qualified to issue securities;

NOW THEREFORE BE IT RESOLVED, that Alan Vanderberg, County Administrator of Ottawa County, Michigan, as Chief Administrative Officer of Ottawa County under the provisions of the Uniform Budgeting and Accounting Act, Act 2 of the Public Acts of 1968, as

amended, MCLA 141.421 et seq., is hereby authorized to certify and file a “qualifying statement” with the Michigan Department of Treasury so that Ottawa County may issue securities under the laws of the State of Michigan and Act 34 of the Public Acts of 2001, as amended, MCLA 141.2101 et seq.; and,

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as they conflict with this Resolution are hereby repealed.

YEAS: Commissioners: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAYS: Commissioners: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ABSTENTIONS: Commissioners: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

RESOLUTION ADOPTED.

\_\_\_\_\_  
Chairperson, Ottawa County  
Board of Commissioners

\_\_\_\_\_  
Ottawa County Clerk

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Allocation of 2010 Unreserved Undesignated Fund Balance

## SUGGESTED MOTION:

To approve and recommend to the Board of Commissioners to designate \$689,063 of the 2010 General Fund year-end unreserved undesignated fund balance for the 2012 budget.

## SUMMARY OF REQUEST:

The General Fund Budget Surplus Policy addresses the priority of uses for additional fund balance once the fund balance has been maintained by the policy.

Administrator's recommendation is to designate \$689,063 for the 2012 budget. This recommendation is due to the projected shortfall in the 2012 budget.

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 1: To Maintain and Improve the Strong Financial Position of the County.

Objective:

2: Implement processes and strategies to deal with operational budget deficits.

4: Maintain or improve bond ratings.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: Alan G. Vanderberg

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org  
Reason: I am approving this document  
Date: 2011.04.14 13:30:07 -0400

Committee/Governing/Advisory Board Approval Date:



# County of Ottawa

*Fiscal Services Department*

**Robert Spaman**  
*Fiscal Services Director*

**Marvin Hinga**  
*Fiscal Services Assistant Director*

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To: Board of Commissioners

From: Robert Spaman, Fiscal Services Director

Date: April 11, 2011

Subject: General Fund Unreserved Undesignated Fund Balance at December 31, 2010

The General Fund Budget Surplus Policy allows for undesignated fund balance equivalent to the lesser of three months of the most recently adopted budget or 15% of the General Fund's expenditures from the most recently completed audit. I recommend that we continue to maintain the undesignated fund balance at 15% of the General Fund's expenditures from the most recently completed audit.

The policy also addresses the priority of uses for any additional fund balance once the fund balance has been maintained as described in the policy. The priorities are as follows:

- 1) Such funds may be added to the Designated Fund Balance of the General Fund for a specified purpose
- 2) The Board may use the funds to fund the county financing tools
- 3) Such funds may be used to address emergency needs, concerns, or one time projects as designated by the Board
- 4) After funding the county financing tools, any remaining fund balance may be used toward a millage reduction factor to be applied to the next levied millage.

Historically at year end, the General Fund has unreserved undesignated fund balance to be allocated. At December 31, 2010, the amount of the General Fund undesignated fund balance available for allocation after maintaining the undesignated fund balance at 15% of expenditures of the most recent General Fund audit is \$689,063. This allocation is approximately 1.1% of the original expenditure budget of \$64M.

Administration's recommendation is to designate the \$689,063 for the 2012 budget. This recommendation is based on the anticipated significant shortfall in the 2012 budget. While taxable decreases are slowing down and there will be a modest decrease in tax revenues, State Shared Revenue will be significantly less than in 2011. These funds can be used in the 2012 budget to maintain the services the County would like to provide the residents of Ottawa County.

The 2011 budget has a projection to use some fund balance; however, it appears that the actual taxable value decrease is 2.5% as opposed to the 3.5% that was in the 2011 budget resulting in less use of fund balance in 2011. The changes in the healthcare savings was budgeted without knowledge of the actual enrollments. This savings will be slightly higher than expected and thus saving the County using as much fund balance as expected also.

We believe this action best addresses the needs of the County in the future.

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Fiscal Services

**Submitted By:** Bob Spaman

**Agenda Item:** Northwest Ottawa County Water System 2011 Series B Improvements

## SUGGESTED MOTION:

To approve and forward to the Board of Commissions the Resolution authorizing the County Road Commission to issue Act 342 Bonds not to exceed the amount of \$5,835,000 to finance the Northwest Ottawa Water System Series B Pumping System Project.

## SUMMARY OF REQUEST:

The City of Grand Haven, Grand Haven Township, Spring Lake Township, City of Ferrysburg, and Spring Lake Village would like to proceed with a Series B Pumping System Project.

## FINANCIAL INFORMATION:

Total Cost: \$0.00      General Fund Cost: \$0.00      Included in Budget:     Yes     No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated       Non-Mandated       New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 3: Continue initiatives to preserve the physical environment.

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, c=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawacounty.org  
Reason: I am approving this document.  
Date: 2011.04.14 13:39:00 -0400

Committee/Governing/Advisory Board Approval Date:

# Ottawa County Road Commission

14110 Lakeshore Drive  
P.O. Box 739  
GRAND HAVEN, MI 49417  
Phone (616) 842-5400 Fax (616) 850-7237

## MEMORANDUM

TO: Ottawa County Board of Commissioners

FROM: Ken Zarzecki, P.E., Public Utilities Director

DATE: April 11, 2011

SUBJECT: **Northwest Ottawa County Water System 2011 Series B Improvements**

In 2009, the City of Grand Haven, Grand Haven Township, Spring Lake Township, the City of Ferrysburg, and Spring Lake Village approved resolutions requesting the County of Ottawa to issue Act 342 Bonds in the amount of \$21,255,000 to finance the Water Supply System Improvements.

The \$15,420,000 Series A Treatment Plant Bond Issue was approved by the Board on June 9, 2009. These bonds were sold on July 7, 2009 and the Treatment Plant Project constructed. The Northwest Ottawa Water System communities wish to proceed with the \$5,835,000 Series B Pumping System Project.

Enclosed is a copy of the project description, the project map, the cost estimate, and the cost allocations for both the Series A and B Projects. I would like to present this information and the Series B Bond Resolution at the April 19, 2011 meeting of the Finance and Administration Committee.

Primary security for the bonds will be the full faith and credit pledge of Northwest Ottawa Units of Government. Secondary security is the full faith and credit pledge of Ottawa County. Both the primary and secondary pledges are subject to constitutional, statutory, and charter limitation.

Bonds are scheduled to be sold in May 2011, by competitive sale. Also enclosed is the suggested Committee motion.

KLZ/pp

Enclosures

**Bond Resolution: Northwest Ottawa County Water System**

**Motion: To approve and forward to the Board the Resolution authorizing the County Road Commission to issue Act 342 Bonds in the not to exceed amount of \$5,835,000 to finance the Northwest Ottawa Water System Series B Pumping System Project.**

**BOARD OF COUNTY ROAD COMMISSIONERS  
COUNTY OF OTTAWA**

**NORTHWEST OTTAWA WATER SYSTEM 2009 IMPROVEMENTS**

**PROJECT DESCRIPTION**

**WATER TREATMENT PLANT RENOVATIONS AND EXPANSION PROJECT**

The Project will be constructed on the site of the existing water treatment plant, located in the City of Grand Haven and will expand the capacity from 15.5 million gallons per day to 23.25 million gallons per day.

The Project includes the following major items:

- Demolition of some existing structures and equipment.
- Site work and piping, including new water main, overflow piping, sanitary sewer, and storm sewer.
- Building addition for the expansion.
- New rapid mixing unit.
- Two new flocculator tanks and mixers.
- New filtration equipment in 7 gravity filter cells.
- New clear well addition.
- New backwash clarifier.
- New sludge dewatering system with filter press and conditioning/feed equipment.
- Two new high service pumps.
- New filter aid polymer feed system.
- New sodium hypochlorite feed system.
- New laboratory and control room.
- New electrical and mechanical facilities.
- Process instrumentation and control equipment.
- Landscape and irrigation system.

**RAW WATER PUMPING SYSTEM IMPROVEMENTS PROJECT**

The Project will be constructed in Harbor Drive from the Low Service Pumping Station in Grand Haven State Park to the Water Plant.

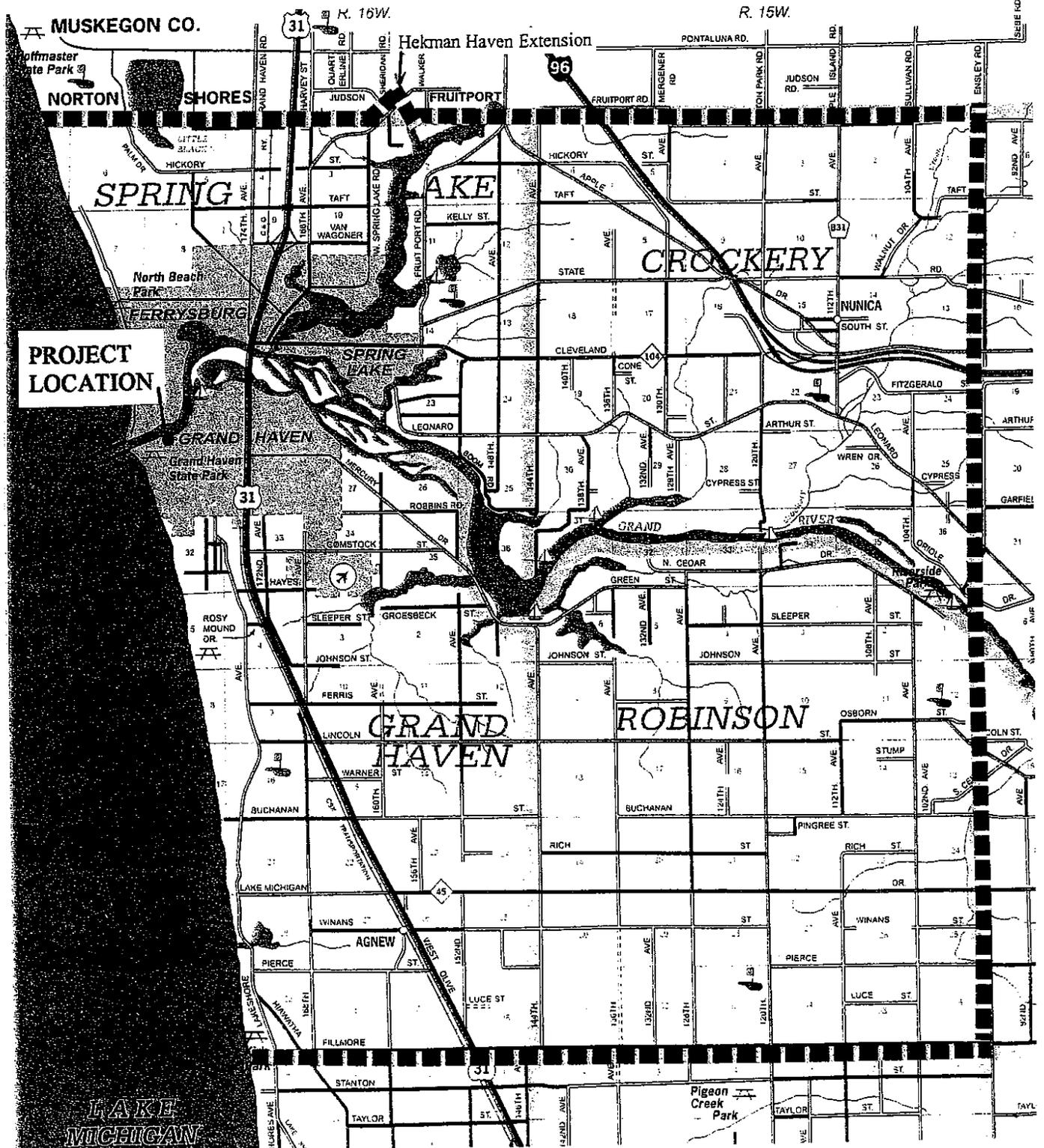
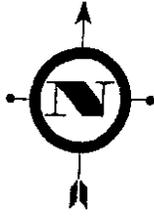
The Project includes the following major items:

- Approximately 4500 ft. of 30 inch water main.
- 1 million gallon concrete backwash tank.
- 4 variable frequency pump drivers and motors.

BOARD OF COUNTY ROAD COMMISSIONERS  
COUNTY OF OTTAWA

NORTHWEST OTTAWA WATER SYSTEM 2009 IMPROVEMENTS

PROJECT MAP



**BOARD OF COUNTY ROAD COMMISSIONERS  
COUNTY OF OTTAWA**

**NORTHWEST OTTAWA WATER SYSTEM 2009 IMPROVEMENTS**

**COST ESTIMATE**

Series A- Renovation Portion of Treatment Plant Improvements

Construction	\$4,011,533
Preliminary Design	\$ 64,225
Design Engineering	\$ 177,861
Construction Engineering & Inspection	\$ 372,036
Contingency	\$ 409,559
Legal Expense	\$ 10,836
Property Acquisition	\$ 27,390
Finance & Administrative Expense	\$ 92,106
Capitalized Interest	<u>\$ 346,622</u>
Renovation Portion Total	\$5,512,168
Less Cash Contribution	<u>(132,168)</u>
Amount of Bonds to be Issued	\$5,380,000

Series A – Expansion Portion of Treatment Plant Improvements

Construction	\$7,094,593
Preliminary Design	\$ 113,586
Design Engineering	\$ 587,043
Construction Engineering & Inspection	\$ 657,964
Pilot Study	\$ 269,272
Contingency	\$ 720,183
Legal Expense	\$ 19,164
Property Acquisition	\$ 172,610
Finance & Administrative Expense	\$ 162,894
Capitalized Interest	<u>\$ 476,437</u>
Expansion Portion Total	\$10,273,746
Less Cash Contribution	<u>(235,746)</u>
Amount of Bonds to be Issued	\$10,040,000

**Series A Summary**

<b>Project Cost Total</b>	<b>\$15,785,914</b>
<b>Less Cash Contribution</b>	<b><u>(365,914)</u></b>
<b>AMOUNT OF BONDS TO BE ISSUED</b>	<b>\$15,420,000</b>

**Series B - Raw Water Pumping System Improvements**

Construction	\$4,100,000
Preliminary Design	\$ 35,000
Design Engineering	\$ 262,000
Construction Engineering & Inspection	\$ 370,000
Contingency	\$ 407,204
Legal Expense	\$ 25,000
Property Acquisition	\$ 200,000
Soil Borings	\$ 25,000
Finance & Administration	\$ 110,000
Capitalized Interest	<u>\$ 300,796</u>

**Series B - AMOUNT OF BONDS TO BE ISSUED** **\$5,835,000**

**Total Project Summary**

<b>Series A and B Total</b>	<b>\$21,620,914</b>
<b>Less Cash Contribution</b>	<b><u>(365,914)</u></b>
<b>TOTAL AMOUNT OF BONDS TO BE ISSUED</b>	<b>\$21,255,000</b>

**BOARD OF COUNTY ROAD COMMISSIONERS  
COUNTY OF OTTAWA**

**NORTHWEST OTTAWA WATER SYSTEM 2009 IMPROVEMENTS**

**COST ALLOCATIONS**

Series A - Renovation Portion of Treatment Plant Improvements

<u>Unit of Government</u>	<u>Allocation of Project Cost</u>	<u>% of Bond Amount</u>
Grand Haven City	\$3,002,578	55.81 %
Grand Haven Township	\$ 565,438	10.51 %
Spring Lake Township	\$ 996,376	18.52 %
Ferrysburg City	\$ 354,004	6.58 %
Spring Lake Village	\$ 461,604	8.58 %
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	\$5,380,000	100.00 %

Series A - Expansion Portion of Treatment Plant Improvement

<u>Unit of Government</u>	<u>Capacity Allocation %</u>	<u>Project Subcost</u>	<u>Capitalized Interest</u>	<u>Reimbursement of Engineering Advances</u>	<u>Allocation of Project Cost</u>	<u>% of Bond Amount</u>
Grand Haven Twp	49.12 %	\$4,563,777	\$113,563	0	\$ 4,677,340	46.59%
Spring Lake Twp	49.36 %	\$4,586,076	\$362,874	\$249,169	\$ 5,198,119	51.77%
Ferrysburg City	1.52 %	\$ 141,224	0	0	\$ 141,224	1.41%
Spring Lake Village	0	0	0	\$ 23,317	\$ 23,317	0.23%
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	100.00 %	\$9,291,077	\$476,437	\$272,486	\$10,040,000	100.00 %

Series A - Renovation and Expansion Total

<u>Unit of Government</u>	<u>Allocation of Project Cost</u>	<u>% of Bond Amount</u>
Grand Haven City	\$ 3,002,578	19.47 %
Grand Haven Township	\$ 5,242,778	34.00 %
Spring Lake Township	\$ 6,194,495	40.17 %
Ferrysburg City	\$ 495,228	3.21 %
Spring Lake Village	<u>\$ 484,921</u>	<u>3.15 %</u>
	\$15,420,000	100.00 %

Series B - Raw Water Pumping System Improvements

<u>Unit of Government</u>	<u>Capacity Allocation %</u>	<u>Allocation Project Bond Cost</u>	<u>% of Amount</u>
Grand Haven City	30.89 %	\$1,802,431	30.89 %
Grand Haven Township	26.18 %	\$1,527,603	26.18 %
Spring Lake Township	27.93 %	\$1,629,716	27.93 %
Ferrysburg City	6.79 %	\$ 396,196	6.79 %
Spring Lake Village	8.21 %	\$ 479,054	8.21 %
	<hr/>	<hr/>	<hr/>
	100.00 %	\$5,835,000	100.00 %

RE: NORTHWEST OTTAWA WATER SYSTEM - 2011 PUMPING  
SYSTEM IMPROVEMENTS

Submitted by Commissioner \_\_\_\_\_:

Mr. Chairman, Ladies, and Gentlemen:

I offer the following resolution:

WHEREAS, pursuant to the provisions of Act No. 342, Public Acts of Michigan, 1939, as amended ("Act 342"), the Board of Supervisors of the County of Ottawa (the "County") authorized and directed that there be established, maintained and operated a countywide system or systems of water and sewer improvements and services and designated the Board of County Road Commissioners of the County to be the agency of the County (the "County Agency") for the purposes set forth in Act 342; and

WHEREAS, by the terms of Act 342, the County and the City of Grand Haven ("Grand Haven City"), Charter Township of Grand Haven ("Grand Haven Township"), Township of Spring Lake ("Spring Lake Township"), City of Ferrysburg ("Ferrysburg City"), and Village of Spring Lake ("Spring Lake Village") (Grand Haven City, Grand Haven Township, Spring Lake Township, Ferrysburg City and Spring Lake Village are hereinafter sometimes individually referred to as a "Municipality" and collectively as the "Municipalities") are authorized to enter into a contract for the acquisition, construction and financing of water supply system improvements to serve the Municipalities, for the payment of the cost thereof by the Municipalities, with interest, and the County is then authorized to issue its bonds to provide the funds necessary therefor; and

WHEREAS, the County, by and through its Board of County Road Commissioners, and the Municipalities have entered into the Northwest Ottawa Water System 2009 Improvements

Contract dated as of March 1, 2009 (the "Contract"), which contract provides for the acquisition and construction of improvements to the water treatment plant of the Northwest Ottawa Water System (the "Treatment Plant Project") and the acquisition and construction of improvements to the raw water pumping system of the Northwest Ottawa Water System (the "Pumping System Project") to serve the Municipalities and the payment by the Municipalities of the cost of the Treatment Plant Project and the Pumping System Project pursuant to Act 342; and

WHEREAS, there has been submitted for approval and adoption by this Board an estimate of the Pumping System Project, and

WHEREAS, the Contract provides for the issuance of one series of bonds by the County to finance the cost of the Treatment Plant Project and a second series of bonds to finance the Pumping System Project, said bonds to be secured by the contractual obligations of the Municipalities to pay to the County amounts sufficient to pay the principal of and interest on the bonds and to pay such paying agent fees and other expenses as may be incurred on account of the bonds; and

WHEREAS, the County previously authorized, issued and sold a series of bonds in 2009 (the "2009 Bonds") to finance the cost of the Treatment Plant Project; and

WHEREAS, the County desires to authorize a series of bonds at this time to finance the cost of the Pumping System Project.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Ottawa, Michigan, as follows:

1. DEFINITIONS. In addition to terms defined elsewhere herein, unless the context otherwise requires, the terms defined in this Section 1 shall, for all purposes of this Resolution and the recitals herein, have the following meanings:

- (a) "Act 34" means Act 34, Public Acts of Michigan, 2001, as amended.
- (b) "Bonds" means the County's bonds authorized by Sections 3 and 4 of this Resolution.
- (c) "Code" means the Internal Revenue Code of 1986, as amended.
- (d) "Director of Utilities" means the Director of Utilities of the County.
- (e) "Sale Order" means the written order of the Director of Utilities approving the sale of the Bonds and making certain determinations regarding the final terms thereof within the parameters of this Resolution.

2. ESTIMATES OF PERIOD OF USEFULNESS AND COST. The estimates of \$5,835,000 as the cost of the Pumping System Project to the County and 25 years and upwards as the period of usefulness of the Pumping System Project, as submitted to this Board of Commissioners, are approved and adopted.

3. AUTHORIZATION OF BONDS – PURPOSE. Bonds of the County aggregating the principal sum of not to exceed Five Million Eight Hundred Thirty-Five Thousand Dollars (\$5,835,000), as determined by the Director of Utilities in the Sale Order, shall be issued and sold pursuant to the provisions of Act 342, and other applicable statutory provisions, for the purpose of defraying part of the cost of the Pumping System Project. Pursuant to a request from the Municipalities in accordance with the Contract, a portion of the cost of the Pumping System Project shall be paid from surplus proceeds of the 2009 Bonds.

4. BOND DETAILS. The Bonds shall be designated “Ottawa County Water Supply Bonds (Northwest Ottawa Water System 2011 Improvements), Series B;” shall be dated as of such date set forth in the Sale Order; shall be issued as serial bonds or term bonds, or a combination thereof, as set forth in the Sale Order; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 6.5% per annum, to be determined by the Director of Utilities in the Sale Order, payable on such dates as shall be determined by the Director of Utilities in the Sale Order; shall mature in such principal amounts and on such dates as shall be determined by the Director of Utilities in the Sale Order; and shall be sold at a purchase price to be determined by the Director of Utilities in the Sale Order.

5. PRIOR REDEMPTION.

(a) Optional and Mandatory Sinking Fund Redemption. The Bonds may be subject to optional redemption and mandatory sinking fund redemption prior to maturity as provided in the Sale Order. The Bonds subject to optional redemption may be redeemed on any date at least ten (10) years after the date of issuance thereof at a redemption price of 100% of the principal amount thereof plus accrued interest to the redemption date. Bonds subject to mandatory sinking fund redemption shall be redeemed at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the redemption date. Bonds to be so redeemed shall be selected as provided in the Sale Order.

(b) Notice of Redemption. Not less than thirty days’ notice of redemption shall be given by mail to the registered owners of Bonds to be called at the registered address. Bonds or portions of Bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

6. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the Bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the Bonds to the bond registrar and paying agent as they severally mature. Interest shall be paid to the registered owner of each Bond as shown on the registration books at the close of business on the 15<sup>th</sup> day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.

7. BOOK-ENTRY SYSTEM. Initially, one fully-registered Bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”) for the benefit of other parties (the “Participants”) in the book-entry-only transfer system of DTC. In the event the County determines that it is in the best interest of the County not to continue the book-entry system of transfer or that the interests of the holders of the Bonds might be adversely affected if the book-entry system of transfer is continued, the County may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or “beneficial owner” in appropriate amounts in accordance with this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the County and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the County may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the County shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the County and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this Resolution. In the event bond certificates are issued, the

provisions of this Resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the County and the bond registrar and paying agent to do so, the County and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the Bonds to any Participant having Bonds certified to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the Bonds.

Notwithstanding any other provision of this Resolution to the contrary, so long as any Bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on such Bonds and all notices with respect to the Bonds shall be made and given, respectively, to DTC as provided in the Blanket Issuer Letter of Representations between the County and DTC, and the Director of Utilities is authorized to sign such additional documents on behalf of the County as may be requested by DTC, in such form as the Director of Utilities deems necessary to accomplish the issuance of the Bonds in accordance with law and this Resolution.

8. BOND REGISTRAR AND PAYING AGENT. The Director of Utilities shall designate, and may enter into an agreement with, a bond registrar and paying agent for the Bonds that shall be a bank or trust company located in the State of Michigan that is qualified to act in such capacity under the laws of the United States of America or the State of Michigan. The Director of Utilities from time to time as required may designate a similarly qualified successor bond registrar and paying agent.

9. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The Bonds shall be executed in the name of the County by the facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and authenticated by the manual signature of an

authorized representative of the bond registrar and paying agent, and the seal of the County (or a facsimile thereof) shall be impressed or imprinted on the Bonds. After the Bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the County Treasurer to the purchaser upon receipt of the purchase price. Additional Bonds bearing the facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and upon which the seal of the County (or a facsimile thereof) is impressed or imprinted may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of Bonds. The bond registrar and paying agent shall indicate on each Bond the date of its authentication.

10. EXCHANGE AND TRANSFER OF BONDS. Any Bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for Bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond.

Each Bond shall be transferable only upon the books of the County, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such Bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any Bond, the bond registrar and paying agent on behalf of the County shall cancel the surrendered Bond and shall authenticate and deliver to the transferee a new Bond or Bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered Bond. If, at the time the bond registrar and paying agent authenticates and delivers a new Bond pursuant to this

section, payment of interest on the Bonds is in default, the bond registrar and paying agent shall endorse upon the new bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is \_\_\_\_\_, \_\_\_\_\_."

The County and the bond registrar and paying agent may deem and treat the person in whose name any Bond shall be registered upon the books of the County as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such Bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 6 of this Resolution shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the County nor the bond registrar and paying agent shall be affected by any notice to the contrary. The County agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of Bonds, the County or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange Bonds or portions of Bonds which have been selected for redemption.

11. FORM OF BONDS. The Bonds shall be in substantially the following form:

[Bond Form]

UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF OTTAWA

OTTAWA COUNTY WATER SUPPLY BOND (NORTHWEST OTTAWA  
WATER SYSTEM 2011 IMPROVEMENTS), SERIES B

INTEREST RATE      MATURITY DATE      DATE OF ORIGINAL ISSUE      CUSIP

Registered Owner:  
Principal Amount:  
**SPECIMEN**

The County of Ottawa, State of Michigan (the "County") acknowledges itself indebted to and for value received hereby promises to pay to the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at \_\_\_\_\_, \_\_\_\_\_, Michigan, the bond registrar and paying agent, and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15<sup>th</sup> day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount from the Date of Original Issue or such later date through which interest shall have been paid until the County's obligation with respect to the payment of such Principal Amount is discharged at the rate per annum specified above. Interest is payable on the first days of \_\_\_\_\_ and \_\_\_\_\_ in each year, commencing \_\_\_\_\_ 1, 201\_\_\_. Principal and interest are payable in lawful money of the United States of America.

This bond is one of a series of bonds aggregating the principal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) issued by the County under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act No. 342, Public Acts of 1939, as amended) and a bond authorizing resolution adopted by the Board of Commissioners of the County (the "Resolution") for the purpose of

defraying part of the cost of acquiring and constructing water supply system improvements to serve the City of Grand Haven, Charter Township of Grand Haven, Township of Spring Lake, City of Ferrysburg and Village of Spring Lake (collectively the "Municipalities"). The bonds of this series are issued in anticipation of and secured by payments to be made by the Municipalities in the aggregate principal amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) pursuant to a contract among the County and the Municipalities. The full faith and credit of the Municipalities have been pledged to the prompt payment of their respective share of the foregoing amount and the interest thereon as the same become due. As additional security the full faith and credit of the County have been pledged for the prompt payment of the principal of and interest on the bonds of this series. Taxes levied by the Municipalities and the County to pay the principal of and interest on the bonds of this series are subject to constitutional tax limitations.

This bond is transferable, as provided in the Resolution, only upon the books of the County kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds which have been selected for redemption.

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year \_\_\_\_\_ are subject to mandatory prior redemption at par and accrued interest as follows:

<u>Redemption Date</u>	<u>Principal Amount of Bonds to be Redeemed</u>
------------------------	---

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to \_\_\_\_\_ 1, 20\_\_, are not subject to optional redemption prior to maturity. Bonds maturing on and after \_\_\_\_\_ 1, 20\_\_, are subject to redemption prior to maturity at the option of the County, in such order as shall be determined by the County, on any one or more dates on and after \_\_\_\_\_ 1, 20\_\_. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption without premium.

Not less than thirty days' notice of redemption shall be given to the holders of bonds called to be redeemed by mail to the registered holder at the registered address. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the County, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the County of Ottawa, Michigan, by its Board of Commissioners, has caused this bond to be executed in its name by facsimile signatures of the Chairman of the Board of Commissioners and the County Clerk and its corporate seal (or a facsimile thereof) to be impressed or imprinted hereon. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.

COUNTY OF OTTAWA

By: \_\_\_\_\_

Its: Chairman, Board of Commissioners

[SEAL]

And: \_\_\_\_\_

Its: Clerk

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

\_\_\_\_\_  
Bond Registrar and Paying Agent

By: \_\_\_\_\_  
Authorized Representative

AUTHENTICATION DATE: **SPECIMEN**

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_  
(please print or type name, address and taxpayer identification number of transferee) the within  
bond and all rights thereunder and hereby irrevocably constitutes and appoints  
\_\_\_\_\_  
attorney to transfer the within bond on the books kept for registration thereof, with full power of  
substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed: \_\_\_\_\_

Signature(s) must be guaranteed by an eligible guarantor institution participating in a  
Securities Transfer Association recognized signature guarantee program.

**SPECIMEN**

[End of Bond Form]

12. SECURITY. The Bonds shall be issued in anticipation of payments to be made by the Municipalities pursuant to the Contract. The Bonds shall be secured primarily by the full faith and credit pledges made by the Municipalities in the Contract pursuant to the authorization contained in Act 342. As additional and secondary security the full faith and credit of the County are pledged for the prompt payment of the principal of and interest on the Bonds as the same shall become due. If a Municipality shall fail to make a payment to the County which is sufficient to pay its share of the principal of, premium, if any, and interest on the Bonds as the same shall become due, then an amount sufficient to pay the deficiency shall be advanced from the general fund of the County. Taxes imposed by the County shall be subject to constitutional limitations.

13. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, or any portion thereof, shall have been deposited in trust, this Resolution shall be defeased with respect to such bonds, and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on such Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

14. PRINCIPAL AND INTEREST FUND. There shall be established for the Bonds a Principal and Interest Fund which shall be kept in a separate bank account. From the proceeds of the sale of the Bonds there shall be set aside in the Principal and Interest Fund any premium and accrued interest received from the purchaser of the Bonds at the time of delivery of the same. All payments received from the Municipalities pursuant to the Contract are pledged for payment of

the principal of and interest on the Bonds and expenses incidental thereto and as received shall be placed in the Principal and Interest Fund.

15. CONSTRUCTION FUND. The remainder of the proceeds of the sale of the Bonds shall be set aside in a construction fund for the Project and used to defray the cost of the Pumping System Project in accordance with the provisions of the Contract.

16. APPROVAL OF MICHIGAN DEPARTMENT OF TREASURY. The issuance and sale of the Bonds shall be subject to permission being granted therefor by the Department of Treasury of the State of Michigan pursuant to Act 34 and, if necessary, the Director of Utilities is authorized and directed to make application to the Department of Treasury for permission to issue and sell the Bonds as provided by the terms of this Resolution.

17. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The Bonds shall be sold at a competitive sale as hereinafter provided. The Director of Utilities is hereby authorized to approve an Official Notice of Sale for the Bonds and publish the same in accordance with law in *The Bond Buyer* at least seven days before the date set for the sale of the Bonds. Sealed bids for the purchase of the Bonds shall be received up to such time as shall hereafter be determined by the Director of Utilities. Following the receipt of bids for the Bonds, the Bonds shall be awarded to the successful bidder therefor pursuant to the Sale Order. The Sale Order shall be executed by the Director of Utilities at the time of sale of the Bonds and shall set forth, with respect to the Bonds, the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, and purchase price to be paid by the purchaser, as well as such other terms and provisions as the Director of Utilities determines to be necessary or appropriate in connection with the sale of the Bonds. The members of the Board of County Road Commissioners, the Director of Utilities and other appropriate County officials are authorized to do all things necessary to effectuate the sale, issuance, delivery,

transfer and exchange of the Bonds in accordance with the provisions of this Resolution. In making the determination in the Sale Order with respect to principal maturities and dates, interest rates, and purchase price of the Bonds, the Director of Utilities shall be limited as follows:

- (a) The interest rate on any Bond shall not exceed 6.5% per annum.
- (b) The final maturity date of the Bonds shall not be later than May 1, 2036.
- (c) The purchase price of the Bonds shall not be less than 99% nor more than 102% of the principal amount thereof.

18. REPLACEMENT OF BONDS. Upon receipt by the County Agency of proof of ownership of an unmatured Bond, of satisfactory evidence that the Bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity which complies with applicable law and is satisfactory to the County Agency, the County Agency may authorize the bond registrar and paying agent to deliver a new executed Bond to replace the Bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the County Agency may authorize the bond registrar and paying agent to pay the Bond without presentation upon the receipt of the same documentation required for the delivery of a replacement Bond. The bond registrar and paying agent, for each new Bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the County in the premises. Any Bond delivered pursuant to the provisions of this Section 18 in lieu of any Bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the Bond in substitution for which such Bond was delivered.

19. TAX COVENANT. The County covenants to comply with all requirements of the Code necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes. The Board of County Road Commissioners,

the Director of Utilities and other appropriate County officials are authorized to do all things necessary to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

20. OFFICIAL STATEMENT. The Board of County Road Commissioners is authorized to cause the preparation of an official statement for the Bonds for the purpose of enabling compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the "Rule") by the successful bidder or bidders and shall do all other things necessary to enable compliance with the Rule by the successful bidder or bidders. After the award of the Bonds, the County will provide copies of a "final official statement" (as defined in paragraph (e)(3) of the Rule) on a timely basis and in reasonable quantity as requested by the successful bidder or bidders to enable such bidder or bidders to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

21. CONTINUING DISCLOSURE. The County Treasurer is hereby authorized to execute and deliver in the name and on behalf of the County (i) a certificate of the County to comply with the requirements for a continuing disclosure undertaking of the County pursuant to subsection (b)(5) of the Rule and (ii) amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the "Continuing Disclosure Certificate"). The County hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. The remedies for any failure of the County to comply with and carry out the provisions of the Continuing Disclosure Certificate shall be as set forth therein.

22. BOND INSURANCE. The Director of Utilities is authorized and directed to take any actions that may be necessary or appropriate to purchase a policy or policies of municipal bond insurance with respect to the Bonds to the extent that the Director of Utilities determines in

the Sale Order that the purchase of such municipal bond insurance is in the best interests of the County. If the Director of Utilities makes such a determination, the purchase of a policy or policies and the payment of premiums therefor and the execution by the Director of Utilities of any necessary commitments or other documents with respect thereto are hereby authorized.

23. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: \_\_\_\_\_  
\_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN     )  
  )ss  
COUNTY OF OTTAWA     )

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Commissioners of the County of Ottawa at a regular meeting held on \_\_\_\_\_, 2011, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

\_\_\_\_\_  
Clerk  
County of Ottawa

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Human Resources

**Submitted By:** Marie Waalkes

**Agenda Item:** Purchase of MERS (Michigan Municipal Employees Retirement System) Military Service Credits for Bradley S. Nieboer

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the purchase of two (2) years of military service credits for Bradley S. Nieboer (Detective, Sheriff's Office).

County Cost: \$26,163.36  
Employee Cost: \$ 6,609.64  
Total Cost: \$32,773.00

## SUMMARY OF REQUEST:

In accordance with HR Policy 16, Purchase of Military Service Credits Policy:

Employees Eligible after January 1, 2009:

The Ottawa County Board of Commissioners will approve allowing the purchase of up to two (2) years for active duty military service which occurred prior to January 1, 1999, for eligible benefited employees of the County who have at least ten (10) years of credited service with MERS. Commissioners must have eight (8) years of credited service with MERS.

Eligible employees under this section will have up until January 1, 2024 (fifteen years) to purchase eligible military service credits. Payment due from the employee prior to allowing the purchase of 5% of the last four quarters of earnings report to MERS multiplied by the years and months to be credited.

## FINANCIAL INFORMATION:

Total Cost: \$32,773.00 | General Fund Cost: \$26,163.36 | Included in Budget:  Yes |  No

If not included in budget, recommended funding source: Contingent Funds

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 4: To Continually Improve the County's Organization and Services

Objective: 6: Continue the effective and efficient management of human resources.

**ADMINISTRATION RECOMMENDATION:**  Recommended |  Not Recommended |  Without Recommendation

County Administrator: **Alan G. Vanderberg**

Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@ottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 13:46:02 -0400

Committee/Governing/Advisory Board Approval Date:

**APPLICATION FOR ADDITIONAL CREDITED SERVICE  
Cost Estimate, Member Certification and Governing Body Resolution**

**MEMBER**

Name: Bradley S Nieboer  
SSN: XXX-XX-9081  
DOB: 2/16/1956  
Age: 55 years, 2 months  
Spouse's DOB: 7/16/1958

**CALCULATION DATE - 5/1/2011**

(Estimate Not Valid After 2 Months)

**BENEFIT PROGRAMS**

Benefit B-4 (80% max)  
Benefit F50 (With 25 Years of Service)  
Benefit FAC-5 (5 Year Final Average Compensation)  
10 Year Vesting  
E2 COLA Benefit

**EMPLOYER**

Name: Ottawa Co  
Number/Div: 7003 / 21

**ESTIMATED FAC ON CALCULATION DATE:** \$64,298.22**CREDITED SERVICE**

Member's Service Credit as of Calculation Date:

10 years, 2 months

**Type of Credited Service to be Granted:**

Generic (Plan Section 7)

**Amount of Credited Service to be Granted:**

2 years, 0 months

**Total Estimated Actuarial Cost of Additional Credited Service:****\$32,773.00** [Payment Options on Reverse]**BENEFIT CALCULATION ASSUMPTIONS**

1. It is assumed that the Member will continue working until the earliest date for unreduced retirement benefits. If the Member terminates prior to becoming eligible for unreduced benefits, the Employer understands and accepts that the actuarial cost will be different from the actuarial cost shown above.
2. The Member's Final Average Compensation (FAC) is projected to increase 4.5% annually from the date of purchase to the date of retirement.
3. The Plan's Investment Return is projected to be 8% annually.

**THE ADDITIONAL CREDITED SERVICE IS PROJECTED TO RESULT IN THE FOLLOWING CHANGES:**

	Retirement Date	Age	Service Through	Total Service	FAC	Annual Benefit
Before Purchase	3/1/2016	60 yrs., 0 mths.	2/29/2016	15 yrs., 0 mths.	\$79,541.60	\$29,828.16
After Purchase	3/1/2016	60 yrs., 0 mths.	2/29/2016	17 yrs., 0 mths.	\$79,541.60	\$33,805.20

*Note:* MERS is not responsible for any Member or Employer supplied information, or any losses which may result if actual experience differs from actuarial assumptions. The Member and Employer are responsible for reviewing the information contained herein for accuracy, and assuming the risk that actual experience results in liability different than that estimated.

**MEMBER CERTIFICATION**

I certify that the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify that the service has not and will not be recognized for the purpose of obtaining or increasing a pension under another defined benefit retirement plan.

  
Signature of Member

4-12-11  
Date

**GOVERNING BODY RESOLUTION**

As provided by the MERS Plan Document, and in accordance with the Employer's policy there under, the additional credited service described above is hereby granted this Member by Resolution of the Governing Body of Ottawa Co, at its meeting on \_\_\_\_\_. The Employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actual experience will affect the true cost of the additional service. For example, changes in benefit programs through adoption or transfer of the affected employee to a division with 'better' benefits; increases in wages other than 4.5% per year; and changes to the anticipated date of termination, will affect the actual cost of the additional service (increase or decrease). Thus, actual future events and experience may result in changes different than those assumed, and liability different than that estimated. The Employer understands and agrees that it is accountable for any difference between estimated and actual costs.

\_\_\_\_\_  
Signature of Authorized Official from Ottawa Co

\_\_\_\_\_  
Date

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Planning & Performance Improvement

**Submitted By:** Mark Knudsen

**Agenda Item:** Brownfield Plan Amendment from Cedar Crest Dairy

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners the resolution to support the brownfield plan amendment from Cedar Crest Dairy (R Becker Properties, LLC.) contingent upon the approval of the Hudsonville City Commission.

## SUMMARY OF REQUEST:

Cedar Crest Dairy has submitted a proposal to the Ottawa County Brownfield Redevelopment Authority (OCBRA). Cedar Crest Dairy is proposing to use tax increment financing (TIF) to redevelop a contaminated site located at 5800 Balsam Drive in the City of Hudsonville in order to expand their business. They have estimated that the expansion will create 17-20 new jobs.

The brownfield plan includes the capture of Ottawa County, City of Hudsonville and Public Library taxes for 10 years totaling \$79,628 in captured taxes (\$22,256 County taxes, \$49,709 City taxes, and \$7,663 Library taxes). Additionally, per the Michigan Brownfield Redevelopment Financing Act the OCBRA will continue to capture taxes for an additional 5 years after the Cedar Crest Dairy project is complete totaling \$61,630 in captured taxes (\$17,225 County taxes, 38,473 City taxes, and \$5,931 Library taxes). These funds would be used to identify contaminated sites in Ottawa County, provide assessments of selected contaminated sites, and/or to establish a revolving loan fund. All taxes captured are only those that will be generated by the rise in State Equalized Value (SEV) created by the project.

Per the policies of the OCBRA, the resolution is contingent upon approval by the City of Hudsonville. The Hudsonville City Commission will be reviewing the project at their May 10, 2011 meeting.

## FINANCIAL INFORMATION:

Total Cost: \$0.00 | General Fund Cost: \$0.00 | Included in Budget:  Yes |  No

If not included in budget, recommended funding source:

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated |  Non-Mandated |  New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 2: Consider opportunities to improve economic development in the region.

**ADMINISTRATION RECOMMENDATION:**  Recommended |  Not Recommended |  Without Recommendation

County Administrator:

Committee/Governing/Advisory Board Approval Date:

OTTAWA COUNTY  
STATE OF MICHIGAN

RESOLUTION

At a regular meeting of the Ottawa County Board of Commissioners, held at the Fillmore Complex in the Township of Olive, Michigan on May 10, 2011 at \_\_\_\_\_ o'clock p.m. local time.

PRESENT: Commissioners \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: Commissioners \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It was moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the following Resolution be adopted:

WHEREAS, the Ottawa County Board of Commissioners established the Ottawa County Brownfield Redevelopment Authority on June 10, 2008 pursuant to the Brownfield Redevelopment Financing Act, Act 381 of the Public Acts of the State of Michigan, of 1996 of the State of Michigan in order to redevelop one specific site; and

WHEREAS, on June 23, 2009 the Ottawa County Brownfield Redevelopment Authority was amended in order to be able to administer projects at any location in the County where the local unit of government does not have a brownfield authority and supports the project ; and

WHEREAS, pursuant to Act 381, a proposed amendment to the Ottawa County Brownfield Plan (Exhibit A) was received from R. Becker Properties, LLC (Cedar Crest Dairy) for a contaminated site located at 5800 Balsam Drive, in the City of Hudsonville, Michigan; and

WHEREAS, the contaminated site has been determined to be a "facility" as provided for in the Michigan Natural Resources and Environmental Protection Act, Public Act 451 of 1994, and

WHEREAS, the brownfield plan amendment includes the use of tax increment financing to capture Ottawa County and City of Hudsonville taxes for 10 years; and

WHEREAS, the total amount of captured taxes to be paid to R. Becker Properties shall not exceed \$66,545; and

WHEREAS, as provided for in the Michigan Brownfield Redevelopment Financing Act, the Ottawa County Brownfield Redevelopment Authority will continue to capture taxes for an additional 5 years after the Cedar Crest Dairy project is complete in order to support a countywide inventory of brownfield sites, site assessments of selected contaminated properties, and/or a revolving loan fund; and

WHEREAS, the brownfield plan amendment complies with all requirements set forth in the Brownfield Refinancing Act; and

WHEREAS, the brownfield plan amendment would provide for the clean-up of a contaminated site in the City of Hudsonville and create jobs through the expansion of Cedar Crest Dairy,

NOW, THEREFORE, BE IT RESOLVED that the Ottawa County Board of Commissioners approves the amendment to the Ottawa County Brownfield Plan as submitted by R. Becker Properties, LLC (Cedar Crest Dairy); and

BE IT FURTHER RESOLVED that the Board of Commissioners' approval of the brownfield plan amendment is contingent upon receipt of a resolution of support for the project from the City Commission of the City of Hudsonville, Michigan

YEAS: Commissioners \_\_\_\_\_  
\_\_\_\_\_

NAYS: Commissioners \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

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Chairperson, Ottawa County  
Board of Commissioners

---

Ottawa County Clerk

# Ottawa County

BROWNFIELD REDEVELOPMENT AUTHORITY

Brownfield Plan for:  
**5800 Balsam Avenue,**  
City of Hudsonville  
Ottawa County, Michigan  
*10902002*

February 23, 2011

Prepared By:

Nederveld, Inc.  
347 Hoover Blvd. Ste C  
Holland, MI 49423  
616.393.0449



**TABLE OF CONTENTS**

<b>1.0 Introduction and Purpose</b>	<b>2</b>
<b>Description of the Project and Costs to be paid through the Brownfield Plan (MCL 125.2663(1)(a))</b>	
<b>2.0 Property Information</b>	<b>2</b>
Property Identification	2
<b>3.0 Proposed Redevelopment</b>	<b>2</b>
Site Description and Building Construction	2
Costs to be Paid through the Brownfield Plan	3
<b>4.0 Environmental Conditions</b>	<b>4</b>
Existing Environmental Conditions and “Facility” status	4
<b>5.0 Brownfield Plan Elements</b>	<b>4</b>
A. Description of Costs to Be Paid for with Tax Increment Revenues & Summary of Eligible Activities	4
B. Estimate of Captured Taxable Value and tax Increment	6
C. Method of Financing and Description of Advances by the Municipality	6
D. Maximum Amount of Note or Bonded Indebtedness	6
E. Duration of Brownfield Plan	6
F. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions	6
G. Legal Description, Property Map, Statement of Quality Characteristics & Personal Property	7
H. Estimates of Residents and Displacement of Families	7
I. Plan for Relocation of Displaced Persons	7
J. Provisions for Relocation Costs	7
K. Strategy for Compliance with Michigan’s Relocation Assistance Law	8
L. Description of Proposed Use of Local Site Remediation Revolving Fund	8
M. Other Material that the Authority or Governing Body Considers Pertinent	8
Michigan Business Tax Credit	8

**EXHIBITS**

- A. Legal Description of Eligible Property
- B. Brownfield Eligible Cost Detail
- C. Tax Capture Schedule
- D. Figures
- E. Previous Environmental Reports

## **1.0 Introduction and Purpose**

Ottawa County established the Ottawa County Brownfield Redevelopment Authority (“the Authority”) by resolution pursuant to the Brownfield redevelopment Financing Act (Public Act 381 of 1996, as amended, M.C.L. §125.2651 et seq., (“Act 381”)). The resolution was filed with the Michigan Department of State, Office of the Great Seal.

The purpose of this plan, to be implemented by Ottawa County, is to satisfy the requirements for a Brownfield Plan as specified in Act 381.

The Authority proposes to implement this Brownfield Plan (“Plan”) in an effort to promote economic development and redevelopment within Ottawa County.

## **2.0 Property Information**

### **Property Identification**

The proposed project, by R. Becker Properties, LLC operating under (Cedar Crest Dairy) (“the Project”) is to be located at 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan. The Subject Property consists of one (1) irregular-shaped parcel located along the eastern border of Balsam Drive, totaling 6.52-acres in size. The Subject Property is accessible from Balsam Drive to the west via two (2) curb cut entry areas. The Subject Property currently contains four (4) commercial buildings (formerly operated as Carter Lumber) with asphalt surfaced parking and drive areas, maintained grass lawn, a former railroad spur with loading dock area and unmaintained vegetated areas to the east of the commercial buildings. A legal description of the Subject Property and a map showing the location of the parcel is attached as Exhibit A.

## **3.0 Proposed Redevelopment**

### **Site Description and Building Construction**

The proposed Project will include extensive renovations in the two (2) easterly buildings. The expansion of current operations to include these two (2) buildings will require the addition of loading docks, insulation, electrical upgrades, roof repairs and many other interior renovations. The east portion of the Subject Property will be re-graded next to the easterly commercial buildings with some asphalt surface and gravel parking surface to accommodate the staging and

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

parking of Cedar Crest Dairy's delivery semi trucks. The two (2) westerly buildings will undergo significant interior and exterior renovations and will be the future location of a lease tenant, (retail lumber company) selling building supplies and lumber.

Phase II of the proposed project will include one (1) new, poured concrete foundation, steel frame, 1-story, 14,487 sq. ft., with flat roof, commercial freezer warehouse and shipping terminal. Demolition costs will include the removal of existing asphalt surfaced pavement in preparation of new loading docks and building additions. The confirmed presence of contaminated soils on the Subject Property requires Additional Due Care activities to be completed. These activities will include additional soil characterization testing and management through the new construction activities.

The current two (2) easterly commercial buildings will incorporate green energy (roof mounted solar panels) to supplement the electrical needs of the two storage buildings. Green energy in the form of roof mounted solar panels and potentially wind turbines will be installed on the roof of the future Phase II cold storage freezer warehouse building to supplement the high electric costs associated with freezer cold storage operation.

The estimated State Equalized Value (SEV) of the completed Project is \$1,869,850.00. Construction of the Project will be completed in two (2) phases, during which the, four (4) existing commercial buildings will be renovated. The second phase of the project will include the expansion of the current freezer/cold storage warehouse to be constructed along with adjoining parking area which will start within 5 years of the date of approval and require approximately nine (9) months for construction

### **Costs to be paid through the Brownfield Plan**

The overall estimated investment for the Project will be approximately \$2,152,007.00. Construction activities are anticipated to commence in the Spring of 2011, with anticipated completion in the Fall of 2011 for Phase I. Phase II of the project will start in the Spring of 2015 and projected to be completed in the Fall of 2015. This Plan has been created to facilitate the renovation and redevelopment of the Subject Property to allow the Ottawa County Brownfield Redevelopment Authority to utilize Tax Increment Financing ("TIF") to reimburse the Developer for the Eligible Activities identified within this Plan, and to allow the Developer to apply for a Michigan Business Tax ("MBT") credit.

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

## **4.0 Environmental Conditions and Basis of Eligibility**

### **Existing Environmental Conditions and “Facility” Status**

Information from a Phase I Environmental Site Assessment (ESA), a Limited Phase II Investigation and a Category N Baseline Environmental Assessment (BEA), all completed by Equity Resource Environmental, indicated that the Subject Property meets the definition of a “facility” as defined in the NREPA 451, Part 201, Section 20101(1)(r).

Analytical data results from soil samples collected in the location of former owner activities identified concentrations of Arsenic in exceedance of applicable Part 201 risk-based Residential and Commercial 1 Direct Contact criteria. With soils within the Subject Property containing concentrations of Arsenic exceeding applicable MDEQ Part 201 criteria, the Subject Property qualifies as and meets the definition of a “facility” as defined in the NREPA 1994 PA 451, Part 201, Section 20101(1)(r).

## **5.0 Brownfield Plan Elements**

### **A. A description of costs intended to be paid for with tax increment revenues (MCLA 125.2663(1)(a)) and a brief summary of the Eligible Activities that are proposed for each Eligible Property. (MCLA 125.2663(1)(b))**

R. Becker Properties, LLC is requesting that the Ottawa County Brownfield Redevelopment Authority capture local taxes generated by the Project to reimburse the cost of certain “Eligible Activities” as provided in this Plan, totaling \$66,545.00. A detailed list of these costs is attached as Exhibit B.

“Eligible Activities” are defined in Act 381 as meaning one or more of the following: (i) Phase II Investigation, Baseline Environmental Assessment activities; (ii) Due Care activities; and (iii) additional response activities. In addition, qualified local governmental units such as the City of Hudsonville, the Act includes the following additional activities under the definition of Eligible Activities: (a) demolition of structures that are not a response activity under Part 201 of NREPA; (c) lead or asbestos abatement; Table 1 below present estimated costs of MDEQ and MEGA Eligible Activities which qualify for reimbursement from TIF

Table 1 – Eligible Activities	
Activity	Estimated Cost
1. Demolition	\$ 10,000
2. Due Care Activities	\$ 24,000
3. Environmental Oversight	\$ 6,300
4. Contingency (15%)	\$ 6,045
5. Pre-Brownfield Plan Environmental Activities	\$ 18,700
6. Local Administrative Operating Cost of BRA	\$ 1,500
	\$
<b>TOTAL</b>	<b>\$ 66,545</b>

The Eligible Activities estimated in Table 1 above included the following,

1. Demolition of asphalt surfaced drive areas on the Subject Property in preparation for new construction activities. Demolition of the railroad spur loading dock on the east side of the Subject Property. Also some interior and exterior demolition will occur in the four (4) existing commercial buildings located on the Subject Property.
2. Due Care Activities including capping of contaminated soils and/or the excavation and proper disposal of additional contaminated soils at a Type II landfill
3. Environmental oversight including characterization of soils to be removed from the Subject Property and confirmation sampling and additional reporting upon removal. Also includes monitoring of any clean fill caps installed on the Subject Property
4. A 15% contingency factor on the above items is included to accommodate unexpected conditions during the course of this Project.
5. Initial Phase II Investigation and identification of the impacted soil located on the Subject Property and due care activities associated with filing a Baseline Environmental Assessment and Section 7a Compliance Analysis Due Care Plan with the Michigan Department of Environmental Quality conducted prior to the date of the approved Brownfield Plan. Includes additional Phase II testing and soil characterization to further determine the horizontal extents of the Arsenic contamination. Also includes costs to be associated with the preparation and submittal of the Brownfield Plan amendment.
6. Local Administrative Operating Cost of BRA.

**B. An estimate of the captured taxable value and tax increment revenues for each year of the Plan from each parcel of Eligible Property and in the aggregate. (MCLA 125.2663(1)(c))**

An estimate of the captured taxable value and tax increment revenues by year for real property is attached as Exhibit C.

**C. The method by which the costs of the Plan will be financed, including a description of any advances made or anticipated to be made for the costs of the Plan from the municipality. (MCLA 125.2663(1)(d))**

The costs of the Plan will be financed by R. Becker Properties, LLC through, cash and loan financing. Eligible Activity costs will be reimbursed through tax increments generated from the Subject Property.

**D. The maximum amount of the note or bonded indebtedness to be incurred, if any. (MCLA 125.2663(1)(e))**

The Authority does not anticipated incurring new bond indebtedness for this Project.

**E. The duration of the Brownfield Plan, which shall not exceed the lesser of (1) the period required to pay for the Eligible Activities from tax increment revenues plus the period of capture authorized for the local site remediation revolving fund or (2) 35 years. (MCLA 125.2663(1)(f))**

The Subject Property will be subject to this Plan to the extent that all Eligible Activities undertaken in this Plan are repaid, but in no event will the Plan exceed the maximum duration provided for in (MCLA 125.2663(1)(f)).

**F. An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the Eligible Property is located. (MCLA 125.2663(1)(g))**

Tabular estimated of the incremental tax increases are attached as Exhibit C.

**G. A legal description of each parcel of Eligible Property to which the Plan applies, a map showing the locations and dimensions of each Eligible Property, a statement of the characteristics that qualify the property as an Eligible Property and a statement of whether personal property is included as part of the Eligible Property. (MCLA 125.2663(1)(h))**

1. Legal Description: See attached Exhibit A.
2. Location and Site Maps: See attached Exhibit A.
3. Characteristics of the Subject Property: The “Eligible Property” was historically utilized as a lumber supply business. The vacated commercial buildings are of 1-story pole frame construction.

**H. An estimate of the number of persons residing on each Eligible Property to which the Plan applies, and the number of families and individuals to be displaced, if any. (MCLA 125.2663(1)(i))**

The Subject Property has historically been utilized by commercial purposes. There are no persons currently residing on the Subject Property; therefore, no individuals or families will be displaced.

**I. A plan for establishing priority for the relocation of persons displaced by implementation of the Plan, if applicable. (MCLA 125.2663(1)(j))**

This section is not applicable to this Project as there are no persons currently residing on the Subject Property.

**J. Provision for the costs of relocating persons displaced by implementation of the Plan, and financial assistance and other reimbursement of expenses, if any. (MCLA 125.2663(1)(k))**

This section is not applicable to this Project as there are no persons currently residing on the Subject Property.

**K. A strategy for compliance with the Michigan Relocation Assistance Act, if applicable.**

**(MCLA 125.2663(1)(l))**

This section is not applicable to this Project as there are no persons currently residing on the Subject Property.

**L. A description of the proposed use of the local site remediation revolving fund.**

**(MCLA 125.2663(1)(m))**

This local site remediation revolving fund will be used for purposes authorized under the Act.

**M. Other material that the Authority or governing body considers pertinent. (MCLA 125.2663(1)(n))**

The Project involves the renovation and redevelopment of a vacant and contaminated facility to allow for expansion of a locally owned dairy distribution and cold storage business. The Project will create new jobs, increase the local tax base and redevelop four (4) vacant, unoccupied commercial buildings.

**Michigan Business Tax Credit**

It is the intention of the Michigan Legislature to encourage redevelopment of brownfields using the Michigan Business Tax Credit (“MBT Credit”) permitted under Act 361, Public Acts of 2007, as amended (“MBT Act”). The MBT Credit is based on 12.5% to 20% of the “Eligible Investment” costs incurred at the Subject Property. “Eligible investment” means demolition, construction, restoration, alteration, renovation or improvement of buildings on Eligible Property and the addition of machinery, equipment and fixtures to the Subject Property. The Eligible Investment, made by a qualified taxpayer after approval of this Brownfield Redevelopment Plan, but not earlier than 90 days prior to the date of the preapproval letter from the Michigan Economic Growth Authority, may be used to calculate the MBT Credit.

R. Becker Properties, LLC intends to apply for an MBT Credit at the Eligible Property pursuant to the MBT Act.

# **EXHIBITS**

**EXHIBIT A**  
**LEGAL DESCRIPTION**

## Legal Description

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

**Parcel # 70-14-28-366-004:**

PART SW  $\frac{1}{4}$  & PART LOT 5, OHLMAN'S ASSESSOR'S PLAT NO 3 COM INTERS S  $\frac{1}{8}$  LI WITH E LI BALSAM DR, TH S 24D 57M W 247.79 FT ALG E'LY LI TO PT WHICH IS 841.61 FT FROM MOST S'LY COR SD LOT 5 & PT OF BEG, TH S 65D 03M E 234.48 FT, TH S 37D 05M E 187.58 FT, TH N 52D 55M E 600 FT ALG NW'LY ROW LI, TH N 60D 10M W 684.27 FT TO PT ON E'LY LI BALSAM DR, SD PT BEING N 24D 57M E 500 FT FROM PT OF BEG, TH S 24D 57M W 500 FT TO BEG. SEC 28 T6N R13W

**EXHIBIT B**  
**ELIGIBLE ACTIVITY COSTS**

## ESTIMATE OF ELIGIBLE COSTS

Description of Costs	Estimated Cost
Demolition	\$10,000
Environmental Oversight	\$6,300
Soil Capping	\$4,000
Soil Excavation and Removal	\$20,000
<b>Sub Total</b>	<b>\$40,300</b>
15% Contingency	\$6,045
Pre-Brownfield Plan Activities	\$18,700
Administrative Operating Cost of OCBRA	\$1,500
<b>TOTAL FOR ELIGIBLE ACTIVITIES</b>	<b>\$66,545</b>

**EXHIBIT C**  
**TAX INCREMENTAL REVENUE PROFORMA**



Project: R. Becker Properties, LLC  
Amendment to Brownfield Plan  
TIF Reimbursement Schedule

5800 Balsam Avenue  
City of Hudsonville  
Ottawa County

Location:

2010 SEV	\$351,400
Investment	\$577,357.00
Predicted Increase Over 2010 SEV	\$230,942.80

Reimbursement Year	Predicted SEV Increase	Annual Increase in TV
1	\$230,942.80	\$0.00
2	\$230,942.80	\$0.00
3	\$230,942.80	\$0.00
4	\$230,942.80	\$0.00
5	\$230,942.80	\$0.00

Predicted 2016 SEV	\$582,343
Investment	\$1,399,650.00
Predicted Increase Over 2010 SEV	\$559,860.00

6	\$790,802.80	\$0.00
7	\$790,802.80	\$0.00
8	\$790,802.80	\$0.00
9	\$790,802.80	\$0.00
10	\$790,802.80	\$0.00
11	\$790,802.80	\$0.00
12	\$790,802.80	\$0.00
13	\$790,802.80	\$0.00
14	\$790,802.80	\$0.00
15	\$790,802.80	\$0.00
16	\$790,802.80	\$0.00
17	\$790,802.80	\$0.00
18	\$790,802.80	\$0.00
19	\$790,802.80	\$0.00
20	\$790,802.80	\$0.00

Annual Increase in Taxable Value	0.00%
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Local Increment						
County Operate	County E-911	County Parks	County City	Library Operate	Library Building	
3.60000	0.44000	0.31650	9.73030	1.00000	0.50000	

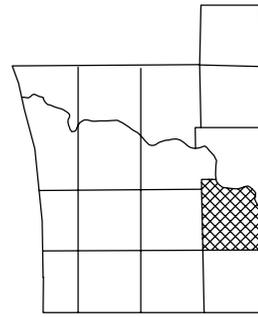
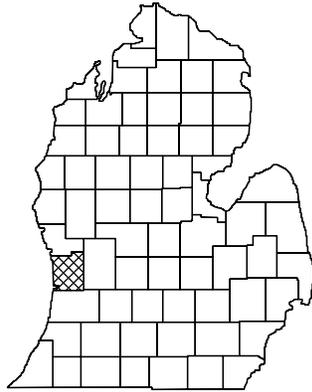
\$831.39	\$101.61	\$73.09	\$2,247.14	\$230.94	\$115.47	
\$831.39	\$101.61	\$73.09	\$2,247.14	\$230.94	\$115.47	
\$831.39	\$101.61	\$73.09	\$2,247.14	\$230.94	\$115.47	
\$831.39	\$101.61	\$73.09	\$2,247.14	\$230.94	\$115.47	
\$831.39	\$101.61	\$73.09	\$2,247.14	\$230.94	\$115.47	

Annual Capture	BRA Capture	Available for Capture	Cumulative Available for Capture
\$3,599.66	\$179.98	\$3,419.68	\$3,419.68
\$3,599.66	\$179.98	\$3,419.68	\$6,839.35
\$3,599.66	\$179.98	\$3,419.68	\$10,259.03
\$3,599.66	\$179.98	\$3,419.68	\$13,678.71
\$3,599.66	\$179.98	\$3,419.68	\$17,098.38

\$3,599.66	\$179.98	\$3,419.68	\$3,419.68
\$3,599.66	\$179.98	\$3,419.68	\$6,839.35
\$3,599.66	\$179.98	\$3,419.68	\$10,259.03
\$3,599.66	\$179.98	\$3,419.68	\$13,678.71
\$3,599.66	\$179.98	\$3,419.68	\$17,098.38

\$12,326.09	\$616.30	\$11,709.78	\$11,709.78
\$12,326.09	\$616.30	\$11,709.78	\$23,419.56
\$12,326.09	\$616.30	\$11,709.78	\$35,139.34
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\$12,326.09	\$616.30	\$11,709.78	\$58,578.90
\$12,326.09	\$616.30	\$11,709.78	\$70,298.68
\$12,326.09	\$616.30	\$11,709.78	\$82,018.46
\$12,326.09	\$616.30	\$11,709.78	\$93,738.24
\$12,326.09	\$616.30	\$11,709.78	\$105,458.02
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\$12,326.09	\$616.30	\$11,709.78	\$128,897.58
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\$12,326.09	\$616.30	\$11,709.78	\$152,337.14
\$12,326.09	\$616.30	\$11,709.78	\$164,056.92
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\$12,326.09	\$616.30	\$11,709.78	\$1,488,400.00
\$12,326.09	\$616.30	\$11,709.78	\$1,500,120.00
\$12,326.09	\$616.30	\$11,709.78	\$1,511,840.00
\$12,326.09	\$616.30	\$11,709.78	\$1,523,560.00
\$12,326.09	\$616.30	\$11,709.78	\$1,535,280.00
\$12,326.09	\$616.30	\$11,709.78	\$1,547,000.00
\$12,326.09	\$616.30	\$11,709.78	\$1,558,720.00
\$12,326.09	\$616.30	\$11,709.78	\$1,570,440.00
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\$12,326.09	\$616.30	\$11,709.78	\$1,687,640.00
\$12,326.09	\$616.30	\$11,709.78	\$1,699,360.00
\$12,326.09	\$616.30	\$11,709.78	\$1,711,080.00
\$12,326.09	\$616.30	\$11,709.78	\$1,722,800.00
\$12,326.09	\$616.30	\$11,709.78	\$1,734,520.00
\$12,326.09	\$616.30	\$11,709.78	\$1,746,240.00
\$12,326.09	\$616.30	\$11,709.78	\$1,757,960.00
\$12,326.09	\$616.30	\$11,709.78	\$1,769,680.00
\$12,326.09	\$616.30	\$11,709.78	\$1,781,400.00
\$12,326.09	\$616.30	\$11,709.78	\$1,793,120.00
\$12,326.09	\$616.30	\$11,709.78	\$1,804,840.00
\$12,326.09	\$616.30	\$11,709.78	\$1,816,560.00
\$12,326.09	\$616.30	\$11,709.78	\$1,828,280.00
\$12,326.09	\$616.30	\$11,709.78	\$1,840,000.00
\$12,326.09	\$616.30	\$11,709.78	\$1,851,720.00
\$12,326.09	\$616.30	\$11,709.78	\$1,863,440.00

**EXHIBIT D**  
**FIGURES**



10902002E-1800 02/15/11 14:35



**ANN ARBOR**  
 920 N. Main St.  
 Ann Arbor, MI 48104  
 PHONE: 734.929.6963

**CHICAGO**  
 1082 National Parkway  
 Schaumburg, IL 60173  
 PHONE: 312.878.3897

**GRAND RAPIDS**  
 217 Grandville Ave., Suite 302  
 Grand Rapids, MI 49503  
 PHONE: 616.575.5190

**HOLLAND**  
 347 Hoover Boulevard  
 Holland, MI 49423  
 PHONE: 616.393.0449

## FIGURE 1 – SITE LOCATION

Part of NW 1/4 of SW 1/4  
 Sec. 28, T6N, R13W  
 City of Hudsonville  
 Ottawa County, MI

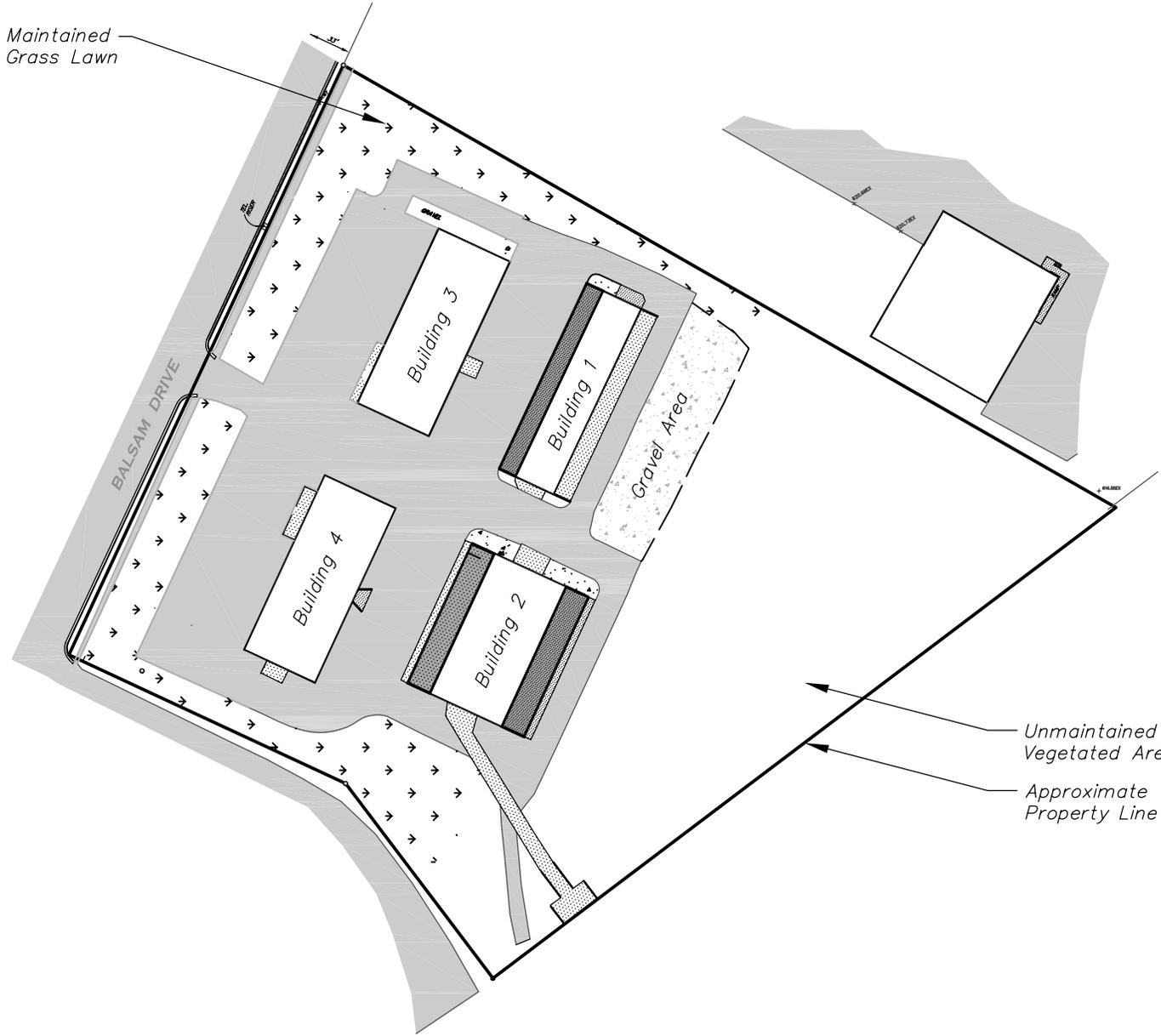
Site Name:  
 5800 Balsam Drive  
 Hudsonville, MI 49426

Project No.: 10902002  
 Drawn by: NAV  
 Date: 11-16-10

NOT TO SCALE  
 NOT A SURVEY



Maintained  
Grass Lawn



Unmaintained  
Vegetated Area

Approximate  
Property Line

10902002E-100 NV 02/15/11 14:38

### Figure 2 – Site Map

**NEDERVELD**  
www.nederveld.com  
800.222.1868

**ANN ARBOR**  
920 N. Main St.  
Ann Arbor, MI 48104  
PHONE: 734.929.6963

**CHICAGO**  
1082 National Parkway  
Schaumburg, IL 60173  
PHONE: 312.878.3897

**GRAND RAPIDS**  
217 Grandville Ave., Suite 302  
Grand Rapids, MI 49503  
PHONE: 616.575.5190

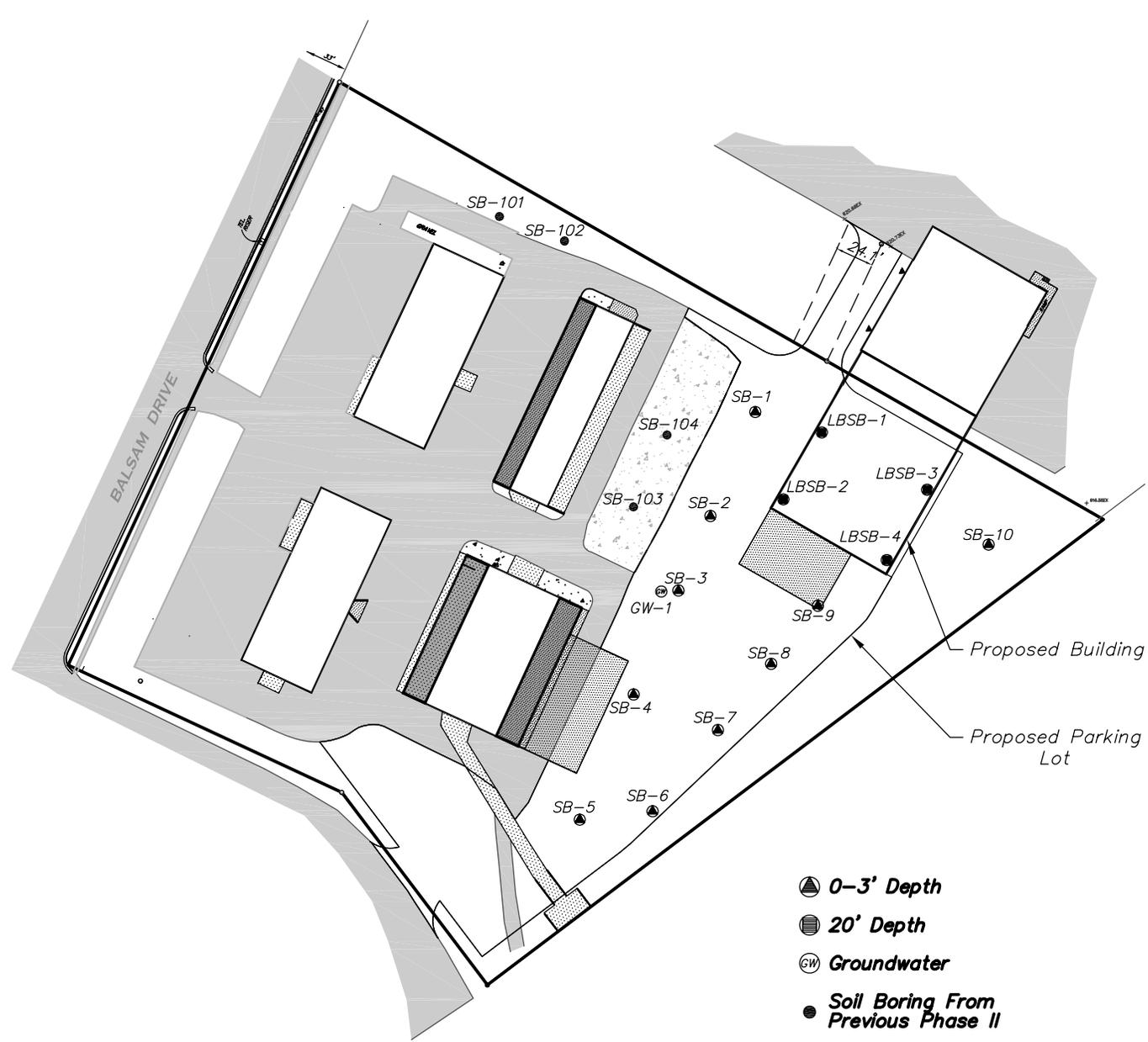
**HOLLAND**  
347 Hoover Boulevard  
Holland, MI 49423  
PHONE: 616.393.0449

Part of NW 1/4 of SW 1/4  
Sec. 28, T6N, R13W  
City of Hudsonville  
Ottawa County, MI

NOT TO SCALE  
NOT A SURVEY

Site Name:  
5800 Balsam Drive  
Hudsonville, MI 49426

Project No.: 10902002  
Drawn by: NAV  
Date: 11-16-10



- ▲ 0-3' Depth
- 20' Depth
- ⊙ GW Groundwater
- Soil Boring From Previous Phase II

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**ANN ARBOR**  
 920 N. Main St.  
 Ann Arbor, MI 48104  
 PHONE: 734.929.6963

**CHICAGO**  
 1082 National Parkway  
 Schaumburg, IL 60173  
 PHONE: 312.878.3897

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 217 Grandville Ave., Suite 302  
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 PHONE: 616.575.5190

**HOLLAND**  
 347 Hoover Boulevard  
 Holland, MI 49423  
 PHONE: 616.393.0449

**Figure 3 – Boring Locations**

Part of NW 1/4 of SW 1/4 Sec. 28, T6N, R13W City of Hudsonville Ottawa County, MI	Site Name: 5800 Balsam Drive Hudsonville, MI 49426
	Project No.: 10902002 Drawn by: NAV
	Date: 11-15-10

NOT TO SCALE  
 NOT A SURVEY

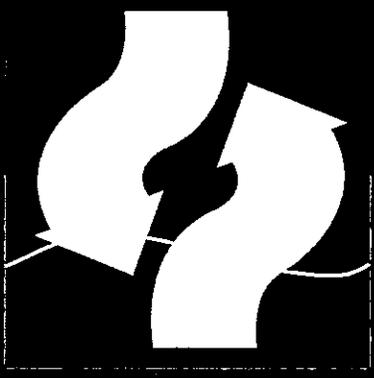


**EXHIBIT E**  
**PREVIOUS ENVIRONMENTAL REPORTS**

**PHASE I ENVIRONMENTAL SITE ASSESSMENT**  
**APRIL 27, 2010**

STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL  
NATURAL RESOURCES

Department of Environmental  
Natural Resources  
Michigan Department of Environment  
Natural Resources



ENVIRONMENTAL

A-5792 113rd Avenue, Suite A  
Holland, Michigan 49423

## TABLE OF CONTENTS

1.0	EXECUTIVE SUMMARY	1
2.0	INTRODUCTION	
2.1	Purpose	3
2.2	Definitions	3
2.3	Special Terms and Conditions	4
2.4	Limitations	4
2.5	Limiting Conditions	
3.0	SITE DESCRIPTION	
3.1	Site Location and Legal Description	5
3.2	Site Description and Vicinity Characteristics	5
3.3	Property Site Reconnaissance	7
3.4	Solid Waste Stream	11
3.5	Public or Private Utilities	11
3.6	USTs or Abandoned Containers	12
3.7	Site Topography	12
3.8	Soil Characteristics	12
4.0	HISTORICAL REVIEW	
4.1	City Directory Search	14
4.2	Sanborn Map Search	14
4.3	Oil and Gas Production Map	14
4.4	Aerial Photographs	15
4.5	Assessor's Card	16
4.6	Property Tax Files	16
4.7	Interviews	17
5.0	REGULATORY REVIEW	20
6.0	FINDINGS AND RECOMMENDATIONS	26
7.0	QUALIFICATIONS AND SIGNATURES	27
Appendix A	Figures	
Appendix B	Site Photographs	
Appendix C	Historical Documents	
Appendix D	Radius Map	
Appendix E	ERE Scope of Services	

## **1.0 EXECUTIVE SUMMARY**

## 1.0 EXECUTIVE SUMMARY

Equity Resource Environmental, L.L.C. (ERE) was retained by R. Becker Properties, LLC, as the consultant, to perform a Phase I Environmental Site Assessment (ESA) on Parcel # 70-14-28-366-004, located at 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan (hereinafter referred to as the Subject Property). The location of the Subject Property is depicted on Figure 1 - Site Location Map. As stated formally in Section 6.0, our findings indicate one (1) Recognized Environmental Condition (REC) existing within the Subject Property. Following is a brief description of the REC:

- Through historical information, numerous bunks of treated lumber were staged to the north and east of the commercial buildings, specifically over exposed soils without the utilization of a roof shelter. Treated lumber was historically treated with a Copper, Chromate and Arsenic solution to be resistant to insects. Arsenic, Copper and Chromate are known to leach from large amounts of treated lumber into the underlying soils. As the exposed soils underlying the former treated lumber storage areas were potentially impacted by heavy metals, one (1) REC was noted for the Subject Property.

ERE recommends that additional investigation in the form of a Phase II sampling be conducted on the Subject Property to address the issues presented in the abovementioned REC.

To address potential environmental concerns and identify RECs, this assessment consisted of a walk-through site reconnaissance, a review of historical records, a radius search of governmental agency lists, and interviews.

This Phase I ESA was conducted in accordance with the scope and limitations of ASTM Standard E 1527-05, "Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process," following *all appropriate inquiry* guidelines

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

for Commercial Real Estate Transactions. Please refer to Appendix E to review ERE's Phase I Scope of Services.

## **2.0 PURPOSE**

## 2.0 INTRODUCTION

### 2.1 Purpose

The objective of this Phase I ESA is to investigate and identify RECs that may exist on or surrounding the Subject Property in an attempt to satisfy requirements of the “innocent landowner defense” to liability that exists with the Federal Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). CERCLA provides a defense to environmental liability if pre-acquisition practices are undertaken which constitute appropriate inquiry into the previous ownership and uses of the Subject Property consistent with good commercial or customary practice. Similarly, this ESA was performed to provide a “diligent purchaser defense” pursuant to Section 20126(3)(h) of Part 201 of the Michigan Natural Resources and Environmental Protection Act (Act 451 P.A. of 1994, as amended).

### 2.2 Definitions

“Recognized Environmental Conditions”, as defined in ASTM Standard E-1527-05, are as follows:

“...the presence or likely presence of any *hazardous substances* or *petroleum products* on a property under conditions that indicate an existing release, a past release, or a material threat of a release of any *hazardous substances* or *petroleum products* into structures on the *property* or into the ground, groundwater, or surface water of the *property*. The term includes *hazardous substances* or *petroleum products* even under conditions in compliance with laws. The term is not intended to include *de minimis* conditions that generally do not present a material risk of harm to public health or the environment, and that generally would not be the subject of an enforcement action if brought to the attention of appropriate governmental agencies.”

### **2.3 Special Terms and Conditions**

The scope of this Phase I ESA was limited to the matters expressly presented in this report. Pursuant to ASTM Standard E 1527-05, no inspection for Radon, Asbestos-containing materials, wetlands, Lead in drinking water, or Lead-containing materials was conducted. This report has been prepared for the benefit of R. Becker Properties, LLC, and should not be relied upon by any other person or entity without written authorization of ERE.

### **2.4 Limitations**

ERE has advised that the Phase I ESA conducted at the Subject Property is an *all appropriate inquiry* into a property's environmental status, and is not sufficient to discover every potential source of environmental liability, if any, at the Subject Property. This report is not limited by the standard inquiry procedures followed for Phase I ESAs performed under ASTM Standard E 1527-05 (AAI-All Appropriate Inquiry).

### **2.5 Limiting Conditions**

Building foundation footprint, concrete walkways and asphalt surfaced parking and drive areas covered a large portion of the surface of the Subject Property, thereby limiting visual inspection of underlying soils. No additional limiting conditions were observed during the site reconnaissance of the Subject Property that would directly or indirectly compromise the findings of this report. Data gaps determined to be insignificant can be found in Section 6.0 – Findings and Recommendations.

### **3.0 SITE DESCRIPTION**

### **3.0 SITE DESCRIPTION**

#### **3.1 Site Location and Legal Description**

The Subject Property is located within the Northwest ¼ of the Southwest ¼ of Section 28, Town 6 North, Range 13 West, known as 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan. A scaled map of the Subject Property is presented in Figure 2 – Site Map. The legal description of the Subject Property is as follows:

**Parcel #70-14-28-366-004**

PART SW 1/4 & PART LOT 5, OHLMAN'S ASSESSOR'S PLAT NO 3 COM  
INTERS S 1/8 LI WITH E LI BALSAM DR, TH S 24D57M W 247.79 FT ALG  
E'LY LI TO PT WHICH IS 841.61 FT FROM MOST S'LY COR SD LOT 5 & PT  
OF BEG, TH S 65D03M E 234.48 FT, TH S 37D05M E 187.58 FT, TH N 52D  
55M E 600 FT ALG NW'LY ROW LI, TH N 60D10M W 684.27 FT TO PT ON  
E'LY LI BALSAM DR, SD PT BEING N 24D57M E 500 FT FROM PT OF BEG,  
TH S 24D57M W 500 FT TO BEG. SEC 28 T6N R13W

#### **3.2 Site Description and Vicinity Characteristics**

The Subject Property consists of one (1) irregular-shaped parcel located along the eastern border of Balsam Drive, totaling 6.52-acres in size. The Subject Property is accessible from Balsam Drive to the west via curb cut entry areas, entering the Subject Property's western border. The Subject Property contains four (4) commercial buildings with asphalt surfaced parking and drive areas, maintained grass lawn and landscaping and un maintained densely vegetated areas. Natural gas, municipal water, municipal sanitary sewer, electric and telecommunication utilities are available to and service the Subject Property. All utilities enter the Subject Property from Balsam Drive to the west via below grade distribution lines. Reference Figure 2 – Site Map for locations of all structures. At the time of site reconnaissance, the Subject Property existed as four (4) vacant commercial buildings formerly utilized as a lumber storage yard and retail center for Carter Lumber. Historically, the Subject Property was utilized by Carter Lumber since

the buildings were constructed in 1977. Prior to 1977, the Subject Property existed as undeveloped forested land.

The Subject Property is primarily adjoined and surrounded by commercial businesses with asphalt surfaced parking and drive areas, curb lawn areas, and maintained landscaping. The adjoining parcels to the north of the Subject Property at addresses 5850 Balsam Drive and 5820 Balsam Drive are Cedar Crest Dairy and Kroll Furnace Co. Kroll Furnaces is a commercial furnace and HVAC system repair and maintenance contractor. Kroll Furnace Co utilizes this adjoining parcel as administrative offices and storage/warehouse space for HVAC supplies. Hazardous substances are used and stored in the form of AC refrigerants on this adjoining parcel. Cedar Crest Dairy utilizes this adjoining parcel as a storage warehouse and shipping terminal building for milk and dairy products. No significant quantities of hazardous substances are known to be currently utilized and stored at these adjoining parcels. The Subject Property is adjoined to the south, at address 5710 Balsam Drive, by Quality Diesel. Quality Diesel is a commercial semi tractor/diesel engine repair business for Cedar Crest Dairy. This adjoining parcel utilizes one (1) waste oil burner with one (1) approximately 150 gallon self contained waste oil AST. This adjoining parcel also contains one (1) 55-gallon drum of new motor oil, 55-gallon drums of anti-freeze coolant and quart sized containers of transmission oil and windshield washer fluids. All hazardous substances are known to be stored within the commercial building. No releases have been discovered for this adjoining parcel; however, as hazardous substances are stored in significant quantities, it is of environmental concern however not an REC for the Subject Property. The Subject Property is adjoined to the west by Chicago Drive. The Subject Property is adjoined to the east by Vitales Pizza (5779 Balsam Drive), Hudsonville Family Dentistry (5813 Balsam Drive), Tropi Tan (5819 Balsam Drive) and Imperial Computer Solutions (5817 Balsam Drive). Vitale's Pizza is a commercial pizza restaurant offering dine-in and take-out food service. Hudsonville Family Dentistry is a commercial dentist office providing dental care. Hazardous substances stored and utilized at this adjoining parcel include x-

ray solvent and bio medical waste. All x-ray solvents and biomedical waste are containerized and taken off site by a licensed biomedical waste hauler. This adjoining parcel is connected to municipal water and municipal sanitary sewer. Tropi Tan is a commercial sunless tanning business. No significant quantities of hazardous substances are known to be used or stored at this adjoining parcel address. Imperial Computer Solution is a local computer repair and service business. No significant quantities of hazardous substances are known to used or stored at this adjoining parcel address. Local topography indicates that shallow groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek. Regional topography indicates that deep groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek.

No RECs were identified for the Subject Property in relation to adjoining and surrounding parcels.

### **3.3 Property Site Reconnaissance**

On April 20, 2010 an Environmental Geologist representative of ERE conducted a site reconnaissance of the Subject Property to obtain information so as to identify any RECs which may exist as defined in Section 8 of ASTM E 1527-05.

Visual inspection of the Subject Property began along Balsam Road, located along the western border of the Subject Property, and progressed in a clockwise direction around the borders, throughout the interior and through the four (4) vacant commercial buildings. The Subject Property consists of 6.52-acres of commercial/industrial land with four (4) wood frame/metal sided commercial buildings, asphalt surfaced parking and drive areas, concrete walkways, maintained grass lawn areas and unmaintained densely vegetated area. The four (4) commercial buildings are located within the central portion of the Subject Property and are surrounded to the north, east, south and west by asphalt surfaced

parking and drive areas. Natural gas, municipal water, municipal sanitary sewer, electric and telecommunication utilities are available to and service the Subject Property. All utilities enter the Subject Property from Balsam Drive to the west via below grade distribution lines. One (1) concrete pad mount electric transformer was located to the west of the northwest commercial building at the time of site reconnaissance. The electric transformer is owned by Consumers Power and does not contain a "no PCB" containing label; however, Consumers Power was contacted and indicated that this electric transformer does not contain/ utilize PCB containing cooling oils. The eastern portion of the Subject Property contained unmaintained densely vegetated area and one (1) formerly utilized open raised concrete loading dock platform. The unmaintained densely vegetated area contained de minimis wind blow non hazardous debris. No evidence of illegal solid waste dumping or disposal was observed within this area at the time of site reconnaissance. The raised loading dock platform is located within the southeastern corner of the Subject Property and no evidence of stained soils or distressed vegetation was observed within this area at the time of site reconnaissance. One (1) portable wood storage shed was observed within the interior of the Subject Property. The storage shed was vacant and formerly utilized for the storage of various wood products. The southern and interior of the Subject Property contained asphalt surfaced parking and drive areas with landscaping and curb lawn areas. De minimis asphalt staining was observed within the asphalt surfaced parking and drive areas at the time of site reconnaissance.

No RECs were noted for the Subject Property through the exterior site investigation of the Subject Property.

The Subject Property contains four (4) commercial buildings labeled Building 1, 2, 3 (Building # 3 a.k.a. Building 3 & 4 on the Assessors Card) and 4. Building 1 is the northeastern building, Building 2 is the southeastern building, Building 3 is the northwestern building and Building 4 is the southwestern building. As all the commercial

buildings were vacant/ unoccupied, no furniture was located within the buildings with the exception of lumber storage racks.

Building 1

The site reconnaissance then continued to the interior of Building 1, commencing with the location of utilities. Building 1 was constructed in 1977 and is a 9,480 sq. ft. 1-story pole frame constructed metal sided commercial lumber storage building with outdoor canopy on the eastern and western side. Only electric utilities are connected to this building and the main electrical breaker panel is located along the southern wall. The interior of Building 1 was empty at the time of site reconnaissance, with no shelving units or inside structures.

No RECs were identified through the interior site investigation of Building 1.

Building 2

The site reconnaissance then continued to the interior of Building 2, commencing with the location of utilities. Building 2 was constructed in 1977 and is a 12,744 sq. ft. 1-story pole frame constructed metal sided commercial lumber storage building with outdoor canopy on the eastern and western side. Only electric utilities are connected to this building and the main electrical breaker panel is located along the northern wall. The interior of Building 2 contained one (1) former saw room, lumber storage racks and upper mezzanine storage areas along the western and eastern sides of the commercial building. No evidence of floor drains or floor staining were observed within this building at the time of site reconnaissance.

No RECs were identified through the interior site investigation of Building 2.

Building 3

The site reconnaissance then continued to the interior of Building 3, commencing with the location of utilities. Building 3 was constructed in 1977 and is a 8,880 sq. ft. 1-story

pole frame constructed metal sided commercial lumber storage building. Two (2) main electrical breaker panels are located along the western wall of the commercial building. The interior of Building 3 contained empty show rooms in the southwestern corner, wood lumber storage racks and upper mezzanine storage areas along the western side of the commercial building. Two (2) floor drains were observed along the western wall of the commercial building. Through information received from the Subject Property owner, no hazardous substances were stored within this building as it was utilized for lumber storage. These floor drains were associated with a restroom and utility room formerly located within this building. These floor drains discharge to municipal sanitary sewer as confirmed through the City of Hudsonville Board of Public Works.

No RECs were identified through the interior site investigation of Building 3.

Building 4

The site reconnaissance then continued to the interior of Building 4, commencing with the location of utilities. Building 4 was constructed in 1977 and is a 8,880 sq. ft. 1-story pole frame constructed metal sided commercial building (former) retail show room building. Two (2) main electrical breaker panels, one (1) 40-gallon natural gas fired water heater, one (1) natural gas fired forced air furnace and one (1) floor drain (which is connected to municipal sanitary sewer) were located within the mechanical room of the commercial building at the time of site reconnaissance. One (1) additional natural gas fired forced air furnace was located within the office area. The interior of Building 4 contained one (1) restroom with no floor drain, one (1) former retail sales display area, one (1) office area and one (1) back storage area. The retail sales display area was located within the northern portion of the building and contained one (1) retail service counter and open show room retail display floor space. The office area contained one (1) mechanical room, one (1) lunch room and one (1) executive style office. The back storage area was located within the southern portion of the building and contained

numerous wood lumber storage racks and upper mezzanine level within the eastern and western side of the area.

No RECs were identified through the interior site investigation of Building 4.

### **3.4 Solid Waste Stream**

No solid or liquid waste was produced on the Subject Property at the time of site reconnaissance, as the Subject Property buildings are vacant/ unoccupied at the time of site reconnaissance. During operation of the Subject Property as a retail and storage lumber yard for Carter Lumber, solid waste consisted of non hazardous office type waste including paper products, cardboard, plastic products and food scraps metal straps and wood scraps. All solid waste was disposed of within solid waste dumpsters formerly located on the exterior of the Subject Property. No evidence of illegal solid waste disposal was evident within the borders of the Subject Property at the time of site reconnaissance.

### **3.5 Public or Private Utilities**

Natural gas, municipal water, municipal sanitary sewer, electric and telecommunication utilities are available to and service the Subject Property. All utilities enter the Subject Property from Balsam Drive to the west via below grade distribution lines. One (1) concrete pad mount electric transformer was located to the west of the northwest commercial building at the time of site reconnaissance. The electric transformer is owned by Consumers Power and does not contain a "no PCB" containing label; however, Consumers Power was contacted and indicated that this electric transformer does not contain/ utilize PCB containing cooling oils. Additional utility and electric transformer information can be found above in Section 3.3 – Property Site Reconnaissance.

### **3.6 USTs, ASTs and Abandoned Containers**

No abandoned containers, 55-gallon drums, USTs or ASTs were located on the Subject Property at the time of site reconnaissance.

No RECs were identified for the Subject Property in relation to abandoned containers, 55-gallon drums, USTs or ASTs.

A metal detector survey was conducted around the borders of the Subject Property and around the exterior of the commercial buildings utilizing a Chicago Steel Tape Metal Detector with a depth capacity of 15-feet. No large buried metal objects were observed through the metal detector survey of the Subject Property.

No RECs were identified for the Subject Property in relation to the metal detector survey.

### **3.7 Site Topography**

The 1982 Hudsonville East Topographic Map, 7.5' series Quadrangle, issued by the United States Geological Survey (USGS), shows the Subject Property to lie centered at approximately 42° 52' 21.9" North latitude and 85° 51' 34.3" West longitude. The average elevation of the Subject Property is an average of 625 feet above mean sea level. The Subject Property is relatively flat with little to no relief. At the time of site reconnaissance, it was observed that storm water on the Subject Property discharges into stormwater catch basins within the interior of the Subject Property which are connected to the municipal stormwater system. Local topography indicates that shallow groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek. Regional topography indicates that deep groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek.

### **3.8 Soil Characteristics**

Soils on the Subject Property consist of *Shoals Loam*, *Kibbie Loam* (0-2 percent slopes), and *Richter sandy loam* (0-2 percent slopes) per the Web Soil Survey of Ottawa County, Michigan. The description of these soil types are as follows:

*Shoals Loam* is found on the flood plains of streams throughout Ottawa County. This soil typically consists of strata of light brownish-gray, mottled friable sandy loam, overlain by dark brown, mottled very firm silty clay loam, overlain by dark gray, mottled, friable silty loam, and topped by dark grayish-brown loam. Available water capacity is high and permeability and runoff is slow to ponded.

*Kibbie Loam* (0 to 2 percent slopes) consists of nearly level, somewhat poorly drained, sloping soil on convex areas or in drainageways. Individual areas are irregular in shape and range from 4 to 60 acres. Typically, the surface layer is very dark grayish brown loam about 9 inches thick. The yellowish brown, mottled subsoil is about 23 inches thick. The upper part is friable, silt loam; and the lower part is firm, silty clay loam. The mottled underlying material is light yellowish brown and yellowish brown, stratified silty clay loam, silt loam, silt, and very fine sand to a depth of about 60 inches. In places, the soil is not stratified and is finer textured in the subsoil. Some areas have sandy material over clayey or loamy material. In places, the surface layer is lighter colored. Permeability of the Kibbie soil is moderate, and surface runoff is slow. The available water capacity is high. The surface layer is friable and easily tilled. The water table is at a depth of 1 foot to 2 feet from the surface during winter and early in spring.

*Richter Sandy Loam* (0 to 2 percent slopes) consists of somewhat poorly drained soils that occur on outwash plains and lake plains and in glacial drainageways. Typically the profile consists of strata of sandy loam, loamy sand, loamy fine sand, and fine sandy loam. Fertility is medium, and available water capacity is moderate. The water table is near the surface during wet periods and recedes during dry periods. If drained, the soil is well suited to most crops.

## **4.0 HISTORICAL REVIEW**

## **4.0 HISTORICAL REVIEW**

The following sources were used to define the historic site usage of the Subject Property:

### **4.1 City Directory Search**

A search was completed of the Bressers Directories from 1950 through 2010 for the Subject Property address 5800 Balsam Drive. No listings were available from 1950-1986 for the Subject Property. The 1987 through 1994 Bressers Directories reflect the Subject Property address as being occupied by Carter Lumber. The 1995 through 1997 Bressers Directories reflect the Subject Property address as being occupied by Carter Plumbing, Electric and Heating. From 1998 through 2010, Bressers Directories reflect the Subject Property address (and new address of 1790 Balsam Drive) as being occupied by Carter Lumber. A copy of the Bresser's Directory search is included in Appendix C of this Phase I ESA report.

### **4.2 Sanborn Map Search**

A Sanborn Map Search conducted by Environmental Data Resources, Inc. (EDR) was completed on April 7, 2010. The report stated that there was "No Coverage" of the Subject Property; therefore, it does not reference the Subject Property. This is the most current information available. A copy of the Sanborn Map Report is included in Appendix C of this Phase I ESA report.

### **4.3 Oil and Gas Production Map**

An Oil and Gas Production Map of Ottawa County was obtained from the Michigan Department of Environmental Quality – Geological Survey Division to determine if any oil or gas wells have been drilled on the Subject Property in the past. From the map, it is apparent that no drilling or production activities have taken place on the Subject Property. The nearest evidence of any oil or gas drilling/production activity is approximately 0.50-miles to the northwest in the Northwest ¼ of the Northwest ¼ of Section 28, where a "dry hole" is located. A dry hole is defined as an oil production well not having economically

produced, or been utilized for its permitted use, for more than 12 consecutive months. Due to the distance from the Subject Property and its dry hole status, no REC is noted to exist on the Subject Property in relation to this location.

#### **4.4 Aerial Photographs**

Aerial photographs of the Subject Property were reviewed at the Ottawa County GIS Department for the years of 1973, 1984, 1989 & 1994. An aerial photograph for the year 2009 was reviewed by an online database.

From the 1973 aerial photograph, the Subject Property existed as vacant undeveloped land. From the 1973 aerial photograph, the Subject Property was adjoined to the north and west by vacant land, to the south by commercial businesses and to the east by Chicago Drive.

From the 1984 aerial photograph, the Subject Property contained four (4) commercial buildings with surrounding asphalt parking area and grass lawn areas. Lumber was observed staged to the north and east of the commercial buildings. From the 1984 aerial photograph, the Subject Property was adjoined to the north, south and west by commercial businesses and to the east by Chicago Drive.

From the 1989 aerial photograph, no significant changes were observed for the Subject Property since the 1984 aerial photograph. From the 1989 aerial photograph, an increase in commercial businesses was observed within the adjoining parcels to the north, west and south of the Subject Property since the 1984 aerial photograph.

From the 1994 aerial photograph, no significant changes were observed for the Subject Property since the 1989 aerial photograph. From the 1994 aerial photograph, no significant changes were observed for the parcels surrounding and adjoining the Subject Property since the 1989 aerial photograph.

From the 2009 aerial photograph, no significant changes were observed for the Subject Property since the 1994 aerial photograph. From the 2009 aerial photograph no significant changes were observed for the adjoining/ surrounding parcels since the 1994 aerial photograph. The 2009 aerial photograph reflects the current state and use of the Subject Property

**4.5 Assessor's Card**

A copy of the Assessor's Card was acquired from the City of Hudsonville Assessor's Office on April 20, 2010 and reviewed in order to determine the existence of improvements made to the Subject Property parcel # 70-14-28-366-004. The Assessor's Card indicates the Subject Property consists of 6.52 acres of industrial land. Information on the Assessor's Card indicates the Subject Property contains four (4) commercial buildings, known as Buildings 1, 2, 3 (Building # 3 a.k.a Building 3 & 4 on the Assessor's Card) and 5. All buildings were constructed in 1977 and are 1-story pole frame constructed metal sided commercial buildings with a poured concrete foundation. Building 1 is 9,480 sq. ft. in size, Building 2 is 12,744 sq. ft. in size, Buildings 3 & 4 are 8,880 sq. ft. in size and Public improvements include paved road, city water, city sewer, electric and gas. Information obtained from an online website states the 2010 S.E.V. as \$398,051 and the 2010 Taxable Value as \$ 398,051.

**4.6 Property Tax Files**

The tax sheets of the Subject Property were obtained from the City of Hudsonville Assessor's Office and reviewed. The Tax Parcel Number and S.E.V. for the Subject Property are listed below:

<u>Parcel Number</u>	<u>SEV</u>	<u>Taxable Value</u>
70-14-28-366-004	\$398,051	\$398,051

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

The SEV and taxable values for several nearby properties were reviewed to determine if the Subject Property possessed a diminished value significantly lower than comparable properties. The area surrounding the Subject Property is commercial, and values from the surrounding parcels are listed in the table below.

<b>Address</b>	<b>Listed Usage</b>	<b>Observed Usage</b>	<b>Acreage</b>	<b>SEV Value</b>	<b>Taxable Value</b>
5850 Balsam Drive	Commercial	Commercial	4.08	\$715,700	\$ 655,572
5710 Balsam Drive	Commercial	Commercial	3.53	\$207,500	\$ 207,464
5696 Balsam Drive	Commercial	Commercial	2.08	\$123,600	\$123,600
5713 Balsam Drive	Exempt	Exempt	NL	\$0	\$0
5775 Balsam Drive	Commercial	Commercial	1.96	\$395,400	\$331,382

From a review of the surrounding property tax files, it is apparent that the SEV for the Subject Property is not diminished compared to surrounding properties of the same use and/or comparable structure size. No REC was noted to exist in relation to the property value.

**4.7 Interviews**

On April 7, 2010 Fire Chief Dick Mohr with the City of Hudsonville Fire Department responded by fax to a FOIA request. Chief Mohr indicated they have no file on the Subject Property; therefore, they are unaware of any environmental concerns on or near the Subject Property in regard to discarded hazardous material or chemical spills, aboveground or underground storage tanks, or oil / gas exploration. They are also unaware of any previous environmental studies that have been completed on the Subject Property.

On April 12, 2008 the Kent County Environmental Health Department responded by telephone to a FOIA request. The Kent County Environmental Health Department indicated they have no file on the Subject Property; therefore, they are unaware of any environmental concerns on or near the Subject Property in regard to discarded hazardous material or chemical spills, aboveground or underground storage tanks, or oil/gas

exploration. They are also unaware of any previous environmental studies that have been completed on the Subject Property.

On April 19, 2010 Kurt Fay from Hudsonville Lanes was interviewed by telephone. Hudsonville Lanes is a locally owned bowling center and is located west of the Subject Property across Balsam Drive at 5775 Balsam Drive. Kurt is only aware of its utilization as a lumber yard. Kurt is unaware of any environmental concerns on the Subject Property in regard to discarded hazardous material or chemical spills, aboveground or underground storage tanks, or oil/gas exploration/production. He is also unaware of any previous environmental studies that have been completed on the Subject Property.

On April 19, 2010 Dave Schut from Imperial Computer Solutions was interviewed by telephone. Imperial Computer Solutions specializes in computer data recovery, web page design, and general computer repairs and is located southwest of the Subject Property across Balsam Drive at 5817 Balsam Drive. Dave is only aware of its utilization as a lumber yard. Dave is unaware of any environmental concerns on the Subject Property in regard to discarded hazardous material or chemical spills, aboveground or underground storage tanks, or oil exploration/production. He is also unaware of any previous environmental studies that have been completed on the Subject Property.

On April 19, 2010 Derek Bosch was interviewed by telephone. Derek Bosch is a property owner located within the area of the Subject Property. Derek also possesses a builder's license and used Carter Lumber as a supplier of building materials for approximately six years. Derek is only familiar with the use of the Subject Property as a lumber yard. Derek is unaware of any environmental concerns on the Subject Property in regard to discarded hazardous material or chemical spills, aboveground or underground storage tanks, or oil/gas exploration/production. He is also unaware of any previous environmental studies that have been completed on the Subject Property.

On April 20, 2010 Mr. Chuck Price was interviewed in by telephone. Mr. Price is a representative of the current owner of the Subject Property, Carter Lumber. He has been familiar with the Subject Property for 10 years and indicated that the Subject Property has existed as a commercial lumber storage/ retail yard since 1977 when the commercial buildings were constructed. Mr. Price indicated that treated wood was stored along the exterior of the Subject Property, specifically along the northern and eastern sides of the commercial building without the utilization of a canopy or over hang. He indicated that he is unaware of any spills or releases that have occurred on the Subject Property. Mr. Price is unaware of any environmental concerns on the Subject Property in regard to chemical spills or oil exploration/production. He is also unaware of any previous environmental studies that have been completed on the Subject Property.

Treated lumber was historically treated with a Copper, Chromate and Arsenic solution to resist the impact of insects. Arsenic, Copper and Chromate are known to leach from large amounts of stored treated lumber into underlying exposed soils when not stored under protective cover and over cement or asphalt surface. As large amounts of treated lumber was stored on the exterior borders of the Subject Property without cover shelter over exposed soils, one (1) REC was noted for the Subject Property.

## **5.0 REGULATORY REVIEW**

## **5.0 REGULATORY REVIEW**

The following state and federal regulatory agency lists were reviewed to identify regulated and/or environmentally impacted sites within the specified search radii of the property as defined by ASTM standards.

### **United States Environmental Protection Agency (USEPA) CERCLIS Sites 1/2 mile radius of the Subject Property**

The Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS) list is a compilation by the USEPA of sites under investigation for potential contamination under the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), also known as "Superfund". Including sites with No Further Remedial Action Planned (NFRAP), as well as State and Tribal equivalent CERCLIS sites.

- No CERCLIS or CERCLIS equivalent sites were located within 1/2-mile radius of the Subject Property.
- No Tribal Reservations or lands were identified within 1/2-mile of the Subject Property.
- It has been determined that Michigan does not maintain a registry of CERCLIS equivalent sites. However, as listed below, Michigan does maintain a listing of Part 201 Sites of environmental contamination.

### **USEPA National Priorities List (NPL)**

#### **One (1) mile radius of the Subject Property**

The NPL is a list of Superfund sites that qualify for federal funds for remedial action and appear on the federal CERCLIS list. Including sites which have subsequently been removed from the NPL which are located within 1/2-mile of the Subject Property.

- No active NPL sites were located within a one (1) mile radius of the Subject Property.
- No deleted NPL sites were located within a 1/2-mile radius of the Subject Property.

### **Federal Resource Conservation and Recovery Act (RCRA) Treatment Storage and Disposal (TSD) Facilities List**

#### **One (1) mile radius of the Subject Property**

The RCRA TSD facilities list for Michigan includes sites which treat, store, or dispose of hazardous waste in the state of Michigan as regulated by the Resource Conservation Recovery Act of 1976 (RCRA).

- No RCRA TSD sites were located within a ½-mile radius of the Subject Property.

**USEPA RCRA Generators List for Michigan**

**Subject Property and adjoining property**

The RCRA Generators list includes sites and facilities in Michigan that generate hazardous waste as defined by RCRA. Since these sites are known and regulated, they are generally not considered an environmental concern unless known to have a history of RCRA violations.

- No RCRA Generators were located on or adjacent to the Subject Property.

**USEPA Emergency Response Notification System (ERNS) List**

**Subject Property only**

The USEPA maintains a list of reported CERCLA hazardous substance releases or spills in quantities greater than the reportable quantity, as maintained at the National Response Center. The database contains information from spill reports made within the referenced period to the USEPA, US Coast Guard, and the Michigan Department of Transportation.

- No reported releases or spills on the Subject Property.

**Federal Resource Conservation and Recovery Information System (RCRIS) Corrective Action (CORRACTS) Facilities List**

**One (1) mile radius of the Subject Property**

The CORRACTS list for Michigan includes sites which generate, treat, store, or dispose of hazardous waste and which are currently conducting corrective actions in the State of Michigan as regulated by RCRA.

- No CORRACTS Sites were located within a one (1) mile radius of the Subject Property.

**Michigan Sites of Environmental Contamination, Part 201 of Act 451**

**One (1) mile radius of the Subject Property**

This list identifies sites of environmental contamination in the State of Michigan and provides information pertaining to the risk assessment, evaluation, and cleanup of these sites.

- No Part 201 Sites were located within a one (1) mile radius of the Subject Property.

**Tribal Sites of Environmental Contamination**

**½-mile radius of the Subject Property**

Tribal owned hazardous waste sites identified for investigation or remediation (NPL equivalent).

- No Tribal Reservations or lands were identified within a ½-mile radius of the Subject Property.

**Michigan Department of Environmental Quality (MDEQ) and Tribal Leaking Underground Storage Tank (LUST) Sites**

**1/2 mile radius of the Subject Property**

LUST sites are regulated under Part 213 of Michigan Public Act 451 of 1994, as amended (PART 213). This list is comprised of sites where the source of release is a regulated UST.

- Seven (7) LUST sites were found within a ½-mile radius of the Subject Property.

**Hudsonville Petroleum**

3150 Chicago Drive

This site is located about 0.12 miles south of the Subject Property. This site utilizes two (2) 12,000 gallon gasoline USTs, one (1) 6,000 gallon gasoline UST and one (1) 6,000 gallon diesel UST. There was a leak discovered at this site in October of 1987. Groundwater flow in this area is to the northeast and away from the Subject Property; therefore, no REC was noted for the Subject Property in relation to this site.

**Lee Edson Packaging**

3007 Van Buren Street

This site is located 0.48 miles east of the Subject Property. This site utilized one (1) 1,000 gallon gasoline UST and one (1) 500 gallon gasoline UST, both USTs have been removed from this site. A release was discovered from this site on 7/9/1991. Groundwater flow in the area is towards the northeast, away from the Subject Property. Therefore, no REC was noted for the Subject Property in relation to this site.

**Cedar Crest Dairy (Closed Site)**

5850 Balsam Drive

This listing is for the adjoining parcel to the north of the Subject Property. This adjoining parcel utilized one (1) 4,000 gallon diesel UST which was removed from this adjoining parcel. A release was discovered on 5/10/1994 and was closed on 11/17/1994. Through an interview with the owner of this

adjoining parcel, when the UST was removed, no impacted groundwater was discovered at this adjoining parcel, and there is no evidence of contamination migrating beyond the borders of this adjoining parcel. As groundwater flow is toward the northeast and away from the Subject Property, it is of environmental concern, however not an REC for the Subject Property.

**Elmwood Farms (Closed Site)**

6021 Balsam Drive

This site is located 0.40 miles north of the Subject Property. This site utilized one (1) 1,200 gallon gasoline UST which has been removed from this site. A release was discovered from this site on 10/19/1992 and closed on 03/10/1997. Groundwater flow in the area is towards the northeast, away from the Subject Property. Therefore, no REC was noted for the Subject Property in relation to this site.

**Rapid Oil Company (Closed Site)**

6021 Balsam Drive

This site is located 0.07 miles south of the Subject Property. This site utilized one (1) 1,000 gallon diesel UST, one (1) 550 gallon gasoline UST, one (1) 1,000 gallon gasoline UST and one (1) 8,000 gallon diesel UST and all have been removed from this site. A release was discovered for this site on 1/6/1993 and closed on 5/11/1999. As this site has been closed by the MDEQ and there is no evidence of land use restrictions on this site, no REC was noted for the Subject Property.

**Rapid Oil Company (Closed Site)**

5713 Balsam Drive

This site is located 0.07 miles south of the Subject Property. This site utilized one (1) 4,000 gallon diesel UST, one (1) 4,000 gallon gasoline UST, both USTs have been removed from this site. A release was discovered from this site on 11/12/1992 and closed on 5/16/1994. As this site has been closed by the MDEQ and there is no evidence of land use restrictions on this site, no REC was noted for the Subject Property.

- No Tribal Reservations or lands were identified within a ½-mile radius of the Subject Property.

**MDEQ UST Division Registered and Tribal USTs  
Subject Property or Adjacent Properties**

The MDEQ UST database provides information about current or previously registered UST systems in the State of Michigan. This list identifies sites which

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

have, or have had registered, regulated UST systems as defined by Part 211 of Michigan Public Act 451 of 1994, as amended (Part 211)

- One (1) UST was found on the Subject Property or Adjacent Properties.

**Cedar Crest Dairy (Closed Site)**

5850 Balsam Drive

Refer to LUST site section for additional information.

- No Tribal Reservations or lands were identified on or adjacent to the Subject Property.

**MDEQ Waste Management Division and Tribal Lists of Active and Inactive Solid Waste Facilities**

**1/2 mile radius of the Subject Property**

These lists identify known active and inactive landfills and transfer stations in the State of Michigan.

- No active or inactive solid waste landfills were located within a 1/2-mile radius of the Subject Property.
- No Tribal Reservations or lands were identified within a 1/2-mile radius of the Subject Property.

**Michigan Department of Environmental Quality (MDEQ) Filed Baseline Environmental Assessment Sites**

**Subject Property or Adjoining Parcel**

These are sites which are known to qualify as a "facility" as defined in the NREPA 1994 PA 451, Part 201, Section 20101(1)(o) and for which a BEA has been filed with the MDEQ.

- No Filed BEA sites were found on the Subject Property or Adjacent Properties.

**MDEQ Regulated Waste Management Sites**

**Subject Property only**

The MDEQ regulates activities at facilities regulated by the Solid Waste, Scrap Tire, Hazardous Waste, and Liquid Industrial Waste programs, regarding ownership and operation of the facility; the status of any required permits, licenses, registrations, or certifications; compliance status; authorized transporters; and shipments of hazardous or liquid industrial waste (manifest). Since these sites are known and regulated, they are generally not considered an environmental concern unless known to have a history of releases or violations.

- No Regulated Waste Management Sites were located on the Subject Property.

**US INST CONTROL and ENG CONTROL Sites**

**Subject Property Only**

The USEPA maintains a listing of sites with institutional and engineering controls in place, including administrative measures such as groundwater use restrictions, construction restrictions, property use restrictions, and post remediation care requirements intended to prevent exposure to contaminants remaining on site. Includes deed restrictions and remedial measures.

- No US INST CONTROL or ENG CONTROL sites were located on the Subject Property.

**State and Tribal Voluntary Cleanup Sites**

**½-mile radius of the Subject Property.**

The USEPA maintains a listing of sites in which owners and responsible parties have performed voluntary cleanup actions to address releases and contamination on site, both on Tribal and State lands.

- No State or Tribal voluntary cleanup sites were located within a ½-mile radius of the Subject Property.

**State and Tribal Brownfield Sites**

**½-mile radius of the Subject Property**

The USEPA maintains a map and listing, and the MDEQ maintains a listing of Brownfield Sites which have been redeveloped by private entities using the BEA process. These are not comprehensive listings of all potential Brownfield sites in Michigan.

- No Brownfield Sites were located within a ½-mile radius of the Subject Property.
- No Tribal Reservations or lands were identified within a ½-mile radius of the Subject Property.

Additionally, the State of Michigan does not maintain listings of NPL and CERCLIS equivalent sites, or sites with registered institutional or engineering controls in place. However, Michigan does maintain a list of contaminated sites which possess contamination exceeding Part 201 Criteria which lists sites both having been investigated and requiring investigation. Sites exceeding these criteria within the search radius are listed above in the Michigan Sites of Environmental Contamination, Part 201 of Act 451 section.

## **6.0 FINDINGS AND RECOMMENDATIONS**

## 6.0 FINDINGS AND RECOMMENDATIONS

ERE has performed a Phase I ESA in conformance with the scope and limitations of ASTM Practice E 1527-05 on the Subject Property located at 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan, the legal description of which can be found in Section 3.1. Any exception to, or deletions from, this practice are described in Section 2.5 of this report. No data gaps were encountered during this Phase I ESA. Aerial photographs for the years 1973, 1984 & 1994 were reviewed; however, copies of the aerial photographs were not obtained and therefore noted as a limitation. This assessment has revealed that one (1) REC exists within the Subject Property. A description of the REC is as follows:

- Through historical information, numerous bunks of treated lumber were staged to the north and east of the commercial buildings, specifically over exposed soils without the utilization of a roof shelter. Treated lumber was historically treated with a Copper, Chromate and Arsenic solution to be resistant to insects. Arsenic, Copper and Chromate are known to leach from large amounts of treated lumber into the underlying soils. As the exposed soils underlying the former treated lumber storage areas were potentially impacted by heavy metals, one (1) REC was noted for the Subject Property.

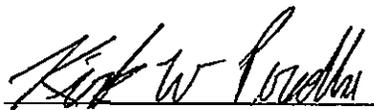
ERE recommends that additional investigation in the form of a Phase II sampling be conducted on the Subject Property to address the issues presented in the abovementioned REC.

## **7.0 QUALIFICATIONS AND SIGNATURES**

## 7.0 QUALIFICATIONS AND SIGNATURES

The undersigned environmental professionals performed all work as defined in ASTM E 1527-05. Site reconnaissance of the Subject Property was conducted on April 20, 2010 using an Environmental Geologist representative of ERE.

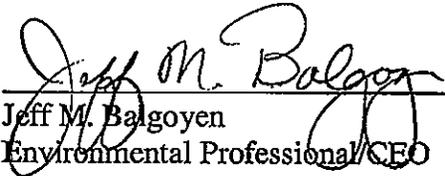
We declare that, to the best of our professional knowledge and belief, we meet the definition of *Environmental professional* as defined in §312.10 of 40 CFR 312, and we have the specific qualifications based on education, training, and experience to assess a *property* of the nature, history, and setting of the Subject Property. We have developed and performed the all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312.



Kirk W. Perschbacher  
Environmental Geologist



Date



Jeff M. Balgoyen  
Environmental Professional/CEO



Date

Please contact Equity Resource Environmental with any questions or concerns.

Phone: (616) 392-6010

Fax: (616) 392-6080

**Kirk W. Perschbacher**

Holland, MI 49423

616.392.6010

616.886.7330

kirkpere@sbcglobal.net

**RELATED EXPERIENCE**

05/2006 - 06/2006	Western Michigan University Geology Field Camp Kalamazoo, MI	▪ 40 Hour OSHA HAZWOPER Certification
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**EDUCATION**

08/2002 - 04/2007	Bachelor of Science Geology Grand Valley State University Allendale, MI	▪ Plate Tectonics ▪ Structural Geology ▪ Geomorphology ▪ Sedimentary and Stratigraphy ▪ Mineralogy ▪ Petrology ▪ Hydrology ▪ Oceanography ▪ Environmental Geology ▪ Calculus I, II, III ▪ Calculus based Physics ▪ Chemistry
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**WORK EXPERIENCE**

06/2007 - Present	Environmental Geologist Equity Resource Environmental Holland, MI	▪ Transaction Screen Process ▪ Phase I ESA ASTM Standards E1527-00 and 1527-05 ▪ Phase II ESA ASTM Standards E1527-00 and 1527-05 ▪ Baseline Environmental Assessments (BEAs) ▪ Section 7a Compliance Analysis Due Care Plans ▪ Brownfield Redevelopments ▪ Project Management and Coordination with Regulatory Officials ▪ Risk Management at Industrial Facilities
05/2007 - 07/2007	Stormwater Research Assistant Grand Valley State University Allendale, MI	▪ Aid professor monitoring stormwater runoff ▪ Experience using Odyssey data recording software

# Jeff M. Balgoyen

## Professional Experience

**Equity Resource Environmental, LLC**                      **Holland, MI**                      **9/95 – Present**  
**CEO / Environmental Professional**

- **Project Marketing and Management**
- **Development and Implementation of Field Work Plans**
- **Employee / Company Management**
- **Conduct Environmental Site Assessments**
- **Develop and Manage Field Investigation of Work Plans**
- **Market and Develop Brownfield Redevelopment Plans, TIF and SBT Credits**
- **Geotechnical Assessments**

**Metropolitan Title Company**                      **Holland, MI**                      **6/92 – 1/98**  
**Branch Manager / Production Manager**

- **Managed Title/Abstract Production**
- **Managed Escrow Production**
- **Personnel Management**
- **Marketing and Budgeting**

**Independent Oil and Gas Production Land Services**   **Hamilton, MI**                      **6/86 – 6/92**

- **Mineral Land Management**
- **Lease Acquisition / management**
- **Drilling Title Opinions and Curative Services**

**Omni Petroleum Corporation**                      **Allegan, MI**                      **1/80 – 6/86**  
**Senior Petroleum Landman**

- **Mineral Land Management**
- **Lease Acquisition / management**
- **Oil and Gas Well Site Preparation**
- **Drilling Title Opinions / Title Curative Work**
- **Managed Leasing and office personnel**

## Education

- **Western Michigan University**                      **Kalamazoo, MI**                      **1978**  
**Business Management**
- **IED**                      **Houston, TX**                      **1981**  
**Land / Minerals Management**

## Qualifications:

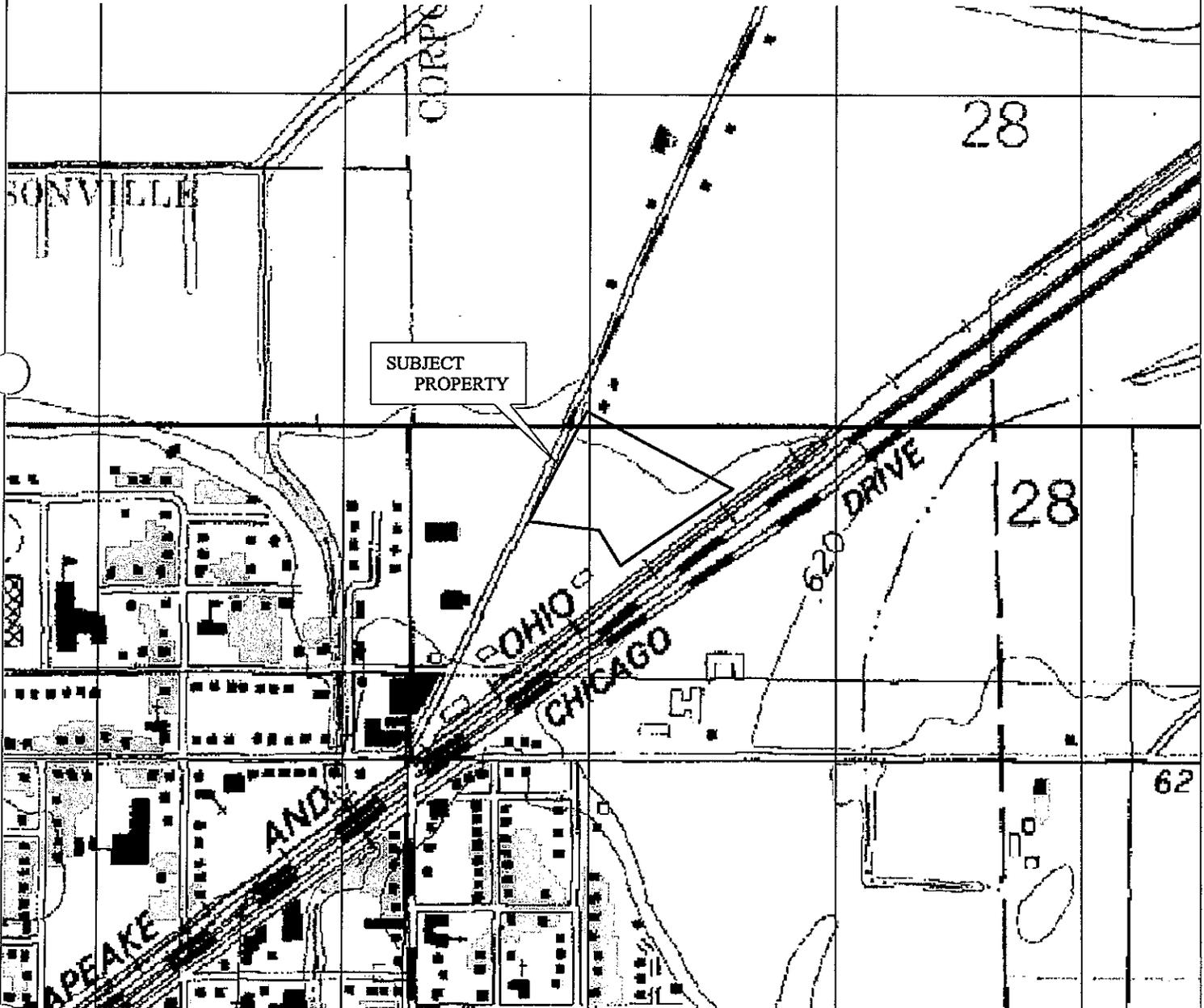
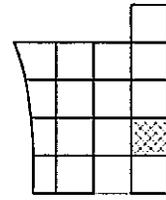
- **40 Hour HAZWOPER Certified**
- **Certified HAZWOPER Site Supervisor**
- **Environmental Professional**
- **Member Michigan Association of Environmental Professionals**
- **Certified Site Storm Water Operator**

**APPENDICES**

**APPENDIX A**  
**FIGURES**



LAKE MICHIGAN



EQUITY RESOURCE



ENVIRONMENTAL

Equity Resource Environmental  
 A-5792 143rd Avenue, Suite A  
 Holland, MI 49423  
 Ph: 616-392-6010  
 Fax: 616-392-6080

**FIGURE 1 - SITE LOCATION**

NW 1/4 OF THE SW 1/4,  
 SEC 28, T 6 N, R 13 W

NOT TO SCALE

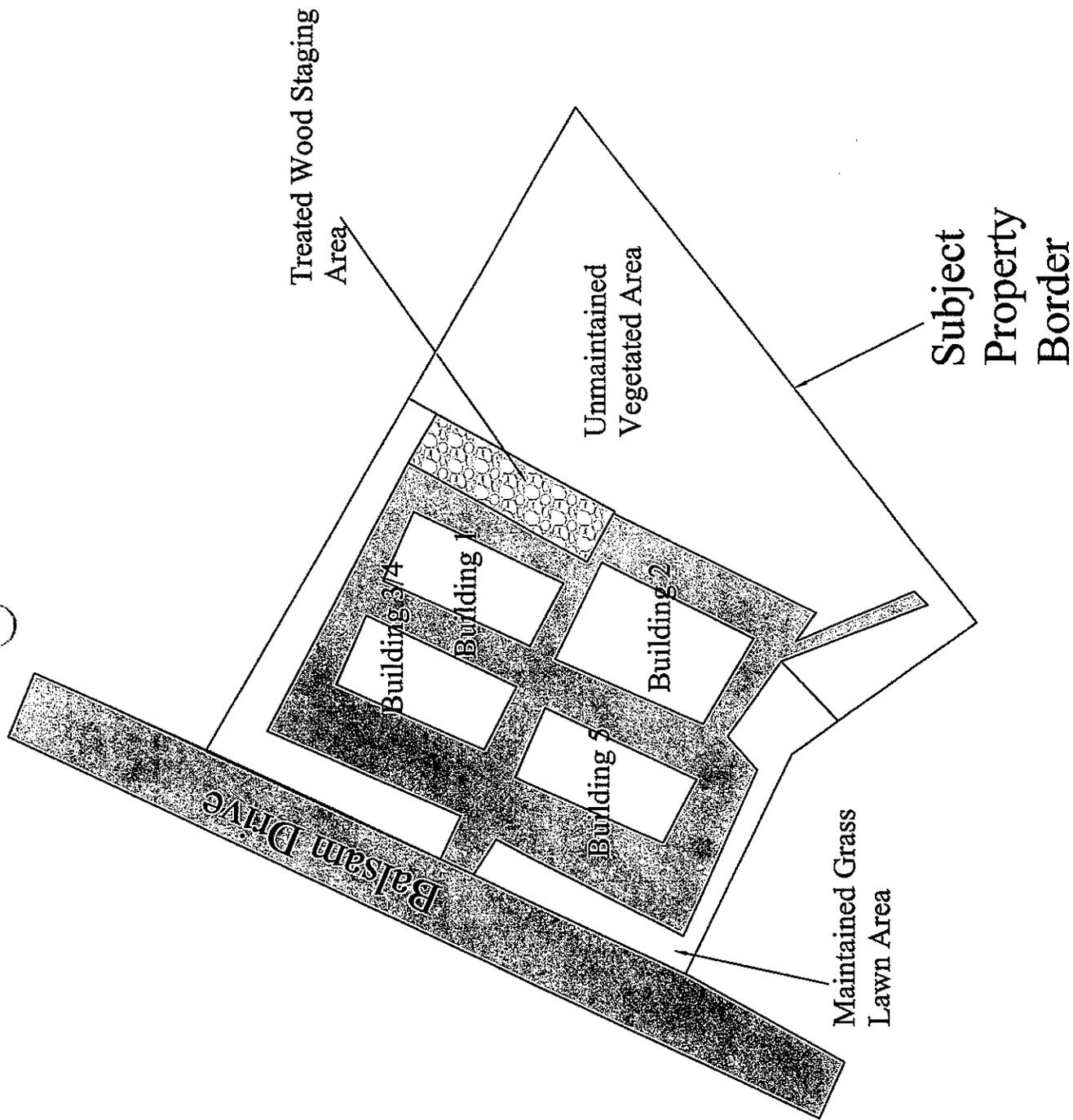
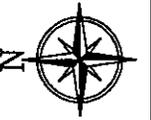
NOT A SURVEY

Site Name: 5800 Balsam Drive  
 Hudsonville, MI

Project No: 10-1530

Drawn by: KWP

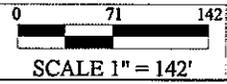
Date: 04/26/2010



Equity Resource Environmental  
 A-5792 143rd Avenue, Suite A  
 Holland, MI 49423  
 Ph: 616-392-6010  
 Fax: 616-392-6080

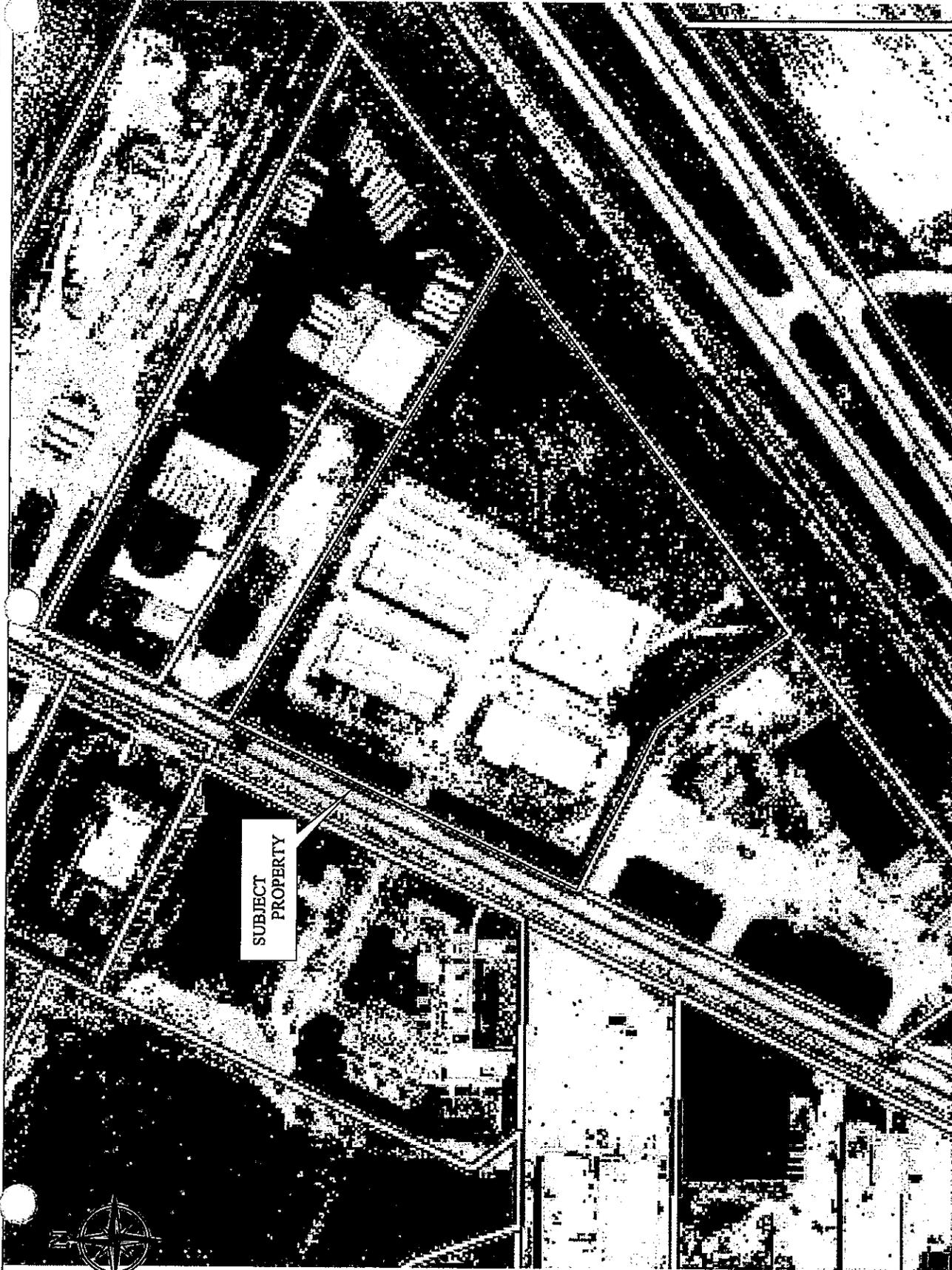
**FIGURE 2 - SITE MAP**

NW 1/4 OF THE SW 1/4 OF SECTION 28  
 TOWN 6 NORTH, RANGE 13 WEST



NOT A SURVEY

Site Name: 5800 Balsam Drive  
 Hudsonville, MI  
 Project No: 10-1530  
 Drawn by: KWP  
 Date: 04/26/2010



SUBJECT  
PROPERTY

**FIGURE 3 - AERIAL PHOTOGRAPH**

NW 1/4 OF THE SW 1/4 OF SECTION 28,  
TOWN 6 NORTH, RANGE 13 WEST

Site Name: 5800 Balsam Drive  
Hudsonville, MI  
Project No: 10-1530  
Drawn by: KWP  
Date: 04/26/2010

NOT A SURVEY

Equity Resource Environmental  
A-5792 143rd Avenue, Suite A  
Holland, MI 49423  
Ph: 616-392-6010  
Fax: 616-392-6080



EQUITY RESOURCE

ENVIRONMENTAL

**APPENDIX B**  
**SITE PHOTOGRAPHS**

1



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing west.

2



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing south.

3



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Adjoining parcels facing north.

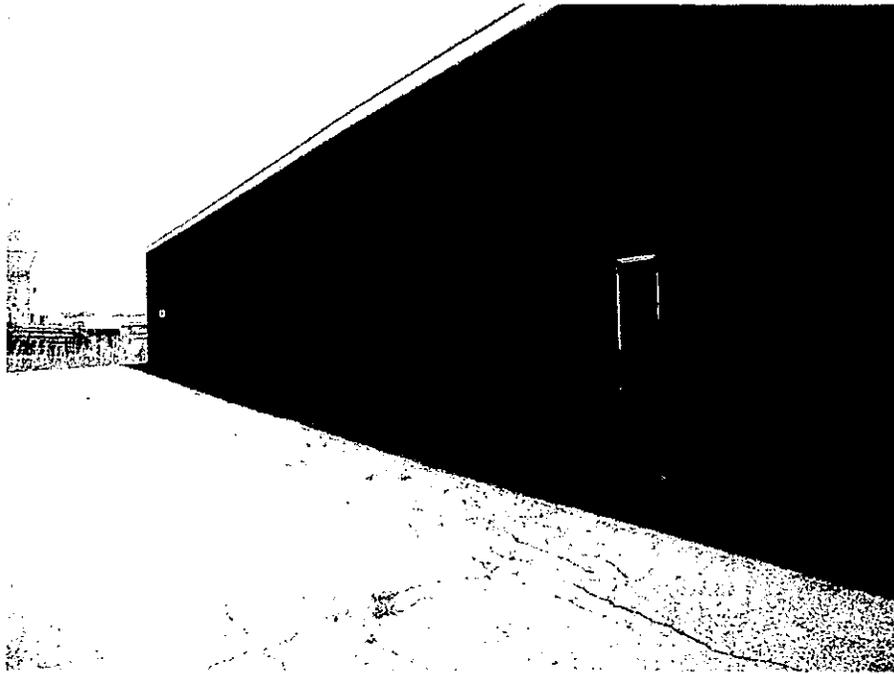
4



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Typical overview of the interior of Building 3/4.

5



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical storage canopy associated within Building 1 & 3.

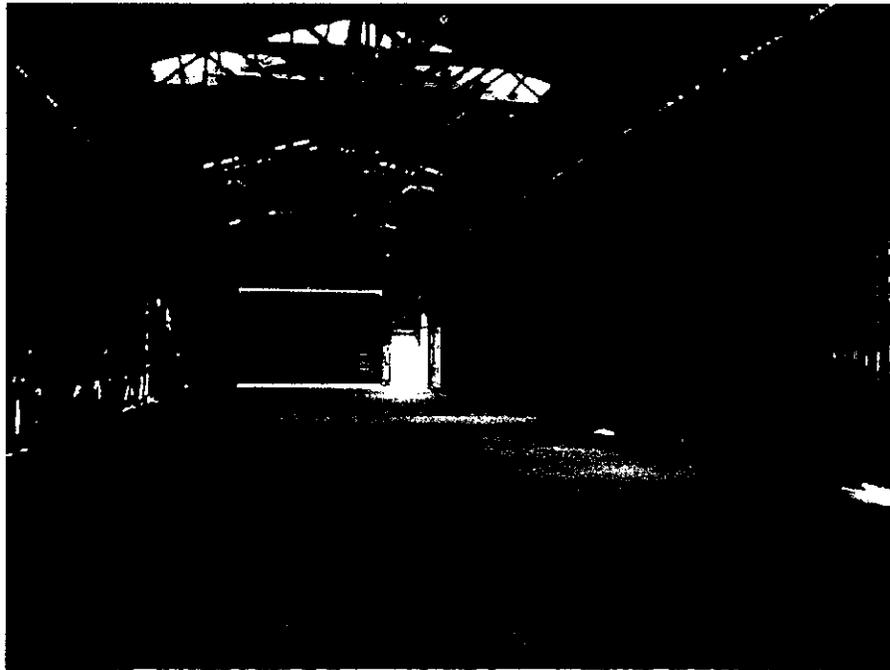
6



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical breaker panel located within Building 1.

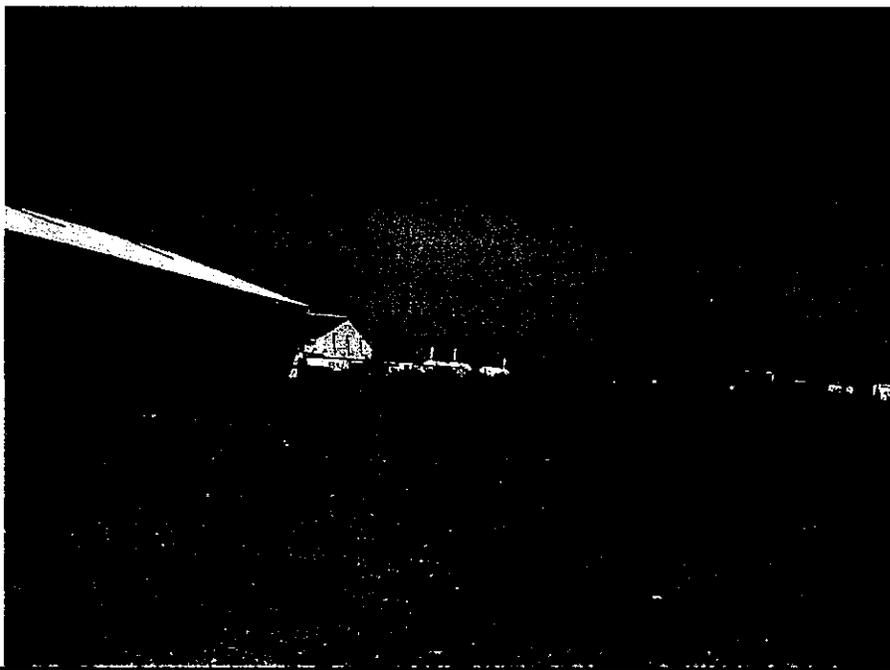
7



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Interior of Building 1.

8



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Overview of the former treated wood staging area on the Subject Property.

9



Kirk W. Perschbacher, Environmental Geologist      April 20, 2010

Overview of the southeastern loading dock area.

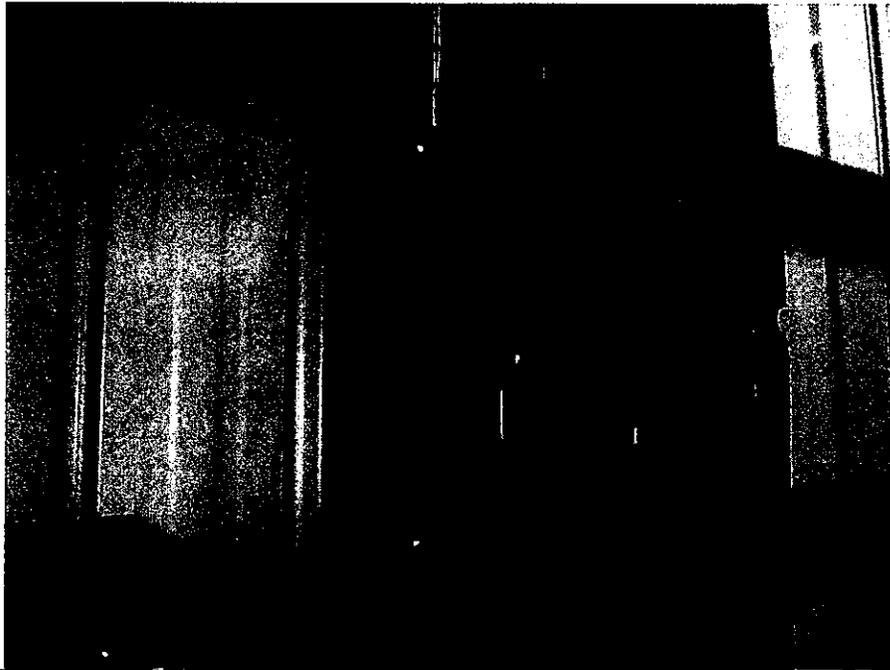
10



Kirk W. Perschbacher, Environmental Geologist      April 20, 2010

Adjoining parcels facing east.

11



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical breaker panel located within Building 2.

12



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Interior of Building 2.

13



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Breaker panels located within Building 5.

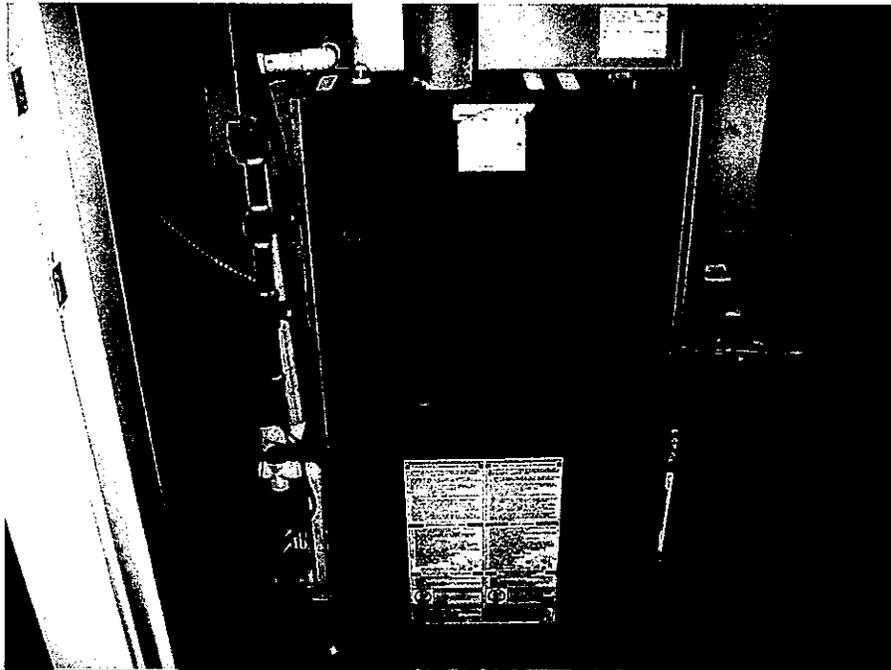
14



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Overview of the southern portion of the Subject Property.

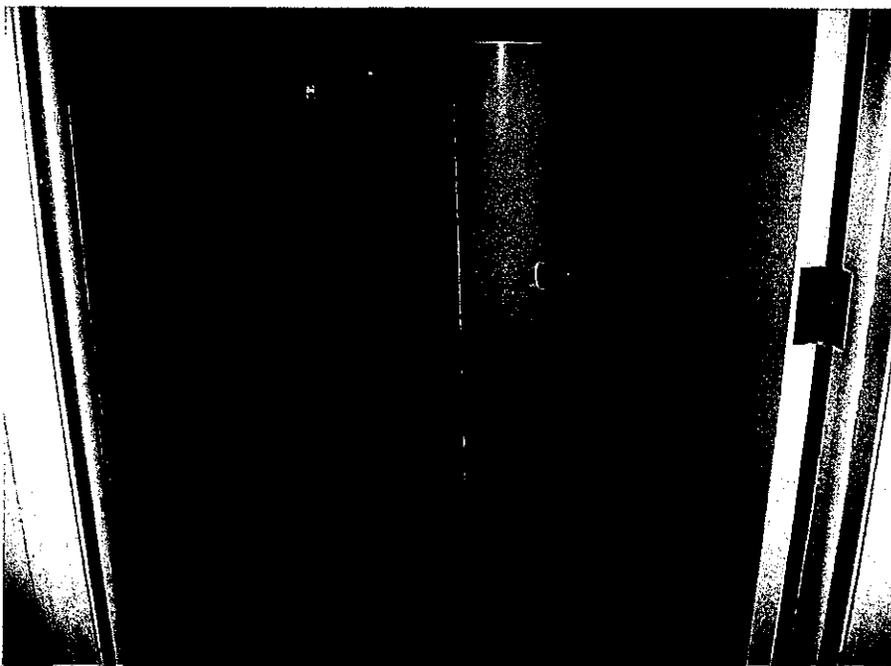
15



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Natural gas fired forced air furnace located within Building 5.

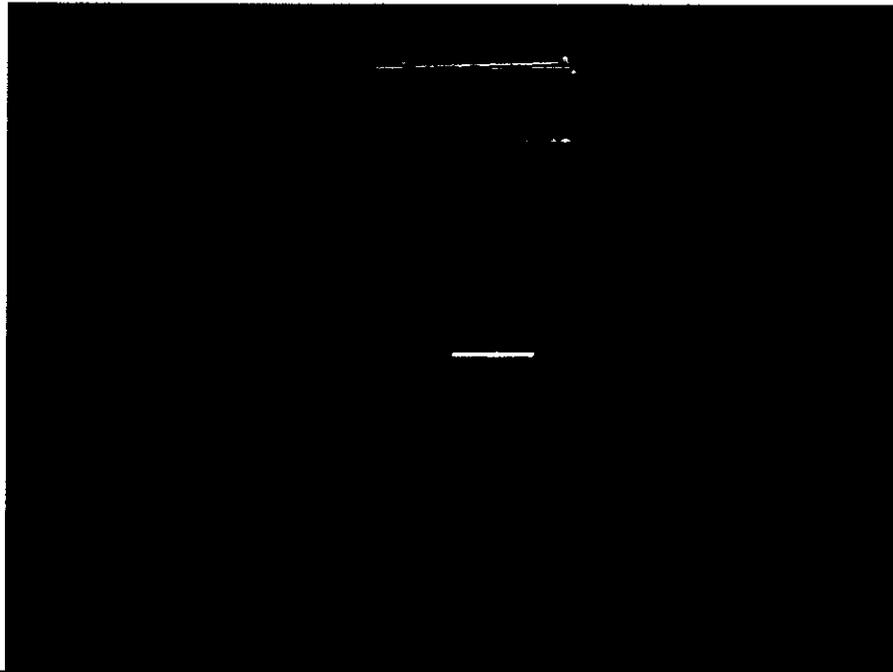
16



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

One (1) 40 gallon water heater located within Building 5.

17



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Interior of the retail show room area within Building 5.

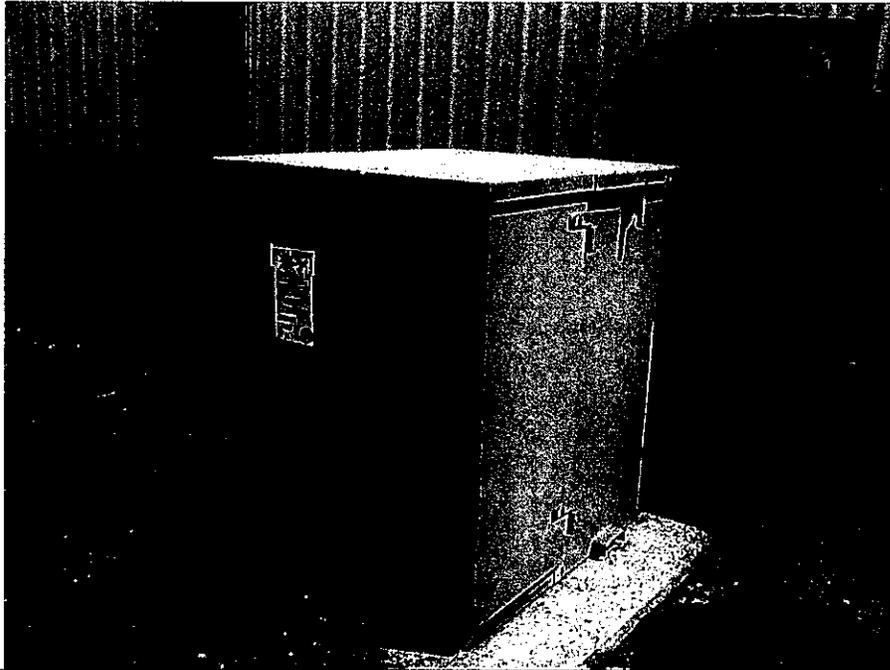
18



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Lumber storage area within the back storage area of Building 5.

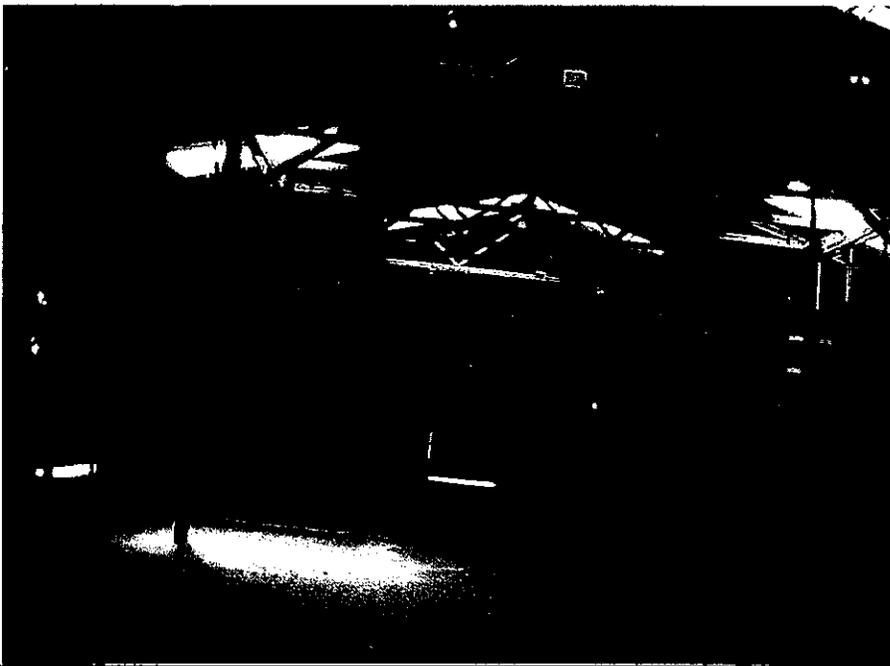
19



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

One (1) electric transformer located on the Subject Property.

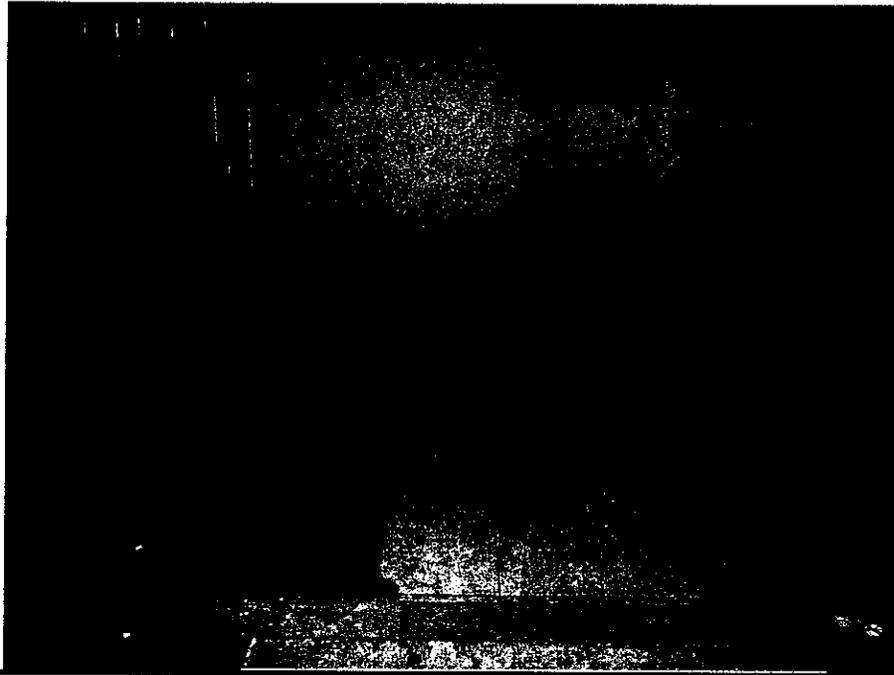
20



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Overview of the interior of Building 3/4.

21



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Floor drains and former restroom within Building 3/4.

**APPENDIX C**  
**HISTORICAL DOCUMENTS**

5800 Balsam, Hudsonville

Gary Byker Memorial Library  
Bresser's Search 04/07/2010

Edition	Address	Name	Year	Phone
06-07 ed		5790 * Carter Lumber	2002	616-669-0680
05-06 ed		5800 XXIX		NP
04-05 ed				
03-04 ed				
[REDACTED]				
02-03 ed		5790 * Carter Lumber		616-669-0680
	no 5800 number			
[REDACTED]				
01-02 ed		5790 * Carter Lumber	1991	616-669-0680
	no 5800 number			
[REDACTED]				
00-01 ed		5790 * Carter Lumber	1991	616-669-5870
99-00	no 5800 number			
98-99				
97-98				
[REDACTED]				
96-97		5790 * Carter Elec & Htg	1991	616-669-5870
		5800 * Carter Lumber	1986	616-669-0680
[REDACTED]				
95-96		5790 * Carter Plb Elec & Htg	1991	616-669-5870
94-95		5800 * Carter Lumber	1986	616-669-0680
93-94				

Note

5800 disappeared after 96-97 edition, showed up in 2003, but with XX's. Moved to 5790 + took over Carter Elec & Htg address, but phone for only one year.

Before 86 it was part of Edson Farm

Melissa Anisman  
by Ralph Serum.

**5800 Balsam Drive**  
5800 Balsam Drive  
Hudsonville, MI 49426

Inquiry Number: 2739067.1  
April 07, 2010

## Certified Sanborn® Map Report



440 Wheelers Farms Road  
Milford, CT 06461  
800.352.0050  
[www.edrnet.com](http://www.edrnet.com)

# Certified Sanborn® Map Report

4/07/10

**Site Name:**

5800 Balsam Drive  
5800 Balsam Drive  
Hudsonville, MI 49426

**Client Name:**

Equity Resource Environmental  
A-5792 143rd Avenue  
Holland, MI 49423



EDR Inquiry # 2739067.1

Contact: Kirk Perschbacher

The complete Sanborn Library collection has been searched by EDR, and fire insurance maps covering the target property location provided by Equity Resource Environmental were identified for the years listed below. The certified Sanborn Library search results in this report can be authenticated by visiting [www.edrmet.com/sanborn](http://www.edrmet.com/sanborn) and entering the certification number. Only Environmental Data Resources Inc. (EDR) is authorized to grant rights for commercial reproduction of maps by Sanborn Library LLC, the copyright holder for the collection.

## Certified Sanborn Results:

**Site Name:** 5800 Balsam Drive  
**Address:** 5800 Balsam Drive  
**City, State, Zip:** Hudsonville, MI 49426  
**Cross Street:**  
**P.O. #** NA  
**Project:** NA  
**Certification #** F722-4EE0-BCB1



Sanborn® Library search results  
Certification # F722-4EE0-BCB1

## UNMAPPED PROPERTY

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The Sanborn Library includes more than 1.2 million Sanborn fire insurance maps, which track historical property usage in approximately 12,000 American cities and towns. Collections searched:

- Library of Congress
- University Publications of America
- EDR Private Collection

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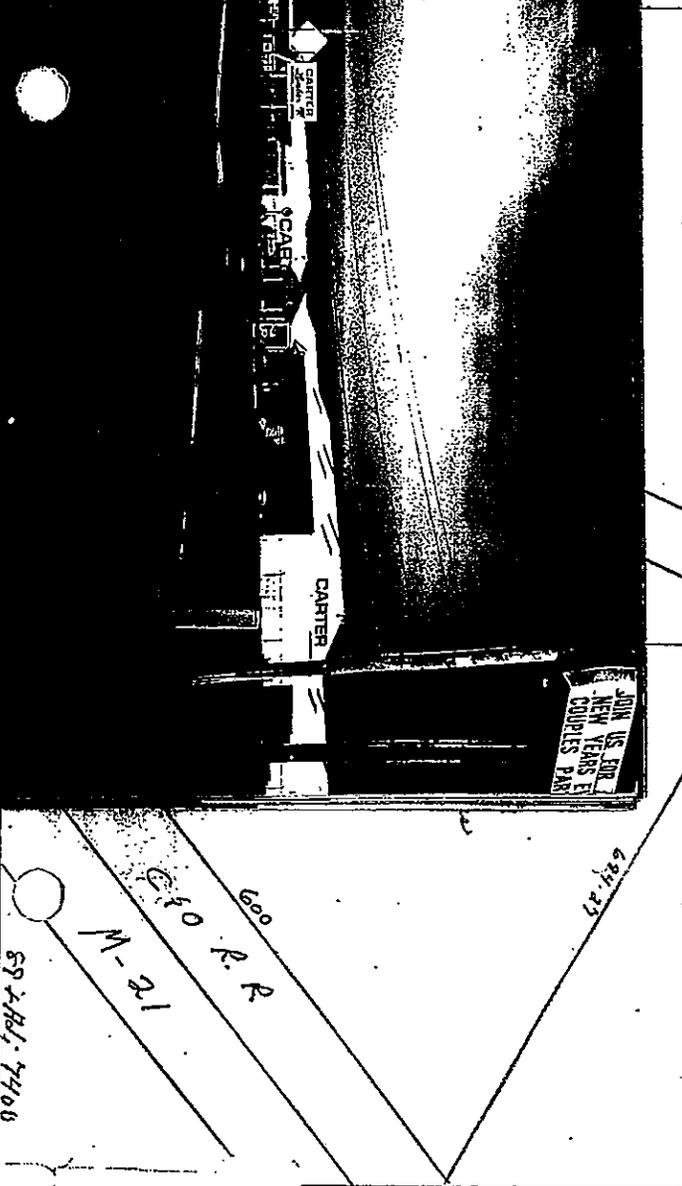
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Date of Transfer	Grantor's Name	Address	Revenue Stamp	Verified Sale Price	Map No.	Book No.	Page No.	Parcel Code No.
	CARTER-JONES LUMBER CO.	601 PALMADGE RD KENT, OHIO 44240						
Property Address					5800 BALSAM DR			St. Ave.
Building or Alteration Permit								Amount
					#2198 - new garage	3/25/28	\$ 3000	
					2/18/90		2500	

**DESCRIPTION**

PART SW 1/4 & PART LOT 5, OHMANS ASSRS PLAT NO 3, COM INTERS S 1/8 LI W E LI BALSAM DR, TH S 24D 57M W 247.79 FT ALG E'LY LI TO PT WHICH IS 841.61 FT FROM MOST S'LY COR SD LOT 5 & PT OF BEG, TH S 65D 03M E 234.48 FT, TH S 37D 05M E 187.58 FT, TH N 52D 55M E 600 FT ALG NW'LY ROW LI, TH N 60D 10M W 684.27 FT TO PT ON E'LY LI BALSAM DR, SD PT BEING N 24D 57M E 500 FT FROM PT OF BEG, TH S 24D 57M W 500 FT TO BEG.  
SEC 28 T6 R13



**LAND IMPROVEMENTS**

Zoned Industrial			
Dirt	Sidewalk	Gas	
Gravel	Water	Electric	
Paved	Sewer	Fence	
Curb			

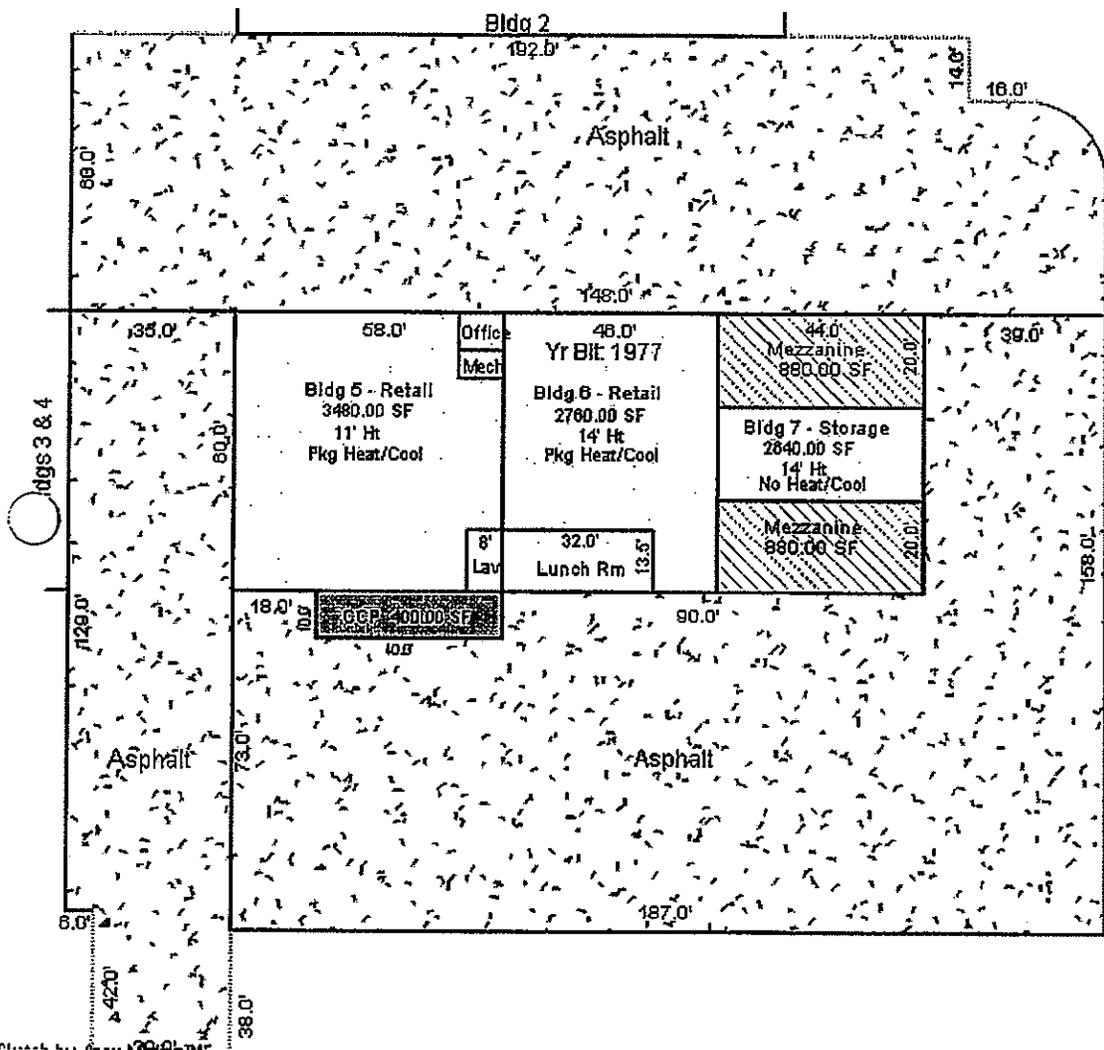
**LAND VALUE COMPUTATIONS**

Lot Size	Depth Factor	Equiv. Front	Rate	Base Value
6.22 Hc		199.00		\$ 62,600
<b>TOTAL LAND</b>				\$ 62,600
<b>TOTAL LAND IMPROVEMENTS</b>				\$ 4,915
<b>TOTAL BUILDING</b>				\$ 264,536
<b>TOTAL APPRAISED VALUE</b>				\$ 598,051

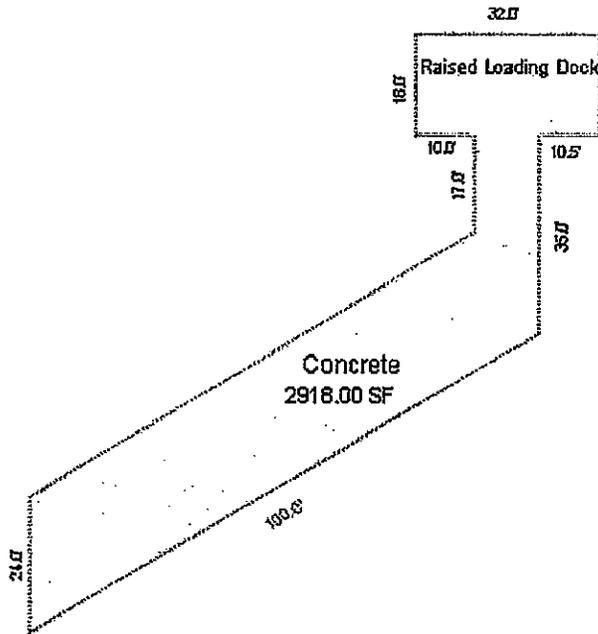
91	217,200	Board of Review	Tax Commission
28-366-004	88	191,600	?
93	232,400	89	199,000
28-366-004	28-366-004	28-366-004	
95	232,400	90	203,800
28-366-004	87	184,600	28-366-004
28-366-004			



Carter Lumber Company  
 Bldgs 5, 6 & 7  
 D-Pole Constr.



CXS Railroad

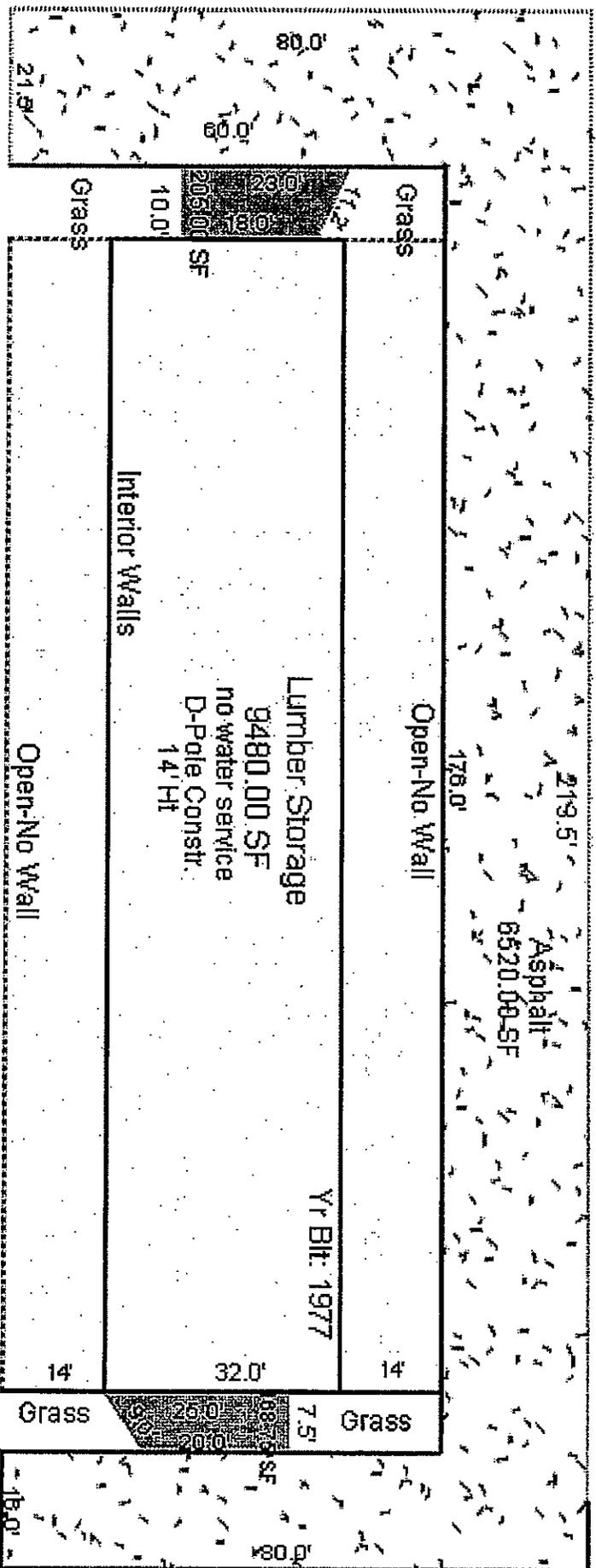


Bldg 2

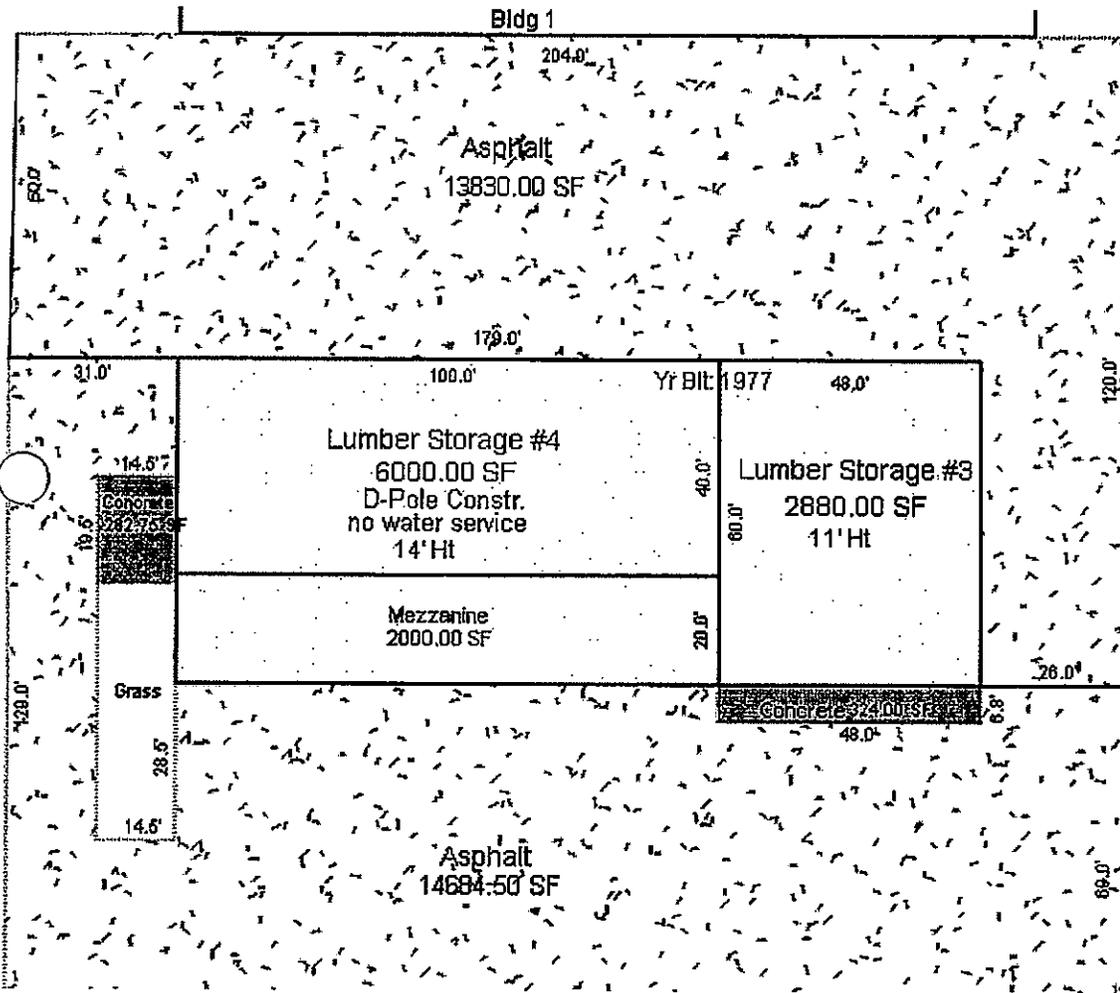
Carter Lumber Company

Carter Lumber Company

Bldg 1







  
 Carter Lumber Company  
 Bldgs 3 & 4

Bldgs 5, 6, 7 (Bldg 7 - Shed with 4 walls) - Retail/Offices / lumber storage

17-00-000-007

BUILDING TYPE	CLASS	NO. STORIES	BLDG. HT.	AVG. STORY HT.
Shed Retail	D-Rite	14	14	11-14

2. FOUNDATION	6. CEILING	10. HEATING & COOLING
<input checked="" type="checkbox"/> concrete footing <input type="checkbox"/> block wall <input type="checkbox"/> poured wall <input type="checkbox"/> stone wall	<input checked="" type="checkbox"/> suspended tile <input type="checkbox"/> suspended Retail/Offices <input type="checkbox"/> gypsum board <input type="checkbox"/> plaster <input type="checkbox"/> panel <input type="checkbox"/> wood	<input type="checkbox"/> gas <input type="checkbox"/> oil <input type="checkbox"/> steam <input type="checkbox"/> forced air <input type="checkbox"/> storage space h/c <input type="checkbox"/> electric

3. FRAME	7. INTERIOR	11. ELECTRIC & LIGHTING
<input type="checkbox"/> steel <input type="checkbox"/> concrete <input type="checkbox"/> precast steel <input type="checkbox"/> pre-stressed steel	<input checked="" type="checkbox"/> solid framing <input type="checkbox"/> masonry <input type="checkbox"/> plaster <input type="checkbox"/> drywall <input type="checkbox"/> movable	<input type="checkbox"/> heat pump <input type="checkbox"/> heat & cold water <input type="checkbox"/> hot & cold air <input type="checkbox"/> warm & cool air <input checked="" type="checkbox"/> package Heat/Cool (Offices Retail)

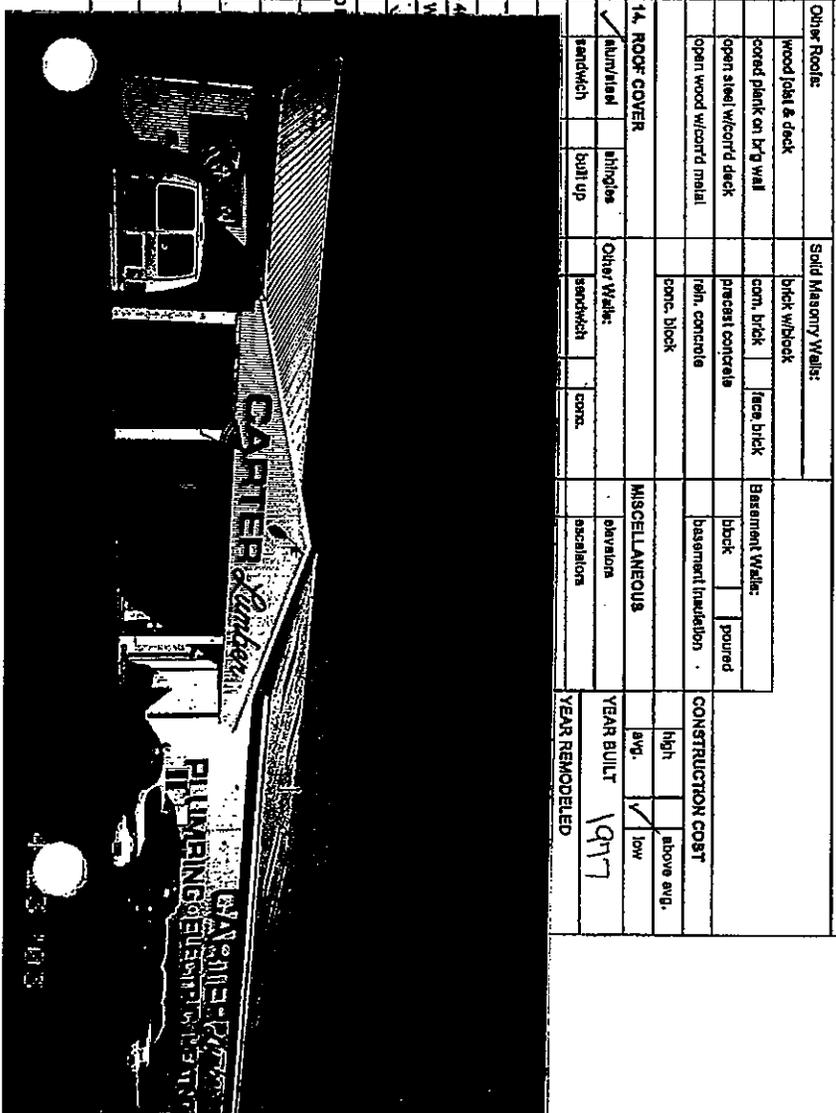
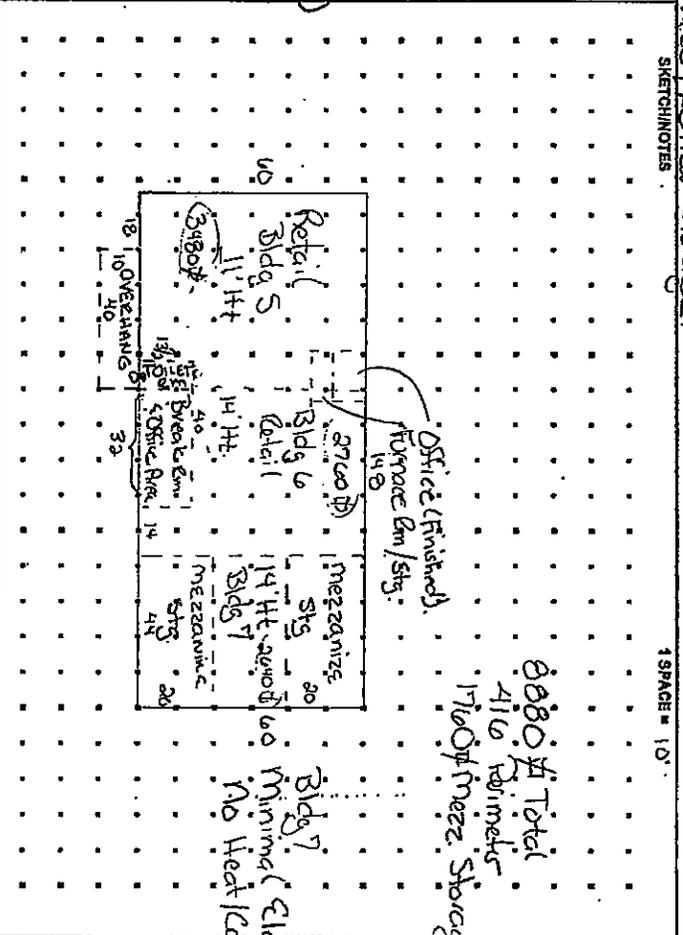
4. FLOOR STRUCTURE	8. PLUMBING	14. ROOF STRUCTURE
<input checked="" type="checkbox"/> on ground <input type="checkbox"/> elevated slab <input type="checkbox"/> precast joint-deck <input type="checkbox"/> cored plank	<input type="checkbox"/> 3-piece bath <input type="checkbox"/> 2-piece bath <input type="checkbox"/> alcove stairs <input type="checkbox"/> toilet <input type="checkbox"/> urinals <input type="checkbox"/> wash bowls <input type="checkbox"/> water heater <input type="checkbox"/> water softener <input type="checkbox"/> wash fountain	<input type="checkbox"/> few <input type="checkbox"/> incand. <input type="checkbox"/> mercury <input type="checkbox"/> bus duct

5. FLOOR COVER	9. SPRINKLERS	14. ROOF COVER
<input type="checkbox"/> carpet <input type="checkbox"/> ceramic tile <input type="checkbox"/> quarry tile <input type="checkbox"/> concrete hardener <input checked="" type="checkbox"/> vinyl tile (Retail/Offices) <input type="checkbox"/> vinyl asbestos	<input type="checkbox"/> wet/dry <input type="checkbox"/> dry/dry <input type="checkbox"/> wet/concealed <input type="checkbox"/> dry/concealed	<input checked="" type="checkbox"/> aluminum <input type="checkbox"/> sandwich <input type="checkbox"/> built up

BUILDING	NO. STYS.	SQUARE FEET	UNIT COST	MULT.	BASE VALUE	ADDITIONS AND ITEM
						precast



1. TYPE	6. APARTMENTS	10. FLOORS	16. PLAN OF BUILDING
Store	1 Room Apartments	Pine	
Store Flat	2 Room Apartments	Hardwood	
Apartment	3 Room Apartments	Concrete	
Office Bldg.	Basement Apartments	Tile	
Hotel	Stores		
Theatre			
Garage			
Gas Station			
Model			
Warehouse			
2. FOUNDATION	7. INTERIOR FINISH	11. BASEMENT	
Post	Pine Trim	None	
Concrete	Hardwood Trim	Part	
Brick	Plaster	Full	
Pile	Wall Board	Dirt Floor	
Concrete Block	Mepl	Concrete Floor	
Stone			
3. CONSTRUCTION	8. HEATING	12. MISCELLANEOUS	
Wood Frame	Stove	Air Conditioning	
Concrete Block	Pipeless	Inch radiator	
Brick	Hot Air	Steel Sash	
Steel Frame	Steam	Sprinkler	
Keim Concrete	Hot Water	Kitchen	
	Oil Burner	Store Front	
	Gas Burner		
	Conversion		
	Stoker		
	Blower		
4. EXT. WALLS	9. PLUMBING	13. CONSTRUCTION	
Drip Siding	None	Good	
Lap Siding	Bath	Poor	
Stucco	Tile Floor	Average	
Brick, Face	Tile Walls	Cheap	
Brick, Common	Shower Stall		
Wood Shingle	Washer (2 Pc.)		
Concrete Block	Extra Sill		
	Extra Wash Bowl		
5. ROOF		17. PERCENT CONDITION	
Wood Deck	19. WIRING	Person Interviewed:	
Steel Deck	Incandescent	Examined By	
Concrete Deck	Fluorescent	Date:	
Tar and Gravel		Remarks:	
Roll			
Insulation			
✓ Steel			

BUILDING VALUE COMPUTATIONS

Type of Building	No. Stys.	Sq. Ft.	Cu. Ft.	Unit Cost	Base Value	Additions and Deductions		Reproduction Cost New	Phys. Dep. % Cond.	Reproduction Cost Dep'd.	Economic Cond. %	True Cash Value
						Item	Amount					
Hydralift	51	87,039		\$ 76	\$ 66,150				.80			\$ 52,920
Chainlink Fence		2206		10.38	22,898			18899	.80			15,109
2 Gates (15')				410	820			676	.80			541
Loading Dk		5444		655	3563			2838	.80			2350
												70,915

11/14/41  
M 132





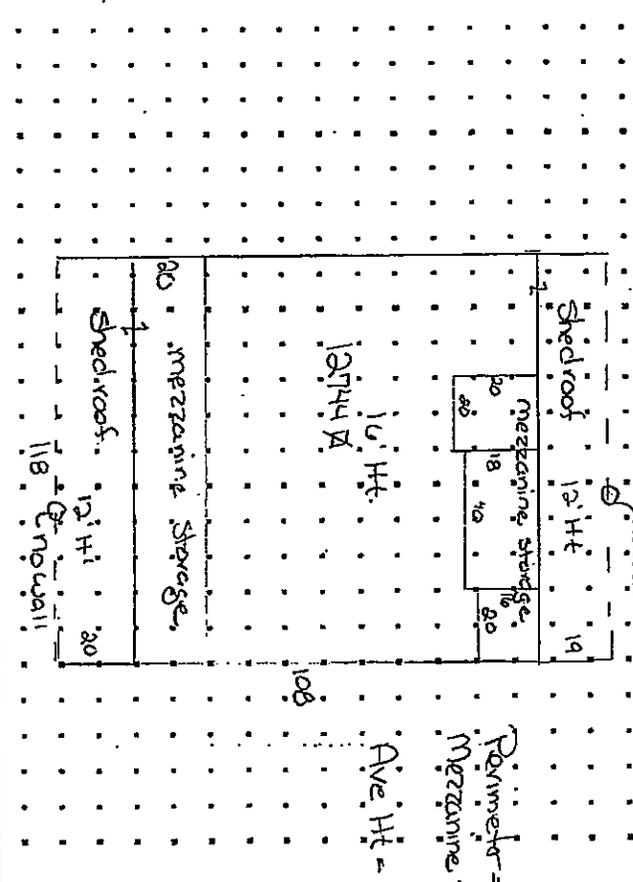


Bldg 2 - Lumber Store

Class B-1

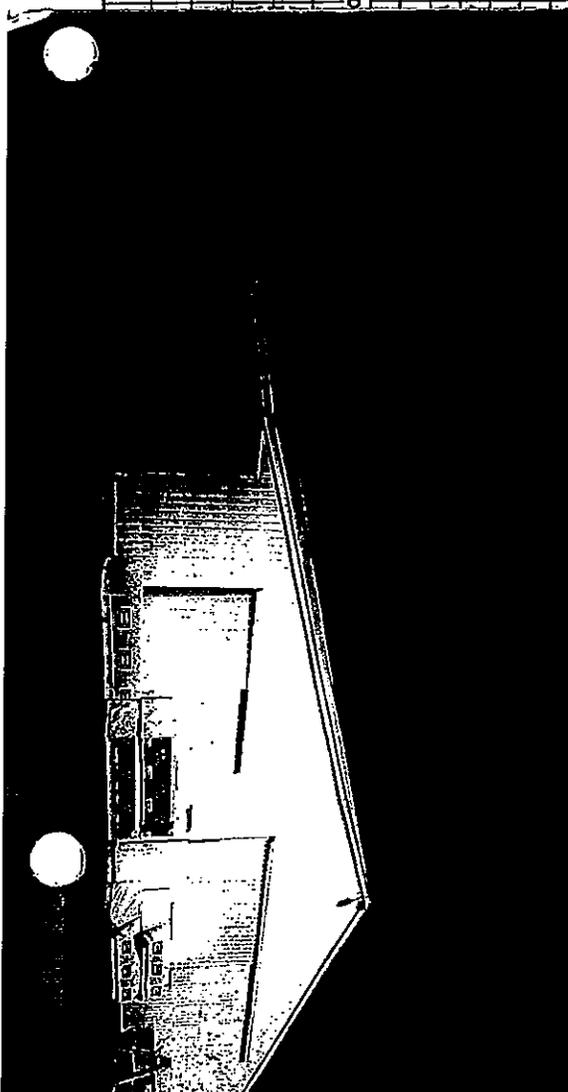
BUILDING TYPE	NO. STORIES	BUS. HT.	AVG. STORY HT.			
2. FOUNDATION	6. CEILING	10. HEATING & COOLING	11. ELECTRIC & LIGHTING			
concrete footing	acoustical tile	gas	Outside:			
block wall	suspended	oil	few			
poor wall	gypsum board	alarm	flexible cond.			
stone wall	plaster	forced air	armored cable			
	paint	above/pace htr.	bus duct			
3. FRAME	wood					
steel	insulation	Combined Heat & Cool:				
fireproof steel		hot & cold water				
pre-engineered steel		warm & cool air				
bay spacing X		packages				
	7. INTERIOR	Other:				
	stud framing	refrigerated AC				
	masonry	heat pump				
4. FLOOR STRUCTURE	plaster					
Concrete:	drywall					
on ground	movable					
above slab						
precast joint-deck						
cored plank						
	8. PLUMBING					
Steel Joists Plus:	3-piece bath					
steel deck & concrete	2-piece bath					
precast deck	above stairs					
wood sheathing	lobes					
	utings					
Wood Joists Plus: <i>Mezz.</i>	water heater					
sheathing <i>3' x 10' x 1/2"</i>	water softener					
	wash fountain					
5. FLOOR COVER		12. ROOF STRUCTURE				
carpet		Steel Joists Plus:				
ceramic tile		conc. slab	steel deck			
quarry tile		precast deck	gypsum			
concrete tandem	9. SPRINKLERS	steel deck plus concrete				
vinyl	wet/exposed	wood deck				
vinyl asbestos	dry/exposed					
	wet/concealed					
	dry/concealed	Concrete Joists Plus:	precast			
		slab				
BUILDING	NO. STYS.	SQ. FT.	UNIT COST	MULT.	BASE VALUE	ADDITIONS AND ITEM

SKETCH/NOTES



1 SPACE =

14. ROOF COVER	Other Walls:	MISCELLANEOUS	CONSTRUCTION COST
<input checked="" type="checkbox"/> aluminum <input type="checkbox"/> sandwich <input type="checkbox"/> built up	<input type="checkbox"/> brick w/bock <input type="checkbox"/> face brick <input type="checkbox"/> precast concrete <input type="checkbox"/> rain, concrete <input type="checkbox"/> conc. block	<input type="checkbox"/> elevators <input type="checkbox"/> escalators	<input checked="" type="checkbox"/> high <input type="checkbox"/> avg. <input type="checkbox"/> low
YEAR BUILT	YEAR REMODELED		
1977			



108  
 Ave Ht = 14'  
 Mezzanine storage  
 = 3800 sq ft  
 450 sq ft

**APPENDIX D**  
**RADIUS MAP**



**APPENDIX E**  
**ERE SCOPE OF SERVICES**



**Scope of Services**  
**Phase I Investigation Procedure**  
ASTM E 1527-05  
All Appropriate Inquiry

**Standard Practice for Environmental Site Assessments:  
Phase I Assessment Process**

- ❖ Obtain preliminary information
  - Legal property description
  - Subject Property boundary survey (if available)
- ❖ Conduct a Subject Property site walkover to identify any evidence of recognized environmental conditions
  - ASTs, USTs, and abandoned drums
  - Waste storage, treatment and/or disposal
  - Chemical use and storage
  - Stained soils, odors, distressed vegetation, debris, or fill material
  - Surface water, pits, ponds, lagoons or drywells
  - Immediately adjoining properties with recognized environmental conditions which may impact the Subject Property
  - Current and/ or former operations, activities, or processes conducted on the Subject Property
  - Ownership and general condition of electrical equipment that may contain PCBs
  - Potable water supply, septic systems, wastewater, and wells
- ❖ Obtain aerial photographs and past photographs depicting past Subject Property conditions
- ❖ Conduct a review of the Subject Property history from the first reasonable ascertainable developed use present or 60 yrs prior and summarize historical information

Historical ownership and use information sources may include:

- Aerial photographs
- Sanborn Fire insurance maps
- Local street directories
- R.L. Polk Directories
- Property tax files
- Zoning/ Land use records
- Land title ownership records

- ❖ Conduct interviews with Subject Property owner(s), adjoining parcel owners, past users, local Health Department, local Fire Department, Township Supervisors, or other individuals with current or past knowledge of conditions of the Subject Property. The interviews may be conducted in person, in writing, or by telephone.
  
- ❖ Review the following lists of regulated and/ or environmentally impacted sites:
 

○ Federal NPL site list	1.0 Mile Radius
○ Federal CERCLIS list	0.5 Mile Radius
○ Federal RCRA TSD Non-CORRACTS list	0.5 Mile Radius
○ Federal RCRA TSD CORRACTS list	1.0 Mile Radius
○ Federal RCRA generators adjoining parcels	S.P & Adj. Properties
○ Federal ERNS list	S.P only
○ State list of hazardous waste sites	1.0 Mile Radius
○ State landfill and /or solid waste disposal sites	0.5 Mile Radius
○ State (LUST) leaking USTs sites	0.5 Mile Radius
○ State registered UST list	S.P & Adj. Properties
○ State list of Filed BEAs	S.P & Adj. Properties
○ Federal institutional and engineering controls	S.P only
○ State and Tribal voluntary cleanup sites	0.5 Mile Radius
○ State and Tribal brownfield sites	0.5 Mile Radius
○ State and Tribal equivalent NPL sites	1.0 Mile Radius
○ State and Tribal equivalent CERCLIS list	0.5 Mile Radius
  
- ❖ Review of governmental agency records and discussion with agency staff, if practical, regarding recognized environmental conditions at or within specified search distances. Sources may include
  - MDEQ
  - USEPA
  - County Health Department
  - Local Government Agencies
  
- ❖ Conduct a review of relevant documents concerning the Subject Property
  - ESA reports
  - Environmental Permits
  - Registration for USTs
  - Hydrogeological Reports
  - Geotechnical Reports
  - Notices to or from governmental agencies regarding environmental conditions and/ or violations
  - Record of any pending, threatened, or past litigation regarding environmental conditions
  - Material Safety Data Sheets
  
- ❖ Prepare a Phase I ESA Report including the following:

- **Summary of the scope of work**
- **Summary of the observed Subject Property conditions**
- **Visual inspection of the Subject Property and surrounding adjoining parcels**
- **Summary of record search results**
- **Summary of the interviews with public agencies**
- **Conclusions and recommendations regarding recognized environmental conditions at the Subject Property, based on the results of the assessment**

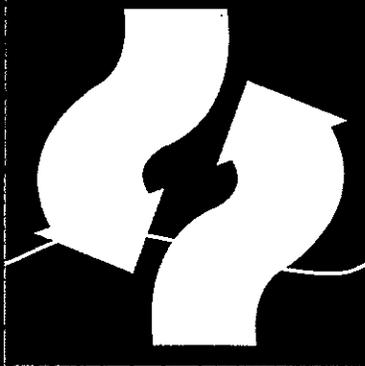
**LIMITED PHASE II INVESTIGATION**  
**MAY 28, 2010**

LIMITED RELEASE II  
INVESTIGATION

5800 Balsam Drive, City of Hudsonville  
Ontonagon County, Michigan

May 28, 2010

EQUITY RESOURCE



ENVIRONMENTAL

A-5792 143rd Avenue, Suite A  
Holland, MI 49423

Phone (616) 392-6010 Fax (616)392-6080

500 East 96th Street, Suite 400  
Indianapolis, IN 46240

Phone (317) 218-8012 Fax (616) 392-6080

## **EXECUTIVE SUMMARY**

## EXECUTIVE SUMMARY

Equity Resource Environmental (ERE) conducted a Limited Phase II Investigation on the Subject Property located at property address 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan, which includes Parcel # 70-14-28-366-004, (hereinafter referred to as the Subject Property). The Subject Property was found to have one (1) Recognized Environmental Condition (REC) that required additional investigation, through a Phase I ESA dated April 27, 2010 conducted by ERE.

Analytical data results indicated the soil samples collected from the Subject Property contained concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC). Therefore, with soils within the Subject Property containing concentrations of Arsenic exceeding applicable MDEQ Part 201 DCC the Subject Property qualifies as a "facility" as defined in the NREPA 451, Part 201, Section 20101(1)(o).

Refer to Section 4.0 Analysis and Conclusions for a comprehensive review of the analytical data and further recommendations.

## **1.0 SCOPE OF WORK**

## **1.0 SCOPE OF WORK**

### **1.1 Scope of Work**

On May 20, 2010 ERE conducted field activities to characterize the soils within four (4) predetermined locations to investigate one (1) REC identified in the Phase I ESA dated April 27, 2010 conducted by ERE to determine if soils within the Subject Property contained concentrations of Arsenic, Chromium (III & VI) and Copper exceeding applicable MDEQ Part 201 risk-based criteria. Specifically, soil borings SB-1, SB-2, SB-3 & SB-4 were analyzed for Arsenic, Chromium (III & VI) and Copper.

## **2.0 INTRODUCTION**

## **2.0 INTRODUCTION**

### **2.1 Introduction**

ERE was retained by the R. Becker Properties, LLC, to conduct a Limited Phase II Investigation on the Subject Property located at property address 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan.

### **2.2 Limiting Conditions and Methodology Used**

Four (4) soil borings were extended to depth to collect four (4) soil samples on the Subject Property in the most likely areas of historical impact. No limiting conditions were encountered while extending the soil borings. All samples were collected according to USEPA guidelines for sampling soils for analysis of Arsenic, Chromium (III & VI) and Copper. Sampling tools and containers were constructed of a material that would not compromise the analytical results of the samples. The soil samples were collected using a stainless steel, bucket type hand auger. The soil samples analyzed for Arsenic, Chromium (III & VI) and Copper were kept intact as they were collected, preserved in appropriate 4 oz. glass sampling jars and chilled on ice. The sample containers were clearly labeled with the date, time, boring number, sampler initials and job reference number. The containers were appropriately documented using the sample chain of custody report and delivered to Lakeland Laboratories to be analyzed for Arsenic, Chromium (III & VI) and Copper.

### **3.0 EVALUATION AND PRESENTATION OF RESULTS**

## **4.0 ANALYSIS AND CONCLUSIONS**

### **3.0 EVALUATION AND PRESENTATION OF RESULTS**

#### **Subject Property Soil and Groundwater Characterization**

Summaries of the laboratory results are included in Table 1 in Appendix C, while the laboratory reports for the samples are included in Appendix B of this report. Refer to Figure 3 – Sample Map for the location of each sample location.

#### **SB-1**

Soil boring SB-1 was extended within the northern former treated lumber staging area along the northern Subject Property border. The soil sample was collected within loamy soils from a depth of 8-inches below ground surface (bgs) and analyzed Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soil sample collected at this soil boring location contained concentrations of Arsenic at 7,900 ppb exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC) of 7,600 ppb for Arsenic.

#### **SB-2**

Soil boring SB-2 was extended within the northern former treated lumber staging area also along the northern Subject Property border approximately 20-feet east of SB-1. The soil sample was collected within loamy soils from a depth of 8-inches below ground surface (bgs) and analyzed Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soil sample collected at this soil boring location contained concentrations of Arsenic at 21,000 ppb exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC) of 7,600 ppb for Arsenic.

**SB-3**

Soil boring SB-3 was extended within the eastern former treated lumber staging area. The soil sample was collected within loamy soils from a depth of 12-inches below ground surface (bgs) and analyzed Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soil sample collected at this soil boring location contained concentrations of Arsenic at 22,000 ppb exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC) of 7,600 ppb for Arsenic.

**SB-4**

Soil boring SB-4 was extended within the eastern former treated lumber staging area approximately 30-feet north of SB-3. The soil sample was collected within loamy soils from a depth of 12-inches below ground surface (bgs) and analyzed Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soil sample collected at this soil boring location contained concentrations of Arsenic, Chromium (III) and Copper; however, not at concentrations exceeding applicable MDEQ Part 201 risk based criteria.

**EB-1**

Exploratory boring EB-1 was extended within the northern former treated lumber staging area approximately 15-feet east of SB-1. EB-1 was extended to maximum depth of 36" bgs at which depth shallow groundwater was encountered. Loamy soils were observed from 0"-8" bgs and sandy soils were observed from 9"-36" bgs within this exploratory boring. No soil sample was collected from this exploratory boring location.

**EB-2**

Exploratory boring EB-2 was extended within the northern former treated lumber staging area approximately 10-feet west of SB-2. EB-2 was extended to maximum

depth of 36" bgs at which depth shallow groundwater was encountered. Loamy soils were observed from 0"-8" bgs and sandy soils were observed from 9"-36" bgs within this exploratory boring. No soil sample was collected from this exploratory boring location.

**EB-3**

Exploratory boring EB-3 was extended within the eastern former treated lumber staging area approximately 10-feet south of SB-3. EB-3 was extended to maximum depth of 36" bgs at which depth shallow groundwater was encountered. Sandy soils with minimal loam content were observed from 0"-12" bgs and sandy soils were observed from 13"-36" bgs within this exploratory boring. No soil sample was collected from this exploratory boring location.

**EB-4**

Exploratory boring EB-4 was extended within the northern former treated lumber staging area approximately 15-feet south of SB-4. EB-4 was extended to maximum depth of 36" bgs at which depth shallow groundwater was encountered. Loamy soils were observed from 0"-10" bgs and sandy soils were observed from 11"-36" bgs within this exploratory boring. No soil sample was collected from this exploratory boring location.

## 4.0 ANALYSIS AND CONCLUSIONS

The soil samples collected from the Subject Property were analyzed for Arsenic, Chromium (III & VI) and Copper. Specifically, soil borings SB-1, SB-2, SB-3 & SB-4 were analyzed for Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soil samples collected from the Subject Property contained concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC). Therefore, with soils within the Subject Property containing concentrations of Arsenic exceeding applicable MDEQ Part 201 DCC the Subject Property qualifies as a "facility" as defined in the NREPA 451, Part 201, Section 20101(1)(o).

ERE recommends that a Baseline Environmental Assessment (BEA) be completed for the Subject Property to address the liability issues associated with the potential future purchase and/or operation of a known facility. Results from the Limited Phase II sampling and analysis presented in this report should be incorporated into the overall site characterization of the environmental impacts existing on the Subject Property for the completion of the BEA.

The primary purpose of a BEA is to gather sufficient information about a facility to allow a historic release to be distinguished from a potential new release. The completion and submittal of a BEA to the State of Michigan will exempt the purchaser of a facility from the liability associated with the contaminants present on the site. A site must first be classified as a facility prior to evaluation for one of the three BEA categories. When considering the BEA categories, it is imperative that one knows the types of hazardous substances, if any, which will be used or stored on the Subject Property after purchase, occupancy or foreclosure.

The three (3) BEA categories defined by the MDEQ are as follows:

- **Category N:** Applies to facilities where new owners and operators will **not** use or store significant quantities of hazardous substances.
- **Category D:** Applies to facilities where hazardous substances will be used or stored. The hazardous substances to be used at the site must be **different** from those substances known, or likely to be known as, facility contaminants.
- **Category S:** Applies to facility where the **same** hazardous substances as those identified as facility contaminants will be used.

These considerations, solely applicable to the BEA program, are in addition to any other applicable requirements of state or federal laws and regulations, and do not limit the obligation of an owner or operator to comply with any other state or federal law.

## **5.0 REFERENCES**

## 5.0 REFERENCES

The following documents were referenced in the preparation of this Limited Phase II Environmental Investigation:

Equity Resource Environmental, *Phase I Environmental Site Assessment, 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan*. April 27, 2010.

1998 Annual Book of ASTM Standards, Section 11, Water and Environmental Technology, *Guide for Environmental Site Assessments: Phase II Environmental Site Assessment Process*, E 1903-97.

Michigan Department of Environmental Quality, *Training Manual for Part 201 Cleanup Criteria*, January 1998. Updated June 11, 2007.

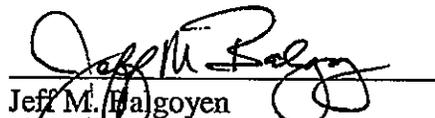
## **6.0 QUALIFICATIONS AND CERTIFICATIONS**

## 6.0 QUALIFICATIONS AND SIGNATURES

All work was performed by the undersigned Environmental Professionals. Site reconnaissance and sampling activities completed on the Subject Property were conducted on May 20, 2010 using qualified environmental geologist Kirk W. Perschbacher.

  
Kirk W. Perschbacher  
Environmental Geologist

5/28/2010  
Date

  
Jeff M. Balgoyen  
CEO/Environmental Professional

5-28-10  
Date

Please contact Equity Resource Environmental with any questions or concerns.

Phone: (616) 392-6010

Fax: (616) 392-6080

**Kirk W. Perschbacher**

Holland, MI 49423

616.392.6010

616.886.7330

kirkpere@sbcglobal.net

**RELATED EXPERIENCE**

05/2006 - 06/2006	Western Michigan University Geology Field Camp Kalamazoo, MI	▪ 40 Hour OSHA HAZWOPER Certification
----------------------	---	--

**EDUCATION**

08/2002 - 04/2007	Bachelor of Science Geology Grand Valley State University Allendale, MI	▪ Plate Tectonics ▪ Structural Geology ▪ Geomorphology ▪ Sedimentary and Stratigraphy ▪ Mineralogy ▪ Petrology ▪ Hydrology ▪ Oceanography ▪ Environmental Geology ▪ Calculus I, II, III ▪ Calculus based Physics ▪ Chemistry
----------------------	---	---

**WORK EXPERIENCE**

06/2007 - Present	Environmental Geologist Equity Resource Environmental Holland, MI	▪ Transaction Screen Process ▪ Phase I ESA ASTM Standards E1527-00 and 1527-05 ▪ Phase II ESA ASTM Standards E1527-00 and 1527-05 ▪ Baseline Environmental Assessments (BEAs) ▪ Section 7a Compliance Analysis Due Care Plans ▪ Brownfield Redevelopments ▪ Project Management and Coordination with Regulatory Officials ▪ Risk Management at Industrial Facilities
05/2007 - 07/2007	Stormwater Research Assistant Grand Valley State University Allendale, MI	▪ Aid professor monitoring stormwater runoff ▪ Experience using Odyssey data recording software

# Jeff M. Balgoyen

## Professional Experience

**Equity Resource Environmental, LLC**                      **Holland, MI**                      **9/95 – Present**  
**CEO / Environmental Professional**

- **Project Marketing and Management**
- **Development and Implementation of Field Work Plans**
- **Employee / Company Management**
- **Conduct Environmental Site Assessments**
- **Develop and Manage Field Investigation of Work Plans**
- **Market and Develop Brownfield Redevelopment Plans, TIF and SBT Credits**
- **Geotechnical Assessments**

**Metropolitan Title Company**                      **Holland, MI**                      **6/92 – 1/98**  
**Branch Manager / Production Manager**

- **Managed Title/Abstract Production**
- **Managed Escrow Production**
- **Personnel Management**
- **Marketing and Budgeting**

**Independent Oil and Gas Production Land Services** **Hamilton, MI**                      **6/86 – 6/92**

- **Mineral Land Management**
- **Lease Acquisition / management**
- **Drilling Title Opinions and Curative Services**

**Omni Petroleum Corporation**                      **Allegan, MI**                      **1/80 – 6/86**  
**Senior Petroleum Landman**

- **Mineral Land Management**
- **Lease Acquisition / management**
- **Oil and Gas Well Site Preparation**
- **Drilling Title Opinions / Title Curative Work**
- **Managed Leasing and office personnel**

## Education

- **Western Michigan University**                      **Kalamazoo, MI**                      **1978**  
**Business Management**
- **IED**                      **Houston, TX**                      **1981**  
**Land / Minerals Management**

## Qualifications:

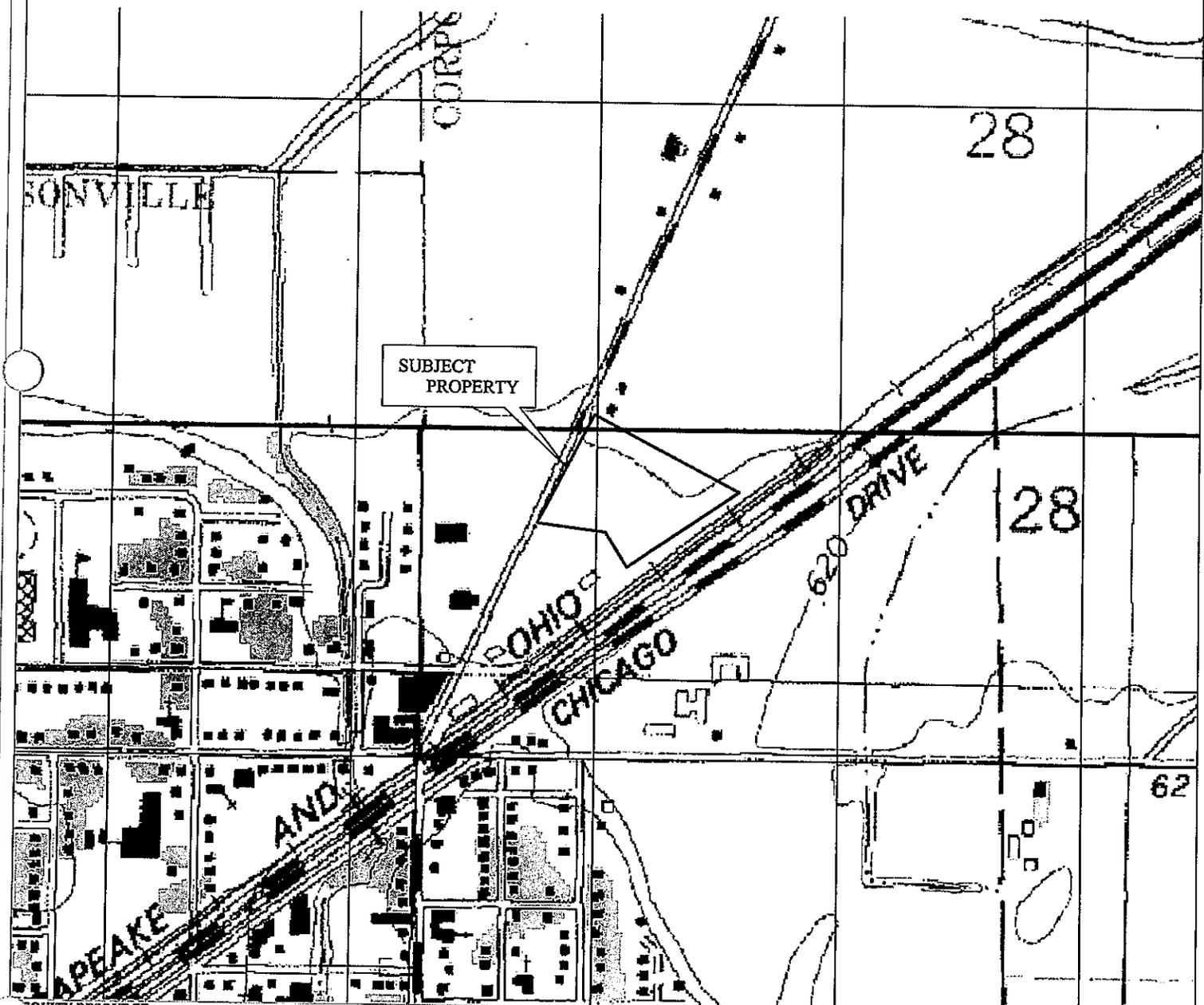
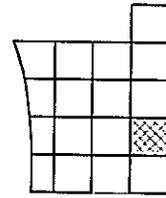
- **40 Hour HAZWOPER Certified**
- **Certified HAZWOPER Site Supervisor**
- **Environmental Professional**
- **Member Michigan Association of Environmental Professionals**
- **Certified Site Storm Water Operator**

**APPENDICES**

**APPENDIX A**  
**FIGURES**



LAKE MICHIGAN



Equity Resource Environmental  
 A-5792 143rd Avenue, Suite A  
 Holland, MI 49423  
 Ph: 616-392-6010  
 Fax: 616-392-6080

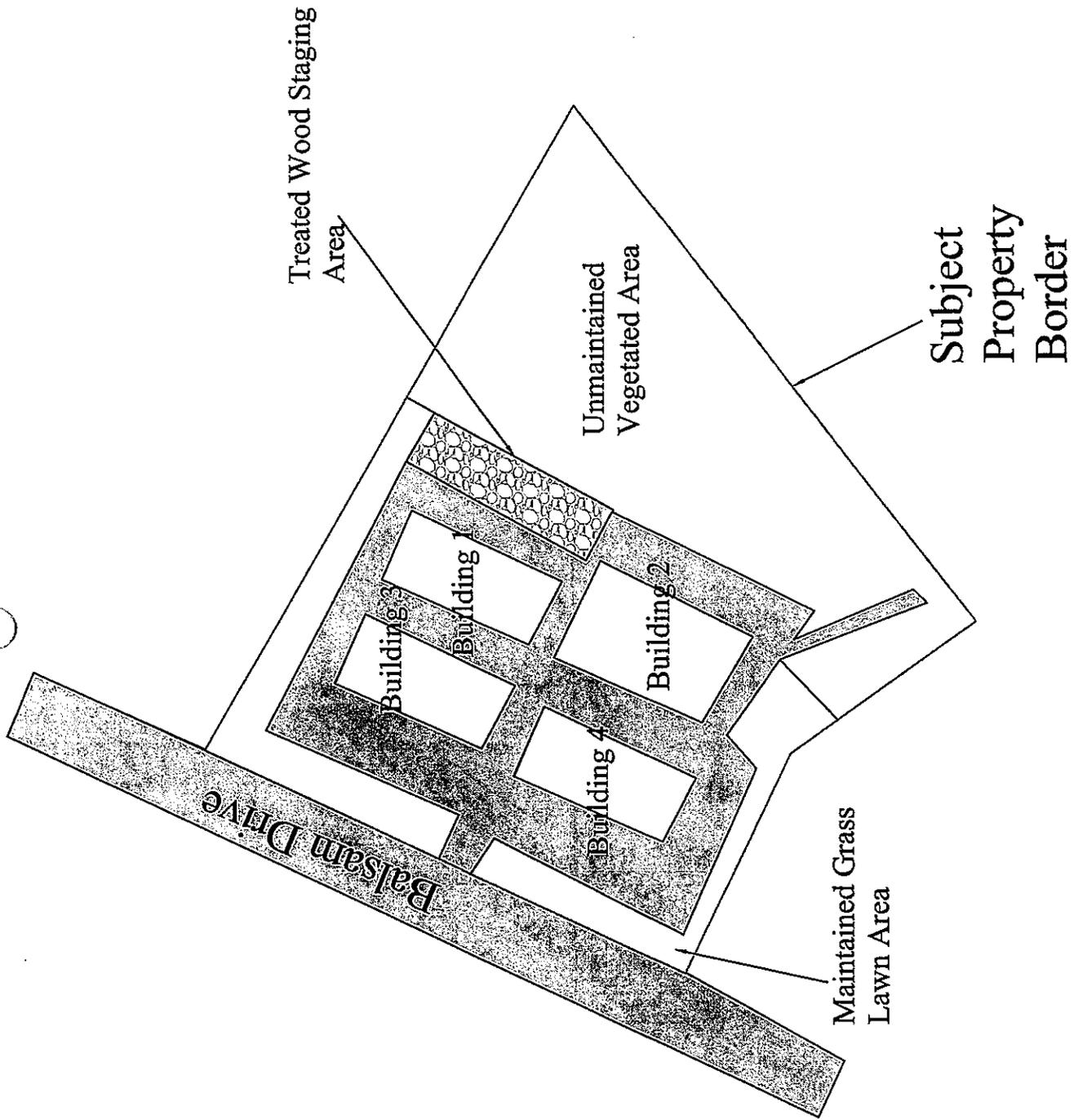
**FIGURE 1 - SITE LOCATION**

NW 1/4 OF THE SW 1/4,  
 SEC 28, T 6 N, R 13 W

Site Name: 5800 Balsam Drive  
 Hudsonville, MI  
 Project No: 10-1543  
 Drawn by: KWP  
 Date: 05/27/2010

NOT TO SCALE

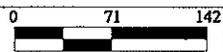
NOT A SURVEY



Equity Resource Environmental  
A-5792 143rd Avenue, Suite A  
Holland, MI 49423  
Ph: 616-392-6010  
Fax: 616-392-6080

### FIGURE 2 - SITE MAP

NW 1/4 OF THE SW 1/4 OF SECTION 28  
TOWN 6 NORTH, RANGE 13 WEST



SCALE 1" = 142'

NOT A SURVEY

Site Name: 5800 Balsam Drive  
Hudsonville, MI  
Project No: 10-1543  
Drawn by: KWP  
Date: 05/27/2010



Subject  
Property  
Border

Treated Wood Staging  
Area

Unmaintained  
Vegetated Area

Maintained Grass  
Lawn Area

Balsam Drive

Building 1  
Building 2  
Building 3  
Building 4

SB-1  
SB-2

SB-3  
SB-4

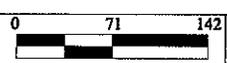


Equity Resource Environmental  
A-5792 143rd Avenue, Suite A  
Holland, MI 49423  
Ph: 616-392-6010  
Fax: 616-392-6080

### FIGURE 3- SAMPLE MAP

NW 1/4 OF THE SW 1/4 OF SECTION 28  
TOWN 6 NORTH, RANGE 13 WEST

Site Name: 5800 Balsam Drive  
Hudsonville, MI

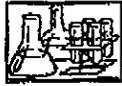


NOT A SURVEY

Project No: 10-1530  
Drawn by: KWP  
Date: 04/26/2010

SCALE 1" = 142'

**APPENDIX B**  
**LABORATORY REPORTS**



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79774

Sample ID: SB-1

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	7.9	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	26	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	6.8	2	mg/Kg	SW846 7190	5/26/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By: Lois White

Date: 5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79775

Sample ID: SB-2

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	21	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	38	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	20	2	mg/Kg	SW846 7190	5/26/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

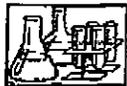
Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By: Lois White

Date: 5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79776

Sample ID: SB-3

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	22	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	30	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	12	2	mg/Kg	SW846 7190	5/26/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     Lorri White                    

Date:                     5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79777

Sample ID: SB-4

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	6.0	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	98	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	6.3	2	mg/Kg	SW846 7190	5/26/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     Lori White                    

Date:                     5/28/2010

**APPENDIX C**  
**TABLES**

**Table 1**  
Soil  
Heavy Metals

Analyte	SB-1	SB-2	SB-3	SB-4	Criteria		
					DCC	DWPC	GSIPC
Arsenic	<b>7,900</b>	<b>21,000</b>	<b>22,000</b>	<b>6,000</b>	<b>7,600</b>	4,600	70,000
Chromium III	6,800	20,000	12,000	98,000	3.3E+08	1.9E+09	7.5E+04
Chromium VI	ND	ND	ND	ND	30,000	3,300	260,000
Copper	26,000	38,000	30,000	6,300	1.3E+8	5,800,000	7.50E+04

**bolded text represents value(s) exceeding applicable criteria**

DCC = Direct Contact Criteria

DWPC = Drinking Water Protection Criteria

GSIPC = Groundwater Surface water Interface Protection Criteria

SDBL = Statewide Default Background Level

all values represented in ug/Kg (parts per billion)

**BASELINE ENVIRONMENTAL ASSESSMENT  
JULY 16, 2010**

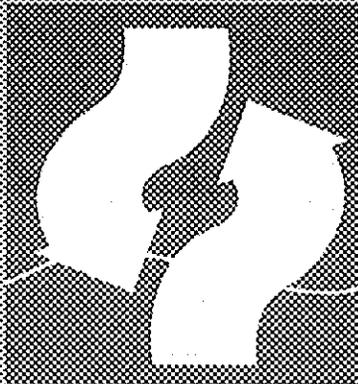
# BASELINE ENVIRONMENTAL ASSESSMENT

Conducted Pursuant to Section 20126(1)(c)  
of 1994 PA 451, Part 201, as amended,  
and the Rules promulgated thereunder

5800 Balsam Drive,  
City of Hudsonville,  
Ottawa County, Michigan

July 16, 2010

EQUITY RESOURCE



ENVIRONMENTAL

## Baseline Environmental Assessment Summary Sheet

**Site Address:** 5800 Balsam Drive, City of Hudsonville  
Ottawa County, Michigan

**Tax Parcel Number:** # 70-14-28-366-004

**Future Owner:** R. Becker Properties, LLC

**Former Owner:** Carter Jones Lumber Company

**BEA Category:** Category N

**Former Property Uses:** Commercial: Lumber Retail and Storage Yard

**Intended Future Use:** Commercial: Frozen Products Warehouse Storage

**Intended Future  
Hazardous Substance Use:** None

**Current Zoning:** Class: Industrial, Zoning: I-1

**Utilities Available:** Municipal Water, Municipal Sewer, Municipal Storm  
Sewer, Natural Gas, Municipal sewer, Electric

**Identification of Author:** Kirk W. Perschbacher, Environmental Geologist  
Equity Resource Environmental, L.L.C.

## TABLE OF CONTENTS

	<u>Page</u>
Baseline Environmental Assessment Summary Sheet	i
Definitions	iii
1.0 Identification of Author and Date of BEA Completion	1
2.0 Introduction	
2.1 General Circumstances of Subject Property	2
2.2 Historical Use of Property	3
2.3 Proposed Future Use	3
2.4 BEA Category Type	4
2.5 Facility Status	4
2.6 Limitations	5
3.0 Property Description	
3.1 Legal Property Description	6
3.2 Scaled Map	6
3.3 Site Characteristics	6
3.4 Site Photographs	7
4.0 Known Contamination	
4.1 Phase I Environmental Site Assessment	8
4.2 Limited Phase II Investigation	8
4.3 Extent of Known Contamination	8
4.4 Chemical Abstract Service Numbers (CAS)	9
4.5 USTs, ASTs or Abandoned Containers	9
5.0 Likelihood of Other Contaminants	10
6.0 Conclusions	11
7.0 References	12
Appendix A	Figures
	Figure 1-Site Location
	Figure 2-Site Map
	Figure 3-Sample Map
Appendix B	Site Photographs
Appendix C	Previous Environmental Reports
	Phase I ESA Report
	Phase II ESA Report
Appendix E	Analytical Report
Appendix F	MDEQ Guidance Document

## DEFINITIONS

AST:	Aboveground Storage Tank
BEA:	Baseline Environmental Assessment
bgs:	below ground surface
BTEX:	Benzene, Toluene, Ethylbenzene, o-Xylene, and mp-Xylene
CAS:	Chemical Abstract Service Number
GCC:	Groundwater Contact Criteria as established NREPA 1994 PA 451, Part 201
DWC:	Drinking Water Criteria as established NREPA 1994 PA 451, Part 201
DWPC:	Drinking Water Protection Criteria as established NREPA 1994 PA 451, Part 201
ERE:	Equity Resource Environmental
ESA:	Environmental Site Assessment
LUJST:	Leaking Underground Storage Tank
MDEQ:	Michigan Department of Environmental Quality
MW:	Monitoring Well
NREPA:	Natural Resources and Environmental Protection Act
REC:	Recognized Environmental Condition
Subject Property:	5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan
TMB:	Trimethylbenzene
UST:	Underground Storage Tank

**1.0 IDENTIFICATION OF AUTHOR AND  
DATE OF BEA COMPLETION**

## 1.0 IDENTIFICATION OF AUTHOR AND DATE OF BEA COMPLETION

The person with the primary responsibility for the data assembly, interpretation, and technical conclusions of this BEA is Kirk W. Perschbacher, Environmental Geologist, of Equity Resource Environmental, L.L.C.

Signature of Author: \_\_\_\_\_

*Kirk W Perschbacher*

Date BEA Conducted: \_\_\_\_\_

7/2/2010

Date BEA Completed: \_\_\_\_\_

7/16/2010

## 2.0 INTRODUCTION

## **2.0 INTRODUCTION**

This Baseline Environmental Assessment (BEA) was conducted by Equity Resource Environmental, L.L.C. (ERE) for R. Becker Properties, LLC in accordance with Section 20126(1)(c) of Part 201 of the Natural Resources and Environmental Protection Act (NREPA) 1994 PA, 451, as amended ("Part 201"). The purpose of this BEA is to evaluate the environmental conditions at the time of purchase so that, in the event of a subsequent release of hazardous substances, there is a means of distinguishing the new release from existing contamination.

### **2.1 General Circumstance of Subject Property**

ERE was retained by R. Becker Properties, LLC to conduct a Category N BEA on the Subject Property located at 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan (Tax Parcel # 70-14-28-366-004), which is depicted in Figure 1 - Site Location, and Figure 2 - Site Map. Prior to completing this Category (N) BEA, Equity Resource Environmental conducted a Phase I Environmental Site Assessment (ESA) dated April 27, 2010 for the Subject Property to determine if Recognized Environmental Conditions (RECs) existed. A copy of the Phase I ESA is attached in Appendix C. ERE identified the following one (1) REC:

- Through historical information, numerous bunks of treated lumber were staged to the north and east of the commercial buildings, specifically over exposed soils without the utilization of a roof shelter. Treated lumber was historically treated with a Copper, Chromate and Arsenic solution to be resistant to insects. Arsenic, Copper and Chromate are known to leach from large amounts of treated lumber into the underlying soils. As the exposed soils underlying the former treated lumber storage areas were potentially impacted by heavy metals, one (1) REC was identified for the Subject Property.

ERE conducted a Limited Phase II Investigation to characterize the soils within four (4) predetermined locations to investigate one (1) REC identified in the Phase I ESA dated April 27, 2010 and determine if soils within the Subject Property contained concentrations of Arsenic, Chromium (III & VI) and Copper exceeding applicable MDEQ Part 201 risk-based criteria. Soil sample analytical data results indicated the soils on Subject Property contained concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC). Therefore, with soils within the Subject Property containing concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I DCC, the Subject Property qualifies as a "facility" as defined in the NREPA 451, Part 201, Section 20101(1)(o).

## **2.2 Historical Use of Property**

Historical use of the Subject Property has been a commercial retail lumber yard and retail center for Carter Lumber since the four (4) commercial buildings were constructed in 1977. The Subject Property was also utilized as a plumbing and lighting show room and retail center for Carter Lumber. Numerous outdoor storage racks were utilized for the storage of treated lumber within the northern and eastern portions of the Subject Property. Prior to 1977, the Subject Property existed as undeveloped forested land with no buildings or structures.

## **2.3 Proposed Future Use**

The intended future use of the Subject Property, to which the BEA and this Section 7a CA Due Care Plan applies, will be to utilize the two (2) western existing commercial buildings on the Subject Property as lease tenant space and the two (2) eastern commercial buildings will be utilized by Cedar Crest Dairy as storage for small individual portable freezer units and retail dairy supplies with potentially adding loading docks to the eastern side of the two (2) eastern commercial buildings. Plans also include adding on a large addition to the existing freezer warehouse building along with surrounding asphalt parking and drive surface connecting to the adjoining parcels to the

northeast and southeast, owned by Cedar Crest Dairy, within the eastern portion of the Subject Property. Interior demolition and exterior construction activities are anticipated on the Subject Property by R. Becker Properties, LLC. No significant quantities of hazardous substances will be used or stored, on the Subject Property as a result of its proposed future use.

#### 2.4 BEA Category Type

This BEA is intended to satisfy the requirements for a Category N BEA, as specified in the MDEQ's *Instructions for Preparing and Disclosing Baseline Environmental Assessments and Section 7a Compliance Analyses to the Michigan Department of Environmental Quality and for Requesting Optional Determinations*, dated March 11, 1999 and the Part 9 Administrative Rules under Part 201. R. Becker Properties, LLC plans to utilize the two (2) western existing commercial buildings on the Subject Property as lease tenant space and the two (2) eastern commercial buildings will be utilized by Cedar Crest Dairy as storage for small individual portable freezer units and retail dairy supplies with potentially adding loading docks to the eastern side of the two (2) eastern commercial buildings. Plans also include adding on a large addition to the existing freezer warehouse building along with surrounding asphalt parking and drive surface connecting to the adjoining parcels to the northeast and southeast, owned by Cedar Crest Dairy, within the eastern portion of the Subject Property. R. Becker Properties, LLC will not engage in the use, storage or handling of significant quantities of hazardous substances on the Subject Property. This lack of significant hazardous substance use is the basis for being able to distinguish existing contamination from any potential future release.

#### 2.5 Facility Status

Through a Limited Phase II Investigation completed by ERE dated May 28, 2010, four (4) soil borings were extended and four (4) soil samples were collected from two (2) areas known to have been utilized for the unsheltered outdoor storage of treated lumber.

The four (4) soil samples were analyzed for Arsenic, Chromium (III & VI) and Copper. The analytical results of the analysis are described in Section 2.1 above. The laboratory data certificates are attached as Appendix D. Based on concentrations of Arsenic in soils exceeding applicable MDEQ Part 201 Residential and Commercial 1 Direct Contact Criteria (DCC), the Subject Property qualifies as a "facility" as defined in the NREPA 451, Part 201, Section 20101(1)(e).

### 2.6 Limitations

No limiting conditions were encountered during the compilation of acquired data that would directly or indirectly compromise the findings of this BEA.

### **3.0 PROPERTY DESCRIPTION**

### 3.0 PROPERTY DESCRIPTION

#### 3.1 Legal Property Description

The Subject Property is located within the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 28, Town 6 North, Range 13 West, known as property address 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan. The legal description of the Subject Property is as follows:

**Parcel #70-14-28-366-004**

PART SW  $\frac{1}{4}$  & PART LOT 5, OHLMAN'S ASSESSOR'S PLAT NO 3 COM  
INTERS S  $\frac{1}{8}$  LI WITH E LI BALSAM DR, TH S 24D57M W 247.79 FT ALG  
E'LY LI TO PT WHICH IS 841.61 FT FROM MOST S'LY COR SD LOT 5 &  
PT OF BEG, TH S 65D03M E 234.48 FT, TH S 37D05M E 187.58 FT, TH N  
52D 55M E 600 FT ALG NW'LY ROW LI, TH N 60D10M W 684.27 FT TO PT  
ON E'LY LI BALSAM DR, SD PT BEING N 24D57M E 500 FT FROM PT OF  
BEG, TH S 24D57M W 500 FT TO BEG. SEC 28 T6N R13W

#### 3.2 Scaled Map

A scaled map of the Subject Property is presented in Figure 2 -- Site Map.

#### 3.3 Site Characteristics

The Subject Property consists of one (1) irregular-shaped parcel located along the eastern border of Balsam Drive, totaling 6.52-acres in size. The Subject Property is accessible from Balsam Drive to the west via two (2) curb cut entry areas, entering the Subject Property's western border. The Subject Property contains four (4) commercial buildings with asphalt surfaced parking and drive areas, maintained grass lawn and landscaping area and unmaintained densely vegetated areas. Natural gas, municipal water, municipal sanitary sewer, municipal storm sewer, electric and telecommunication utilities are

available to and service the Subject Property. All utilities enter the Subject Property from Balsam Drive to the west via below grade distribution lines.

The 1982 Hudsonville East Topographic Map, 7.5' series Quadrangle, issued by the United States Geological Survey (USGS), shows the Subject Property to lie centered at approximately 42° 52' 21.9" North latitude and 85° 51' 34.3" West longitude. The average elevation of the Subject Property is an average of 625 feet above mean sea level. The Subject Property is relatively flat with little to no relief. At the time of site reconnaissance, storm water on the Subject Property discharges into a stormwater basin within the interior of the Subject Property which is not connected to the municipal stormwater system. Local topography indicates that shallow groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek. Regional topography indicates that deep groundwater flow at the Subject Property is likely in a northeasterly direction toward Rush Creek.

### **3.4 Site Photographs**

Site photographs and their descriptions are located in Appendix B-Site Photographs.

## 4.0 KNOWN CONTAMINATION

## 4.0 KNOWN CONTAMINATION

Areas of known and suspected contamination were identified through the following sources:

- Phase I Environmental Site Assessment dated April 27, 2010
- Limited Phase II Investigation dated May 28, 2010

### 4.1 Phase I Environmental Site Assessment dated April 27, 2010

Equity Resource Environmental (ERE) conducted a Phase I ESA dated April 27, 2010 on the Subject Property to determine if RECs existed. The Phase I ESA identified one (1) REC. The REC is described in Section 2.1 and in the attached Phase I ESA report.

### 4.2 Limited Phase II Investigation dated May 28, 2010

The Limited Phase II Investigation included extending four (4) soil boring and the collection of four (4) soil samples from the most likely areas of historical impact. All soil samples were analyzed for Arsenic, Chromium (III & VI) and Copper. Analytical data results indicated the soils on Subject Property contained concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I Direct Contact Criteria (DCC). Therefore, with soils within the Subject Property containing concentrations of Arsenic exceeding applicable MDEQ Part 201 Residential and Commercial I DCC, the Subject Property qualifies as a “facility” as defined in the NREPA 451, Part 201, Section 20101(1)(a).

### 4.3 Extent of Known Contamination

Through the analytical data results of the Limited Phase II Investigation conducted by ERE, the extent of known soil contamination on the Subject Property is likely limited to exposed soils off the northern and northeastern areas of the asphalt surfaced parking and drive areas. The impacted soils were discovered within loamy sandy soils from a depth of 8”-12” bgs. The full horizontal and vertical extent of the impacted soils has not been fully

determined at this time. Shallow groundwater has not been analyzed on the Subject Property.

#### 4.4 Chemical Abstract Service Numbers (CAS)

This section includes Chemical Abstract Service (CAS) numbers for all known analytes which were detected during the Limited Phase II sampling event. These analyte concentrations were compiled from the Limited Phase II Investigation dated May 28, 2010, conducted by ERE. The two (2) tables below identify those hazardous substances identified above applicable Residential and Commercial I criteria.

#### Known Soil Contaminants Exceeding Residential & Commercial I DCC

Hazardous Substance	CAS	Concentration (ug/kg)	Residential/ Commercial Criteria
Arsenic	7440-38-2	22,000	7,600

#### Known Contaminants Not Exceeding Applicable Risk-Based Criteria

Hazardous Substance	CAS	Concentration (ug/kg)
Chromium III	16065-83-1	98,000
Copper	7440-50-8	38,000

#### 4.5 USTs, ASTs or Abandoned Containers

No 55-gallon drums, abandoned containers, USTs or ASTs were located on the Subject Property at the time of the Phase I site reconnaissance or at the time of the preparation of this Category N Baseline Environmental Assessment.

## **5.0 LIKELIHOOD OF OTHER CONTAMINANTS**

## 5.0 LIKELIHOOD OF OTHER CONTAMINANTS

Due to the nature of the environmental due diligence process, including this Category N Baseline Environmental Assessment, the nature and extent of contamination throughout the Subject Property has not been fully defined. Accordingly, contaminants beyond those detected and in locations not sampled may be present on the Subject Property. R Becker Properties, LLC intends to utilize the two (2) western existing commercial buildings on the Subject Property as lease tenant space and the two (2) eastern commercial buildings will be utilized by Cedar Crest Dairy as storage for small individual portable freezer units and retail dairy supplies with potentially adding loading docks to the eastern side of the two (2) eastern commercial buildings. Plans also include adding on a large addition to the existing freezer warehouse building along with surrounding asphalt parking and drive surface connecting to the adjoining parcels to the northeast and southeast, owned by Cedar Crest Dairy, within the eastern portion of the Subject Property. No significant quantities of hazardous substances will be utilized, stored, managed or handled on the Subject Property by R. Becker Properties, LLC during its ownership, which will make it possible to distinguish existing contamination from any potential future release.

## **6.0 CONCLUSIONS**

## 6.0 CONCLUSIONS

This Category N BEA was conducted pursuant to the requirements set forth in MDEQ's *Instructions for Preparing and Disclosing Baseline Environmental Assessments and Section 7a Compliance Analyses to the Michigan Department of Environmental Quality and for Requesting Optional Determinations*, dated March 11, 1999 and the Part 9 Rules of the Part 201 Administrative Rules promulgated under Part 201. The Subject Property meets the definition of a "facility" (as defined in the NREPA 451, Part 201, Section 20101(1)(o).) based on sampling, laboratory analysis results, and field observations conducted on May 28, 2010. Known contamination is identified as concentrations of Arsenic within soils exceeding applicable MDEQ Part 201 Residential and Commercial I DCC.

The intended future use of the Subject Property by R. Becker Properties, LLC is to utilize the two (2) western existing commercial buildings on the Subject Property as lease tenant space and the two (2) eastern commercial buildings will be utilized by Cedar Crest Dairy as storage for small individual portable freezer units and retail dairy supplies with potentially adding loading docks to the eastern side of the two (2) eastern commercial buildings. Plans also include adding on a large addition to the existing freezer warehouse building along with surrounding asphalt parking and drive surface connecting to the adjoining parcels to the northeast and southeast, owned by Cedar Crest Dairy, within the eastern portion of the Subject Property. R. Becker Properties, LLC will not use any hazardous substances in significant quantities greater than utilized in typical household applications. Therefore, this investigation is believed to be adequate in providing a basis to distinguish potential future hazardous substance releases from existing conditions.

## 7.0 REFERENCES

## 7.0 REFERENCES

The following documents were referenced in the preparation of this BEA:

Equity Resource Environmental, *Phase I Environmental Site Assessment, 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan, April 27, 2010*

Equity Resource Environmental, *Limited Phase II Investigation, 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan, May 28, 2010*

Michigan Department of Environmental Quality, *Instructions for Preparing and Disclosing Baseline Environmental Assessments and Section 7a Compliance Analyses to the Michigan Department of Environmental Quality and for Requesting Optional Determinations, March 11, 1999.*

Part 9 of the Part 201 Administrative Rules

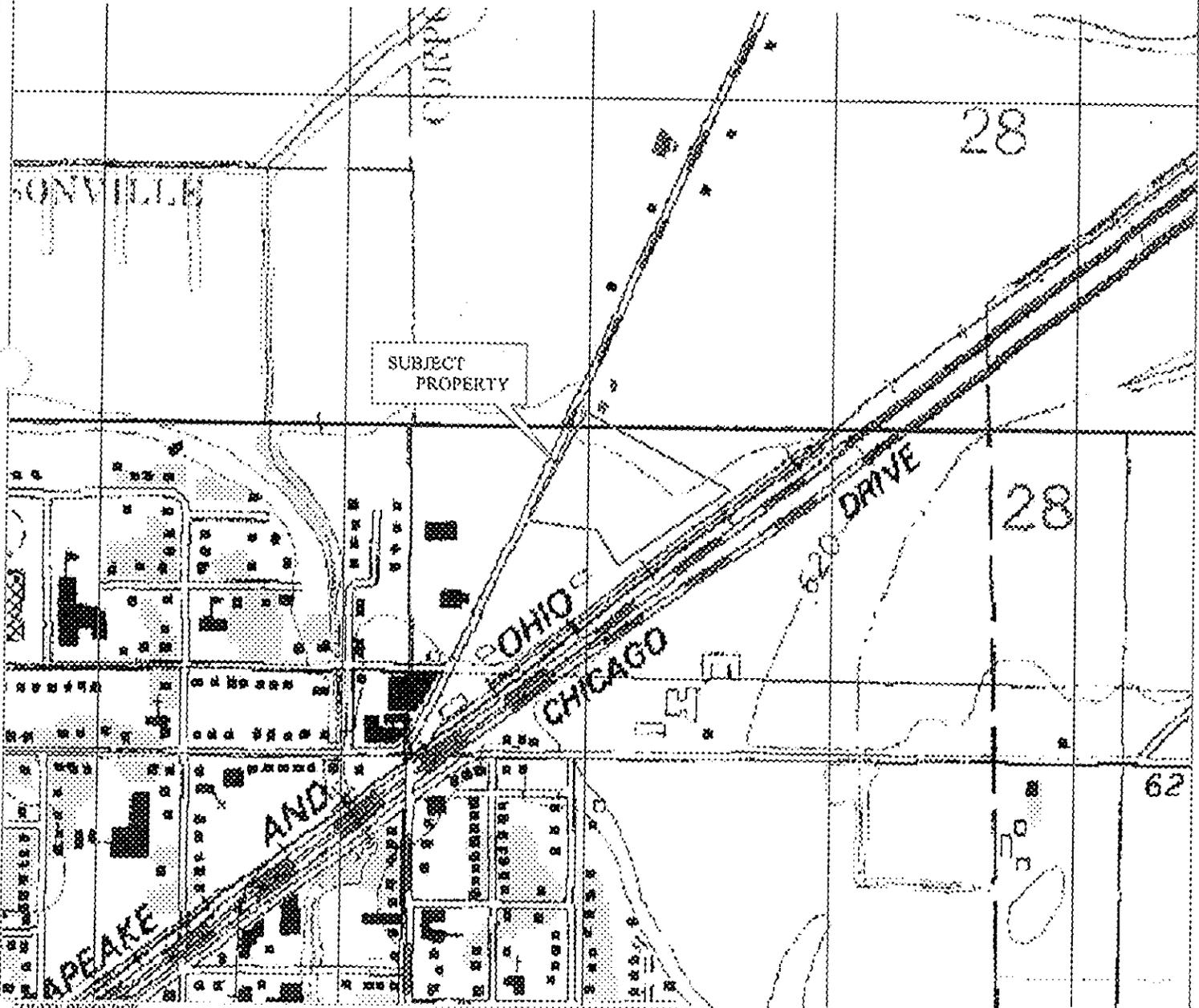
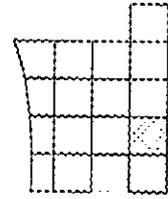
A copy of the above referenced documents can be found within the Appendices of this report.

## APPENDICES

**APPENDIX A**  
**FIGURES**



LAKE MICHIGAN



Equity Resource Environmental  
 A-5792 143rd Avenue, Suite A  
 Holland, MI 49423  
 Ph: 616-392-6010  
 Fax: 616-392-6080

### FIGURE 1 - SITE LOCATION

NW 1/4 OF THE SW 1/4,  
 SEC 28, T 6 N, R 13 W

NOT TO SCALE

NOT A SURVEY

Site Name: 5890 Balsam Drive  
 Hudsonville, MI  
 Project No: 10-1543  
 Drawn by: EWP  
 Date: 05/27/2010



Treated Wood Staging Area

Unmaintained Vegetated Area

Subject Property Border

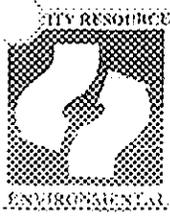
Maintained Grass Lawn Area

Balsam Drive

Building 1  
Building 3

Building 2

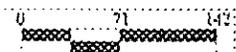
Building 4



Equity Resource Environmental  
A-5792 143rd Avenue, Suite A  
Holland, MI 49423  
Ph: 616-392-6010  
Fax: 616-392-6080

### FIGURE 2 - SITE MAP

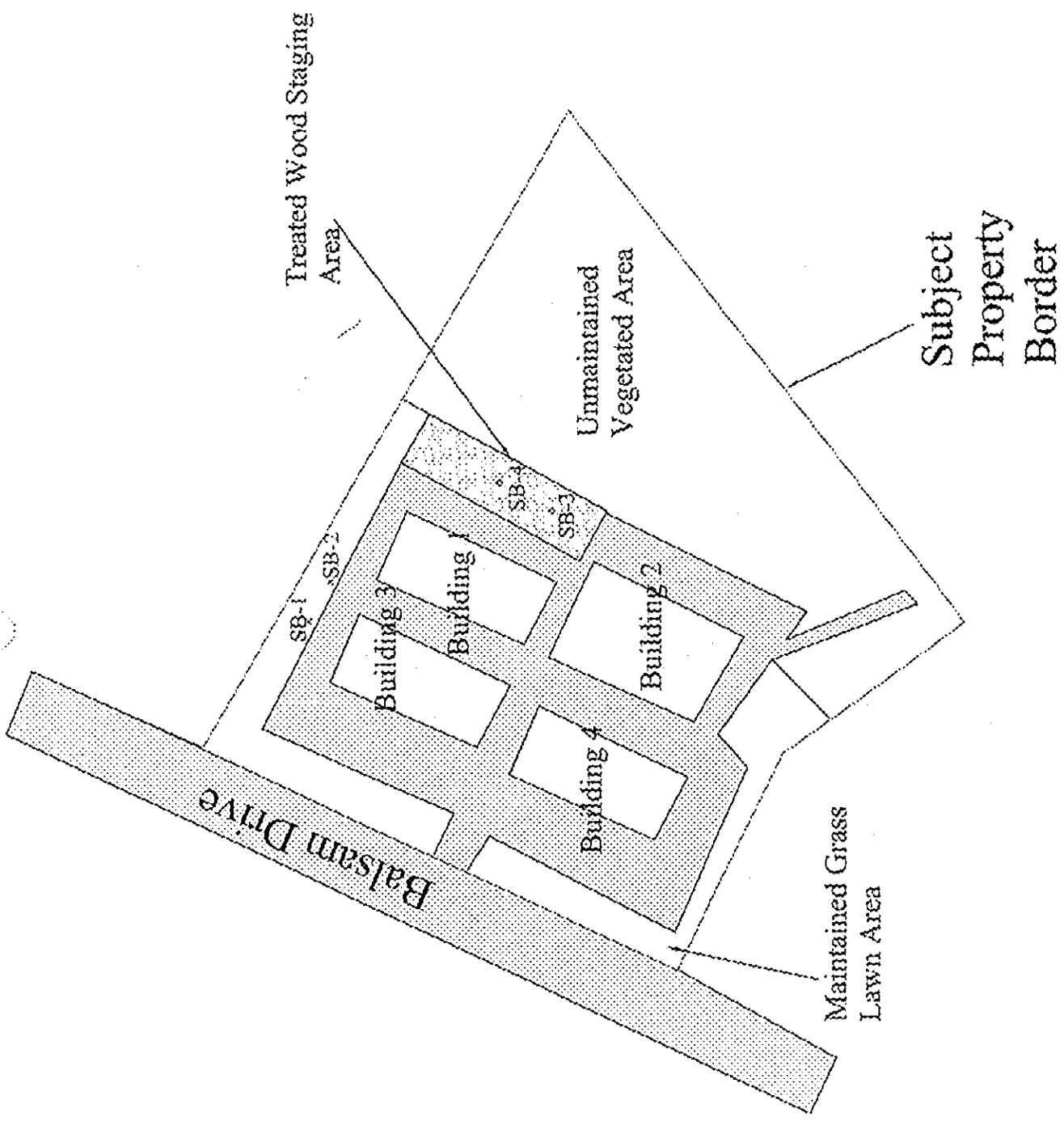
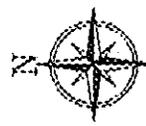
NW 1/4 OF THE SW 1/4 OF SECTION 28  
TOWN 6 NORTH, RANGE 13 WEST



SCALE 1" = 142'

NOT A SURVEY

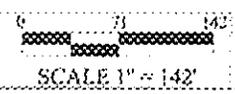
Site Name: 5800 Balsam Drive  
Hudsonville, MI  
Project No: 10-1543  
Drawn by: KWP  
Date: 03/27/2010



Equity Resource Environmental  
 A-5792 143rd Avenue, Suite A  
 Holland, MI 49423  
 Ph: 616-392-6010  
 Fax: 616-392-6080

### FIGURE 3- SAMPLE MAP

NW 1/4 OF THE SW 1/4 OF SECTION 28  
 TOWN 6 NORTH, RANGE 13 WEST

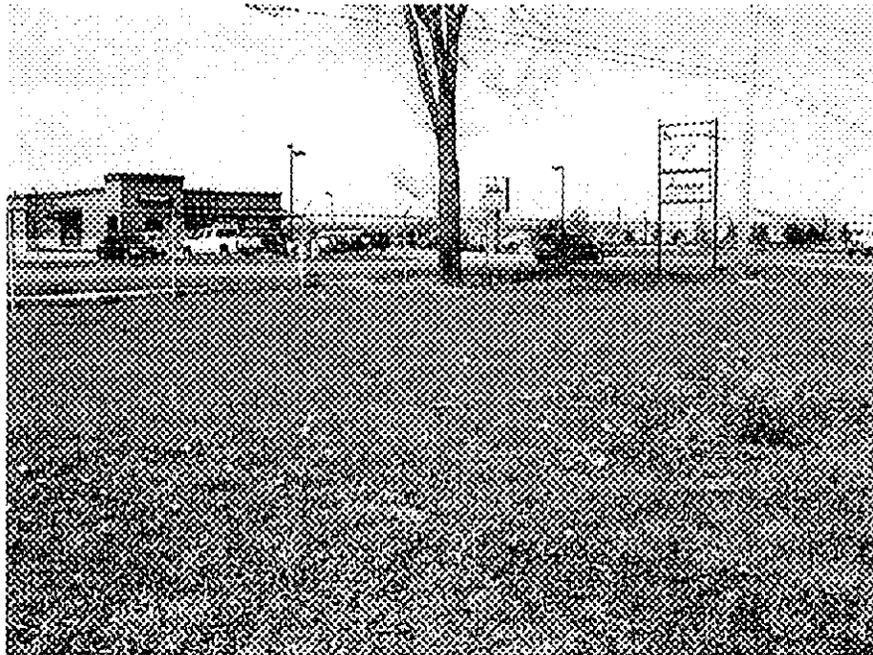


NOT A SURVEY

Site Name: 3800 Balsam Drive  
 Hudsonville, MI  
 Project No: 10-1530  
 Drawn by: KWF  
 Date: 04/26/2010

**APPENDIX B**  
**SITE PHOTOGRAPHS**

1



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing west.

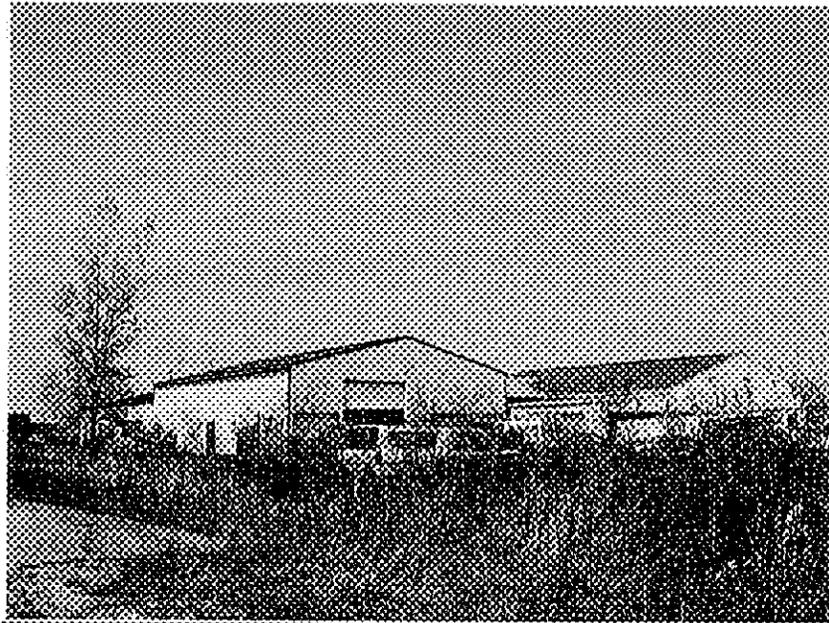
2



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing south.

3



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing north.

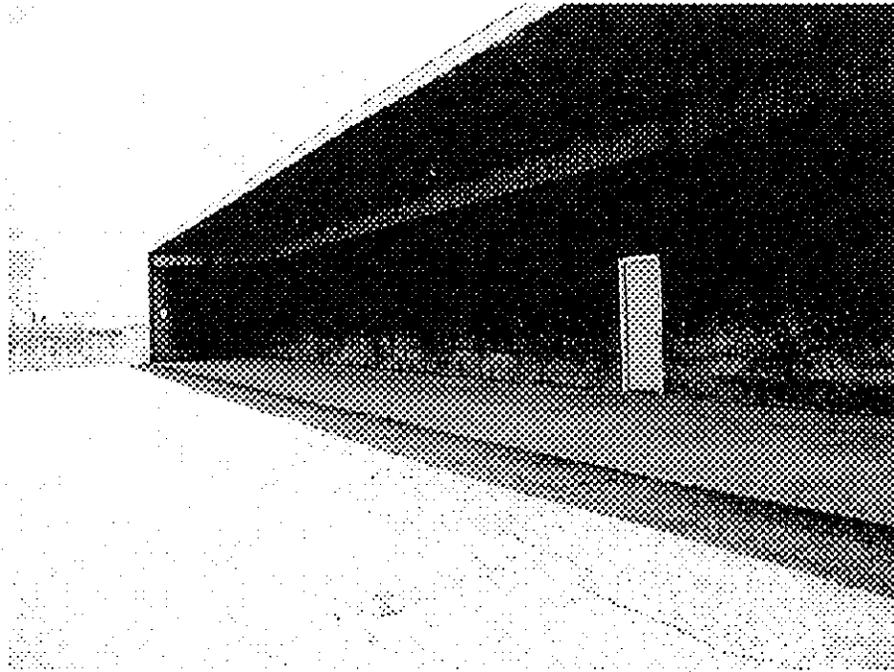
4



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical overview of the interior of Building 3/4.

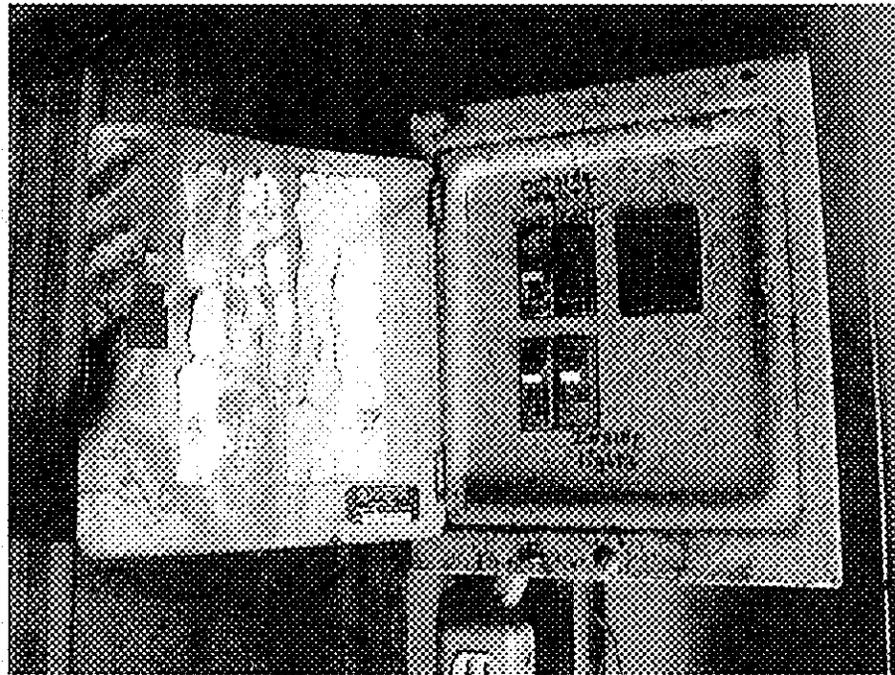
5



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical storage canopy associated within Building 1 & 3.

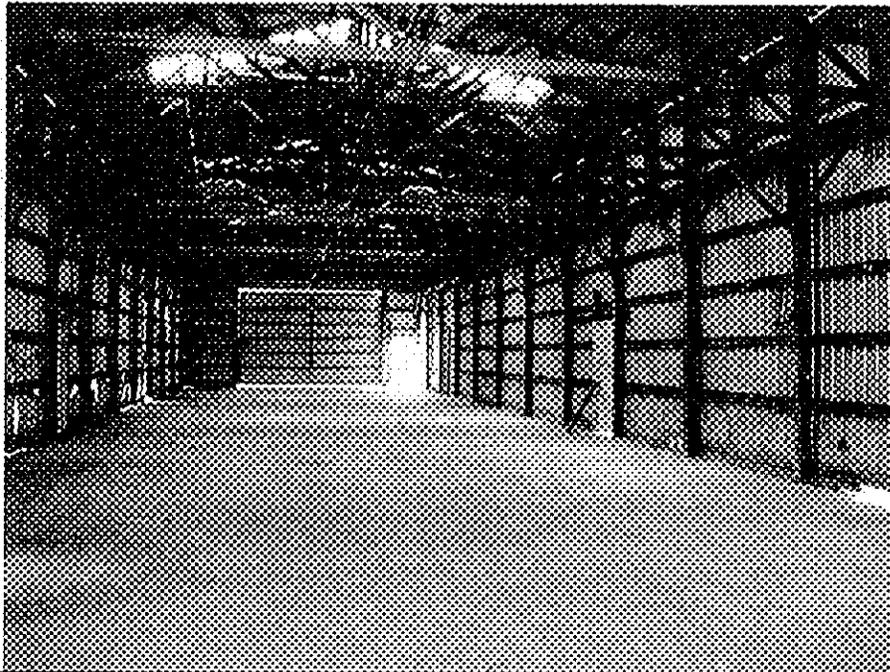
6



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Typical breaker panel located within Building 1.

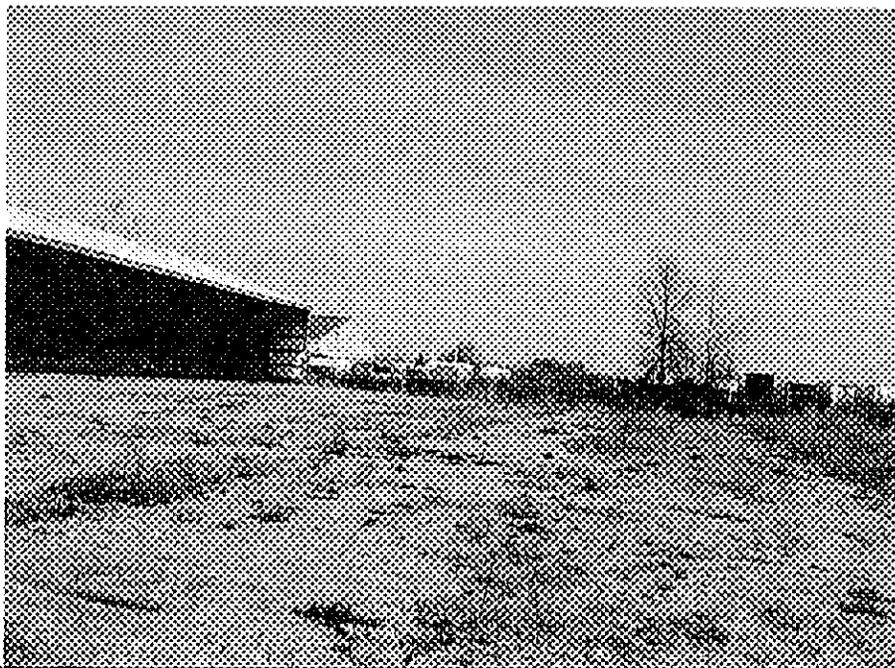
7



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Interior of Building 1.

8



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Overview of the former treated wood staging area on the Subject Property.

9



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Overview of the southeastern loading dock area.

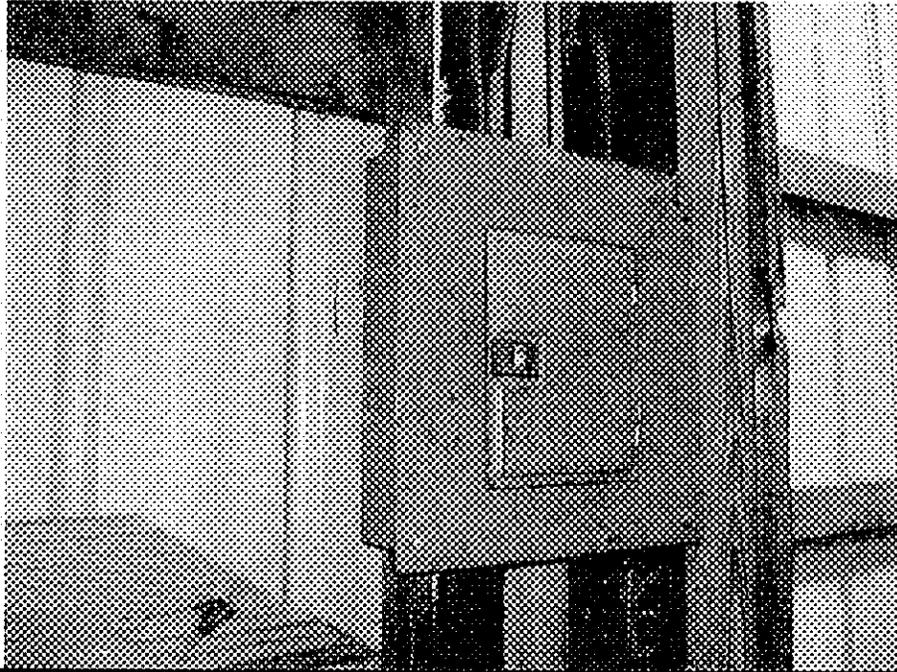
10



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Adjoining parcels facing east.

11



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Typical breaker panel located within Building 2.

12



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Interior of Building 2.

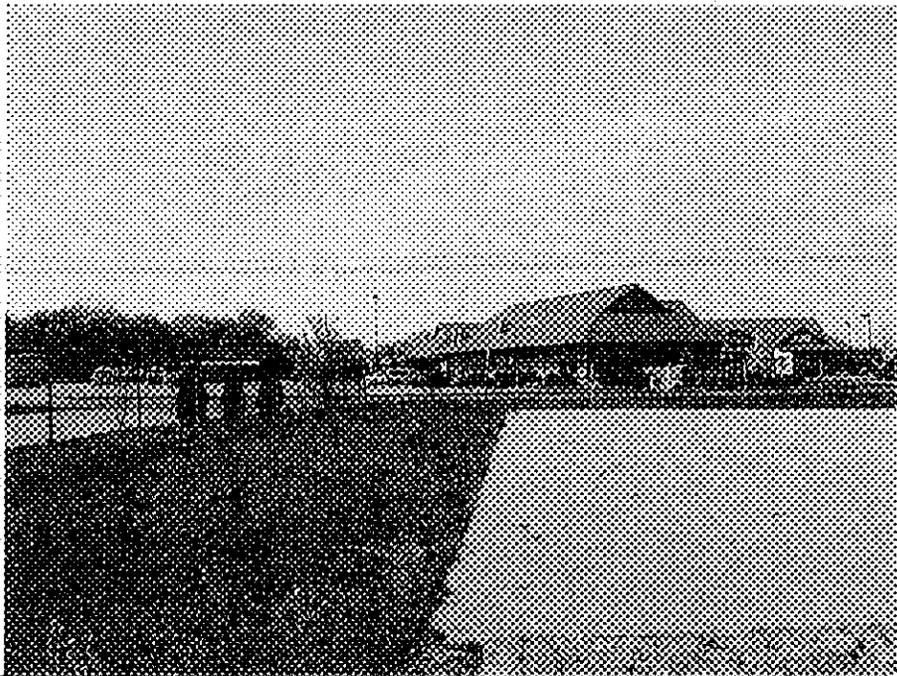
13



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Breaker panels located within Building 5.

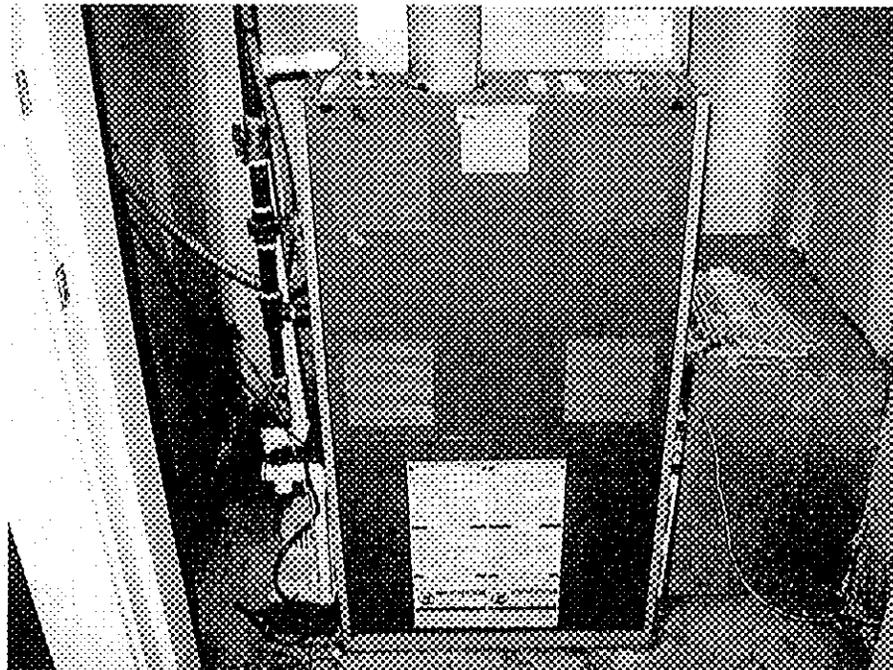
14



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Overview of the southern portion of the Subject Property.

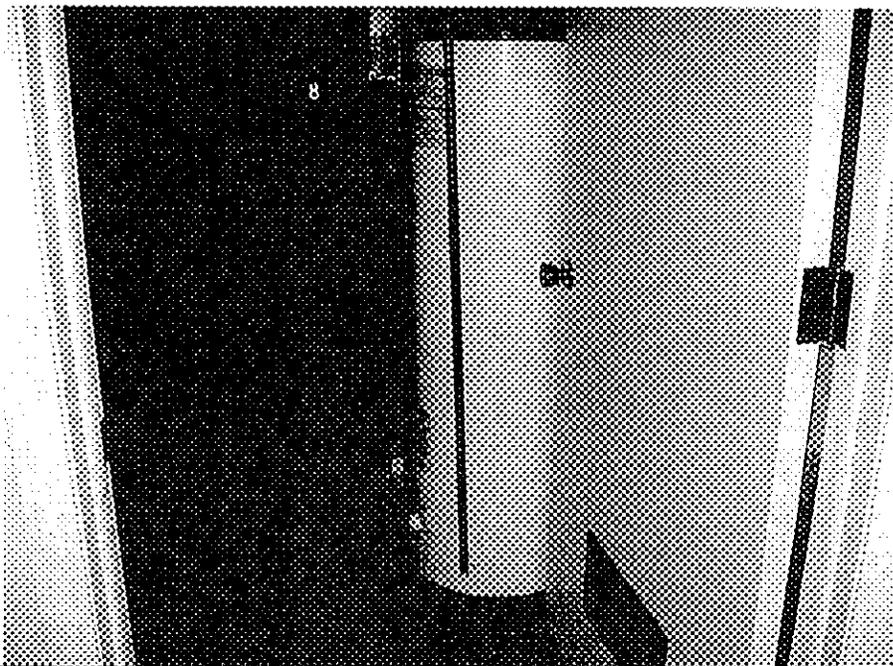
15



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Natural gas fired forced air furnace located within Building 5.

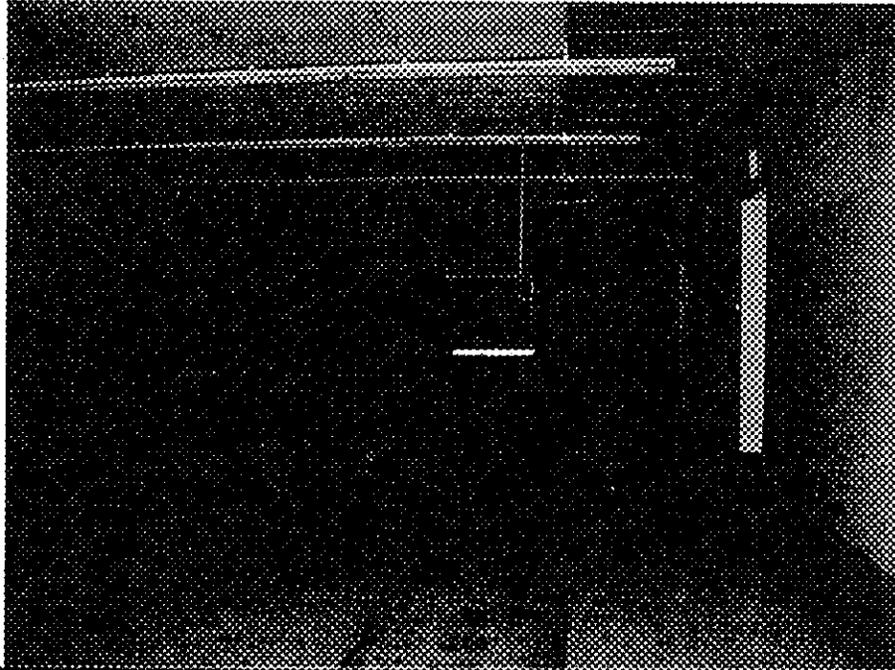
16



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

One (1) 40 gallon water heater located within Building 5.

17



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Interior of the retail show room area within Building 5.

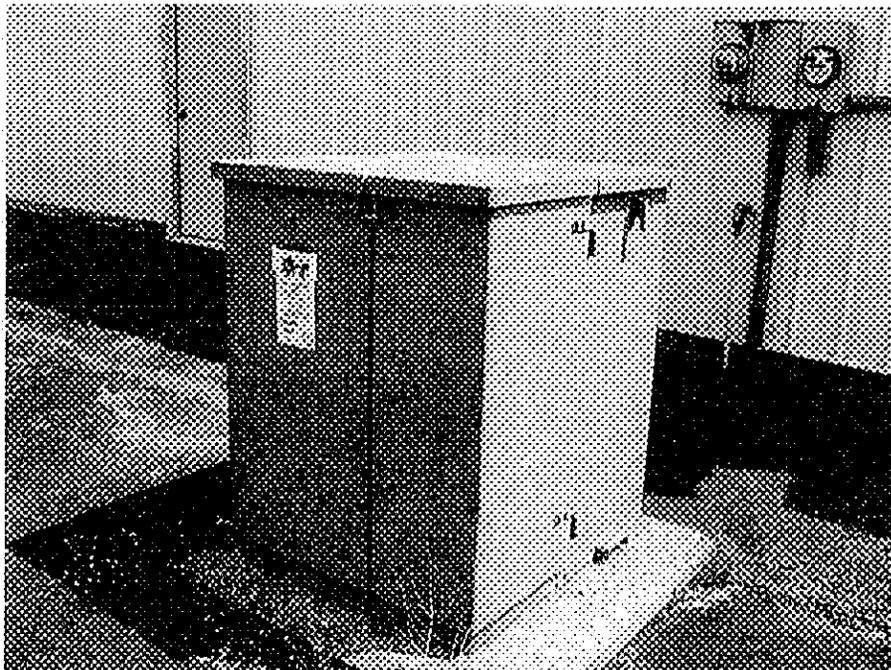
18



Kirk W. Perschbacher, Environmental Geologist April 20, 2010

Lumber storage area within the back storage area of Building 5.

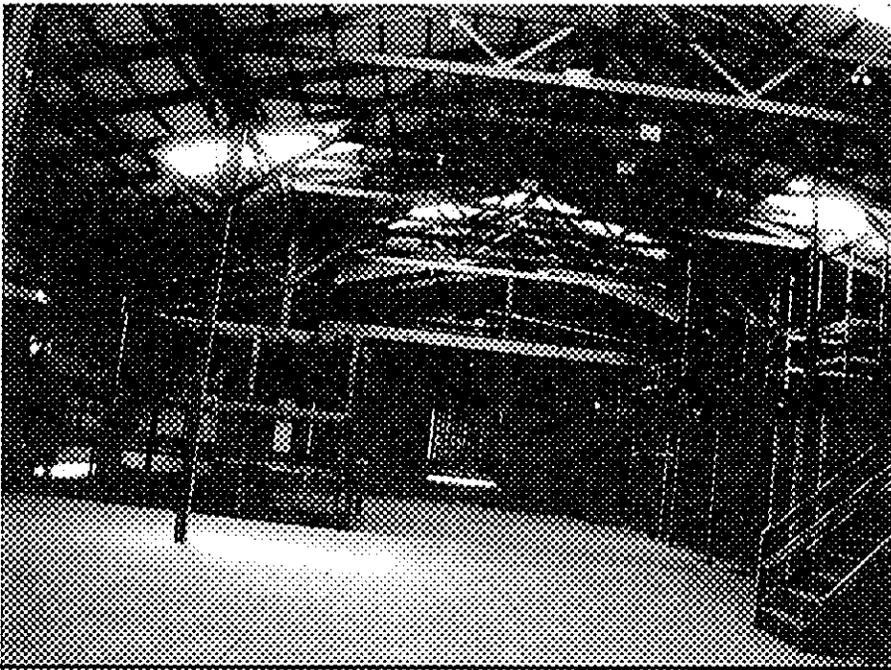
19



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

One (1) electric transformer located on the Subject Property.

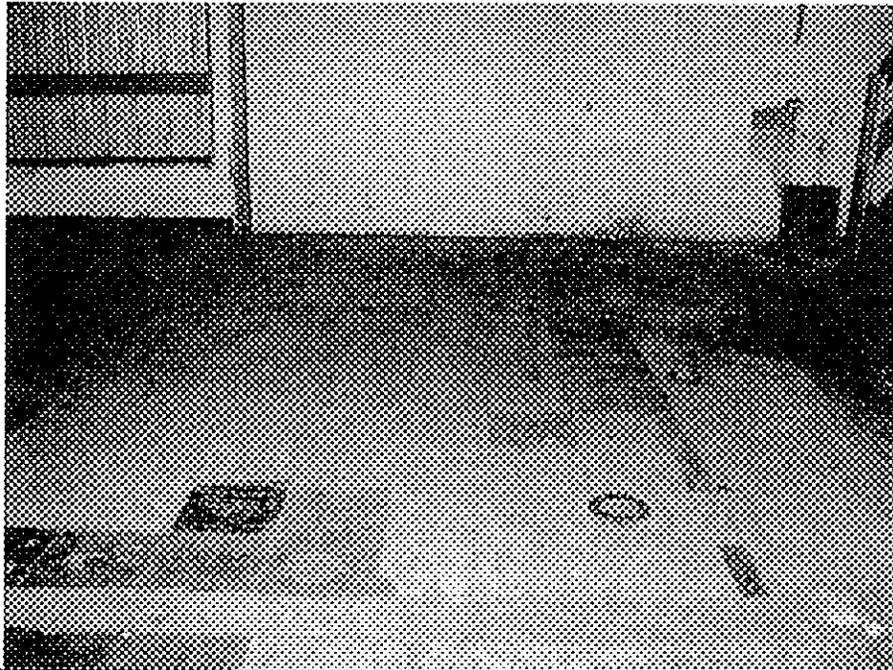
20



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Overview of the interior of Building 3/4.

21



Kirk W. Perschbacher, Environmental Geologist | April 20, 2010

Floor drains and former restroom within Building 3/4.

**APPENDIX C**  
**PREVIOUS ENVIRONMENTAL REPORTS**

THE PREVIOUS ENVIRONMENTAL REPORTS HAVE BEEN  
INTENTIONALLY OMITTED FROM THIS SECTION OF THE BEA

THE PHSAE I ESA AND LIMITED PHASE II INVESTIGATION  
ARE INCLUDED IN THEIR ENTIRETY WITHIN EXHIBIT E OF THE  
BROWNFIELD PLAN AMENDMENT

**APPENDIX D**  
**ANALYTICAL REPORTS**



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79774

Sample ID: SB-1

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	7.9	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	26	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	6.8	2	mg/Kg	SW846 7190	5/28/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     Lorri White                    

Date:                     5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79775

Sample ID: SE-2

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	21	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	38	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	20	2	mg/Kg	SW846 7190	5/28/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     Lori White                    

Date:                     5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79776

Sample ID: SB-3

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	22	0.1	mg/Kg	SW846 7080	5/27/2010	LLW
Copper	30	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	12	2	mg/Kg	SW846 7190	5/28/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By: Loni White

Date: 5/28/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: May 28, 2010

Customer: Equity Resource Env.  
A-5792 143rd Ave  
Holland, MI 49423

Project Name: 5800 Balsam Drive, Hudsonville, MI  
Project Number: 10-1543  
Submit Date: May 21, 2010  
Collection Date: May 20, 2010

Lab Sample ID: 7743-79777

Sample ID: SB-4

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	6.0	0.1	mg/Kg	SW846 7060	5/27/2010	LLW
Copper	98	1	mg/Kg	SW846 7210	5/28/2010	LLW
Chromium	6.3	2	mg/Kg	SW846 7190	5/26/2010	LLW
Hexavalent Chromium	ND	2	mg/Kg	SW846 7199	5/21/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By: Loni White

Date: 5/28/2010

**APPENDIX E**  
**MDEQ GUIDANCE DOCUMENT**

# INSTRUCTIONS FOR BASELINE ENVIRONMENTAL ASSESSMENTS

## Minimum Technical Standards for Baseline Environmental Assessments Conducted Under Section 20126(1)(c) of 1994 PA 451, as amended, and the Part 9 Rules

### Purpose of Baseline Environmental Assessments

The purpose of a Baseline Environmental Assessment (BEA) is stated in the definition in Section 1(1)(d):

*"Baseline environmental assessment" means an evaluation of environmental conditions which exist at a facility at the time of purchase, occupancy, or foreclosure that reasonably defines the existing conditions and circumstance at the facility so that in the event of a subsequent release, there is a means of distinguishing the new release from existing contamination. (Emphasis added.)*

Being able to distinguish "new releases" from "existing contamination" is a function of what has already been released, and what might be released in the future. If the nature of and potential for future releases are very clearly characterized and/or limited, there may be little need for extensive data characterizing current contamination in order to appropriately conclude that new releases could be distinguished. Therefore, BEAs of limited scope may be performed taking into account specific future uses of the property and uses of hazardous substances at the property.

Conversely, if the nature of and potential for new releases are not characterized or limited, a great deal of information to characterize and quantify existing contamination may be needed. These instructions relate to definition of conditions at the property being transferred, which may not include the entire facility. Where the facility is larger than the property, describing conditions at the property rather than the facility is sufficient.

Parties petitioning for a BEA determination should recognize that data of a different scope and purpose will routinely be needed for determinations of compliance with the "due care" obligations of Section 7a. While requiring some of the same type of information included in typical BEAs, Section 7a compliance determinations may require more extensive data and interpretations.

### Minimum Technical Standards

The following describes typically expected and generally necessary elements of BEAs, as required under Rule 907. Although the elements specified here will routinely be acceptable, a greater degree of evaluation and documentation will often be in the interest of potential new owners and operators, particularly for assessing compliance with Section 7a obligations. Such parties are encouraged to develop the additional information and include it in reports to the department. Concise, well-organized reports will facilitate agency reviews and issuance of determinations. The format provided in these Instructions is authorized in Rule 907(7). The chart on Page 18 summarizes the information discussed below. (The alphanumeric references follow from the chart.)

A BEA may include data and information from studies conducted for other purposes. However, the data and information from prior studies must be sufficiently recent so as to describe conditions at the property at the time of purchase, occupancy, or foreclosure. Persons relying on data and information developed for other purposes must be confident of the accuracy and reliability of the data and information.

The minimum technical standards for all Categories of BEAs require that the property tax identification number or ward and item number be included for the property covered by a BEA. If the property covered by a BEA is only a portion of a parcel that is covered by one property tax number, indicate "a portion of xxx-xxx-xxx". List all property tax numbers that are relevant, in part or in whole.

In general, if more than one contiguous property (as defined by tax identification or ward and item number) is being transferred, each property must be evaluated separately to determine if it is a facility, regardless of whether the property will be in common ownership after the transfer. The DEQ may, at the request of a person preparing a BEA and under special circumstances, consider contiguous properties to be part of a facility without establishing that the properties are each a facility. Special circumstances which may support such a conclusion include common ownership and hazardous substance use on properties immediately preceding the transfer of interest covered by the BEA, and/or the presence of ubiquitous contamination that has been previously identified (e.g., large areas of fill.) A BEA may include 2 or more contiguous properties that will be in common ownership after transfer provided that each property is demonstrated in the BEA to be a facility, except as provided above. In addition, the presence of a transportation corridor (e.g., road, railroad, alley) does not prevent land from being considered a single property for BEA purposes.

#### Determining BEA Category

A BEA must address all known significant hazardous substance use that will occur after purchase, occupancy, or foreclosure. There are three categories of BEAs: Category N (formerly referred to as 'A'), Category D (formerly referred to as 'B'), and Category S (formerly referred to as 'C'). The category of BEA required is determined by the anticipated future significant hazardous substance use on the property. Simply stated, a category N BEA is appropriate when there will be no future significant hazardous substance use on the property. A category D BEA is appropriate when the hazardous substance(s) to be used on the property in significant quantities are different than the hazardous substance(s) known or likely to be property contaminants. A category S BEA is appropriate when one (or more) of the hazardous substances to be used on the property in a significant quantity is the same as a hazardous substance known or likely to be a property contaminant, or when there is no limit specified on the hazardous substances to be used on the property in significant quantities.

A BEA must account for the significant hazardous substance use of the owner as well as all identified tenants and operators. Rule 903(5) requires that the owner consider the hazardous substance use of all tenants and operators who at the time the BEA is completed, are in possession of, or under agreement to take possession of, all or part of the property. A Category N BEA is also acceptable for an owner who anticipates hazardous substance use by a tenant in the future, but where the specific hazardous substances cannot be defined at the time the BEA is conducted because the tenant is not in possession of the property or under agreement to take possession of the property. See Rule 903(5). In this case, the owner is advised to gather Post-BEA Information prior to the tenant's use of hazardous substances at the property. A tenant's BEA may provide appropriate information to be used as Post-BEA Information by the owner. See Appendix E for more about Post-BEA Information. Category N BEAs are acceptable for properties where new owners and operators will not use hazardous substances in a manner that constitutes significant hazardous substance use. This includes investors and municipalities who hold idle property for resale or lenders who simply hold idle property after foreclosure until it is transferred to another party. Detailed descriptions for all three categories are discussed below.

As defined in Rule 901(o), "**significant hazardous substance use**" means the use, storage, handling, or management, at any time, of hazardous substances in quantities that exceed those

commonly used for typical residential or office purposes; however, significant hazardous substance use does not include any of the following:

- (i) Gasoline, oil, or other vehicle fluids which are contained in vehicles traversing or parked at a property on a short-term basis.
- (ii) Storage of hazardous substances for retail sale in packaging and in quantities consistent with use by occupants of residential dwellings.
- (iii) Storage or management of aboveground storage tanks, barrels, containers, or other receptacles containing hazardous substances that are appropriately identified in the BEA as being abandoned or discarded at the time of purchase, occupancy, or foreclosure.

The DEQ may, pursuant to Rule 903(4), issue a written determination, on a case-by-case basis, that the use, storage, or handling of hazardous substances that exceed quantities commonly used for typical residential or office purposes is not significant hazardous substance use. To request such a determination the submitter must provide a written request to the DEQ District office in which the facility is located (see Appendix A for addresses of DEQ offices and areas served). The request must include, at a minimum, the following information: the name and CAS number(s), if available, of the hazardous substance(s) proposed for use, storage, handling, or management; the quantity of hazardous substance(s) to be used, stored, or handled, over a specified time period; the maximum quantity of the hazardous substance to be present on the property at any given time; how the hazardous substances will be transported to, stored, and handled at the facility; and an explanation of why the submitter believes such hazardous substance use should be considered "not significant hazardous substance use." The DEQ may request additional information, if needed, to make its determination. If the DEQ determines that there is no significant hazardous substance use, then the hazardous substance(s) covered by the determination can be eliminated from further consideration in the BEA. A request for such a determination in no way alters the timeframes for completion and disclosure required under Part 201 and the Part 9 Rules. A request for such a determination may be made prior to petitioning or disclosing a BEA to the DEQ, or the request may be included in the petition. If timing is critical, this request should be made prior to petitioning the DEQ.

**Only those hazardous substances that are present at the property in excess of applicable residential cleanup criteria must be considered when determining the appropriate BEA category. If a hazardous substance is detected at the property but not in excess of the applicable residential criteria, that hazardous substance may, at the option of the submitter, be dropped from consideration if the BEA contains documentation that there is a reasonable basis, after appropriate inquiry and considering the purpose of the BEA, to conclude that it is not present in quantities exceeding the applicable residential criteria.**

#### *BEA Considerations when Underground Storage Tanks are Present*

Underground storage tanks containing any quantity of hazardous substance must be considered when determining the appropriate category of a BEA pursuant to Rule 907(5). If an UST is known to be present at the property, then the BEA must indicate whether the UST will be used to contain a hazardous substance after the earliest of the date of purchase, occupancy, or foreclosure. "Known" according to Rule 907(6) refers to information known to the submitter and his or her agents, including the environmental professional preparing the BEA, at the time the BEA is conducted. The category of BEA to be conducted should be based on the following:

- If the UST will be used to contain a hazardous substance, then a category S or category D BEA must be conducted.
- If the UST will not be used to contain a hazardous substance, then a category N BEA may be conducted if a category N BEA is otherwise appropriate and if the underground

storage tank is emptied within 45 days after the earliest of the date of purchase, occupancy, or foreclosure. The department may, in its discretion, extend the 45 day period for emptying an UST under extenuating circumstances. To pursue an extension for tanks regulated under Part 213, contact the Storage Tank Division (STD) District Supervisor in the district office which serves the property before the expiration of the 45 day period. For all other USTs, contact the ERD District Supervisor.

**These considerations are solely applicable to the BEA program, are in addition to any other requirements of state or federal laws and regulations applicable to USTs and do not limit the obligation of an owner or operator to comply with any other state or federal law or regulation with respect to an UST.**

Category N

**N. Characterization requirements for all BEAs, including properties at which there will be no significant hazardous substance use:**

- N. I (a) Legal description and scaled map or survey depicting the property.  
(b) The property tax identification numbers for parcels which are included, in whole or in part, as property covered by the BEA. For properties in the city of Detroit, instead include the ward and item number associated with the property.  
(c) Photographs that depict important features of the property and evidence of releases, including abandoned containers, unless it is impractical to provide photographs or photographs would not provide useful information about the property. Photographs must be accompanied by information, including the date the photograph was taken, a description of what the photograph illustrates, the location where the photograph was taken and the name of the photographer, unless that information is not available (for older photos).  
(d) If your inquiry into the property or any portion of the property that is legally described in this BEA determined that a BEA(s) was previously submitted to the DEQ, provide the Petition or BEA Disclosure number(s) assigned by the DEQ.
- N. II (a) The names and chemical abstract service (CAS) numbers, when a CAS number is available, of all hazardous substances known to have been released at the property. "Hazardous substances known to have been released" includes hazardous substances known to be present in the environment as well as the contents of any abandoned containers or lagoons described pursuant to N. II. (b). Specify all substances, and their concentrations, which demonstrate that one or more of the residential category cleanup criteria are exceeded for the subject property. Names of other hazardous substances known to be present above background levels also may be identified, at the option of the submitter. For this degree of characterization, a detailed quantification of contaminants present (concentration averages, mass estimations, etc.) is not necessary. **This section of the BEA report must include the basis for the conclusion that the property is a facility.**  
(b) Identification of all of the following that are known to be present at the property after a reasonable inspection of the property and review of pertinent government records. This information must be provided on the form "Notice Regarding Discarded or Abandoned Containers," (EQP4476). See Appendix A. Submission of this form completed according to the instructions satisfies the requirements of Rule 1015(1) of the Part 10 Due Care Rules.  
(i) Abandoned aboveground storage tanks containing hazardous substances.  
(ii) USTs containing hazardous substances.  
(iii) Abandoned or discarded barrels, containers, or other receptacles containing hazardous substances.

- (iv) A general description of the known or likely contents of any aboveground storage tank, UST, barrel, container, or other receptacle as well as an estimate of the volume of the contents of each aboveground storage tank, UST, barrel, container, or other receptacle, unless it is impractical to make such an estimate. If it is impractical to estimate the volume of the contents of tanks, barrels, containers, or other receptacles at the facility, include an explanation of why it was impractical.
- N. III Identification of the general location(s) of the known contamination on the subject property, identifying environmental media affected, and property features (depict on a map, and explain with text and/or tables). An evaluation of past property use may be used, in part, to direct the sampling activities. For this degree of characterization, the specific contaminant distribution and extent do not need to be known and specified.
- N. IV An assessment and conclusions as to the likelihood that other hazardous substances are also present on the subject property. This assessment should be based on a thorough evaluation of all previous uses of the facility with special emphasis on hazardous substance use in commercial and industrial applications. An ASTM #E1527 Phase I Environmental Site Assessment or equivalent alternate assessment method is acceptable. Provide the results of the Phase I and Phase II Environmental Site Assessment or equivalent assessment that relate to the likelihood that other hazardous substances are also present on the subject property.
- N.V. **A specific statement that there will be no significant hazardous substance use at the property, and that this is the basis for being able to distinguish existing contamination from a new release. Any modifications to this statement (such as for an owner who has not yet identified specific tenants who will use hazardous substances), must be approved by the DEQ.**

Category D

- D. **Characterization requirements in addition to those performed in Category N for BEAs performed where a specified new use of the property includes significant hazardous substance use, but different substances from those known or likely to be property contaminants:**
- D. I. The names and CAS numbers, when a CAS number is available, of all hazardous substances that will be used or otherwise be present as a result of operations at the property in a quantity that constitutes significant hazardous substance use. Identification solely by trade name, reliance on material safety data sheets that list unidentified or unspecified substances as an ingredient in a product, or other imprecise identification of hazardous substances is acceptable only if the information is adequate to allow a new release to be distinguished from existing contamination. Hazardous substance names and CAS numbers must be presented in tabular format.
- D. II. No additional characterization needed, beyond that specified in N. II.
- D. III. Identification by general or specific location, of known contamination on the property and the environmental media affected in addition to the characterization specified in N. III.
- D. IV. A demonstration that the hazardous substances specified in D. I. have not already been released at the facility. Explain why it is reasonable to believe that the hazardous substances identified in D. I. have never been present at the property if that is the reason a past release has been ruled out. The conclusions of the N. IV. assessment may in some cases be sufficient to meet this requirement. If the assessment indicates

it is likely that the hazardous substances have been present, environmental data or other information to demonstrate that the hazardous substances have not been released is needed to make this demonstration.

- D.V This item is required for BEAs that are submitted with a Petition pursuant to Section 29a and is optional for BEAs only disclosed pursuant to Section 26(1)(c). The BEA must describe how the body of information in the BEA can be used, and why it is sufficient, to distinguish a new release from contamination that existed at the time of the BEA.**

Category S

- S. Characterization requirements in addition to those performed in Categories N and D for BEAs performed where a specified use of the property will cause the same hazardous substances to be used as are known or likely to be present as property contaminants, or for BEAs performed when no limits on future hazardous substance use are identified:**
- S. I. No additional characterization needed, beyond that specified in N. I. and D. I.**
- S. II. Information identifying and quantifying each of the known contaminants present, if those contaminants are hazardous substances intended to be used or otherwise present as a result of operations at the property or not excluded from future use (e.g., maximum and average concentrations, and estimates of the total mass of each contaminant within the property boundary). Statistical analyses may be presented to characterize the existing contaminant mass. Estimates of mass are only required if the BEA relies on contaminant mass as means of distinguishing a new release from existing contamination. Estimates may be particularly useful for area-wide or historical fill contamination.**
- S. III. Information delineating the extent of known contamination within the property boundaries, if those contaminants are hazardous substances intended to be used or otherwise present as a result of operations at the property or not excluded from future use, and general projections as to their fate (relative to transport, decomposition, etc.). Include significant information about property features that influence contaminant migration (e.g., soil type, hydrogeologic conditions, surface features). Known point sources of hazardous substance release should be thoroughly investigated. Include information that documents both the vertical and horizontal extent of concentrations above the residential standards on the property, unless the BEA provides for a means of distinguishing a new release that does not rely on this type of characterization.**
- S. IV. Investigation to confirm the presence of and to quantify and delineate the extent of any contaminants shown by the N. IV. assessment to potentially be on the property and which are not excluded from future use. Areas of likely release due to historical operations (e.g., spills, seepage lagoons, floor drains, dry wells, buried substances, USTs) should be thoroughly investigated and information presented which identifies the hazardous substance concentrations that already exist on the property from such sources. For an identified subset of the hazardous substances that will be used at the property, the conclusions of an N. IV. assessment may be sufficient to preclude the necessity for further investigation of those hazardous substances if it is clear that there is no reason to believe that they have ever been present at the property.**
- S. V. This item is required for BEAs that are submitted with a Petition pursuant to Section 29a and is optional for BEAs only disclosed pursuant to Section 26(1)(c). The BEA must describe how the body of information in the BEA can be used, and why it**

is sufficient, to distinguish potential contamination due to new releases from contamination that existed at the time of the BEA.

### Alternative Approaches

Alternative approaches that provide a reliable basis to distinguish potential new hazardous substance releases from existing contamination may be presented in conjunction with the types of information detailed for Categories D and S, or in lieu of some of this information. Rule 909 allows for engineering controls, isolation zones, or other similar features that provide a verifiable means of assuring that any release that occurs in the future will be spatially separated from existing contaminated media, will be detected, and will be responded to in a timely manner, so as to prevent commingling with the existing contamination. All BEAs which rely on an engineering control, isolation zone, or other feature must still include, as a minimum, the information described for Category N above. The design of any engineering controls, isolation zones, or other features that will be used must be included. The purpose and function of all engineering controls, isolation zones, and stipulated conditions must be clearly defined in the BEA. Engineering controls and isolation zones may be relied upon by a person who is petitioning or disclosing the BEA to the DEQ. However, a BEA can rely on stipulated conditions other than those associated with isolation zones and engineering controls only if the BEA is submitted with a petition for determination by the DEQ.

Engineering controls, isolation zones, or other similar features, must be constructed and operational no later than 45 days after the earliest of the date of purchase, occupancy, or foreclosure if relied upon in the BEA as a means of distinguishing a new release from existing contamination. In special circumstances the 45 day time frame for installation of an engineering control or isolation zone can be extended, provided that the engineering control is in place prior to the use, storage or handling at the property of the hazardous substance that will be addressed by the engineering control, isolation zone, or similar feature.

If an engineering control, isolation zone, or similar feature cannot be installed within 45 days, the 45 day period can be extended provided that an affidavit is provided with the BEA, stating that the owner or operator has not used, stored, handled, or managed the hazardous substance on the property since the date of purchase, occupancy, or foreclosure and it will not be used until after the engineering control, isolation zone, or similar feature is operational. This includes the installation of double walled UST systems as an engineering control.

A person completing a BEA that relies on an engineering control, isolation zone or similar feature must maintain documentation that these features were installed as called for in the BEA, within the required time frame and in a satisfactory manner.

## Engineering Controls

A BEA relying on engineering controls or other similar features must include stipulated conditions in the affidavit from the petitioner (Form EQP4400), or submitter (Form EQP4479), and the environmental professional (Form EQP4439), if required. The stipulated condition must state the following, unless different language is approved by the DEQ:

*The submitter acknowledges that if there is a failure of an engineering control or similar feature identified in the BEA, and if a release occurs as a result of the failure, the BEA does not provide an exemption to liability for response activity necessary to address contamination resulting from the failure. The burden of distinguishing the release attributable to the failure of the engineering control from existing contamination shall be borne by the submitter according to Section 29 of Part 201.*

## Isolation Zones

A BEA relying on an isolation zone as a means of detecting a new release must include a stipulated condition in the affidavit from the petitioner (Form EQP4400) and the environmental professional (Form EQP4439) or submitter (Form EQP4479). The stipulated condition must state the following unless different language is approved by the DEQ:

*The submitter acknowledges that if hazardous substance is detected in the isolation zone, the BEA does not provide an exemption to liability for necessary response activity. The burden of distinguishing a new release that has migrated beyond the isolation zone from existing contamination shall be borne by the submitter according to Section 29 of Part 201.*

## Stipulated Conditions/Special Cases (to be used only if DEQ determination is sought)

Due to cost or timing constraints, a person may elect not to sample for a specific hazardous substance that will be used in the future on the property or not to sample a particular area of the property. In these circumstances, the DEQ may, pursuant to Rule 909(2)(b), accept stipulated conditions in the petitioner's affidavit. If the petitioner chooses not to sample for a particular hazardous substance(s), as in (a) below, the hazardous substance(s) must be clearly listed in the BEA, the petitioner's affidavit, and the environmental professional's affidavit. If a particular area of the property is not being sampled, as in (b) below, a legal survey of the area that was sampled and covered by the BEA must be provided in the BEA unless the DEQ approves of an alternative property description as being unambiguous (e.g., "The north 100' of Lot 52, Developer's Plat"). Following are stipulated conditions that may be included:

- (a) *The petitioner acknowledges that the BEA does not provide sufficient environmental data with respect to a specific hazardous substance named in the BEA, and the petitioner acknowledges that the BEA does not provide an exemption to strict liability with respect to response activity required to address a release of the hazardous substance at the property.*
- (b) *The petitioner acknowledges that the BEA does not provide sufficient environmental data with respect to certain areas of the property, and the petitioner acknowledges that the BEA does not provide an exemption to strict liability with respect to response activity required to address contamination in those areas of the property. A legal survey of those areas covered by the BEA is provided in the BEA.*

The DEQ may approve other stipulated conditions on a case-by-case basis as part of a petition. Stipulated conditions other than those described above are not acceptable if the stipulated condition is used wholly, or in large measure, in place of a technical requirement

that is cost-effective and practical to achieve. A stipulated condition predicated on no future releases of hazardous substances occurring (i.e., good housekeeping) is unacceptable for Category S and D BEAs.

#### Required BEA Format

Pursuant to Rule 907(7), the BEA must be titled, and its contents organized, as follows:

**Baseline Environmental Assessment  
Conducted Pursuant to Section 20126(1)(c)  
of 1994 PA 451, Part 201, as amended,  
and the Rules promulgated thereunder**

1. **Identification of Author and Date BEA was Conducted and Date BEA was Completed**  
The person with the primary responsibility for the data assembly, interpretation, and technical conclusions, along with the dates when the BEA was conducted and completed.
2. **Introduction** - Explains general circumstances of the property with regard to past and intended activities, and in particular, identify which one of the three categories specified in the Technical Standards, (N, D, or S), is the basis upon which the BEA was conducted.
3. **Property Description and Intended Hazardous Substance Use** - BEA element N. I., and as appropriate, D. I., or S. I.
4. **Known Contamination** - BEA elements N. II. and N. III. and, as appropriate, S. II., N. III, D. II. and D. III.
5. **Likelihood of Other Contamination** - BEA element N. IV. and, as appropriate, D. IV. or S. IV.
6. **Alternative Approaches (if applicable)** - Detailed description of the specific features and controls of an alternative proposal as described in the section "Alternative Approaches."
7. **Conclusions** - The petitioner's conclusions as to how and why the assessment is sufficient to provide a basis to distinguish potential future hazardous substance releases from contamination already existing on the property. BEA element N. V., D. V., S. V., if applicable, or detailed discussion as to how an Alternative Approach provides a sufficient basis for distinguishing a future release from existing contamination.
8. **References** - Identify sources of any property-related data, information, or conclusions not included as attachments.
9. **Attachments** - Copies of property specific data and reports generated or used to provide the basis for the assessment including Phase I and II Assessments, and Remedial and Hydrogeological Investigations. If engineering controls, isolation zones, or similar features are presented as the basis for BEA adequacy, specifications for the construction and operation of the controls must be included.

#### Disclosure to DEQ

BEAs must be disclosed to the department by new property owners or operators in order to establish an exemption from liability for existing contamination pursuant to Section 26(1)(c)(ii). The BEA must be conducted prior to or within 45 days after the earlier of the date of purchase, occupancy, or foreclosure, and completed within 15 days of the time allowed under Section 26(1)(c) or Rule 903(8). In order for a BEA to satisfy the Section 26(1)(c)(ii) disclosure

obligations, it must be submitted with DEQ Form EQP4446 titled: "Disclosure of a BEA" no later than 8 months after the earliest of the date of purchase, occupancy, or foreclosure.

#### Petition for Agency Determination(s)

Section 29a allows a person to petition the DEQ within 6 months after completion of a BEA for a determination that that person meets the requirements for an exemption from liability under Section 26(1)(c) and, in conjunction with that exemption, a determination that the proposed use of the property satisfies the person's obligations under Section 7a. BEAs submitted with a petition for agency determination must be submitted with DEQ Form EQP4445 titled: "Petition for BEA Determination and Optional Determination of Compliance with Section 7a." A fee of \$750 must accompany a petition that requests an agency determination. Use of this form to submit a BEA satisfies Section 26(1)(c)(ii) obligations to disclose the BEA to the DEQ (it is not necessary to submit both forms nor the BEA two times). Each person (individual or other entity who is seeking a determination on a BEA) must submit a separate Petition and fee with the BEA. An exception to this requirement will be made for joint owners of property as tenants in common, tenants in entirety, or joint tenants as long as the petitioners will be conducting the same activities on the property and their relationship is noted on Form EQP4445 or EQP4446, as appropriate, in the "Petitioner" or "Submitter" blank. You may contact the DEQ District Office that serves the area in which the property is located to determine if fewer copies of the BEA can be submitted in these special cases. For Petitions submitted by joint owners, only one Petition form and Petition fee will be necessary; however, each person will need to complete an Affidavit in Support of a Petition for a BEA Determination and Optional Determination on Compliance with Section 7a.

Rule 911(8) provides that if the DEQ does not respond to a petition within 15 business days by either providing comments as described below or through issuing a written determination, and if the delay prevents the petitioner from curing deficiencies in the BEA within the time frames allowed by the Part 9 Rules, then the time allowed for the petitioner to cure any deficiencies is the time that would have been available to the petitioner if the DEQ had responded on the 15th business day.

#### Services Covered by BEA Review Fee

A fee of \$750 is required for all BEA Petitions submitted for DEQ review pursuant to Section 29a. No fee is required to accompany a BEA disclosed pursuant to Section 26(1)(c)(ii). The following services are covered by payment of the fee for BEA Petition review. This section describes only the covered services and does not address the required timing of submittals to the DEQ.

1. Review of and determination regarding the initial BEA and other required materials.
  - The DEQ may provide comments on any element of a BEA in a verbal and brief written communication to the "contact person" identified on the petition form, before issuing a determination. If the petitioner responds to the comments with additional information, the DEQ will make a determination within 15 business days of receipt of the additional information. If a response is not received from the petitioner within 15 business days of the original contact or a time period mutually agreed upon by the DEQ and the petitioner, the DEQ will issue a determination that the petitioner does not meet the requirements for an exemption under Section 26(1)(c).
  - If the petitioner chooses to receive a determination without responding to the DEQ's comments, the DEQ will provide a determination within 15 business days of being informed of the petitioner's decision.

- If the DEQ determines that a petition is administratively incomplete (e.g., missing any element required by the Part 9 Rules to be submitted), the DEQ may return the petition within 15 days of its receipt, without making a determination. This in no way alters the deadlines for completion and disclosure required under Part 201 and the Part 9 Rules.
  - No refund will be granted unless the BEA is returned without being reviewed (e.g., the petition shows that the BEA is not valid).
2. One review of and determination regarding adequacy of revisions to the BEA or other required materials if the initial determination identifies any deficiencies in the BEA or other petition documents.
  3. Review of and determination regarding the initial Section 7a Compliance Analysis if the petitioner exercises their option to seek a determination of compliance with Section 7a requirements.
  4. One review of and determination regarding a revised Section 7a Compliance Analysis if one is prepared in response to deficiencies identified in the initial determination.

If additional iterations of the BEA or Section 7a Compliance Analysis are submitted for DEQ determination(s), they must be accompanied by an additional \$750 fee. Submittals beyond the first revisions (as described above) which are not accompanied by the fee will not receive determinations. Such submittals may be retained in the DEQ district files.

#### Completing Affidavits

The affidavits associated with BEA submittals must indicate where the form was completed. For example, if the state in which an affidavit is signed is Indiana (as reflected by the "State of" and "County of" blanks which appear in the top left of each affidavit), the affiant's signature must be notarized in Indiana, not in Michigan. Conversely, if the "State of" blank is completed as "Michigan," and the "County of" blank completed as "Ingham," the affidavit must be signed and notarized in Ingham County, Michigan. Inconsistencies appearing in these forms may result in the denial of a BEA petition.

If, due to extenuating circumstances, you are unable to complete an affidavit using the model language, contact the district office in which the facility is located for assistance.

#### References

The following documents may be of assistance in conducting BEAs:

- **Part 201, Environmental Remediation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended and the Part 9 and Part 10 Rules.**
- **DEQ ERD and Waste Management Division Guidance Document**  
Verification of Soil Remediation
- **DEQ Environmental Response Division Operational Memoranda**
  - #6 Analytical Detection Level Guidance
  - #12 Alternate Soil Leaching Procedures
  - #13 Data Quality Objectives, Review of TMDL Excursions and Evaluation of Laboratory Data
  - #15 Default Cleanup Criteria

**#16 Sample Preservation, Handling, and Holding Time Guidelines**  
**#18 Part 201 Generic Cleanup Criteria**

Operational memoranda may be revised or replaced by the DEQ periodically. It is the responsibility of the submitter to ensure the most current operational memoranda are used.

These documents and current operational memoranda can be obtained by contacting the DEQ, ERD at 517-373-4800 or from the Internet at [www.deq.state.mi.us/erd/](http://www.deq.state.mi.us/erd/).

The following document is available from the American Society for Testing and Materials, 100 Barr Harbor Drive, West Conshohocken, PA 19428, Phone 610-832-9500.

- **ASTM Document #E1527-97; "Standard Practice for Environmental Assessments: Phase I Environmental Assessment Process"**

**SUMMARY CHART**  
**MINIMUM TECHNICAL STANDARDS FOR SECTION 26(1)(G) BEAs**  
 (see text for full explanations and details)

<b>CHARACTERIZATIONS BY BEA</b>					
<b><u>CIRCUMSTANCES OF FUTURE PROPERTY USE FOR WHICH BEA IS PERFORMED</u></b>	<b><u>I. Of Subject Property</u></b>	<b><u>II. Of Known Contaminants Identities and Quantities</u></b>	<b><u>III. Of Known Contaminants Distribution and Fate</u></b>	<b><u>IV. Of Likelihood of Unknown Contamination</u></b>	<b><u>V. Summary Rationale</u></b>
<b>Category N.</b> Basic characterizations for <b><u>ALL BEAs</u></b> , including those for properties at which there will be <u>no hazardous substance use</u> .	Legal property description, scaled map/survey, property tax identification no., photographs, prior BEAs.	Names, CAS nos. and concentrations of hazardous substance known to be present in excess of the residential cleanup standard. Identify USTs and abandoned containers.	Identification of the environmental media and general locations at which the known hazardous substances are present on the subject property.	An assessment and conclusions as to the likelihood that other hazardous substances are also present on the subject property.	Include specific statement that there will be no significant hazardous substance use. (Required for Petitions.)
<b>Category D.</b> <b>ADDITIONAL</b> characterizations for properties which will use <u>different hazardous substances</u> from those known or likely to already be present at the property.	Identification and CAS nos. of the hazardous substances which will be used on the property in the future.	No additional characterization needed beyond N. II.	In addition to the characterization in N.III., identify location of known contamination and the impacted media.	A demonstration that the hazardous substances which will be used at the property have not already been released to the environment at this location.	Explain how new releases would be distinguished from existing contamination. (Required for Petitions.)
<b>Category S.</b> <b>ADDITIONAL</b> characterizations for properties which will use the <u>same hazardous substances</u> as are already known or likely to be present as property contaminants; <b>OR</b> for properties at which any hazardous substance might be used as <u>no limit on future use</u> is identified.	No additional characterization needed beyond N.I. and D.1.	Quantification of the amount of known contamination on the property for hazardous substances to be used or not excluded from potential use.	Delineation of the extent and projected fate of the known property contaminants.	Investigation to confirm the presence and quantity of likely contaminants and delineate their extent.	Explain how new releases would be distinguished from existing contamination. (Required for Petitions.)

Note: Different or additional characterization will routinely be needed to determine compliance with Section 7a obligations

**LIMITED PHASE II INVESTIGATION  
NOVEMBER 17, 2010**

# Limited Phase II

## INVESTIGATION

5800 Balsam Drive,  
City of Hudsonville  
Ottawa County, Michigan  
*10902010*

November 17, 2010

Prepared By:

Nederveld, Inc.  
347 Hoover Blvd. Ste C  
Holland, MI 49423  
616.393.0449



## **TABLE OF CONTENTS**

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1.0	Executive Summary	1
2.0	Scope of Work	2
3.0	Introduction	
3.1	Introduction	3
3.2	Limiting Conditions and Methodology Used	3
4.0	Evaluation and Presentation of Results	4
5.0	Soil Characterization	8
6.0	Analysis and Conclusions	11
7.0	References	12
8.0	Qualifications and Signatures	13

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### Appendices

Appendix A	Figures	
	Figure 1 Site Location	
	Figure 2 Site Map	
	Figure 3 Sample Map	
	Figure 4 Contaminated Soil	
Appendix B	Laboratory Reports	
Appendix C	Tables	
Appendix D	Soil Boring Logs	

## **1.0 EXECUTIVE SUMMARY**

Nederveld, Inc. conducted a Limited Phase II Investigation at property address 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan on Parcel # 70-14-28-366-004 (hereinafter referred to as the Subject Property). Known soil impact within the Subject Property includes Arsenic as identified by a previous Limited Phase II Investigation, conducted by ERE, dated May 28, 2010. This Limited Phase II Investigation was conducted to further characterize the vertical and horizontal extents of the known Arsenic impact within the eastern portion of the Subject Property.

Analytical data results identified one (1) soil boring location (SB-10) containing concentrations of Arsenic in soil exceeding applicable MDEQ Part 201 Drinking Water Protection Criteria (DWPC) .

Refer to Section 5.0 Analysis and Conclusions for a comprehensive review of the analytical data and further recommendations.

## **2.0 SCOPE OF WORK**

On November 8, 2010, Nederveld, Inc conducted field activities to characterize the soils within twelve (12) predetermined locations and groundwater within one (1) predetermined location to further determine the extent of the known Arsenic impact existing within the soils of the eastern portion of the Subject Property and to determine if shallow groundwater underlying the Subject Property had been impacted by Arsenic. The soils were analyzed for concentrations of Arsenic exceeding applicable MDEQ Part 201 risk-based criteria.

### **3.0 INTRODUCTION**

#### **3.1 Introduction**

Nederveld, Inc. was retained by R. Becker Properties, LLC to conduct a Limited Phase II Investigation on the Subject Property located at property address 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan. This Limited Phase II Investigation was conducted to further characterize the extent of Arsenic impacted soils within the eastern portion of the Subject Property and to determine if shallow groundwater underlying the Subject Property has been impacted by Arsenic.

#### **3.2 Limiting Conditions and Methodology Used**

Twelve (12) soils borings were extended to depth to collect twelve (12) soil samples and one (1) soil boring was extended to depth to collect one groundwater sample, in a predetermined grid pattern, to obtain representative soil and groundwater samples from within the eastern portion of the Subject Property. No limiting conditions were encountered while extending the soil borings.

All samples were collected according to USEPA guidelines for sampling soils and groundwater for analysis of Arsenic. Sampling tools and containers were constructed of a material that would not compromise the analytical results of the samples. Ten (10) soil samples were collected using a stainless steel, bucket type hand auger and two (2) soil samples were collected utilizing a hollow stem auger, drill rig, and a split spoon sampler. The groundwater sample was collected utilizing a peristaltic pump with poly tubing. Sampling tools were decontaminated prior to and after samples at each location. The soils samples were kept intact as they were collected, preserved in an appropriate 4oz glass sampling jar, and chilled on ice. The groundwater sample was kept intact as it was collected, preserved in appropriate container utilizing a nitric acid preservation method and chilled on ice. All sample containers were clearly labeled with the date, time, boring number, sampler initials and job reference number. The containers were appropriately documented using the sample chain of custody report and delivered to Lakeland Laboratories to be analyzed for Arsenic.

## **4.0 EVALUATION AND PRESENTATION OF RESULTS**

### **Subject Property Soil Analysis Results**

A summary of the laboratory results is included in Appendix C, while the laboratory reports for the samples are included in Appendix B of this report. Refer to Figure 3 – Boring Location for the sample locations.

#### **LBSB-1**

Soil boring LBSB-1 was extended approximately 64-feet south and 30-feet west of the existing southwestern corner of the Cedar Crest Dairy freezer warehouse building located on the adjoining parcel to the north. The soil sample was collected from an organic/ peat soil from a depth of 19-feet below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soils at this location did not contain concentrations of Arsenic above any applicable MDEQ/MDNRE Part 201 Risk Based Criteria.

#### **LBSB-2**

Soil boring LBSB-2 was extended approximately 52-feet south and 30-feet west of LBSB-1. The soil sample was collected from an organic/peat soil from a depth of 14-feet below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soils at this location did not contain concentrations of Arsenic above any applicable MDEQ/MDNRE Part 201 risk based criteria.

#### **SB-1**

Soil boring SB-1 was extended approximately 16-feet north and 52-feet west of the LBSB-1. The soil sample was collected from loamy soils from a depth of 6” below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soils at this location did not contain concentrations of Arsenic above any applicable MDEQ/MDNRE Part 201 risk based criteria.

**SB-2**

Soil boring SB-2 was extended approximately 81-feet south and 35-feet west of SB-1. The soil sample was collected from loamy soil from a depth of 6" below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soils at this location did not contain concentrations of Arsenic above any applicable MDEQ/MDNRE Part 201 risk based criteria.

**SB-3**

Soil boring SB-3 was extended approximately 58-feet south and 25-feet west of SB-2. The soil sample was collected from loamy/ clayey soil from a depth of 10" below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location did not contain concentrations of Arsenic above any applicable MDEQ/MDNRE Part 201 risk based criteria.

**SB-4**

Soil boring SB-4 was extended approximately 81-feet south and 35-feet west of SB-3. The soil sample was collected from loamy/ clayey soil from a depth of 6" below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic; however, not at concentrations exceeding any applicable MDEQ Part 201 risk based criteria.

**SB-5**

Soil boring SB-5 was extended approximately 97-feet south and 42-feet west of SB-4. The soil sample was collected from clayey soil from a depth of 9" below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic; however, not at concentrations exceeding any applicable MDEQ Part 201 risk based criteria.

**SB-6**

Soil boring SB-6 was extended approximately 7-feet north and 57-feet east of SB-5. The soil sample was collected from loamy soil from a depth of 6" below ground surface (bgs)

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location did not contain concentrations of Arsenic exceeding any applicable MDEQ/MDNRE risk based criteria.

**SB-7**

Soil boring SB-7 was extended approximately 63-feet north and 51-feet east of SB-6. The soil sample was collected from loamy soil from a depth of 12” below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic; however, not at concentrations exceeding any applicable MDEQ Part 201 risk based criteria.

**SB-8**

Soil boring SB-8 was extended approximately 51-feet north and 41-feet east of SB-7. The soil sample was collected from loamy soil from a depth of 6” below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic; however, not at concentrations exceeding any applicable MDEQ Part 201 risk based criteria.

**SB-9**

Soil boring SB-9 was extended approximately 45-feet north and 36-feet east of SB-8. The soil sample was collected from loamy soil from a depth of 4” below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic; however, not at concentrations exceeding any applicable MDEQ Part 201 risk based criteria.

**SB-10**

Soil boring SB-10 was extended approximately 12-feet north and 79-feet east of LBSB-4. The soil sample was collected from loamy soil from a depth of 2” below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the soil sample collected at this location contained concentrations of Arsenic at 5,300 ppb exceeding

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

applicable MDEQ Part 201 Residential and Commercial I Drinking Water Protection Criteria (DWPC) of 4,600 ppb for Arsenic in soil

**GW-1**

Groundwater sample GW-1 was extended approximately 3-feet east of SB-3. The temporary monitoring well screen was set at 3.5-feet below ground surface (bgs). The groundwater sample was collected from shallow groundwater at a depth of 3-feet below ground surface (bgs) and analyzed for Arsenic. Analytical data results indicated the groundwater at this location did not contain concentrations of Arsenic exceeding any applicable MDEQ/MDNRE risk based criteria.

## **5.0 SOIL CHARACTERIZATION**

### **Subject Property Soil Characterization**

Soil types were determined and blow counts were conducted for soil borings LBSB-1, LBSB-2, LBSB-3 and LBSB-4. Borings were extended to a 20-foot depth by Environmental Drilling and Consulting (EDAC) with a hollow stem auger drilling rig and blow counts were conducted at 5-foot intervals in each soil boring location. Refer to Figure 3 – Boring Location for the boring locations. Soil boring logs can be found in Appendix D of this report.

#### **LBSB-1**

Soil boring LBSB-1 was extended approximately 64-feet south and 30-feet west of the existing southwestern corner of the Cedar Crest Dairy freezer warehouse building located on the adjoining parcel to the north. Visual inspection of the auger boring cuttings indicated surface to 0.33' was a loamy topsoil. 0.33' to 3' was fine grain sand. A split spoon sample and blow counts were conducted at 5' intervals. 3' to 4' was soft brown clay. 4' to 5' was soft gray clay. Blow counts were recorded as 12/8/4/4. 5' to 8' was soft gray clay. A split spoon sample and blow counts were conducted between the 8' to 10' depth. 8' to 9' was brown clay. 9' to 10' was gray clay with evidence of peat below. Blow counts were recorded as 2/2/1/1. 10' to 13' was soft gray clay. A split spoon sample and blow counts were conducted between the 13' to 15' depth. 13' to 13.75' was soft gray clay. 13.75 to 15' was soft black fibrous peat. Blow counts were recorded as 2/2/3/4. 15' to 17.5' was soft black fibrous peat. 17.5' to 18' was brown clay. A split spoon sample and blow counts were conducted between the 18' to 20' depth. 18' to 18.5' was brown clay. 18.5 to 18.75' was sandy gray clay. 18.75' to 20' was soft gray clay. Blow counts were recorded as 5/5/7/6. Total depth was reached at the 20' depth.

#### **LBSB-2**

Soil boring LBSB-2 was extended approximately 52-feet south and 30-feet west of LBSB-1. Visual inspection of the auger boring cuttings indicated surface to 0.33' was a loamy topsoil. 0.33' to 3' was gravel fill. A split spoon sample and blow counts were

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

conducted at 5' depth intervals. 3.0' to 3.5' was a sandy gravel. 3.5' to 4.75' was stiff gray clay. 4.75' to 5' was sandy gray clay. Blow counts were recorded as 11/3/8/8. 5' to 8' was soft gray clay. A split spoon sample and blow counts were conducted between the 8' to 10' depth. Due to an unidentified blockage of the split spoon sampler, no soil sample was recovered from the 8' to 10' depth. An additional exploratory boring was conducted approximately 5' to the south of LBSB-2 in an area of a similar surface elevation to properly identify the soil types at the 8' to 10' depth. See LBSB-5 for the soil identification at this depth. Blow counts between the 8' to 10' depth were recorded as 5/2/2/4. 10' to 13' was soft gray clay. A split spoon sample and blow counts were conducted between the 13' to 15' depth. 13' to 13.33' was soft gray clay. 13.33' to 13.5' was sand. 13.5 to 15' was soft black fibrous peat. Blow counts were recorded as 2/1/1/2. 15' to 17.5' was soft black fibrous organic/peat. 17.5' to 18' was brown clay. A split spoon sample and blow counts were conducted between the 18' to 20' depth. 18' to 18.5' was brown clay. 18.5 to 18.75' was sandy gray clay. 18.75' to 20' was soft gray clay. Blow counts were recorded as 3/5/8/13. Total depth was reached at the 20' depth.

### **LBSB-3**

Soil boring LBSB-3 was extended approximately 45-feet south and 82-feet east of LBSB-1 to a depth of 20-feet below ground surface (bgs). Visual inspection of the auger boring cuttings indicated surface to 0.33' was topsoil. 0.33' to 3' was stiff brown clay. A split spoon sample and blow counts were conducted between the 3' to 5' depth. 3.0' to 4.5' was stiff brown clay. 4.5' to 5' was sandy gray clay. Blow counts were recorded as 4/3/5/7. 5' to 8' was stiff gray clay. A split spoon sample and blow counts were conducted between the 8' to 10' depth. 8' to 8.66' was stiff brown clay. 8.66' to 9' was sandy brown clay. 9' to 10' was brown clay. Blow counts were recorded as 6/2/1/3. 12' to 12.75' was brown clay. 12.75' to 13' was coarse grain sand. A split spoon sample and blow counts were conducted between the 13' to 15' depth. 13' to 14.33' was coarse grain sand. 14.33' to 15' was black fibrous peat. Blow counts were recorded as 1/1/2/3. 15' to 18' was soft black fibrous peat. A split spoon sample and blow counts were conducted between the 18' to 20' depth. 18' to 19.33' was clayey fine grain sand. 19.33' to 20'

5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan

was sand. Blow counts were recorded as 3/5/8/10. Total depth was reached at the 20' depth.

#### **LBSB-4**

Exploratory soil boring LBSB-4 was extended approximately 55-feet south and 31-feet west of LBSB-3 to a depth of 20-feet below ground surface (bgs). Visual inspection of the auger boring cuttings indicated surface to 0.33' was a loamy topsoil. 0.33' to 3' was stiff brown clay. A split spoon sample and blow counts were conducted at 5' depth intervals. 3.0' to 3.66' was stiff brown clay. 3.66' to 4.25' was gray clay. 4.25' to 5' was sandy gray clay. Blow counts were recorded as 3/3/4/6. 5' to 7.5' was soft gray clay. 7.5' to 8' was soft brown clay. A split spoon sample and blow counts were conducted between the 8' to 10' depth. 8' to 8.5' was soft brown clay. 8.5' to 9' was stiff brown clay. 9' to 9.5' was stiff gray clay. 9.5' to 10' was black fibrous peat. Blow counts were recorded as 6/3/3/3. 10' to 11' was soft black fibrous peat. 11' to 13' was stiff gray clay. A split spoon sample and blow counts were conducted between the 13' to 15' depth. 13' to 13.75' was stiff gray clay. 13.75' to 15' was black fibrous peat. Blow counts were recorded as 2/2/2/3. 15' to 17.25' was soft black fibrous peat. 17.25' to 18' was soft brown clay. A split spoon sample and blow counts were conducted between the 18' to 20' depth. 18' to 18.66' was soft brown clay. 18.66' to 19' was gray clay. 19' to 20' was fine grain sand. Blow counts were recorded as 15/16/21/25. Total depth was reached at the 20' depth.

#### **LBSB-5**

Exploratory soil boring LBSB-4 was extended approximately 5-feet south of LBSB-2 to a depth of 10-feet below ground surface (bgs) to identify the soil types at the 8' to 10' depth. This boring was conducted as a response to an unidentified blockage of the split spoon sampler in LBSB-2, resulting in no recovery of a soil sample from the 8' to 10' depth. A split spoon sample and blow counts were conducted between the 8' to 10' depth. 8' to 9' was sandy brown clay. 9' to 10' was stiff gray clay. Blow counts were recorded as 5/2/3/3.

## **6.0 ANALYSIS AND CONCLUSIONS**

The twelve (12) soil samples and one (1) groundwater sample collected from the Subject Property were analyzed for Arsenic. Analytical data results identified one (1) additional soil boring location (SB-10) containing a concentration of Arsenic exceeding applicable MDEQ Part 201 Drinking Water Protection Criteria (DWPC) for Arsenic in soil.

Soil boring SB-10 was collected from the area of a proposed storm water detention basin. As soils within this area known to be impacted by Arsenic, the potential for future shallow groundwater and surface water to be impacted in this area is likely. Nederveld, Inc recommends additional soil sampling and analysis be conducted in the area of SB-10 and the proposed storm water detention basin to further characterize the extent of the Arsenic impacted soils.

Soil load bearing information will be supplemented to this report upon completion of the data.

## **7.0 REFERENCES**

The following documents were referenced in the preparation of this Limited Phase II Investigation:

Equity Resource Environmental, *Phase I Environmental Site Assessment, 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan*. April 27, 2010.

Equity Resource Environmental, *Limited Phase II Investigation, 5800 Balsam Drive, City of Hudsonville, Ottawa County, Michigan*. May 28, 2010.

1998 Annual Book of ASTM Standards, Section 11, Water and Environmental Technology, Guide for Environmental Site Assessments: Phase II Environmental Site Assessment Process, E 1903-97.

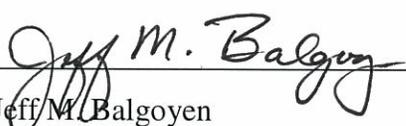
Michigan Department of Environmental Quality, Training Manual for Part 201 Cleanup Criteria, January 1998. Updated June 11, 2007.

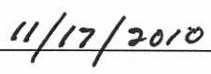
**8.0 QUALIFICATIONS AND SIGNATURES**

All work was performed by the undersigned Environmental Professionals. Site reconnaissance and sampling activities completed on the Subject Property were conducted on November 8, 2010, using qualified environmental engineer Nate A. Voigt and qualified environmental professional Jeff Balgoyen.

  
\_\_\_\_\_  
Nate A. Voigt  
Environmental Engineer

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jeff M. Balgoyen  
Environmental Professional

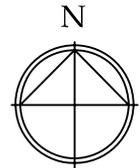
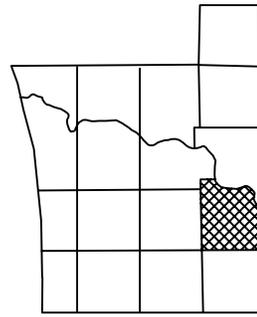
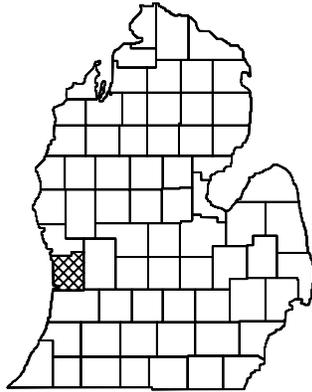
  
\_\_\_\_\_  
Date

Please contact Nederveld, Inc. with any questions or concerns  
Phone: (616) 393-0449  
Fax: (616) 392-3540



## **APPENDICES**

**APPENDIX A**  
**FIGURES**



10902010E-100 11/16/10 9:25



**ANN ARBOR**  
 920 N. Main St.  
 Ann Arbor, MI 48104  
 PHONE: 734.929.6963

**CHICAGO**  
 1082 National Parkway  
 Schaumburg, IL 60173  
 PHONE: 312.878.3897

**GRAND RAPIDS**  
 217 Grandville Ave., Suite 302  
 Grand Rapids, MI 49503  
 PHONE: 616.575.5190

**HOLLAND**  
 347 Hoover Boulevard  
 Holland, MI 49423  
 PHONE: 616.393.0449

## FIGURE 1 – SITE LOCATION

Part of NW 1/4 of SW 1/4  
 Sec. 28, T6N, R13W  
 City of Hudsonville  
 Ottawa County, MI

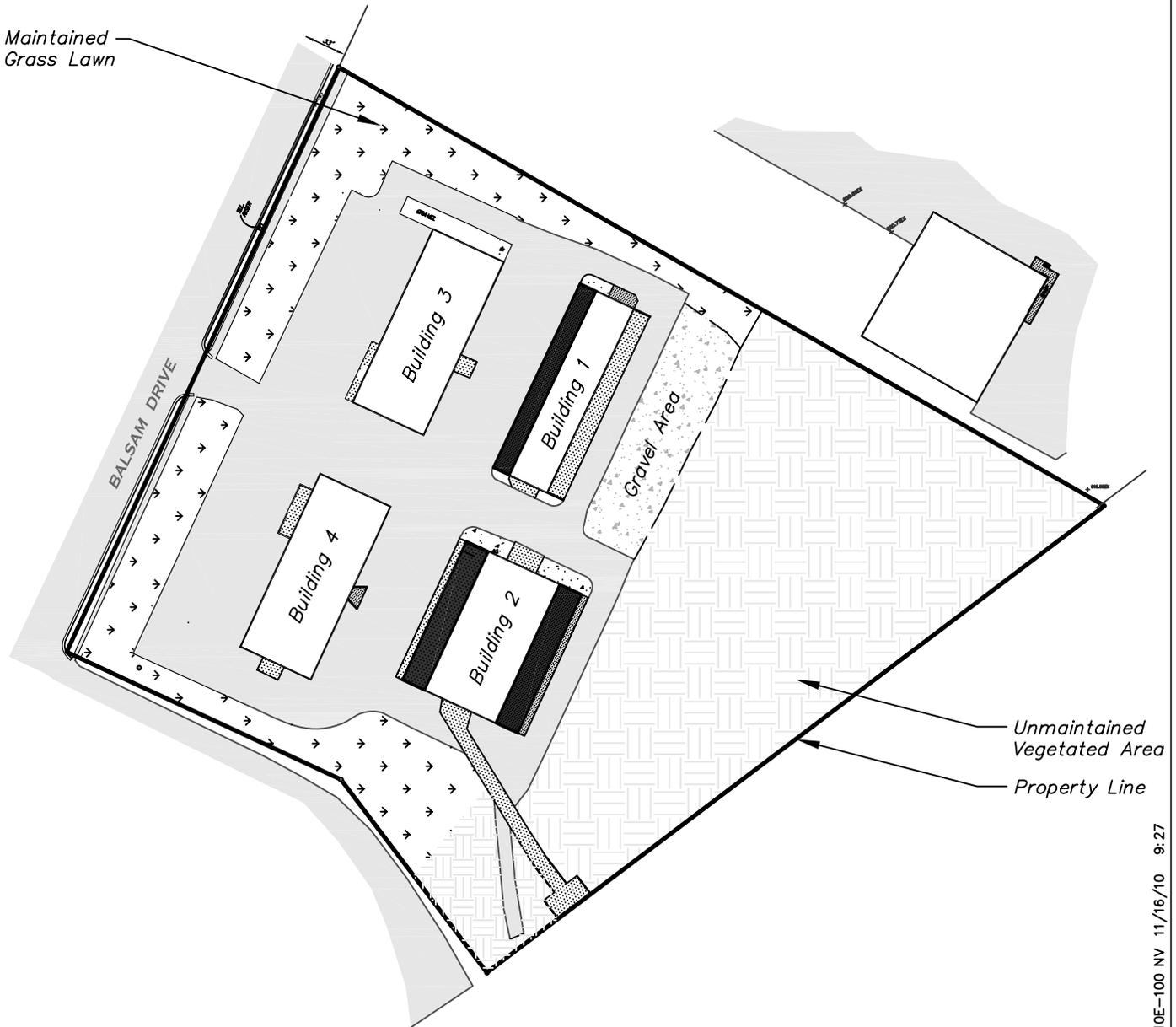
Site Name:  
 5800 Balsam  
 Hudsonville, MI

Project No.: 10902010  
 Drawn by: NAV  
 Date: 11-16-10

NOT TO SCALE  
 NOT A SURVEY



Maintained  
Grass Lawn



Unmaintained  
Vegetated Area

Property Line

10902010E-100 NV 11/16/10 9:27

## Figure 2 – Site Map



**ANN ARBOR**  
920 N. Main St.  
Ann Arbor, MI 48104  
PHONE: 734.929.6963

**CHICAGO**  
1082 National Parkway  
Schaumburg, IL 60173  
PHONE: 312.878.3897

**GRAND RAPIDS**  
217 Grandville Ave., Suite 302  
Grand Rapids, MI 49503  
PHONE: 616.575.5190

**HOLLAND**  
347 Hoover Boulevard  
Holland, MI 49423  
PHONE: 616.393.0449

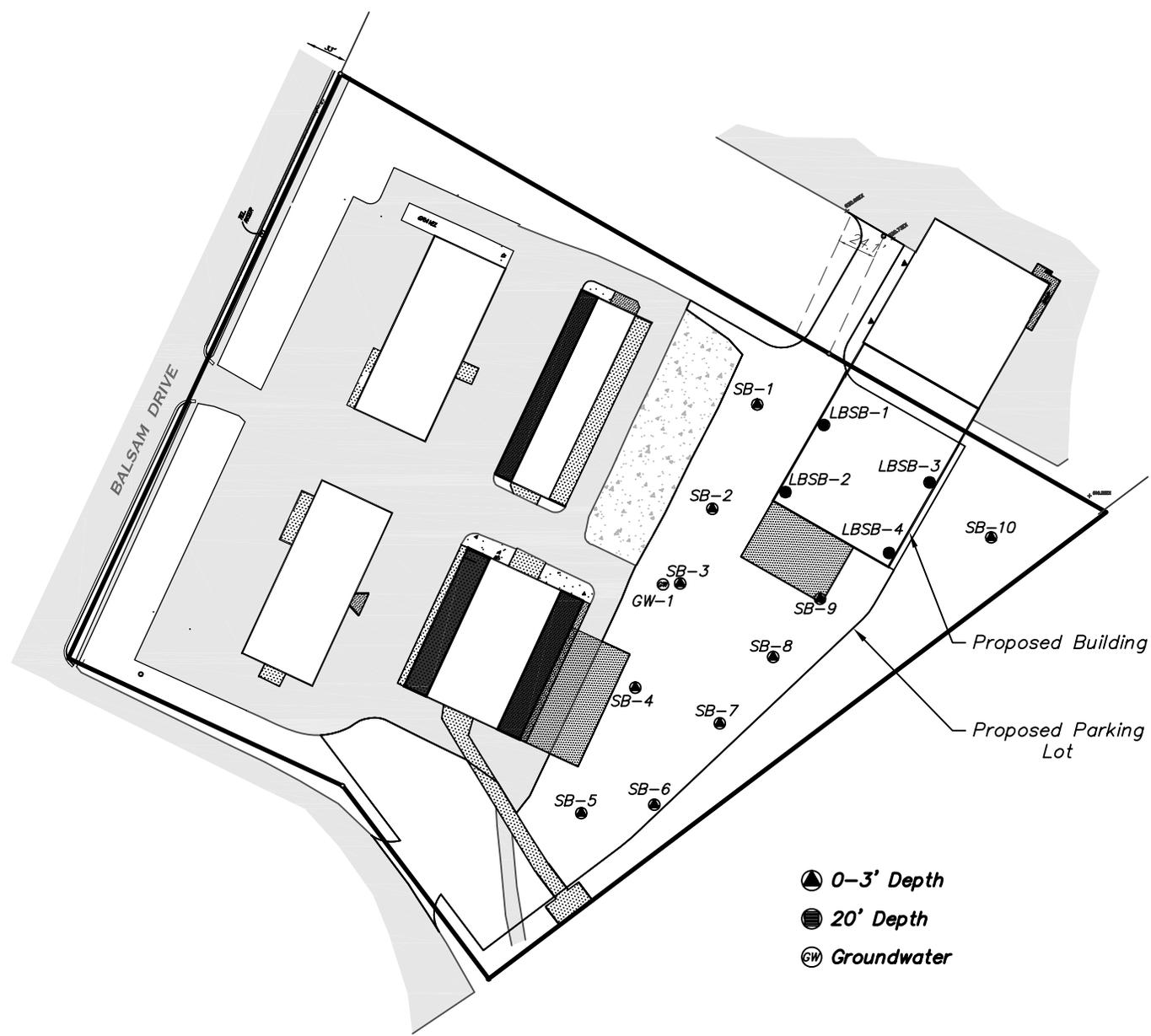
Part of NW 1/4 of SW 1/4  
Sec. 28, T6N, R13W  
City of Hudsonville  
Ottawa County, MI

NOT TO SCALE

NOT A SURVEY

Site Name:  
5800 Balsam  
Hudsonville, MI

Project No.: 10902010  
Drawn by: NAV  
Date: 11-16-10



- ▲ 0-3' Depth
- 20' Depth
- ⊕ Groundwater

10902010E-100 NV 11/16/10 9:20



**ANN ARBOR**  
 920 N. Main St.  
 Ann Arbor, MI 48104  
 PHONE: 734.929.6963

**CHICAGO**  
 1082 National Parkway  
 Schaumburg, IL 60173  
 PHONE: 312.878.3897

**GRAND RAPIDS**  
 217 Grandville Ave., Suite 302  
 Grand Rapids, MI 49503  
 PHONE: 616.575.5190

**HOLLAND**  
 347 Hoover Boulevard  
 Holland, MI 49423  
 PHONE: 616.393.0449

### Figure 3 - Boring Location

Part of NW 1/4 of SW 1/4 Sec. 28, T6N, R13W City of Hudsonville Ottawa County, MI	Site Name: 5800 Balsam Hudsonville, MI
	Project No.: 10902010 Drawn by: NAV
	Date: 11-15-10
NOT TO SCALE NOT A SURVEY	

**APPENDIX B**  
**LABORATORY REPORTS**



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81778

Sample ID: LBSB #1

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

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Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81779

Sample ID: LBSB #2

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lonni White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81780

Sample ID: SB #1

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81781

Sample ID: SB #2

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81782

Sample ID: SB #3

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81783

Sample ID: SB #4

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	3.0	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



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8290 Pettysville Road  
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Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81784

Sample ID: SB #5

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	2.9	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
Pinckney, MI 48169

Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81785

Sample ID: SB #6

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

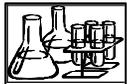
Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



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## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81786

Sample ID: SB #7

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	2.4	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



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Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81787

Sample ID: SB #8

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	3.5	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



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## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81788

Sample ID: SB #9

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	2.6	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



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Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81789

Sample ID: SB #10

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	5.3	0.1	mg/Kg	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010



# Lakeland Laboratories, Inc.

8290 Pettysville Road  
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Phone: (734) 878-3400  
FAX: (734) 878-3981

## Certificate of Analysis

Date: November 16, 2010

Customer: Nederveld  
347 Hoover Blvd, Suite C  
Holland, MI 49423

Project Name: 5800 Balsam  
Project Number: 10902010  
Submit Date: November 10, 2010  
Collection Date: November 8, 2010

Lab Sample ID: 7966-81790

Sample ID: GW #1

Parameters	Result	LRL	Units	Method Reference	Analysis Date	Analyst
<b>Metals Analysis</b>						
Arsenic	ND	0.005	ug/L	SW846 7060	11/16/2010	LLW

Parameter- Analysis performed or the name of the chemical analyzed.

Result- The reported concentration in the sample

Analysis Date- Date the analysis was performed

LRL- Lower Reporting Limit- dilutions may affect the LRL.

Analyst- Initials of the analyst performing the analysis

Units- The unit which corresponds to the reported concentration

ND- Parameter not detected above the reported LRL

Reviewed By:                     *Lois White*                    

Date:                     11/16/2010

**APPENDIX C**  
**TABLES**

Soil  
Arsenic Analysis

Sample	Arsenic Concentration	Arsenic Criteria		
		DWPC	GSIPC	DCC
LBSB-1	ND	4,600	70,000	7,600
LBSB-2	ND	4,600	70,000	7,600
SB-1	ND	4,600	70,000	7,600
SB-2	ND	4,600	70,000	7,600
SB-3	ND	4,600	70,000	7,600
SB-4	3,000	4,600	70,000	7,600
SB-5	2,900	4,600	70,000	7,600
SB-6	ND	4,600	70,000	7,600
SB-7	2,400	4,600	70,000	7,600
SB-8	3,500	4,600	70,000	7,600
SB-9	2,600	4,600	70,000	7,600
SB-10	<b>5,300</b>	<b>4,600</b>	70,000	7,600

Groundwater  
Arsenic Analysis

Sample	Arsenic Concentration	Arsenic Criteria		
		DWC	GSI	GCC
GW-1	ND	10	150	4,300

**bolded text** represents values exceeding applicable criteria

DCC = Direct Contact Criteria

DWC = Drinking Water Criteria

DWPC = Drinking Water Protection Criteria

GCC = Groundwater Contact Criteria

GSI = Groundwater Surface water Interface

GSIPC = Groundwater Surface Water Interface Protection Criteria

ND =parameter Not Detected above the lower reporting limit

# Action Request



**Committee:** Finance and Administration Committee

**Meeting Date:** 4/19/2011

**Requesting Department:** Planning and Performance Improvement

**Submitted By:** Mark Knudsen

**Agenda Item:** Countywide Wireless Broadband Initiative

## SUGGESTED MOTION:

To approve and forward to the Board of Commissioners, contingent upon Robinson Township's land use approvals, construction of a new 199 foot communications tower for an estimated cost of \$200,000 to be located in the Southeast corner of the County's Johnson Street Forest/Open Space property, provided as follows:

- The project budget shall not exceed \$200,000.
- Design and construction management services shall be provided by Tele-rad, Inc. for a fee of 7% of actual construction cost. Tele-rad will solicit bids for all construction related work.
- The Board Chairperson and Clerk are authorized to sign a "Marketing and Management agreement between Tele-rad, Inc. and the County of Ottawa." The management fee shall be 10% of the co-location revenue for any vendors that Tele-rad obtains contacts with, limited to the initial five year term of the lease.
- Funding to come from the Public Improvement Fund.

## SUMMARY OF REQUEST:

This tower is being proposed as part of Ottawa County's Countywide Wireless Broadband Initiative. At present, approximately 95% of the County's population has access to high-speed, fully-mobile broadband service. The proposed Robinson Township Tower is situated in one of four remaining underserved areas in the County. Two national wireless carriers have agreed to co-locate on the tower if constructed. The proposed tower is similar in design to the County's Fillmore Street Tower which was constructed as part of the Wireless Broadband Initiative.

## FINANCIAL INFORMATION:

Total Cost: \$200,000.00    General Fund Cost: \$0.00    Included in Budget:     Yes     No

If not included in budget, recommended funding source: Public Improvement Fund

## ACTION IS RELATED TO AN ACTIVITY WHICH IS:

Mandated     Non-Mandated     New Activity

## ACTION IS RELATED TO STRATEGIC PLAN:

Goal: 3: To Contribute to a Healthy Physical, Economic, & Community Environment.

Objective: 5: Provide quality County facilities throughout the County. (Analyze the potential use of County land for additional communication tower leasing.)

**ADMINISTRATION RECOMMENDATION:**     Recommended     Not Recommended     Without Recommendation

County Administrator: **Alan G. Vanderberg**

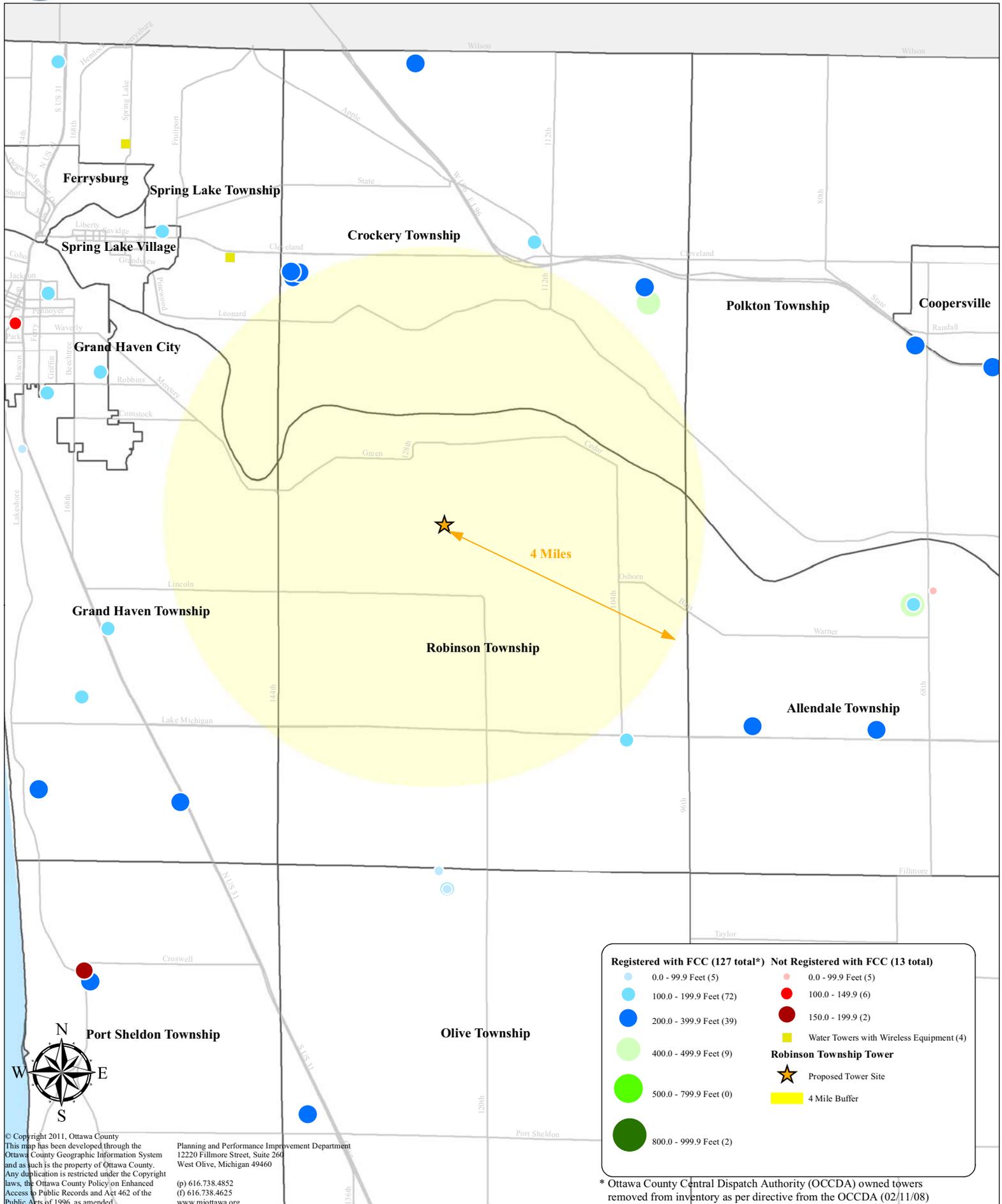
Digitally signed by Alan G. Vanderberg  
DN: cn=Alan G. Vanderberg, o=US, ou=County of Ottawa, ou=Administrator's Office, email=avanderberg@miottawa.org  
Reason: I am approving this document  
Date: 2011.04.14 14:11:32 -0400

Committee/Governing/Advisory Board Approval Date:



# Ottawa County Wireless Broadband Initiative

Existing Wireless Communications Towers within 4 Miles  
of Proposed Robinson Township Tower Site



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Public Acts of 1996, as amended.

Planning and Performance Improvement Department  
12220 Fillmore Street, Suite 260  
West Olive, Michigan 49460  
(p) 616.738.4852  
(f) 616.738.4625  
www.miottawa.org

\* Ottawa County Central Dispatch Authority (OCCDA) owned towers removed from inventory as per directive from the OCCDA (02/11/08)